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

MONDAY, JULY 13, 2026

~ 6:00 P.M.~

AGENDA

1. **PLEDGE OF ALLEGIANCE**

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

3. **APPROVAL OF THE AGENDA**

4. **APPROVAL OF CONSENT AGENDA**:
   a) **BOT MINUTES –** Minutes of BOT, June 8, 2026
   b) **BOT MINUTES –** Minutes of BOT, June 22, 2026
   c) **PURCHASE REQUISITION**: APIC Solutions – Public Safety Building Security - $2,162.10
   d) **PURCHASE REQUISITION**: APIC Solutions – Community Center Security - $77,937.56
   e) **PURCHASE REQUISITION:** Desert Peaks Architects – Public Safety Building - $12,366.26

5. **PRESENTATION**
   a) **PRESENTATION: FILM LAS CRUCES**

   b) **PRESENTATION: SCCOG CDBG PROJECT APPLICATION**

6. **STAFF UPDATES & STAFF COMMENTS**

7. **PUBLIC INPUT ON CASES – The public is invited to address the Board as allowed the chair.**

8. **NEW BUSINESS**

   a) **APPROVAL: PZHAC CASE#062147 –** 2138 Calle de Sur, submitted by Marta Orta. Requesting approval to replace one of two garage doors with windows. ZONE: Historical Residential (HR).

   b) **APPROVAL: Film Las Cruces Agreement**

   c) **APPROVAL: Dona Ana County Fire & Emergency Response Agreement**

   d) **APPROVAL: 2027 Clean & Beautiful Program Agreement**

   e) **APPROVAL: Resolution 2026-32 – 4TH QUARTER FINANCIAL REPORT**

f) **APPROVAL: Resolution 2026-33 – FY 26-27 FINAL BUDGET ADOPTION**

g) **APPROVAL: Resolution 2026-34 – LGRF FY2027 CO-OP FUNDING (CALLE DE OESTE)**

h) **APPROVAL: Resolution 2026-35 – LGRF FY 2027 MATCH WAIVER REQUEST**

i) **APPROVAL: Resolution 2026- 36 - CAPITAL ASSET CERTIFICATION**

j) **APPROVAL: Resolution 2026-37 – SCCOG FY 26-27 AGREEEMENT**

k) **APPROVAL: Resolution 2026-38 – 2027 CDBG APPLICATION**

l) **APPROVAL: 2027 CDBG ADMIN SERVICES AGREEMENT**

m) **APPROVAL: Resolution 2026-39 – EMPLOYEE ENGAGEMENT, SERVICE, & RECOGNITION POLICY**

n) **APPROVAL: Resolution 2026-40 – HISTORIC PRESERVATION FUNDING**

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

10. **BOARD OF TRUSTEE COMMITTEE REPORTS & COMMENTS**

11. **ADJOURN**

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 can be found online at www.mesillanm.gov.

Posted ***07.09.2026*** 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, Lucky's Food Mart 2290 Avenida de Mesilla, Ristramnn 2531 Ave de Mesilla, the U.S. Post Office 2253 Calle de Parian, and Mesilla Park Recreation Center 304 Bell Ave.

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

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

MONDAY, JUNE 08, 2026

~ 6:00 P.M.~

MINUTES

TRUSTEES Russell Hernandez, Mayor
Stephanie Johnson-Burick, Mayor Pro Tem
Biviana Cadena, Trustee
Veronica Garcia, Trustee
Gerard Nevarez, Trustee

STAFF Ben Azcarate, Marshal
Lorenzo Astorga, Public Works Director
Greg Whited, Fire Chief
Eddie Salazar, Econ & Com Development Director
Gloria S Maya, Town Clerk/Treasurer

PUBLIC Catherine Walkinshaw
Eric Walkinshaw
Janice Cook
Bill Cook
Morgan Switzer
Tiffany Haggard
Trina Witter
Beverly Estrada
Anton Magallanez

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1. PLEDGE OF ALLEGIANCE

Mayor Russell Hernandez called the meeting to order and led those present in the Pledge of Allegiance.

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2. ROLL CALL & DETERMINATION OF A QUORUM

Town Clerk/Treasurer Gloria Maya conducted roll call.

Present:

- Mayor Russell Hernandez
- Mayor Pro Tem Stephanie Johnson-Burick
- Trustee Garcia
- Trustee Cadena
- Trustee Nevarez

A quorum was established and the meeting proceeded.

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3. APPROVAL OF THE AGENDA

Mayor Hernandez presented the agenda for approval.

Trustee Nevarez moved to approve the agenda as presented.

Mayor Pro Tem Johnson-Burick seconded the motion.

There being no discussion, the motion carried unanimously.

MOTION: Trustee Nevarez
SECOND: Mayor Pro Tem Johnson-Burick
RESULT: Approved

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4. APPROVAL OF CONSENT AGENDA

Mayor Hernandez presented the Consent Agenda.

Discussion occurred regarding prior meeting minutes and comments related to public input and petitions. Clarification was provided regarding language contained within the minutes and how comments had been recorded.

Following discussion, the Board proceeded with consideration of the Consent Agenda.

Mayor Pro Tem Johnson-Burick moved approval of the Consent Agenda.

Trustee Cadena seconded the motion.

The motion carried.

MOTION: Mayor Pro Tem Johnson-Burick
SECOND: Trustee Cadena
RESULT: Approved

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5. STAFF UPDATES & COMMENTS

A. Mesilla Marshals Department

Marshal Azcarate provided an overview of recent departmental activities.

The report included calls for service, traffic enforcement efforts, community policing activities, code enforcement support, officer training, and ongoing public safety operations. Updates were provided regarding staffing, community outreach efforts, and upcoming public events involving the department.

Discussion followed regarding traffic concerns throughout town, speeding complaints, and future enforcement opportunities. Trustees discussed concerns raised by residents and opportunities to increase visibility in problem areas.

B. Fire Department

Fire Chief Greg Whited presented the monthly Fire Department report.

Chief Whited reported on emergency responses, training activities, volunteer recruitment efforts, public education programs, and mutual aid responses.

The Chief discussed smoke detector and carbon monoxide detector initiatives, Community Connect participation, school outreach programs, and recent emergency response activities.

Board members discussed recruitment challenges, volunteer firefighter retention, smoke detector programs, and community outreach opportunities.

C. Public Works Department

Public Works Director Lorenzo Astorga provided updates on departmental activities and current projects.

Mr. Astorga discussed maintenance operations, drainage concerns, beautification efforts, roadway repairs, and infrastructure projects. He reported on partnerships with community organizations and ongoing work throughout Town facilities and public spaces.

Discussion included stormwater management concerns, drainage maintenance, roadway conditions, and infrastructure priorities.

Board members discussed recent rainfall events and the impact on drainage systems throughout town.

D. Economic/Community Development Department

Economic/Community Development Director Eddie Salazar provided departmental updates.

Mr. Salazar reported on:

- Historic preservation activities.
- Code enforcement cases.
- Ordinance review efforts.
- Planning and zoning matters.
- Historic Preservation internship activities.
- Historic Registry nominations.
- Community development initiatives.
- Public art planning.
- Special event coordination.

Discussion occurred regarding nuisance properties, RV parking concerns, code enforcement procedures, and ordinance revisions currently under review.

Mr. Salazar discussed repairs to the EBID lateral near Mesilla Farms and related coordination efforts.

Historic Preservation activities were reviewed, including ongoing intern projects and work associated with the Historic Registry.

Discussion then shifted to event parking concerns and fireworks stand hazard permit fees.

Trustees questioned how permit fees had been assessed and whether businesses had been provided adequate notice regarding fee requirements. Discussion focused on consistency of enforcement, ordinance interpretation, notification procedures, and fairness to businesses.

Mayor Hernandez emphasized the importance of reviewing ordinance language and ensuring businesses are informed when fee structures or permitting requirements affect operations.

Board members discussed grace periods, compliance procedures, and opportunities to improve communication with affected property owners and businesses.

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6. PUBLIC INPUT ON CASES

Morgan Switzer – New Mexico Vintage Wines

Ms. Switzer addressed the Board regarding the proposed noise ordinance.

She stated that she supported having a noise ordinance but expressed concern regarding the proposed decibel levels.

Ms. Switzer stated that live music and customer activity are important components of local business operations and community enjoyment.

She expressed concern that the proposed thresholds could negatively affect businesses while not impacting other establishments or Town-sponsored events in the same way.

Ms. Switzer requested that the Board carefully consider how the ordinance may affect businesses and patrons before final adoption.

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7. DISCUSSION / ACTION ITEMS

A. PZHAC CASE 062130 – 2130 CALLE PRINCIPAL

Economic/Community Development Director Eddie Salazar presented the request for improvements to an accessory structure located at 2130 Calle Principal.

Mr. Salazar explained that the application had been reviewed by the Planning, Zoning and Historic Architectural Commission (PZHAC) and received a recommendation for approval on a 4-0 vote. Commissioner Eric Walkinshaw recused himself from discussion and voting due to ownership interest in the property.

Staff reviewed the proposed improvements and confirmed compliance with applicable design standards.

Board members discussed the project and asked questions regarding the scope of work and consistency with historic district requirements.

Mayor Pro Tem Johnson-Burick moved approval of PZHAC Case 062130.

A second was provided.

Following discussion, the motion carried.

RESULT: Approved

B. PZHAC CASE 062135 – CASA OSO SIGN REQUEST

Mr. Salazar presented a request for installation of a new projecting sign for Casa Oso.

Staff explained that PZHAC had considered the request and produced a split 2-2 vote, resulting in no recommendation.

The proposed sign included internally illuminated lettering.

Extensive discussion followed.

Board members discussed:

- Historic Plaza design standards.
- Compatibility with historic character.
- Traditional sign styles.
- Goose-neck lighting versus internally illuminated signage.
- Visibility concerns for businesses.
- Consistency with previous approvals.
- Potential precedent for future sign applications.

Several trustees expressed concern regarding the introduction of internally illuminated signs within the historic Plaza area and questioned whether approval would establish a precedent difficult to reverse in future cases.

Discussion also focused on examples from Santa Fe and other historic communities.

Trustees considered whether the sign could be redesigned using external lighting methods that would better align with historic design standards.

Following extensive discussion, a motion was made to approve the application.

The motion failed.

As a result, the application was denied.

Following the vote, additional discussion occurred regarding guidance for the applicant, potential redesign options, and future interpretation of sign standards.

RESULT: Application Denied

C. DISCUSSION – UPCOMING PUBLIC HEARINGS AND ORDINANCE UPDATES

Mayor Hernandez reviewed multiple ordinance amendments scheduled for future public hearings.

Discussion included:

- Nuisance ordinance revisions.
- Noise ordinance revisions.
- Hearing officer provisions.
- PZHAC compensation.
- Public school fee exemptions.
- Utility rate notification procedures.
- Future ordinance review schedules.

Mayor Hernandez emphasized that upcoming meetings would be public hearings and that drafts would be made available for public review.

Trustee Garcia expressed concern that businesses had not yet received ordinance drafts and stressed the importance of notifying those who may be affected.

Discussion focused heavily on the proposed noise ordinance.

Board members compared proposed standards to those used by Dona Ana County and the City of Las Cruces.

Mayor Hernandez stated that the intent was to recognize that commercial areas are business-focused areas while still providing protections for nearby residents.

Discussion included:

- Decibel measurement locations.
- Daytime and nighttime standards.
- Enforcement procedures.
- Town-sponsored events.
- Commercial versus residential priorities.
- Public outreach requirements.

Discussion then moved to PZHAC compensation.

The Board reviewed proposed commissioner compensation levels of $100 per meeting and $50 for alternates.

Trustees discussed reducing the number of alternates from two to one due to consistent attendance while allowing current appointments to remain through expiration of their terms.

Discussion also addressed building fee exemptions for public schools and public entities.

Questions were raised regarding exemption thresholds, Board review requirements, and utility connection fees.

Mayor Hernandez reviewed the process for future ordinance updates and encouraged trustees to submit comments before scheduled public hearings.

D. LAND SPLIT PRIOR TO SUBDIVISION CODIFICATION

Mr. Salazar presented concerns regarding historic land divisions that occurred prior to adoption of subdivision regulations.

The discussion became one of the most extensive topics of the evening.

Mr. Salazar reviewed issues involving:

- Mesilla Park properties.
- Legal non-conforming lots.
- Basin Manor subdivision history.
- Annexation history.
- R-1 zoning requirements.
- Historic Residential zoning.
- Drainage easements.
- EBID facilities.
- Properties divided by governmental actions.

Board members discussed situations where parcels had been legally separated by drainage facilities decades ago but continued to be treated as single tax accounts.

Questions arose regarding whether property owners should be required to seek variances when lot configurations resulted from historic governmental actions rather than owner decisions.

Discussion expanded to:

- Agricultural land divisions.
- Property surveys.
- Tax parcel mapping.
- GIS records.
- Historical zoning classifications.
- Housing affordability.
- Cluster development concepts.
- Greenbelt preservation goals.

Trustees questioned whether recurring variance requests indicated broader zoning issues requiring code amendments.

Mayor Hernandez noted that repeated variance requests may indicate deficiencies within existing ordinances and may justify future code revisions.

Board members discussed whether creation of a new zoning classification may be appropriate for historic neighborhoods such as Mesilla Park.

Historic preservation implications, annexation records, and potential Section 106 considerations were also discussed.

Staff requested policy guidance from the Board before proceeding with future recommendations.

The Board generally agreed that additional research and comprehensive zoning review would be necessary before policy decisions are made.

E. MUNICIPAL COURT UPDATE

Former Municipal Court Administrator Ramona Molina appeared before the Board to provide an update regarding reconciliation and closure of historical Municipal Court records.

Ms. Molina explained that significant work had been completed to reconcile bond accounts, close remaining court cases, and review historical records dating back many years. She stated that all known pending Municipal Court cases had been addressed and that DWI-related records had been transferred to Magistrate Court because those records are required to be maintained permanently.

Ms. Molina reported that an initial review identified approximately forty-two records that appeared to contain unresolved bond balances. Through extensive research and comparison of historical court records, accounting records, and available case files, that list had been reduced significantly.

Ms. Molina advised the Board that only a handful of records remained questionable and that approximately $12,359 may still be associated with potential claims depending upon final verification.

Board members asked questions regarding how the discrepancies occurred.

Ms. Molina explained that many of the problems stemmed from older accounting systems, reversed transactions, missing documentation, and inconsistent historical recordkeeping practices.

During discussion, examples were provided of transactions where checks had been issued, later reversed in the accounting system, and then appeared to create duplicate obligations even though payments had already been made.

One example discussed involved an individual from 2011 whose case could no longer be located in the system despite the existence of a related financial transaction. Ms. Molina explained that because of missing records and incomplete historical information, it was difficult to determine exactly how some transactions had occurred. She noted that some records reflected pending bonds even though evidence suggested the bonds had already been refunded or applied. She further explained that because complete records were unavailable, there was no way to determine how many similar situations might exist.

Trustees expressed concern regarding the size of the discrepancy between the amount potentially owed and the amount remaining in bond accounts.

Ms. Molina explained that while approximately $12,359 appeared to be potentially owed to identifiable claimants, approximately $44,000 remained in court bond accounts. She stated that she could not explain why the difference existed and that the issue likely predated her employment with the Town.

Mayor Hernandez discussed ongoing coordination with state agencies and emphasized that guidance was being sought from the Department of Finance and Administration (DFA), the State Auditor's Office, and the Administrative Office of the Courts (AOC). He noted that all parties involved were state-level entities and that the Town was awaiting direction regarding proper disposition of remaining funds.

Board members thanked Ms. Molina for the extensive work completed to reconcile the records.

Ms. Molina then stated that she had one concern regarding the proposed approval documents. She explained that she did not want to sign any documentation that could later be interpreted as accepting responsibility for problems that existed before she became Court Administrator. She stated that she was willing to assist in resolving the issue but did not want her signature associated with actions that occurred before her employment with the Town.

Mayor Hernandez acknowledged her concern and confirmed that the issue could be addressed during consideration of the next agenda item.

Board members thanked Ms. Molina for her work and she concluded her presentation.

F. APPROVAL OF COURT RECORDS, LISTINGS AND REMAINING PROCEDURES

Mayor Pro Tem Stephanie Johnson-Burick moved approval of the Court Records, Listings and Remaining Procedures.

Trustee Garcia seconded the motion.

Mayor Hernandez opened the item for discussion and referenced Ms. Molina's request regarding removal of her name from the records custodian portion of the documentation.

Trustee Garcia stated that she wished to amend the motion by removing Ramona Molina from the Public Safety Clerk Records Custodian designation contained within the documents.

Trustee Nevarez seconded the amendment.

Mayor Hernandez opened discussion on the amendment.

Hearing no discussion, Mayor Hernandez called for a roll call vote.

Amendment Motion

MOTION: Trustee Garcia
SECOND: Trustee Nevarez

Roll Call Vote:

- Mayor Pro Tem Johnson-Burick – Yes
- Trustee Garcia – Yes
- Trustee Cadena – Yes
- Trustee Nevarez – Yes

RESULT: Amendment Approved Unanimously.

The Board then returned to the original motion as amended.

Mayor Hernandez again opened discussion.

Hearing none, he called for a roll call vote.

Main Motion as Amended

MOTION: Mayor Pro Tem Johnson-Burick
SECOND: Trustee Garcia

Roll Call Vote:

- Trustee Garcia – Yes
- Trustee Cadena – Yes
- Trustee Nevarez – Yes
- Mayor Pro Tem Johnson-Burick – Yes

RESULT: Approved Unanimously.

G. APPROVAL OF USDA WILDLIFE AGREEMENT

Mayor Pro Tem Johnson-Burick moved approval of the USDA Wildlife Agreement.

Trustee Garcia seconded the motion.

Mayor Hernandez explained that the agreement is the Town's annual wildlife services agreement.

Hearing no further discussion, a roll call vote was conducted.

MOTION: Mayor Pro Tem Johnson-Burick
SECOND: Trustee Garcia

Roll Call Vote:

- Trustee Garcia – Yes
- Trustee Cadena – Yes
- Trustee Nevarez – Yes
- Mayor Pro Tem Johnson-Burick – Yes

RESULT: Approved Unanimously.

H. APPROVAL OF NEW MEXICO COOPERATIVE MARKETING AGREEMENT

Mayor Pro Tem Johnson-Burick moved approval.

Trustee Cadena seconded the motion.

Mayor Hernandez explained that the agreement represented the Town's annual marketing partnership with the State of New Mexico. He noted that the Town's matching contribution was approximately $13,000 and that the program generated approximately $40,000 in total marketing value.

No additional discussion was offered.

Roll Call Vote

- Trustee Garcia – Yes
- Trustee Cadena – Yes
- Trustee Nevarez – Yes
- Mayor Pro Tem Johnson-Burick – Yes

RESULT: Approved Unanimously.

I. APPROVAL OF NEW MEXICO HISTORIC SITES LEASE AGREEMENT

Mayor Pro Tem Johnson-Burick moved approval.

Trustee Garcia seconded the motion.

Mayor Hernandez explained that New Mexico Historic Sites had requested conversion of the lease agreement from an annual renewal to a three-year renewal cycle in order to streamline administrative procedures.

No additional discussion occurred.

Roll Call Vote

- Mayor Pro Tem Johnson-Burick – Yes
- Trustee Garcia – Yes
- Trustee Cadena – Yes
- Trustee Nevarez – Yes

RESULT: Approved Unanimously.

J. RESOLUTION 2026-27 – FOURTH QUARTER BUDGET ADJUSTMENT

Mayor Pro Tem Johnson-Burick moved approval.

Trustee Cadena seconded the motion.

Mayor Hernandez clarified that references to Fiscal Year 2025-26 were correct because the adjustment related to the current fiscal year.

Finance staff, Ms. Maya, explained that budget adjustments were necessary because reimbursements and refunds had increased revenues beyond budgeted amounts. Ms. Maya noted that budget adjustments are required whenever revenue exceed budget projections and explained that additional adjustments may occur before fiscal year close-out.

Mayor Hernandez noted that these adjustments were positive because they reflected additional reimbursements and funding being received throughout the year.

Ms. Maya emphasized that the Town budget is a living document that changes throughout the fiscal year as revenues and expenditures fluctuate.

Following discussion, a roll call vote was conducted.

RESULT: Approved Unanimously.

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8. PUBLIC INPUT

Anton Magallanez– Moyes Surveying

Mr. Magallanez addressed the Board regarding the earlier discussion on greenbelt parcels and land divisions.

Mr. Magallanez explained that Assessor maps are tax tools and do not establish legal boundaries. He noted that many property owners mistakenly assume tax parcels and legal parcels are identical when that is not always the case. He described historical practices whereby multiple legal lots were combined under a single tax account and situations where legally distinct parcels existed under one assessment record.

He discussed greenbelt properties affected by the 1932 drainage easement acquisitions and explained how drainage construction legally divided certain parcels through governmental action. He stated that in many cases no subdivision occurred because the division resulted from government acquisition rather than owner action.

Mr. Magallanez encouraged the Town to develop an administrative process to address these situations rather than requiring variances or subdivision applications for parcels that were already legally divided. He also suggested consideration of conditional zoning approaches for historic undersized lots.

Beverly Estrada

Ms. Estrada addressed the Board regarding due process, transparency, communication, and accountability within Town government.

Ms. Estrada stated that she had submitted requests for documents but did not initially receive the requested materials. She explained that she received acknowledgment that the requests had been received and that staff would be working on them, but after time passed without receiving the records, she filed an IPRA complaint because she believed time was critical due to matters involving the University Avenue project.

Ms. Estrada stated that she contacted Trustee Garcia regarding the issue and informed her of the situation. She explained that after eventually receiving the documents, they were provided through a Google document system that required access permissions and that no password or access instructions had initially been provided. She stated that she had to request permission for each document individually.

Ms. Estrada noted that she did not receive a response from the Town Clerk regarding access but stated that Economic/Community Development Director Eddie Salazar ultimately provided access permissions later that evening, allowing her to review the materials.

Ms. Estrada stated that she consistently raises concerns regarding communication, transparency, and accountability because she believes those principles are essential to professional local government operations. She expressed concern that a lack of due process and communication damages the Town's credibility and affects how outside agencies view Mesilla.

She emphasized that her comments were not intended to criticize any individual personally but rather to encourage improvements in communication and transparency. Ms. Estrada stated that if access problems occurred in her case, similar issues may be affecting other residents as well. She concluded by stressing that leadership and accountability are necessary for effective government operations and thanked the Board for its time.

Trina Witter

Ms. Witter appeared before the Board on behalf of Mary Helen Rachie, who was unable to attend due to commitments with visiting guests from out of state.

Ms. Witter relayed a request regarding the temporary shade tent currently located on the Plaza. She stated that many visitors have been using the tent during periods of hot weather and that it has become a popular gathering and resting location. According to Ms. Witter, visitors have been using the tent for picnics and as a place to cool off while spending time in the Plaza area.

Ms. Witter requested that the Board consider allowing the tent to remain in place longer because of its usefulness and positive reception among visitors and residents. She thanked the Board and concluded her comments.

Morgan Switzer – New Mexico Vintage Wines

Ms. Switzer again addressed the Board regarding the proposed noise ordinance.

She stated that she supports development of a noise ordinance but urged the Board to consider the effect that proposed decibel limits may have on local businesses.

Ms. Switzer explained that under the draft language she reviewed, certain businesses would be impacted while others would not. She specifically referenced decibel levels proposed within the ordinance and compared them to common everyday sounds such as vacuum cleaners, household appliances, traffic noise, and normal conversations.

Ms. Switzer stated that proposed daytime limits of approximately 65 decibels and nighttime limits of approximately 60 decibels may be too restrictive for normal business operations. She expressed concern that ordinary customer conversations could potentially exceed the proposed standards if complaints were filed.

She emphasized that businesses depend on customer enjoyment and activity and requested that the Board consider the impact on business owners, customers, and community events before finalizing the ordinance. Ms. Switzer thanked the Board for its consideration.

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9. BOARD OF TRUSTEE COMMITTEE REPORTS & COMMENTS

Trustee Nevarez

Trustee Nevarez reported that he had recently met with Community/Economic Development staff to discuss various projects and initiatives underway within the Town. He stated that the meeting allowed him to receive updates on ongoing activities and future planning efforts.

Trustee Nevarez announced that he intended to attend an upcoming Taylor Historic Site Board meeting and reported that he had also attended a June 5 meeting of the Southwest Area Workforce Development Board because of his long-standing professional interest in workforce development issues. He stated that he appreciated learning about current workforce programs and regional initiatives.

Trustee Nevarez expressed support for retaining the shade tent on the Plaza during the summer months. He stated that visitors regularly use the structure as a place to rest and seek relief from the heat and suggested that the Town consider maintaining the tent while adding seasonal decorations when appropriate.

Trustee Nevarez also proposed creation of a student poster contest associated with community celebrations such as Cinco de Mayo and Diez y Seis de Septiembre. He suggested partnering with local schools and displaying student artwork at the Community Center. He stated that such a program would encourage youth involvement, create opportunities for community participation, and showcase student creativity.

Trustee Garcia

Trustee Garcia reported that she would be attending an upcoming MPO meeting later that week.

Trustee Garcia then spoke extensively regarding accountability and transparency in Town operations.

Referencing comments made during public input, Trustee Garcia stated that she had been contacted regarding difficulties obtaining requested documents and stated that residents should not have to encounter obstacles when attempting to access public records. She emphasized repeatedly that accountability is critical and stated that both residents and businesses expect accountability from Town government.

Trustee Garcia expressed concern regarding maintenance conditions along University Trails, stating that she had observed developing issues including holes in recently completed improvements and weed growth in several areas. She questioned how the Town could enforce code requirements against residents while similar issues remained visible on public property.

She also discussed drainage concerns affecting residents and referenced situations where residents had personally undertaken efforts to divert stormwater away from their properties. She reiterated several times that accountability must remain a priority.

Trustee Garcia further discussed event promotion and community outreach. She referenced social media engagement related to Fourth of July advertising and noted that a recently posted event announcement received more than 200 interactions. She stated that providing residents with sufficient notice of events increases participation and encourages attendance.

Trustee Garcia encouraged earlier advertising of future events and celebrations and emphasized that advance planning helps residents schedule participation and creates stronger community engagement.

Trustee Cadena

Trustee Cadena reported on activities associated with the Mercado vendor review committee.

She explained that the committee continues reviewing applications from new vendors seeking participation in Mercado activities and noted that vendors must complete a screening and qualification process before approval. Trustee Cadena stated that the committee has been steadily adding merchants and that participation continues to grow.

Trustee Cadena also commented on Historic Preservation Week activities organized by **Ms. Liana Aguirre**. She stated that the programming included informative presentations and educational opportunities related to architecture, preservation, and regional history. Trustee Cadena specifically referenced presentations regarding historic buildings and noted that the events generated significant interest among participants.

She reported that she would be attending an upcoming Taylor Historic Site Board meeting and noted that the Transit Board had not met during the month.

Trustee Cadena thanked Town staff for their continued hard work and encouraged residents to review the planning displays located in Town Hall. She stated that public participation is important because community feedback will help guide future decisions regarding projects and priorities.

Mayor Pro Tem Stephanie Johnson-Burick

Mayor Pro Tem Johnson-Burick announced that a regional meeting would be held on Wednesday at 1:00 p.m. at the Board of County Commissioners Chambers and encouraged attendance by those interested.

Mayor Hernandez comments

Mayor Hernandez reported that the Town recently hosted a community planning and project open house. He noted that project boards and displays remained available for public review and that residents could continue providing feedback throughout the week. He stated that attendance was limited but emphasized that participation opportunities remain available both in person and online.

Mayor Hernandez discussed the Community Development Block Grant (CDBG) program and reported that he had attended a workshop regarding funding opportunities. He explained that a public hearing had been scheduled for June 16 and noted that elected officials are generally encouraged not to actively participate in federally required public input sessions in order to avoid influencing public feedback. He stated that staff would facilitate the meeting and that elected officials could attend as observers.

Mayor Hernandez reported on meetings of the New Mexico Municipal League Board of Directors, Workforce Development Board activities, Lodgers Tax Committee meetings, NPO activities, and Municipal League policy discussions. He also announced upcoming events including the Governor's Conference on Tourism and a June 26 ribbon-cutting ceremony at Parque de la Guerra.

The Mayor encouraged trustees to participate in MOLLI II training opportunities and discussed the upcoming New Mexico Municipal League Annual Conference in Las Cruces. He noted efforts to encourage conference attendees to visit Mesilla businesses and attractions.

Mayor Hernandez then discussed the Infrastructure Capital Improvement Plan (ICIP). He explained that project priorities must be finalized before the July 1 deadline and encouraged trustees and residents to submit project ideas for consideration. He emphasized that the ICIP process remains flexible and that community suggestions are welcomed.

Mayor Hernandez announced that the Public Art Committee (PAC) would soon hold its first meeting and discussed efforts to establish procedures for reviewing public art applications. He stated that several potential applications had already been identified and that the committee would help guide future public art projects.

The Mayor also reported that a meeting of the Blacksmith Shop Ad Hoc Committee would be scheduled. He reviewed membership recommendations and discussed possible trustee participation. Mayor Hernandez stated that additional participation and input would strengthen planning efforts associated with the project.

Mayor Hernandez discussed recent rainfall and flooding issues throughout Town. He noted that several areas experienced flooding concerns and that significant runoff had affected portions of the University Avenue project. He stated that NMDOT had been notified and was evaluating options to mitigate future damage.

Discussion continued regarding Section 106 documentation associated with the University Avenue project. Mayor Hernandez stated that he continued requesting formal documentation and confirmation from NMDOT and SHPO representatives. He advised that no final project walkthrough had yet been scheduled and that flood-related damage remained under review.

Mayor Hernandez acknowledged Public Works Director Lorenzo Astorga and Public Works staff for addressing storm-related issues, including roadway damage and drainage concerns. He specifically referenced a pothole at University Avenue and Avenida de Mesilla that expanded significantly following recent rainfall and required immediate attention.

Concluding his comments, Mayor Hernandez encouraged residents to continue providing feedback on ordinance revisions, planning projects, infrastructure priorities, and community initiatives. He reminded residents that comments could be submitted in person, online, or by email and stated that public participation remains critical to the Town's planning efforts.

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10. ADJOURNMENT

There being no further business before the Board, Mayor Hernandez announced:

"The time is now 8:48."

Mayor Hernandez adjourned the meeting at **8:48 p.m.**

____
Russell Hernandez, Mayor

ATTEST:

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Gloria Maya, Town Clerk/Treasurer

Town of Mesilla, New Mexico

HE BOARD OF TRUSTEES (BOT) OF THE TOWN OF MESILLA WILL HOLD A PUBLIC HEARING AT THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA

MONDAY, JUNE 22, 2026

~ 5:00 P.M.~

TRUSTEES Russell Hernandez, Mayor
Stephanie Johnson-Burick, Mayor Pro Tem
Biviana Cadena, Trustee
Veronica Garcia, Trustee
Gerard Nevarez, Trustee

STAFF Ben Ascarate, Marshal
Lorenzo Astorga, Public Works Director
Greg Whited, Fire Chief
Eddie Salazar, Econ & Com Development Director
Gloria S Maya, Town Clerk/Treasurer

PUBLIC Catherine Walkinshaw
Eric Walkinshaw
Janice Cook
Bill Cook
Morgan Switzer
Tiffany Haggard
Trina Witter
Beverly Estrada
Anton Magallanez

AGENDA OF PROPOSED ORDIANCE UPDATES

1. **AMENDMENT TO MESILLA TOWN CODE (MTC 18.06 PLANNING AND ZONING HISTORICAL APPROPRIATENESS COMMISSION) RESTRUCTING OF TERMS AND CONSIDERATION TO PAY.**

2. **AMENDMENT TO MESILLA TOWN CODE (MTC 15.15 BUILDING CODE) CONSIDER AMENDMENTS TO THE TOWN'S FEE SCHEDULE/OR ORDINANCES REGARDING PERMIT FEES, INCLUDING WHETHER GOVERNMENTAL ENTITIES, SUCH AS SCHOOL DISTRICTS AND NON-PROFITS, SHOULD BE EXEMPT FROM CERTAIN PERMIT FEES.**

3. **AMENDMENT/ADOPTION OF HEARING EXAMINER ORDINANCE AUTHORITY AND RESPONSIBILITIES. DEFINE A PROCESS TO ENFORCE MUNICIPAL CODE.**

4. AMENDMENT TO MESILLA TOWN CODE (MTC 8.15 NUISANCES) – CONSIDERATION IN REGULATING NOISE NUISANCE FOR THE BEST INTEREST TO OUR RESIDENTIAL AND COMMERCIAL ZONES.

Mayor Hernandez:

At this time, I call this Public Hearing to order at the Mesilla Town Hall.

Before we get started, for verification of the elected officials who are present, Gloria, would you please conduct a simple roll call of the elected officials?"

Town Clerk Gloria Maya conducted roll call.

Present:

- Mayor Russell Hernandez
- Mayor Pro Tem Stephanie Johnson-Burick
- Trustee Garcia
- Trustee Cadena
- Trustee Nevarez

A quorum was established.

Mayor Hernandez:

"This Public Hearing is to receive public comment and testimony regarding the proposed ordinance updates.

Notice of this hearing was provided in accordance with applicable law and Town requirements.

Additional copies of the proposed ordinance updates are available at the entrance.

The hearing will be conducted in an orderly manner. Each ordinance will be heard independently.

Staff will first present each item and provide the relevant background information.

Following the presentation, members of the public will be invited to speak. Comments should be directed to the Chair and limited to matters relevant to the ordinance under consideration.

Each speaker will be sworn in and asked to state their name and address for the record before providing testimony.

Please be respectful of differing viewpoints and refrain from personal attacks or disruptive behavior.

After all public comments have been received, the Public Hearing will be closed.

I would also like to note that, after checking with staff immediately before the meeting, there was one written public comment submitted. Trustees have a copy of that document before them. It will also be entered into the record. It is the copy of the proposed ordinance that contains the green handwritten comments."

PUBLIC HEARING ITEM NO. 1

Amendment to Mesilla Town Code (MTC 18.06) – Planning and Zoning Historical Appropriateness Commission
Restructuring of Terms and Consideration of Compensation

Mayor Hernandez:

"I will now open the Public Hearing on the first proposed ordinance agenda item, an amendment to Mesilla Town Code Section 18.06 regarding the Planning and Zoning Historical Appropriateness Commission, restructuring of terms and consideration of compensation.

Are there any members of the public who wish to speak on this item?"

(No response.)

"We'll first allow staff to present the background information, and then I'll ask again if anyone who may have arrived late wishes to provide public comment.

Mr. Salazar."

Community & Economic Development Director Eddie Salazar

"Good evening, Mayor and Trustees.

My name is Eddie Salazar with the Community and Economic Development Department.

Before you this evening is a proposed amendment to Chapter 18.06 concerning the Planning and Zoning Historical Appropriateness Commission, specifically addressing Commission membership, terms of office, alternate Commissioners, and Commissioner compensation.

The primary purpose of these amendments is to establish compensation for Commissioners and Alternate Commissioners while also making several housekeeping revisions to improve the ordinance.

If you look at Section 18.06.020, Commission Membership, Appointment, Qualifications, and Terms, you'll notice that the text shown with strike-through indicates language proposed for removal, while the text shown in red indicates the proposed additions.

The Planning and Zoning Historical Appropriateness Commission will continue to consist of five voting members appointed by the Mayor with the consent of the Board of Trustees.

One of the proposed changes is found under the Commission makeup. The Commission would include one Alternate Commissioner appointed by the Mayor with the consent of the Board.

The previous ordinance authorized two Alternate Commissioners.

As someone who serves with the Planning and Zoning Historical Appropriateness Commission, I personally do not believe that two Alternates are necessary.

The purpose of an Alternate is simply to ensure that the Commission can maintain a quorum when a regular Commissioner is absent. Since the Commission requires a minimum of three Commissioners to conduct business, having two Alternates means that four individuals would have to be absent before the Commission could not conduct a meeting. In my opinion, one Alternate Commissioner should be sufficient.

The proposed ordinance also clarifies that an Alternate Commissioner may participate in Commission discussions and deliberations at all meetings but may only vote after being formally seated in place of a regular Commissioner pursuant to Section 18.06.021.

Another proposed amendment concerns maintaining the professional expertise required of the Commission.

When making appointments or reappointments, consideration should be given to maintaining expertise in fields such as historic preservation, architecture, archaeology, planning, construction, real estate, landscape architecture, history, or other related disciplines.

I believe this addition is important because Mesilla is now a Certified Local Government (CLG), and maintaining Commissioners with appropriate backgrounds helps ensure compliance with State Certified Local Government requirements and accepted preservation practices.

The next proposed revision addresses Commissioner terms.

Members of the Planning and Zoning Historical Appropriateness Commission would continue to serve staggered two-year terms. Appointments could still be made for shorter periods when necessary to preserve the staggered rotation of terms, and vacancies would continue to be filled for the remainder of an unexpired term.

I'd like to pause here for a moment because this relates to a discussion the Board had earlier this year concerning when a Commission seat should actually be considered vacant.

For example, when a Commissioner's two-year term expires, should that seat automatically become vacant? Should that Commissioner be required to reapply immediately? Or, if the Commissioner wishes to continue serving and is eligible for reappointment, should there be a process that allows that continuity? Those are some of the issues these amendments attempt to address.

The ordinance further clarifies the purpose of Alternate Commissioners, which is to maintain a quorum, ensure continuity of Commission operations, and provide for timely consideration of applications, appeals, and historic preservation matters.

The Chairperson would be authorized to seat an Alternate Commissioner whenever a regular Commissioner is absent, recuses themselves because of a conflict of interest, is disqualified from participating, vacates their seat during a meeting, or is otherwise unable to participate in a matter before the Commission.

Once seated by the Chairperson, the Alternate Commissioner would possess all of the rights, privileges, and voting authority of a regular Commissioner for the duration of that agenda item or meeting.

The ordinance also clarifies that an Alternate Commissioner does not count toward a quorum unless they have been formally seated as a voting member."

"The next proposed amendment addresses Commissioner compensation.

Currently, Commissioners serve in a volunteer capacity. Staff researched neighboring communities and other municipalities that compensate members of their planning commissions, boards of adjustment, or historic preservation commissions. Based on that research, staff is recommending that regular Commissioners receive a stipend for each meeting attended.

The proposed ordinance would establish compensation of fifty dollars ($50.00) per meeting for each regular Commissioner who is present and participates in an official meeting of the Planning and Zoning Historical Appropriateness Commission.

In addition, an Alternate Commissioner who has been formally seated and serves as a voting member during a meeting would also receive the same meeting stipend.

If an Alternate Commissioner attends a meeting but is not seated to serve in place of a regular Commissioner, that Alternate would not receive compensation because they would not be participating as a voting member.

The purpose of the stipend is to recognize the time Commissioners dedicate to preparing for meetings, reviewing applications, attending site visits when necessary, and participating in lengthy public hearings and deliberations. Commissioners frequently spend several hours reviewing agenda packets before each meeting in order to make informed decisions.

Another proposed amendment concerns the Board of Adjustment.

As the Board is aware, the Board of Adjustment is composed of one Planning and Zoning Historical Appropriateness Commissioner, one Trustee, and one resident member. The proposed language would clarify that resident members serving on the Board of Adjustment would also receive the same meeting stipend when conducting official Board of Adjustment business.

The Trustee serving on the Board of Adjustment would not receive additional compensation because serving in that capacity is considered part of the Trustee's elected duties.

These amendments are intended to improve continuity of Commission operations, provide recognition for the time Commissioners dedicate to serving the Town, and clarify procedures that have evolved through practice but have not previously been incorporated into the Municipal Code.

Staff is available to answer any questions following public comment."

Mayor Hernandez:

"Thank you, Mr. Salazar.

At this time, I will open the floor for public comment on this proposed ordinance amendment.

If you wish to speak, please come forward, state your name and address for the record, and you'll be sworn in."

PUBLIC HEARING ITEM NO. 2

Amendment to Mesilla Town Code (MTC 15.15 – Building Code) – Consider Amendments to the Town's Fee Schedule and/or Ordinances Regarding Permit Fees, Including Whether Governmental Entities, Such as School Districts and Non-Profits, Should Be Exempt from Certain Permit Fees

Mayor Hernandez:

"Item Number Two on the agenda is an amendment to Mesilla Town Code 15.15, Building Code, to consider amendments to the Town's fee schedule and/or ordinances regarding permit fees, including whether governmental entities, such as school districts and non-profits, should be exempt from certain permit fees.

Are there any members of the public who wish to speak on this specific ordinance?"

(No public comments)

"Mr. Salazar, would you provide a brief overview of the proposal?"

Community & Economic Development Director Eddie Salazar

"Certainly.

This proposed amendment creates a fee exception intended to build a better working relationship and partnership with other governmental agencies and public entities, including public schools, municipal courts, and other governmental organizations.

The proposal creates an exception only for the Town's zoning review fee. It identifies who qualifies for the exemption, the compliance requirements, and what is necessary to qualify under the ordinance.

Although this proposal is referred to as a fee exception, it is important to emphasize that it is only an exception to the fee itself. It does not exempt an applicant from the Town's review process. All required planning, zoning, and building reviews would continue exactly as they do today.

Likewise, utility fees and other infrastructure-related charges are not exempt. Fees associated with utility connections, including water, sewer, and similar services, would still be required.

The scope of the proposed exception is limited strictly to fees associated with construction and building permit activities. It does not apply to utilities, infrastructure improvements, site development costs, municipal service fees, or any additional expenses the Town may incur while reviewing an application.

If unforeseen costs arise during the review process, those additional expenses may still be assessed as appropriate.

The proposal also preserves the Town's existing documentation and review procedures. Granting an exemption from the permit fee does not constitute approval of any zoning request, land use application, site plan, building permit, or any other approval otherwise required by Town ordinance.

Overall, this is a relatively straightforward, one-page amendment intended to waive zoning review fees for qualified governmental partners while maintaining the Town's existing review and approval process."

Mayor Hernandez:

"Thank you, Mr. Salazar.

Are there any members of the public who wish to comment on the proposed amendment to Section 15.15?"

(No members of the public came forward.)

"Seeing none, we'll move to the next agenda item."

PUBLIC HEARING ITEM NO. 3

Amendment/Adoption of Hearing Examiner Ordinance – Authority and Responsibilities; Defining a Process to Enforce Municipal Code

Community & Economic Development Director Eddie Salazar

Mr. Salazar explained that although the Town currently has a nuisance ordinance within Chapter 8.15 of the Municipal Code, it lacks much of the enforcement language necessary to effectively address municipal code violations. He noted that the existing ordinance primarily addresses public nuisances, such as littering or tree limbs obstructing sidewalks, but does not adequately address many other nuisance situations involving private property or neighborhood impacts.

He explained that the proposed ordinance would provide additional detail regarding property maintenance requirements, particularly within Mesilla's historic areas. The amendments are intended not only to establish accountability but also to create opportunities for property owners to receive assistance through programs such as grants or other funding sources before enforcement becomes necessary.

Mr. Salazar then discussed the proposed Hearing Examiner Ordinance, explaining that the draft had been prepared by staff and was being reviewed by the Town Attorney. He stated that the ordinance would establish a civil administrative process for municipal code enforcement rather than relying primarily on criminal prosecution.

He explained that municipalities have historically treated many code violations as criminal matters. However, in his opinion, property owners should not face criminal charges for relatively minor violations such as weeds, abandoned vehicles, or other property maintenance issues. Instead, the proposed ordinance would establish a Hearing Examiner, retained by contract, to hear civil code enforcement matters.

Mr. Salazar stated that the Hearing Examiner would likely be an attorney or another qualified individual with experience in municipal law and code enforcement. Under the proposed process, violations would begin with a civil complaint rather than a criminal complaint.

If violations were not corrected after notice, the Town could arrange for the necessary work to be completed, either by Public Works or by a contractor, and recover those costs by placing a lien against the property.

He emphasized that the ordinance establishes both the Hearing Examiner and the overall enforcement process, rather than focusing solely on public nuisance issues.

PUBLIC HEARING ITEM NO. 4

Amendment to Mesilla Town Code (MTC 8.15 – Nuisances): Consideration of Regulating Noise Nuisance for the Best Interest of Residential and Commercial Zones

Community & Economic Development Director Eddie Salazar

Mr. Salazar explained that the proposed Noise Ordinance was developed by comparing ordinances from neighboring municipalities, including Doña Ana County, Anthony, and Sunland Park. He emphasized that the document was intended only as a starting point for discussion and was not presented as a final ordinance.

He noted that Mesilla's greatest challenge is balancing the needs of its Historic Commercial District, where commercial businesses and long-established residences exist side-by-side. Unlike conventional commercial zoning districts, many homes within Mesilla's Historic Commercial Zone predate the zoning designation and continue to be occupied as residences.

Mr. Salazar explained that noise is inherently subjective, with tolerance levels varying greatly among individuals. To create a more objective enforcement standard, the proposed ordinance incorporates the use of decibel measurements, which are widely used by law enforcement agencies and municipalities. He stated that decibel meters must be properly calibrated and certified before being used for enforcement purposes.

He clarified that the sample decibel limits contained in the draft ordinance were taken from neighboring jurisdictions and were provided for discussion purposes only. He further explained that noise measurements would generally be taken 100 feet from the applicable zoning boundary, rather than immediately adjacent to an individual property line.

Mr. Salazar discussed the proposed daytime and nighttime noise standards, animal noise provisions, and the requirement that continuous barking or similar animal noise persist for more than 15 consecutive minutes before it would constitute a nuisance.

He also described the proposed Plaza Entertainment Overlay District, which was drafted to recognize the Plaza and adjacent Historic Commercial areas as centers of tourism, dining, cultural events, festivals, live entertainment, and community gatherings while still protecting nearby residential uses.

He explained that the Overlay would establish separate standards for outdoor amplified entertainment, indoor entertainment, and special events. However, he acknowledged that additional work would be needed to better define the Overlay boundaries and determine appropriate decibel standards where residential and commercial uses directly adjoin one another.

Mr. Salazar concluded by reiterating that the ordinance was intended to initiate discussion and that staff hoped to receive comments from the Board and the public to develop a final ordinance better suited to Mesilla's unique character.

PUBLIC TESTIMONY

Ms. Melissa Molina

Speaking in Favor of Adopting a Noise Ordinance

Ms. Melissa Molina was sworn in and addressed the Board.

Ms. Molina began by explaining that her family's Gallegos residence, located immediately adjacent to New Mexico Vintage Wines, has been part of Mesilla's history since the early 1900s.

She stated that the home was built by George and Esther Gallegos, where they raised their family, and that multiple generations of the Gallegos family have continued to reside there.

Ms. Molina expressed her belief that the Town overlooked the existence of this long-established family residence when outdoor amplified entertainment was permitted next door.

She acknowledged that amplified music generally ends around 10:00 or 10:30 p.m., but emphasized that the loud conversations and activity from patrons continue well beyond the end of the music, making it difficult for her family to enjoy their home.

Ms. Molina stated that she believed the Town was failing her family. She explained that although a portion of the residence has occasionally been used as a rental unit, it remains a family residence and, at the time of the hearing, was not being rented because her family wanted to demonstrate that it continues to function as a home.

She explained that the residence has remained in her family for generations and that countless memories have been created there. However, she stated that the peace and quiet her family once enjoyed is now being disrupted on a daily basis.

Ms. Molina argued that the Town has failed to enforce the zoning compatibility requirements contained in Mesilla Town Code Section 18.60.180, which she stated requires commercial operations to remain compatible with adjacent residential uses and prohibits commercial activities from creating noise that unreasonably disturbs neighboring residences, particularly during nighttime hours.

She contended that by allowing outdoor amplified music to continue immediately adjacent to her family's residence, the Town was failing to enforce its own compatibility standards.

She also asserted that the situation conflicts with the Town's historic preservation goals. In her opinion, preserving Mesilla's historic character should include protecting the quality of life of families who have lived in the Historic District for generations.

Ms. Molina requested that the Planning and Zoning Historical Appropriateness Commission (PZHAC) review the Certificate of Historical Appropriateness previously issued to New Mexico Vintage Wines to determine how outdoor amplified entertainment had been approved adjacent to a historic family residence.

She stated that her family has repeatedly sought assistance from the Town, particularly on behalf of her mother, Patricia Molina, a lifelong Gallegos family resident who was born and raised in the home. Although the family temporarily vacated the residence to repair damage caused by flooding, the property has remained their family home.

Ms. Molina concluded by stating that the residence represents an important piece of Mesilla's living history and urged the Board not to sacrifice multi-generational family homes for commercial patio entertainment. She asked the Board to consider the continuing impact the outdoor amplified music has on her mother's daily life and on the well-being of their family.

She thanked the Board for its consideration.

Mr. Paul Blevins

Public Comment / Neutral

Mr. Paul Blevens approached the podium and stated that he was not necessarily speaking either in favor of or in opposition to the proposed ordinance.

Instead, he posed a question to the Board regarding the Basilica of San Albino and its use of amplified outdoor speakers for Mass and funeral services.

Mr. Blevens explained that the church began broadcasting Mass over outdoor speakers during the COVID-19 pandemic so parishioners could remain in their vehicles while attending services. Since then, the practice has continued.

He asked whether the proposed Noise Ordinance had taken the church's amplified outdoor services into consideration and whether those broadcasts would become subject to enforcement under the proposed ordinance.

Mr. Blevens stated that he simply wanted clarification regarding how the ordinance would affect the church's long-standing practices.

He thanked the Board.

Mayor Hernandez

Mayor Hernandez asked whether there were any additional speakers wishing to speak in favor of the proposed ordinance.

Seeing none, he announced that the hearing would proceed with testimony from those wishing to speak in opposition to the proposed ordinance.

He requested that each speaker come forward individually, state their name for the record, and confirm that they had been sworn in before beginning their testimony.

Ms. Morgan Switzer

Speaking in Opposition

Ms. Morgan Switzer confirmed that she had previously been sworn in and addressed the Board.

She stated that she had previously emailed each member of the Board regarding the proposed ordinance and noted that Trustees should have received a copy of her written comments, which included numerous annotations highlighted in green.

Ms. Switzer explained that her comments represented only an initial review of the ordinance and were prepared from both the perspective of a business owner and a Mesilla property owner.

She emphasized that the ordinance would affect far more than a single business dispute. In her opinion, the ordinance would impact every resident of Mesilla, including individuals listening to music while working in their yards, families hosting barbecues, quinceañeras, weddings, celebrations of life, and countless other everyday activities.

Ms. Switzer described the proposed ordinance as a "Swiss cheese" document, explaining that it contained numerous inconsistencies and legal deficiencies. She characterized it as a potential legal liability for the Town and stated that her written comments represented only the first round of issues she had identified.

She explained that, during a meeting with Community & Economic Development Director Eddie Salazar approximately one week earlier, the concepts discussed did not resemble the ordinance ultimately presented for public review.

According to Ms. Switzer, the draft ordinance appeared to be assembled by copying provisions from numerous municipalities, resulting in conflicting standards, inconsistent time restrictions, undefined decibel standards within the Historic Commercial Overlay, and many undefined terms.

She argued that the ordinance lacked adequate definitions and contained numerous subjective provisions that could create enforcement difficulties and expose the Town to legal challenges.

Ms. Switzer further stated that Mesilla typically follows a thoughtful process when developing new ordinances. In her opinion, this ordinance appeared to have been presented before it was sufficiently developed, leaving the Board to determine which provisions should remain and which should be removed.

She stated that presenting the ordinance in its current form was premature because it contained so many unresolved issues.

Ms. Switzer also returned to the example of the church bells and amplified Mass broadcasts, noting that while many residents appreciate those traditions, others do not. She questioned where the line should be drawn and argued that an ordinance relying upon subjective determinations would simply replace one problematic ordinance with another.

She concluded by encouraging the Board to carefully consider the broader implications of the proposed ordinance and the legal problems that could arise from adopting it in its current form.

Ms. Tiffany Hackard

Speaking in Opposition

Mayor Hernandez: "Ms. Hackard, have you been duly sworn?"

Ms. Tiffany Hackard: "Yes, I have."

Ms. Tiffany Hackard stated that she is an employee of New Mexico Vintage Wines and spoke in opposition to the proposed ordinance.

Ms. Hackard explained that she shared many of the same concerns expressed by Ms. Morgan Switzer. She stated that the ordinance lacked sufficient definitions and required considerably more review before it could be considered for adoption.

She emphasized that any future ordinance should carefully balance the interests of both residential and commercial property owners. She explained that commercial businesses represent the livelihood of business owners, employees, musicians, vendors, and the many patrons who visit Mesilla.

Ms. Hackard stated that the proposed ordinance required additional work and collaboration before a consensus could be reached. She expressed concern that, if adopted in its current form, the ordinance could negatively affect local businesses, reduce gross receipts tax revenues, and discourage visitors from coming to Mesilla.

She concluded by warning that businesses could ultimately close if the ordinance imposed unreasonable restrictions, resulting in lost jobs and economic impacts throughout the community.

Mr. Marshall McKinley

Speaking in Opposition

Mayor Hernandez: "Mr. McKinley, have you been duly sworn?"

Mr. Marshall McKinley: "Yes."

Mr. Marshall McKinley stated that he generally agreed with the concerns raised by the previous speakers.

He expressed the opinion that the proposed ordinance should be completely reconsidered and rewritten from the beginning. One of his primary concerns involved the ordinance's exemptions for Town-sponsored events.

Mr. McKinley questioned how the Town could exempt events such as Fiestas de Mesilla and other municipal celebrations from the proposed restrictions while applying those same restrictions to private businesses and residents. He asked how the Town intended to determine when the rules would apply and when they would not.

He stated that this inconsistency represented his greatest concern with the ordinance. In his opinion, the entire proposal required a comprehensive review and should be redeveloped from the beginning to ensure fairness and consistency.

Mr. McKinley thanked the Board for the opportunity to comment.

Mayor Hernandez

Mayor Hernandez asked one final time whether there were any additional members of the public who wished to speak on any of the proposed ordinance amendments.

Hearing no further comments, Mayor Hernandez announced that the Public Hearing would be closed.

He stated for the record that the time was 5:59 p.m. and summarized the matters that had been considered during the hearing, including:

- **Amendments to Mesilla Town Code Section 18.06** regarding the Planning and Zoning Historical Appropriateness Commission.
- **Amendments to Mesilla Town Code Section 15.15** regarding the Building Code and permit fee exemptions.
- **Adoption of a Hearing Examiner Ordinance** establishing authority and responsibilities for municipal code enforcement.
- **Amendments to Mesilla Town Code Section 8.15 (Nuisances)** concerning regulation of noise within residential and commercial areas.

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

MONDAY, JUNE 22, 2026

~ Immediately Following Public Hearing ~

MINUTES

CALL TO ORDER

Following the adjournment of the Public Hearing, Mayor Russell Hernandez called the Regular Meeting of the Town of Mesilla Board of Trustees to order at **6:00 p.m.**

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1. PLEDGE OF ALLEGIANCE

Mayor Hernandez welcomed those in attendance and led the audience in the Pledge of Allegiance.

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2. ROLL CALL

Town Clerk/Treasurer Gloria Maya called the roll.

Present:

- Mayor Russell Hernandez
- Mayor Pro Tem Stephanie Johnson-Burick
- Trustee Garcia
- Trustee Cadena
- Trustee Nevarez

A quorum was established.

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3. APPROVAL OF AGENDA

Mayor Hernandez presented the agenda for consideration.

Before requesting approval, he advised the Board that two clerical corrections needed to be made to the printed agenda.

He explained that:

- **Agenda Item 8B** should correctly reference **Ordinance No. 2026-04**.
- **Agenda Item 8D** should correctly reference **Ordinance No. 2026-05**.

Mayor Hernandez stated that the corrections were administrative in nature and did not alter the substance of the agenda items.

He then asked if any Trustee wished to make additional additions, deletions, or amendments.

No additional changes were requested.

A motion was made to approve the agenda as amended.

Motion: Trustee Nevarez

Second: Trustee Garcia

The motion carried unanimously.

Action: Agenda approved as amended.

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4. CONSENT AGENDA

Mayor Hernandez introduced the Consent Agenda and explained that all items could be approved with one motion unless a Trustee requested that an item be removed for separate consideration.

The Consent Agenda included:

- Approval of the June 8, 2026 Board of Trustees Regular Meeting Minutes.
- Purchase Requisition – Colonias Emergency Funding Project.
- Purchase Requisition – Community Center Camera System.
- Purchase Requisition – Milestone Construction – Public Safety Building Renovations.
- Purchase Requisition – Milestone Construction – Additional Public Safety Building Improvements.
- Purchase Requisition – Apex Solutions – Public Safety Building Security Improvements.
- Purchase Requisition – Apex Solutions – Town Hall Security System Improvements.

Prior to entertaining a motion, **Trustee Garcia** requested that the **June 8, 2026 Board of Trustees Regular Meeting Minutes** be removed from the Consent Agenda.

Trustee Garcia explained that while reviewing the YouTube recording and transcript she discovered several inaccuracies within the draft minutes. She stated that comments had been attributed to the wrong individuals, portions of the discussion lacked proper context, and additional corrections remained necessary before the minutes accurately reflected the official record.

Trustee Garcia emphasized that Board minutes become permanent public records and should accurately document who spoke, what actions were taken, and the substance of Board discussion. She requested additional time to complete her review before the minutes were presented for approval.

Mayor Hernandez thanked Trustee Garcia for undertaking the review and agreed that accuracy was essential for official Town records.

No Trustee objected to postponing approval.

A motion was made to remove the June 8, 2026, Board of Trustees Regular Meeting Minutes from the Consent Agenda and approve them until the next Regular Meeting.

Motion: Trustee Garcia

Second: Trustee Nevarez

The motion carried unanimously.

Mayor Hernandez then returned the remaining Consent Agenda items.

There being no further discussion, a motion was made to approve the Consent Agenda as amended.

Motion: Mayor Pro Tem Johnson Burick

Second: Trustee Cadena

Following a roll call vote, the motion carried unanimously.

Action: The Consent Agenda was approved with the exception of the June 8, 2026, Board of Trustees Meeting Minutes, which were removed and continued to a future meeting for approval.

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5. PRESENTATION

A. Desert Peaks Architects – Community & Cultural Center / Multi-Purpose Room Addition

Mayor Hernandez welcomed Mr. Joseph Fuemmeler of Desert Peaks Architects and invited him to present the latest conceptual plans for the proposed Community and Cultural Center addition at Town Hall.

Mr. Fuemmeler thanked the Mayor and Board for the opportunity to present the updated plans. He explained that the project had continued to evolve following previous Board direction and review by the Planning and Zoning and Historical Appropriateness Commission.

Mr. Fuemmeler stated that, at the direction of the Mayor and Board, the project had been divided into two phases.

The first phase consists of construction of the proposed Community and Cultural Center / Multi-Purpose Room Addition to Town Hall.

The second phase consists of the future Fire Station Addition, which remains under conceptual design.

He explained that designing both projects together allows the site to function cohesively while permitting each phase to move forward independently as funding becomes available.

Site Plan

Using architectural renderings displayed during the meeting, Mr. Fuemmeler reviewed the overall site layout.

He explained that the proposed Community and Cultural Center would be located immediately south of the existing Town Hall and would encompass approximately 3,600 square feet.

The future Fire Station Addition will be constructed north of Town Hall and include apparatus bays, firefighter living quarters, offices, storage, and supporting facilities.

Mr. Fuemmeler described the proposed circulation pattern for emergency vehicles, explaining that apparatus would enter from the southwest, circulate around Town Hall, enter the apparatus bay from the rear, and exit toward the northwest, minimizing conflicts with public traffic while improving emergency response.

Parking and Site Improvements

Mr. Fuemmeler explained that construction of the Community and Cultural Center would eliminate several existing parking spaces located immediately south of Town Hall.

However, after redesigning the overall parking layout, the project would result in a slight increase in the total number of available parking spaces.

He further explained that accessible parking spaces would be relocated closer to the Town Hall entrance, improving ADA accessibility while maintaining compliance with applicable accessibility standards.

Mr. Fuemmeler also presented the proposed community plaza. The existing drive aisle directly in front of Town Hall would be removed and replaced with landscaped public gathering space incorporating decorative paving, benches, shade trees, and flexible open space for community events.

The design intentionally complements the existing Town Hall architecture while creating an inviting public plaza capable of accommodating festivals, public gatherings, and civic events.

He explained that the building had been designed to provide maximum flexibility for both Town operations and community events. The primary meeting room would function as a large assembly space for public meetings, community functions, educational programs, receptions, and special events while also allowing the room to be divided into two separate meeting spaces through the use of a movable acoustical partition.

Mr. Fuemmeler stated that when fully opened, the room would accommodate approximately 120 seated occupants in a meeting configuration and approximately 220 occupants for standing events. When divided, each room could function independently, allowing multiple meetings or programs to occur simultaneously.

Adjacent to the primary meeting room, the plans included three smaller meeting rooms that could be used by Town committees, community organizations, training classes, or private meetings. The design also incorporated dedicated storage space for tables and chairs, allowing staff to quickly reconfigure the rooms for different events.

Mr. Fuemmeler explained that the addition would connect directly to the existing Town Hall kitchen, permitting the kitchen to serve both the current Council Chambers and the new Community and Cultural Center without duplicating facilities.

The plans also included new restroom facilities and a covered outdoor patio that could be used independently or in conjunction with indoor events.

Architectural Design

Mr. Fuemmeler displayed updated architectural renderings of the proposed exterior elevations.

He explained that the design intentionally reflects the existing Territorial architectural style of Town Hall while remaining compatible with Mesilla's Historic District.

Architectural features included:

- Territorial parapets.
- Stucco exterior walls.
- Traditional proportions.
- Decorative pediments.
- Earth-tone finishes.
- Recessed entrances.
- Covered walkways.
- Windows and architectural details consistent with surrounding historic development.

Mr. Fuemmeler advised that several architectural concepts had previously been presented to the Planning and Zoning and Historical Appropriateness Commission.

Earlier concepts included a large overhead trellis and a covered porch structure. After reviewing comments from Commissioners and Town staff, the design team concluded that eliminating the large trellis would provide greater flexibility for outdoor events while reducing future maintenance requirements.

The current concept therefore emphasized an open community plaza with landscaping rather than a heavily covered structure.

Utility Relocations

Mr. Fuemmeler next discussed utility improvements associated with the project.

He explained that construction would require relocation of several existing utilities, including:

- Electrical service equipment.
- Underground electrical vaults.
- Existing fire hydrant.
- Gas utilities.
- Infrastructure associated with the recently installed electric vehicle charging stations.

Although these improvements would require coordination with utility providers, he stated that none presented unusual engineering challenges and all had been considered during development of the conceptual plans.

Fire Station Planning

Mr. Fuemmeler briefly reviewed the conceptual planning for the future Fire Station Addition.

Although the Fire Station remained in preliminary design, he explained that planning both facilities simultaneously ensured adequate circulation, parking, utility coordination, and future expansion opportunities.

The conceptual Fire Station includes:

- Drive-through apparatus bays.
- Firefighter sleeping quarters.
- Offices.
- Training space.
- Equipment storage.
- Support facilities.

He emphasized that construction of the Community and Cultural Center would not interfere with future development of the Fire Station.

Board Discussion

Mayor Hernandez thanked Mr. Fuemmeler for the presentation and commented that the project had progressed significantly since the Board first began discussing the need for additional community meeting space.

He stated that the revised plans reflected many of the comments previously provided by the Board and Planning and Zoning and Historical Appropriateness Commission and the public.

Trustee Garcia

Trustee Garcia asked about the electrical infrastructure associated with the recently installed electric vehicle charging stations.

She questioned whether relocating the electrical equipment would significantly increase project costs or create construction delays.

Mr. Fuemmeler explained that the electrical cabinets, underground conduits, transformer connections, and related infrastructure would require relocation. However, those relocations had already been anticipated during preliminary planning and were not expected to create significant construction issues.

Trustee Garcia also whether the electrical cabinets would remain visible after construction and asked about adequate parking and meet Mesilla town code.

Mr. Fuemmeler responded that screening options remained under consideration and acknowledged that the equipment should be integrated into the site in a manner compatible with the surrounding historic character.

Trustee Nevarez

Trustee Nevarez asked whether parking would remain adequate during large public events.

Mr. Fuemmeler explained that the Town's zoning ordinance calculates required parking based upon building square footage rather than maximum occupancy.

Although exceptionally large events could temporarily exceed available parking, the project fully complied with Mesilla's parking requirements.

He noted that many large community events already utilize surrounding public parking areas throughout Mesilla, and the proposed project was expected to function similarly.

Mayor Hernandez

Mayor Hernandez asked Mr. Fuemmeler to discuss the architectural revisions previously presented before the Planning and Zoning and Historical Appropriateness Commission.

Mr. Fuemmeler explained that Commissioners had offered numerous suggestions intended to better integrate the addition with the existing Town Hall.

Those comments resulted in refinement of the entrance features, simplification of the exterior massing, elimination of the previously proposed trellis structure, adjustments to landscaping, and additional attention to architectural details consistent with Mesilla's Territorial character.

Mayor Hernandez commented that the revised plans reflected those recommendations well and thanked the architects for continuing to work collaboratively with both staff and the Commission.

There being no further questions, Mayor Hernandez thanked Mr. Joseph Fuemmeler and Desert Peaks Architects for their presentation.

6. STAFF UPDATES & STAFF COMMENTS

Mayor Hernandez advised that written departmental reports had been provided to the Board in advance of the meeting. He stated that the purpose of this agenda item was for department heads to provide verbal updates and highlight significant activities occurring since the previous meeting. He invited each department head to present their report and answer questions from the Board.

A. Marshal's Office

Marshal Supervisor Ben Azcarate presented the Marshal's Office report.

Mr. Azcarate began by advising the Board that preparations were underway for the Town's upcoming Fourth of July celebration. The Marshal's Office had already begun coordinating staffing assignments to ensure adequate law enforcement coverage throughout the holiday weekend.

He explained that additional deputies would be assigned to the Plaza area, the evening concert, and the fireworks display. Coordination was also occurring with Animal Control personnel to assist with crowd management and any animal-related calls received during the festivities.

Mr. Azcarate stated that public safety remained the department's highest priority during Town events and that staffing plans had been developed to provide visible patrol throughout the celebration.

Turning to training, Mr. Azcarate reported that the Town's School Resource Officers (SROs) recently completed an active shooter response exercise. The training focused on one-officer and two-officer response techniques, room clearing procedures, communication, and coordinated response tactics.

He explained that both officers performed well during the training and that additional advanced instruction was already being scheduled.

Mr. Azcarate advised the Board that the Las Cruces Police Department School Resource Officer Unit had invited Mesilla's officers to participate in additional summer training while schools remained out of session.

He stated that the regional training included realistic scenarios involving active shooter incidents and other emergencies occurring within school facilities. Participating alongside neighboring agencies would improve coordination should a multi-agency response ever become necessary.

Mr. Azcarate next discussed traffic enforcement activities.

He reported that deputies had recently increased patrols along University Avenue following implementation of the reduced 30 mile-per-hour speed limit.

Initially, deputies focused primarily upon public education by issuing warnings and informing motorists of the new speed limit. He explained that the education period had now largely concluded and that deputies would begin transitioning toward stricter enforcement through increased traffic stops and issuance of citations when appropriate.

Mr. Azcarate stated that speeding complaints along University Avenue remained one of the department's most common concerns, and enforcement efforts would continue in response to resident complaints.

He concluded his report and invited questions from the Board.

Board Discussion

Trustee Garcia

Trustee Garcia stated that she appreciated the increased enforcement efforts along University Avenue.

She then described an incident involving individuals driving into one of the drainage channels adjacent to the roadway and performing donuts within the drainage area.

Trustee Garcia explained that when she reported the incident to one of the responding deputies, the deputy appeared unfamiliar with the location she was describing.

She asked Mr. Azcarate whether deputies could become more familiar with local landmarks and drainage channels throughout Town so they could respond more effectively when residents report incidents.

Mr. Azcarate acknowledged her concern.

He explained that while newer deputies may not yet know every location within Mesilla, familiarization with the community remains an ongoing part of their field training. He stated that he would discuss the location with his personnel so they would better understand future complaints involving that area.

Trustee Garcia thanked him.

Trustee Garcia next addressed employee training.

She commented that deputies should continue seeking specialized training opportunities whenever available.

She stated that additional training benefits both the individual employee and the Town by improving professionalism, expanding knowledge, and enhancing public safety.

Mr. Azcarate agreed completely.

He explained that he routinely encourages deputies to identify worthwhile training opportunities and submit requests through the department.

Provided staffing levels permit attendance and funding is available, he supports sending personnel to specialized training throughout New Mexico and neighboring states.

He stated that continuing education improves employee confidence while strengthening the overall capabilities of the Marshal's Office.

Mayor Hernandez thanked Mr. Azcarate for the report and stated he appreciated the department's continued visibility throughout the community.

There were no further questions.

B. Fire Department

Fire Chief Greg Whited presented the Fire Department report.

Chief Whited began by reporting that the Town's smoke alarm installation program had recently received additional assistance from the American Red Cross.

He explained that after observing the department's community outreach efforts through social media, representatives from the Red Cross contacted the department and offered additional smoke alarms together with volunteers willing to assist with future installation events.

Chief Whited stated that the partnership would significantly expand the department's ability to provide smoke alarms to residents throughout the community.

He advised that residents needing smoke alarms could continue contacting the Fire Department for assistance.

Chief Whited next discussed the department's continued participation in the Community Connect Program.

He explained that firefighters recently attended a senior meal program where they assisted residents with registering for Community Connect.

He described Community Connect as an important public safety resource allowing residents to voluntarily provide emergency responders with valuable information regarding their residence before an emergency occurs.

Information such as medical conditions, mobility concerns, pets, gate access, emergency contacts, and other important details can be entered into the secure database.

Chief Whited stated that having access to this information before arriving on scene improves emergency response while helping firefighters better assist residents during emergencies.

He advised that outreach efforts would continue throughout the year at various community events.

Chief Whited then updated the Board regarding the Fire Academy.

He reported that seven cadets currently remained enrolled.

Although three previous cadets recently accepted employment with Doña Ana County Fire Rescue, he considered that a positive accomplishment because it demonstrated the quality of the Town's training program.

He congratulated those individuals for advancing their careers while expressing confidence in the progress being made by the current academy class.

Chief Whited concluded by reminding everyone to exercise caution during the summer months.

He informed the Board that the department had recently responded to a fatal bicycle versus motor vehicle accident.

He encouraged motorists to remain alert for bicyclists, pedestrians, and motorcyclists, particularly during periods of increased tourism and recreational activity.

He also reminded everyone that extreme summer temperatures often contribute to driver frustration and road rage incidents.

Chief Whited encouraged residents to remain patient, avoid unnecessary confrontations, and prioritize safety while traveling.

Board Discussion

Mayor Hernandez asked whether the Fire Department continues installing smoke alarms for residents unable to install them themselves.

Chief Whited replied that the department absolutely provides installation assistance.

Residents requesting installation are simply asked to sign a liability waiver before firefighters install the smoke alarm within the residence.

He explained that the goal of the program is to ensure every residence has working smoke alarms regardless of a resident's physical ability to install them.

Mayor Hernandez thanked Chief Whited and stated he appreciated the department's continued commitment to community outreach.

Chief Whited also thanked Mayor Hernandez for previously encouraging the department to expand participation in Community Connect.

He stated that the program continues gaining momentum and would remain an important public education initiative.

There being no additional questions, Mayor Hernandez thanked Chief Whited for his report.

C. Public Works Department

Public Works Director Lorenzo Astorga presented the Public Works Department report.

Mr. Astorga began by updating the Board on the progress of the Town's Electric Vehicle (EV) Charging Station Project.

He reported that El Paso Electric had substantially completed the electrical infrastructure improvements required to energize the charging stations at both Town Hall and Veterans Park. New electrical service equipment and supporting infrastructure had been installed, and Public Works continued coordinating with El Paso Electric and the equipment contractor to complete the remaining work.

Mr. Astorga explained that electrical work at Veterans Park was essentially complete. Remaining work at Town Hall primarily involved final utility coordination and equipment installation before the charging stations could be placed into service.

He advised the Board that staff continued monitoring the project closely and anticipated moving into the final stages of installation once utility work had been completed.

Calle de Parian Improvements

Mr. Astorga next reported on maintenance activities occurring along Calle de Parian.

He explained that Public Works crews had continued improving the appearance of the corridor by trimming vegetation, removing weeds, watering recently planted trees, and performing routine landscape maintenance.

The work was intended to improve the overall appearance of the area while maintaining a welcoming environment for residents and visitors.

Mr. Astorga complimented the Public Works employees for their continued efforts despite the extreme summer temperatures.

Annual Drinking Water Quality Report

Mr. Astorga informed the Board that the Town had completed its Annual Drinking Water Quality Report and successfully submitted the report to the New Mexico Environment Department (NMED).

He advised that NMED had accepted the report and confirmed the Town remained in compliance with all required drinking water reporting requirements.

Mr. Astorga explained that the annual report summarizes water quality monitoring conducted throughout the previous year and provides residents with information concerning the safety of the Town's drinking water.

He stated that copies of the report were available at Town Hall, QR codes had been posted for convenient public access, and the report would also be distributed to residents in accordance with state requirements.

Mr. Astorga explained that maintaining compliance requires continuous monitoring throughout the year rather than only preparing an annual report.

Public Works personnel routinely perform:

- Daily chlorine residual testing.
- Routine distribution system monitoring.
- Water sampling.
- Monthly operational reporting.
- Coordination with NMED inspectors.
- Quarterly well sampling.
- Lead and copper monitoring as required by federal and state regulations.

He emphasized that the Town's drinking water system continues to meet all applicable regulatory standards.

Street Maintenance

Mr. Astorga next reported that Public Works crews continued repairing potholes throughout Town.

He stated that employees respond to pothole complaints as quickly as possible while balancing numerous other maintenance responsibilities.

He encouraged residents to continue reporting potholes whenever they are observed because Public Works cannot address problems it is unaware of.

Weed Abatement

Mr. Astorga advised that recent rainfall had resulted in rapid weed growth throughout Town.

Public Works crews continued mowing, trimming, and spraying weeds whenever possible; however, he acknowledged that the unusually rapid growth made it difficult to keep pace.

He explained that crews remained actively working throughout the community and would continue addressing weed complaints as staffing and weather permitted.

Board Discussion

Trustee Garcia

Trustee Garcia referred to the written Public Works report and asked about an item identified as "new water service."

She requested clarification regarding what the notation represented.

Mr. Astorga explained that the entry simply referred to work performed by Public Works when establishing new water service connections or performing related utility service work.

He stated that it was not a new utility program but rather an internal work activity documented within the department report.

Trustee Garcia thanked him for the clarification.

Trustee Garcia next asked how residents should report potholes.

She questioned whether residents should call Public Works directly or submit complaints through another method.

Mr. Astorga responded that residents are welcome to call the department directly.

He stated that he personally receives many telephone calls from residents reporting potholes and other maintenance issues and encouraged residents to continue contacting Public Works whenever they identify problems needing attention.

He explained that receiving prompt reports allows staff to schedule repairs much more quickly.

Mayor Pro Tem Stephanie Johnson-Burick

Mayor Pro Tem Johnson-Burick complimented the Public Works Department on the recent landscaping improvements at Veterans Park.

She specifically mentioned the flowers, sunflowers, and landscaping throughout the park, commenting that the improvements were noticeable and made the park look beautiful.

She thanked the Public Works employees for the pride they continue taking in maintaining Town facilities.

Mayor Pro Tem Johnson-Burick then expressed concern for Public Works employees working outdoors during the extreme summer heat.

She asked Mr. Astorga whether the department had considered adjusting work schedules to begin earlier in the morning so employees could avoid working during the hottest portion of the day.

She also encouraged staff to ensure employees remained properly hydrated.

She remarked that if additional sports drinks or hydration supplies were needed, she believed members of the community would gladly donate to help support the Public Works crews.

Mr. Astorga's Response

Mr. Astorga thanked Mayor Pro Tem Johnson-Burick for her comments.

He explained that employee safety remains one of his highest priorities.

Whenever possible, work schedules are adjusted to avoid the hottest part of the afternoon, and supervisors continually monitor employees working outside.

Each morning employees receive bottled water together with electrolyte packets before leaving the Public Works yard.

Mr. Astorga stated that he also routinely checks on crews throughout the day and personally delivers additional water and sports drinks whenever employees are working extended periods in the heat.

He emphasized that employees are encouraged to take breaks whenever necessary and that no project is more important than employee safety.

Mayor Pro Tem Johnson-Burick thanked him for taking care of the employees.

Mayor Hernandez also thanked the Public Works Department for its continued efforts maintaining Town facilities despite the challenging summer conditions.

There being no further questions, Mayor Hernandez thanked Mr. Astorga for his report.

D. Community & Economic Development Department

Community & Economic Development Director Eddie Salazar presented the Community & Economic Development Department report.

Mr. Salazar began by informing the Board that, following the successful conclusion of Historic Preservation Month, the department had shifted its attention toward several historic preservation initiatives that would continue throughout the remainder of the year.

He explained that one of the department's primary priorities involved preparing additional nominations for the Town's Local Historic Registry. Staff had begun compiling historical research, photographs, and supporting documentation necessary to bring additional nominations before the Planning and Zoning and Historical Appropriateness Commission and, ultimately, the Board of Trustees.

Mr. Salazar stated that preserving historically significant properties remained one of the department's long-term goals and would continue supporting Mesilla's status as a Certified Local Government.

He advised the Board that each nomination requires extensive historical research, documentation, photography, and verification before being presented for public review. Staff continued working through those nominations and anticipated bringing additional historic properties forward in the coming months.

Historic Preservation Education

Mr. Salazar reported that the department had also registered for several upcoming historic preservation seminars.

He explained that the online training sessions are sponsored through historic preservation organizations and provide continuing education concerning preservation planning, architectural review, economic development, preservation incentives, and Certified Local Government responsibilities.

Mr. Salazar reminded Trustees that previous seminars had proven beneficial and advised that another seminar was scheduled for July 16.

He stated that notices would be distributed to the Board and encouraged Trustees to participate if their schedules permitted.

Mr. Salazar commented that continuing education benefits not only staff but also elected officials responsible for making decisions affecting Mesilla's historic resources.

Town Newsletter

Mr. Salazar next discussed the Town newsletter.

He explained that staff continued expanding the educational content of the newsletter so it would become more than simply a publication announcing Town activities.

Instead, the newsletter would increasingly highlight Mesilla's history, preservation efforts, architectural resources, community events, and educational articles intended to promote awareness of the Town's historic significance.

Mr. Salazar specifically recognized Ms. Liana Aguirre, Historic Preservation Planner, for the extensive historical research she continues conducting.

He stated that Ms. Aguirre regularly uncovers historical information, photographs, and documentation that many residents have never seen before. Staff intend to incorporate that research into future newsletters so residents can better understand the community's rich history.

Mr. Salazar remarked that Mesilla possesses an extraordinary historical record, and the department wanted to share more of that history with the public.

Code Enforcement

Mr. Salazar then introduced the Town's newly hired Code Enforcement Officer, who was attending the meeting to observe Board proceedings.

He explained that one of the reasons he invited the new employee to attend was so the officer could observe how ordinances are discussed, interpreted, and ultimately adopted by the Board of Trustees.

Mr. Salazar stated that understanding legislative intent is extremely valuable for code enforcement personnel because they are responsible for applying those ordinances consistently in the field.

He also encouraged the new Code Enforcement Officer to carefully review existing ordinances and identify areas where language could be clarified or strengthened.

Mr. Salazar explained that staff continually evaluate the Town Code and frequently identifies provisions that may require revision to improve enforcement or eliminate ambiguity.

Dead Tree Program

Mr. Salazar next provided an update regarding the department's ongoing dead tree inventory.

He explained that staff continued inspecting properties throughout Town to identify dead or hazardous trees that may present safety concerns.

The department had been:

- Photographing trees.
- Documenting property locations.
- Creating inspection records.
- Preparing notices to property owners.
- Prioritizing trees that present immediate hazards.

Mr. Salazar acknowledged that progress had been slower than originally anticipated because of the department's workload, but he emphasized that the project remained active and had not been abandoned.

He explained that public safety remained the department's primary concern, particularly where dead limbs or unstable trees could fall onto streets, sidewalks, neighboring properties, or utility lines during high winds.

Active Code Enforcement Cases

Mr. Salazar advised the Board that several code enforcement cases remain pending.

He explained that many of those cases would likely proceed much more efficiently once the proposed Hearing Examiner Ordinance became effective.

He stated that establishing a Hearing Examiner would provide a formal administrative process allowing unresolved code enforcement matters to proceed toward resolution while ensuring property owners receive appropriate due process.

Mr. Salazar explained that staff looked forward to utilizing the Hearing Examiner process once adopted because it would improve consistency and reduce lengthy delays associated with unresolved enforcement cases.

Electric Vehicle Charging Station Screening

Mr. Salazar next discussed the recently installed electric vehicle charging stations.

While he supported the project, he expressed concern regarding the appearance of the large electrical service cabinets associated with charging equipment.

He explained that whenever private development occurs within Mesilla, applicants are typically required to screen electrical equipment from public view using walls, landscaping, fencing, or other methods compatible with the Historic District.

Mr. Salazar stated that the Town should hold itself to the same standard.

He recommended exploring options to screen the electrical cabinets using historically compatible materials such as adobe-style walls, landscaping, or coyote fencing.

Mr. Salazar also expressed concern that exposed electrical equipment could become susceptible to graffiti or vandalism if left highly visible.

He stated that addressing those issues now would improve the appearance of the completed project while maintaining consistency with the Town's historic preservation standards.

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iWorQ Software Implementation

Mr. Salazar informed the Board that implementation of the Town's new iWorQ management software continued moving forward.

He explained that he and Public Works Director Lorenzo Astorga would soon be meeting again with iWorQ representatives to continue configuring the software.

Mr. Salazar stated that the new system would significantly improve communication between departments while centralizing records management, permitting, inspections, code enforcement, GIS mapping, work orders, and customer service requests.

Drawing upon his previous experience using iWorQ, Mr. Salazar explained that the software provides substantially greater efficiency than traditional paper-based systems.

He advised the Board that he had already prepared approximately 20 to 30 pages of departmental forms, workflows, and operational procedures that had been submitted to iWorQ for incorporation into Mesilla's customized implementation.

Those materials included permit applications, inspection procedures, workflow diagrams, code enforcement processes, and numerous other departmental documents.

Mr. Salazar explained that building the software correctly during implementation would save significant staff time once the system becomes operational.

He stated that integrating GIS with permitting and code enforcement would greatly improve the department's ability to track projects, respond to inquiries, and maintain permanent records.

Mr. Salazar concluded by stating that, in addition to daily permitting responsibilities, those projects represented the department's primary focus.

He then invited questions from the Board.

Board Discussion

Trustee Garcia

Trustee Garcia thanked Mr. Salazar for his report and commented that she was pleased to see the return of the Queen of Mesilla program.

She stated that the program has long been an important community tradition and encouraged the department to continue promoting both the Queen competition and the Town's parade through social media, the Town newsletter, and other advertising methods.

Trustee Garcia also reminded staff that promotional materials should clearly identify any residency or eligibility requirements, so applicants understand the qualifications before applying.

Mr. Salazar agreed and explained that staff intended to begin advertising the program well in advance of the application deadline to encourage greater community participation.

Trustee Garcia next discussed the Discount Fireworks payment agreement.

She recalled previous Board discussions regarding the unpaid hazardous materials fee and asked Mr. Salazar whether a formal written payment agreement had been prepared.

Mr. Salazar responded that staff had been working on the agreement.

Trustee Garcia recommended that the agreement clearly identify the payment schedule, include the business owner's signature acknowledging responsibility for the outstanding balance, and remind the applicant that another annual hazardous materials fee would become due in August.

She stated that documenting the agreement in writing would protect both the Town and the business owner by clearly identifying each party's obligations.

Mr. Salazar acknowledged her recommendation and advised that staff should continue working with the business owner regarding the payment agreement.

Mayor Hernandez thanked Mr. Salazar for the report and complimented the Community & Economic Development Department for the numerous projects currently underway.

He remarked that the department continued expanding its responsibilities while making measurable progress in historic preservation, code enforcement, technology improvements, and public outreach.

There being no further questions, Mayor Hernandez concluded the Staff Updates and Staff Comments agenda item.

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7. PUBLIC INPUT ON CASES

Mayor Hernandez opened Public Input on Cases.

He explained that this portion of the meeting was reserved for comments pertaining only to agenda items scheduled under Item 8 – New Business. He reminded those wishing to address the Board to state their name for the record and limit their comments to the item being considered. Mayor Hernandez also advised that comments should be directed to the Chair and remain respectful.

Melissa Molina

Ms. Melissa Molina addressed the Board regarding the proposed Noise Nuisance Ordinance.

Ms. Molina stated that she appreciated the Board's continued work on the ordinance and recognized the amount of research staff had devoted to developing the proposal. She explained that her comments centered on the compatibility of commercial businesses and residential properties within Mesilla's Historic District.

She reminded the Board that many residences existed long before neighboring commercial businesses were established. As an example, she referenced the residence located at 1991 Calle de Santiago, explaining that the home predated the adjoining commercial use. She stated that homeowners should continue to enjoy the peaceful use of their property regardless of subsequent commercial development nearby.

Ms. Molina asked several questions regarding enforcement of the proposed ordinance.

She asked:

- Whether different standards would apply during daytime and nighttime hours.
- Which Town department would ultimately enforce the ordinance.
- Whether Code Enforcement personnel, the Marshal's Office, or both departments would investigate complaints.
- Whether enforcement officers would be equipped with calibrated decibel meters.
- Whether officers would receive training regarding proper sound measurement procedures.
- Where sound measurements should be taken when responding to complaints.

Ms. Molina stated that objective standards would help both residents and businesses understand the rules while reducing disagreements regarding whether a violation had occurred.

She encouraged the Board to continue considering the relationship between residential and commercial properties whenever future outdoor entertainment permits are reviewed.

Ms. Molina thanked the Mayor, Board of Trustees, and staff for their willingness to continue discussing the issue and expressed hope that the final ordinance would provide a fair balance between protecting residents and supporting local businesses.

Mayor Hernandez thanked Ms. Molina for her comments.

Morgan Switzer

New Mexico Vintage Wines

Ms. Morgan Switzer addressed the Board regarding the proposed Noise Nuisance Ordinance.

Ms. Switzer stated that she had previously submitted written comments concerning the ordinance and understood those comments had been provided to each Trustee. She explained that she would summarize several of her primary concerns during her testimony rather than repeat every point contained within her written submission.

Ms. Switzer began by stating that, in her opinion, the ordinance remained an early working draft and required considerably more refinement before adoption.

She stated that the draft appeared to combine language taken from numerous municipalities throughout New Mexico without fully considering Mesilla's unique characteristics.

Ms. Switzer explained that Mesilla differs substantially from larger municipalities because residences, restaurants, wineries, shops, and other commercial businesses have existed side by side within the Historic District for generations.

She expressed concern that adopting language developed for larger cities could unintentionally create burdens for businesses operating within Mesilla's unique historic environment.

Ms. Switzer questioned several definitions contained within the ordinance, stating that some lacked sufficient clarity while others could easily be interpreted differently by various enforcement officers.

She also questioned the proposed decibel standards.

Ms. Switzer explained that sound measurements are influenced by numerous environmental conditions, including:

- Wind.
- Vehicular traffic.
- Conversations.
- Other surrounding activities.
- Buildings and walls.
- Courtyards.
- Landscape features.

She stated that because Mesilla contains narrow streets, adobe walls, enclosed patios, and irregular building arrangements, sound behaves differently than it would in modern commercial developments.

Ms. Switzer questioned whether a single decibel reading taken at one location could accurately determine whether a nuisance existed.

She further commented that businesses operating within the Historic Commercial Overlay District have historically provided outdoor entertainment as part of Mesilla's culture and tourism economy.

She stated that live music contributes significantly to the Town's atmosphere and expressed concern that portions of the ordinance could unintentionally discourage those activities.

Ms. Switzer acknowledged that nearby residents have legitimate concerns regarding excessive noise; however, she believed the ordinance attempted to address what she viewed as an isolated dispute by adopting regulations affecting every business throughout the community.

She encouraged the Board to continue revising the ordinance before taking final action.

Specifically, she recommended additional reviews of:

- Definitions.
- Measurement procedures.
- Decibel standards.
- Exemptions.
- Enforcement provisions.
- Permit requirements.

Ms. Switzer concluded by thanking the Board for considering both her written comments and oral testimony.

Mayor Hernandez thanked Ms. Switzer for her comments.

Mayor Hernandez asked if there were any additional speakers wishing to address the Board regarding agenda items.

No additional speakers requested to speak.

Mayor Hernandez closed Public Input on Cases and proceeded to Item 8 – New Business.

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8. NEW BUSINESS

8A. Discussion and Consideration Amendment to Chapter 18.06 – Planning and Zoning and Historical Appropriateness Commission (PZHAC)

Mayor Hernandez introduced Ordinance No. 2026-03 for discussion and possible adoption following the Public Hearing conducted immediately prior to the Regular Meeting.

Mayor Hernandez reminded the Board that the Public Hearing had been completed, and all testimony received during the hearing, including written comments, was now part of the legislative record.

He recognized Community & Economic Development Director Eddie Salazar to briefly summarize the proposed ordinance before opening Board discussion.

Mr. Salazar stated that the proposed ordinance had already been presented in detail during the Public Hearing and therefore limited his comments to summarizing the principal amendments.

He reminded the Board that the ordinance would:

- Reduce the number of alternate commissioners from two to one.
- Clarify appointment qualifications.
- Establish a limit of three consecutive terms for regular commissioners.
- Expand evaluation criteria for reappointments.
- Establish compensation for PZHAC Commissioners and Board of Adjustment members.
- Clarify attendance requirements and alternate commissioner responsibilities.

Mr. Salazar advised that staff believed the amendments would improve continuity, preserve institutional knowledge, strengthen Commissioner accountability, and assist the Town in recruiting qualified volunteers to serve on the Planning and Zoning and Historical Appropriateness Commission.

Mayor Hernandez thanked Mr. Salazar and opened the matter for Board discussion.

Board Discussion

Mayor Hernandez

Mayor Hernandez opened discussion by stating that the Board had discussed the proposed amendments during several previous work sessions and had also received testimony during the Public Hearing immediately preceding the Regular Meeting.

He commented that the ordinance represented an effort to strengthen the Planning and Zoning and Historical Appropriateness Commission while recognizing the significant amount of volunteer time Commissioners dedicate to reviewing applications, conducting site visits, studying Town ordinances, and participating in lengthy public meetings.

Mayor Hernandez stated that the Commission performs an important function for the Town, particularly because many development projects require detailed review before reaching the Board of Trustees.

Mayor Pro Tem Stephanie Johnson-Burick

Mayor Pro Tem Johnson-Burick stated that she supported compensating the citizen members who serve on the Planning and Zoning and Historical Appropriateness Commission because of the time and commitment required to review applications, attend meetings, and fulfill their appointed responsibilities.

However, she expressed concern regarding the proposed compensation for members of the Board of Adjustment. She noted that the Board of Adjustment consists of a Planning and Zoning Commissioner, one Trustee, and one resident member. As the Trustee serving on that board is already carrying out an assigned responsibility as part of their elected duties, she did not believe Trustees should receive additional compensation for serving on the Board of Adjustment.

She stated that she was comfortable with compensating the resident members, provided the appointed members continue to serve their established terms and fulfill their responsibilities. She reiterated that her concern was limited to compensating Trustees for duties that are already part of their elected office.

Trustee Garcia

Trustee Garcia stated that she agreed with the comments made by the other Trustees regarding the proposed Board of Adjustment stipends.

She then raised a question concerning remote participation by Commission members. She noted that, based on training she had attended, members of governing bodies are generally limited in the number of times they may participate remotely during a calendar year. However, she observed that the proposed ordinance did not address whether members of the Planning and Zoning and Historical Appropriateness Commission or the Board of Adjustment would be permitted to participate by telephone or video conference.

Trustee Garcia asked whether the Town intended to allow remote participation in situations where a quorum could not otherwise be achieved. She suggested that permitting members to participate remotely, when authorized by law and Town policy, could help the Commission maintain a quorum and avoid postponing meetings. She requested clarification on whether the Town planned to provide that option or whether all members would be required to attend meetings in person.

Mayor Hernandez responded that one of the primary reasons the Town maintains alternate Commissioners is to help ensure a quorum when a regular Commissioner is unable to attend a meeting. He noted that the Town has been fortunate in recent years to have Commissioners who consistently participate and attend meetings, reducing the need to rely on alternates.

Regarding remote participation, Mayor Hernandez stated that the ordinance could be amended in the future if the Board wished to address the issue. However, he explained that the Planning and Zoning and Historical Appropriateness Commission has traditionally conducted meetings in person, primarily because of the extensive documentation, exhibits, and discussion involved in reviewing applications and hearing cases.

He acknowledged that previous Town administrations had, on occasion, permitted telephonic participation during Board of Trustees meetings. He clarified that, to his knowledge, such participation had not occurred during his administration, and that any previous remote attendance had been by telephone rather than through video conferencing.

Trustee Garcia explained that her question stemmed from a previous situation in which a Planning and Zoning Commissioner had relocated and was not permitted to participate in a meeting by telephone. She noted that the inability to allow remote participation contributed to quorum concerns.

She stated that, if the Town did not intend to authorize telephonic or remote participation for Commissioners, she would support retaining two alternate Commissioners rather than reducing the number to one. Trustee Garcia explained that maintaining two alternates would provide additional assurance that the Commission could still achieve a quorum if a regular member or alternate was unexpectedly unable to attend a meeting. She remarked that unforeseen circumstances can arise at any time, and having an additional alternate would help ensure the Commission could continue conducting business without unnecessary postponements.

Trustee Garcia asked how the proposed ordinance would affect the terms of the current Commissioners if adopted. Specifically, she questioned whether the three-consecutive-term limitation would apply retroactively to Commissioners already serving on the Planning and Zoning and Historical Appropriateness Commission or whether current members would effectively begin a new term count upon the ordinance taking effect.

Mayor Hernandez responded that the ordinance would follow the Commission's existing staggered term schedule. He explained that the current Commissioners would continue serving under their established staggered appointments, and any term expirations, reappointments, or new appointments would be presented to the Board at the appropriate time, either at the beginning of the new calendar year or on whatever effective date is ultimately established if the Board adjusts the term cycle. The transition would be administered as part of the normal appointment process rather than restarting every Commissioner's term simultaneously.

Trustee Cadena

Trustee Cadena expressed support for the proposed ordinance but suggested modifying the expiration date for Commissioner terms.

She explained that having terms expire on December 31 places the appointment process during the holiday season, making it more difficult to recruit applicants, process appointment paperwork, and prepare recommendations for the Board. She suggested changing the term cycle to February 1 through January 31, or otherwise extending the current terms by approximately one month, to provide staff with additional time after the holidays to advertise vacancies, receive applications, and complete the appointment process.

Trustee Cadena also discussed the proposed reduction in alternate Commissioners from two to one. While he understood and generally supported the recommendation, she recalled that in previous years the Town struggled to recruit enough volunteers to serve on the Commission, which was one of the reasons two alternate positions had originally been established.

She noted that the current Commission has been fortunate to have dedicated members with consistent attendance and long-term commitment, but cautioned that circumstances could change in the future. Commissioners may become too busy, relocate, or decide not to seek reappointment, creating unexpected vacancies. For that reason, she believed there was still value in maintaining a second alternate position, although he stated she was comfortable with the recommendation to reduce the number to one.

In closing, Trustee Cadena reiterated that his primary recommendation was to revise the Commission term dates to begin on February 1 rather than January 1, thereby avoiding the holiday season and providing a smoother transition for appointments. She concluded by stating that she was pleased the ordinance recognized the time and commitment of Commissioners by providing a modest stipend for their service.

Trustee Nevarez

Trustee Nevarez stated that he agreed with the comments made by the other Trustees regarding compensation for the Board of Adjustment. He concurred that the proposed ordinance should be modified to clarify that Trustees serving on the Board of Adjustment should not receive a stipend for duties performed as part of their elected responsibilities.

He indicated his support for amending the ordinance accordingly and thanked everyone for the discussion.

8B. **Approval of Ordinance 2026-02 – amendments to MTC 18.06**

Following discussion, Mayor Hernandez asked whether there were any additional questions or comments from the Board.

There being none, he requested a motion.

Motion: Mayor Pro Tem Johnson-Burick

Second: Trustee Nevarez

Vote:

- Mayor Pro Tem Johnson-Burick – Yes
- Trustee Garcia – Yes
- Trustee Cadena – Yes
- Trustee Nevarez – Yes

Mayor Hernandez announced that the motion carried.

Action: Ordinance No. 2026-03 adopted.

8C. Amendment to Chapter 15.15 – Building Permit Fees

Mayor Hernandez introduced Ordinance for discussion and possible adoption.

He reminded the Board that the Public Hearing had been completed and invited Mr. Salazar to summarize the proposed ordinance before Board deliberation.

Mr. Salazar briefly reviewed the ordinance, explaining that its purpose was to clarify the Town's building permit fee provisions while allowing the Board flexibility when considering governmental entities, nonprofit organizations, and other public benefit projects.

He emphasized that the ordinance did not automatically exempt any organization from permit fees.

Rather, each request would continue to come before the Board for individual consideration based upon the specific circumstances and public benefit associated with the project.

Mr. Salazar explained that permit review requires substantial staff time regardless of the applicant.

Community & Economic Development staff review zoning compliance, site plans, building plans, historic preservation requirements when applicable, coordinate with the New Mexico Construction Industries Division, maintain permanent records, and process permit applications.

He stated that the proposed amendments simply provided the Board with greater discretion while preserving the Town's ability to recover administrative costs when appropriate.

Mayor Hernandez thanked Mr. Salazar and opened the matter for Board discussion.

Board Discussion

Mayor Hernandez

Mayor Hernandez thanked Mr. Salazar for the presentation and stated that the Board had previously discussed permit fees during several work sessions. He explained that the proposed ordinance was intended to provide flexibility rather than create automatic exemptions.

He commented that governmental entities, nonprofit organizations, and other public agencies frequently complete projects that benefit the community. However, those projects still require staff review, zoning compliance verification, plan review, record keeping, and coordination with outside agencies. He stated that it was important for the Board to retain discretion when determining whether a fee reduction or waiver was appropriate.

Mayor Pro Tem Stephanie Johnson-Burick

Mayor Pro Tem Johnson-Burick stated that she supported the proposed amendments.

She commented that every permit application requires Town staff time regardless of who submits it. Plans must be reviewed for zoning compliance, historic preservation requirements, setbacks, drainage, parking, and other applicable regulations.

She stated that while some public projects may warrant consideration for waived fees, the Board should evaluate each request individually rather than adopting a blanket exemption.

Mayor Pro Tem Johnson-Burick added that retaining flexibility allows the Board to consider the overall benefit a project provides to the Town before making a decision.

Trustee Garcia

Trustee Garcia agreed with the proposed approach.

She stated that each governmental or nonprofit project is different and should be evaluated independently.

She commented that the Board should continue recognizing the administrative costs associated with permit review while also acknowledging circumstances where a project provides a significant public benefit.

Trustee Garcia stated that maintaining Board discretion would allow future Trustees to consider each request on its own merits instead of being bound by a rigid policy.

Trustee Cadena

Trustee Cadena commented that the ordinance appeared to strike an appropriate balance.

She stated that Town staff perform the same review regardless of whether the applicant is a private citizen, nonprofit organization, school district, or governmental agency.

Because staff time represents a real cost to the Town, she believed it was reasonable for the Board to retain authority to determine whether circumstances justified reducing or waiving permit fees.

Trustee Nevarez

Trustee Nevarez agreed with the previous comments.

He stated that the proposed ordinance provides sufficient flexibility while protecting the Town's interests and ensuring applicants continue to be treated fairly.

8D. Approval: Ordinance Amendment for building permit fees MTC 15.15

Mayor Hernandez asked whether there were any additional questions or comments from the Board.

There being none, he requested a motion.

Motion: Mayor Pro Tem Johnson-Burick

Second: Trustee Garcia

Mayor Hernandez announced that the motion carried unanimously.

Action: Ordinance No. 2026-04 was adopted.

8.E. Discussion Only – Amendment to the Hearing Examiner Ordinance

Authority, Responsibilities, and Process for Enforcement of the Municipal Code

Mayor Hernandez introduced Item 8.E., Discussion Only – Amendment to the Hearing Examiner Ordinance establishing the authority and responsibilities of a Hearing Examiner and defining the process for enforcement of the Town's Municipal Code.

Mayor Hernandez reminded the Board that this item had been discussed during the Public Hearing earlier in the evening and emphasized that the matter was for discussion only, with no action scheduled during the current meeting.

He explained that the ordinance was in its preliminary stages and was intended to begin the Board's review and discussion before any formal action would be considered.

Mayor Hernandez stated that because of the complexity of the proposed ordinance, he anticipated the Board would conduct multiple work sessions before bringing the ordinance back for adoption. He encouraged Trustees to thoroughly review the draft and advised that staff would continue researching issues, gathering additional information, and making revisions based on comments received from the Board, legal counsel, and the public.

He further stated that if the Board believed an additional public hearing was warranted before adoption, one could certainly be scheduled. The objective was to ensure the ordinance was fully vetted and refined before any final action was taken.

Board Discussion

Mayor Pro Tem Johnson-Burick

Mayor Pro Tem Johnson-Burick thanked Mayor Hernandez for placing the item on the agenda as a discussion-only matter rather than requesting immediate action.

Trustee Garcia

She commented that the proposed ordinance was much more detailed than previous ordinance amendments and believed additional review was appropriate before the Board considered adoption.

She stated that the discussion format would allow Trustees to carefully evaluate each section of the ordinance while giving staff time to research questions, obtain clarification from legal counsel, and consider suggestions received during the review process.

Trustee Garcia explained that she believed this approach would result in a stronger ordinance and allow the Board to make more informed decisions during future work sessions.

Mayor Hernandez

Mayor Hernandez agreed, stating that discussing the ordinance in stages would allow staff to research issues raised by the Board between meetings.

He explained that Trustees' questions and comments would provide direction for additional research and revisions before each subsequent work session, helping staff refine the ordinance before returning it for formal consideration.

Trustee Garcia

Trustee Garcia then commented on the proposed Hearing Examiner concept itself.

She stated that she appreciated the proposal establishing a civil administrative process rather than a criminal enforcement process.

She explained that because the Town no longer operates a Municipal Court, it was important to develop an alternative method for addressing municipal code violations while still providing due process to property owners.

Trustee Garcia stated that before implementing a Hearing Examiner, she believed the Town should first review and strengthen the underlying ordinances that would ultimately be enforced.

She explained that the Hearing Examiner's primary responsibility would be to interpret and apply the Town's ordinances when hearing enforcement cases. Therefore, those ordinances should be written clearly and consistently so the Hearing Examiner has well-defined standards upon which to base decisions.

She commented that the Town should carefully evaluate each ordinance before adopting the Hearing Examiner process to ensure enforcement decisions are based upon clear legislative direction rather than ambiguous language.

Trustee Garcia also encouraged staff to research comparable municipalities when developing the ordinance.

However, she emphasized that Mesilla should compare itself to communities with similar characteristics rather than large metropolitan areas.

She noted that Mesilla is a historic community with numerous historic residential and commercial properties, but very little industrial or manufacturing development. For that reason, she believed staff should focus on municipalities with similar historic preservation concerns so the Hearing Examiner ordinance reflects Mesilla's unique character rather than simply adopting language developed for larger cities.

She stated that she wanted the ordinance to be tailored specifically to Mesilla's needs and believed the work sessions would provide the opportunity to refine those details before adoption.

Mayor Hernandez

Mayor Hernandez responded that, at the present time, municipal civil code violations continue to be heard through the Doña Ana County Magistrate Court because the Town no longer has its own Municipal Court.

He explained that although the Magistrate Court maintains a copy of the Town's ordinances, the court has requested that Town staff provide copies of the specific ordinances associated with each citation because many municipal ordinances differ from corresponding state statutes.

Mayor Hernandez noted that Mesilla's ordinances often contain unique provisions that are not addressed under state law. Providing the applicable ordinance allows the Magistrate Court to review the correct local regulations when hearing municipal cases.

He stated that establishing a Hearing Examiner would allow the Town to resolve many municipal code enforcement matters administratively rather than relying exclusively upon the Magistrate Court system.

Trustee Garcia

Trustee Garcia then referred to Section 18.15.45(B)(3) of the proposed ordinance concerning notices to abate.

She noted that the draft ordinance provided property owners with the right to appeal a Hearing Examiner's decision to either the Planning and Zoning and Historical Appropriateness Commission or the Board of Trustees within fifteen days.

Trustee Garcia questioned whether property owners should be given a choice of appellate body.

She suggested that the ordinance should instead clearly designate one appellate authority, explaining that appeals should follow a consistent process rather than allowing multiple options.

She stated that, in her opinion, appeals from Hearing Examiner decisions should proceed directly to the Board of Trustees, which would maintain consistency with other quasi-judicial matters already reviewed by the Board.

Mayor Hernandez agreed that the appeal process should be clarified and indicated that staff would review the language before the ordinance returned for further discussion.

Closing Discussion

Mayor Hernandez thanked the Trustees for their comments and reminded everyone that the ordinance remained in the early stages of development.

He encouraged Trustees to continue reviewing both the Hearing Examiner Ordinance and the following ordinance amendment and to submit additional comments or questions to Community & Economic Development Director Eddie Salazar, the Town Clerk, or himself before the first work session.

He explained that staff would continue researching the issues raised during the meeting, consult with legal counsel as necessary, and incorporate appropriate revisions before presenting an updated draft for future discussion.

With no further discussion, Mayor Hernandez concluded Item 8.E and proceeded to the next item on the agenda.

8F. Discussion and Consideration of Ordinance Amendment to Chapter 8.15 – Noise Nuisance Ordinance

Mayor Hernandez introduced amendments to the Town's Noise Nuisance Ordinance.

He reminded the Board that a Public Hearing had been conducted immediately prior to the Regular Meeting and noted that all testimony received, together with the written public comments submitted before the hearing, had become part of the official legislative record.

Mayor Hernandez stated that the proposed ordinance represented the culmination of several months of work by staff, legal counsel, the Board of Trustees, and members of the public.

He explained that the ordinance had evolved through numerous work sessions and discussions as staff researched ordinances from municipalities throughout New Mexico. Rather than copying another community's ordinance, staff evaluated numerous approaches before preparing language intended specifically for the Town of Mesilla.

Mayor Hernandez reminded the Board that Mesilla's Historic District presents unique circumstances because commercial businesses and residences often exist immediately adjacent to one another. As a result, staff attempted to develop objective standards balancing the interests of residents, business owners, tourism, and preservation of the Town's historic character.

He briefly reviewed the principal provisions of the ordinance, including:

- Establishment of objective decibel standards.
- Procedures for measuring sound using calibrated sound level meters.
- Enforcement responsibilities shared by the Marshal's Office and Code Enforcement.
- Permit requirements for outdoor amplified entertainment.
- Exemptions for emergency activities, officially permitted events, and other specified situations.
- Enforcement procedures and available remedies.

Mayor Hernandez emphasized that the ordinance was intended to replace subjective determinations regarding excessive noise with measurable standards that could be consistently applied.

He further explained that staff anticipated continuing to educate businesses regarding the new requirements should the ordinance be adopted.

Mayor Hernandez concluded his presentation and advised he would answer questions from the Board.

Board Discussion

Mayor Hernandez

Mayor Hernandez opened the discussion by thanking everyone who participated in the public hearing and submitted written comments. He stated that the proposed ordinance had undergone numerous revisions over several months and reflected considerable research by staff, review by legal counsel, and input from both residents and business owners.

He emphasized that the Board's responsibility was to strike an appropriate balance between protecting the quality of life for residents and recognizing the importance of businesses and tourism to the Town of Mesilla.

Mayor Hernandez stated that he appreciated the respectful comments received during the public hearing and believed they had contributed to improving the proposed ordinance.

Mayor Pro Tem Stephanie Johnson-Burick

Mayor Pro Tem Johnson-Burick stated that, based on her initial review, she believed the proposed maximum permissible decibel levels appeared to be set too low. She commented that, during a typical busy weekend in the Historic Plaza area, the normal sounds generated by tourists, pedestrians, and everyday activity could easily approach or exceed the proposed limits. She suggested that the Board carefully evaluate whether the proposed standards were realistic for Mesilla's unique environment.

Referring to the section of the ordinance addressing loud yelling, shouting, chanting, or singing between 10:00 p.m. and 7:00 a.m., Mayor Pro Tem Johnson-Burick humorously remarked that if she were singing, someone would probably call the police because "nobody wants to hear that." Her comment drew laughter from those in attendance.

Returning to the substance of the ordinance, she expressed concern that the provision prohibited conduct which "disturbs another property" based upon an officer's discretion. She stated that language relying solely on subjective judgment could create inconsistency in enforcement and lead to situations where one individual is cited while another engaging in similar conduct is not. She believed the ordinance should include more clearly defined and objective standards to reduce the potential for inconsistent enforcement and legal challenges.

Mayor Pro Tem Johnson-Burick also referenced comments made earlier by Ms. Melissa Molina during the Public Hearing regarding enforcement responsibilities. Referring to the section entitled "Enforcement Authority," she noted that the ordinance authorized enforcement by the Town Marshal's Office, Code Enforcement, and other authorized Town personnel.

She questioned how that provision would function if the Town adopted objective decibel standards. Specifically, she asked who would be responsible for carrying and operating the sound level meters, whether multiple departments would be equipped with the devices, and whether all personnel authorized to enforce the ordinance would receive the necessary training to properly conduct sound measurements.

Finally, Mayor Pro Tem Johnson-Burick stated that she had also noticed several inconsistencies in the language and terminology used throughout the draft ordinance. She referenced comments made during the Public Hearing by Ms. Morgan Switzer, noting that some sections appeared to use different terms or standards that should be reviewed for consistency. She recommended that staff carefully examine the ordinance during future revisions to ensure the terminology and enforcement provisions remain uniform throughout the document before it is brought back for adoption.

Trustee Garcia

Trustee Garcia expressed her appreciation that the proposed Noise Nuisance Ordinance had been presented for discussion only and not for immediate adoption. She stated that, in her opinion, the ordinance required a much more detailed review before the Board could make an informed decision.

She recommended that the Board review the ordinance section by section and page by page during future work sessions rather than attempting to evaluate the entire document at once. She believed that taking a deliberate approach would allow the Board to fully understand each provision, ask questions, and make revisions where necessary.

Trustee Garcia stated that one of her primary concerns involved the proposed use of decibel measurements. Before establishing decibel standards, she believed the Board needed additional information regarding the practical aspects of enforcement. She questioned:

- The cost of purchasing sound level meters.
- Whether the equipment would require periodic calibration or certification.
- Whether personnel operating the equipment would need specialized training or certification.
- Who would ultimately be responsible for conducting sound measurements and ensuring the readings were legally defensible.

She also discussed the unique character of Mesilla's zoning districts. While she acknowledged the importance of protecting the Town's commercial businesses—describing them as the community's "bread and butter"—she emphasized that the Town also has an obligation to protect the quality of life of its residents. She believed the ordinance should carefully balance those interests.

Trustee Garcia referenced staff's earlier explanation regarding measuring sound near zoning boundaries but questioned how the ordinance would apply to agricultural activities, which are also an important part of Mesilla's heritage. As an example, she described the seasonal harvesting of pecan orchards, noting that mechanical tree shakers generate significant noise, often beginning early in the morning and continuing throughout the day. She questioned how those agricultural operations would fit within the proposed ordinance and whether they should be treated differently from commercial entertainment or other sources of noise.

She further observed that Mesilla is a diverse community with many everyday sounds that contribute to its unique character, including agricultural operations, roosters, barking dogs, church bells, and other customary activities. She cautioned that the Board should carefully consider how the ordinance might affect those long-standing community traditions and whether appropriate exemptions or separate standards should be included.

Trustee Garcia acknowledged that it would be impossible to create an ordinance that satisfied everyone equally, observing that some individuals would inevitably disagree with the final outcome. Nevertheless, she stressed the importance of "getting it right" by moving slowly and thoroughly through the ordinance.

She again thanked Mayor Hernandez for bringing the item forward as a discussion-only matter and recommended that the Board begin with the ordinance's definitions before proceeding through each section individually during future work sessions.

Finally, Trustee Garcia agreed with Trustee Nevarez's earlier comments regarding decibel enforcement. She reiterated that the Board should determine the cost of the equipment, who would be responsible for certification and calibration, and who would ultimately verify or justify sound measurements before adopting any objective decibel standards. She concluded by stating that, while she had additional questions, those were her primary comments at that time.

Trustee Cadena

Trustee Cadena directed a question to the Town's enforcement personnel, specifically addressing the Marshal's Office. She noted that the Town already receives noise complaints under the existing ordinance and asked how those complaints are currently handled.

She questioned who typically responds to those calls—whether it is the Marshal's Office, Code Enforcement, or another Town official—and asked how enforcement personnel currently determine whether a noise complaint constitutes a violation. Trustee Cadena explained that understanding the Town's existing enforcement process would help the Board evaluate whether the proposed ordinance and the use of objective decibel standards would improve enforcement or create additional challenges.

She indicated that hearing directly from those responsible for responding to complaints would provide valuable insight as the Board continued reviewing and refining the proposed ordinance.

Marshal Supervisor Ben Azcarate responded by explaining how the Town's current Noise Nuisance Ordinance is enforced and why he believes it requires revision.

He stated that, under the ordinance currently on the books, many routine activities occurring throughout Mesilla could technically be considered violations because the ordinance is so broadly written and lacks clear standards.

As examples, Mr. Azcarate explained that, under a strict interpretation of the existing ordinance:

- The Basilica broadcasting Mass over outdoor speakers could constitute a violation.
- Church bells, if the subject of a complaint, could be considered a violation.
- The Town's own events at Veterans Park could technically violate the ordinance.
- The Summer Music Festival could violate the ordinance.
- Fiestas de Mesilla activities could violate the ordinance.

- Even amplified announcements made during community parades could potentially violate the ordinance.

He explained that the current ordinance contains no specific hours, decibel standards, or objective criteria for determining when noise becomes excessive. Instead, the ordinance is written so broadly that virtually any sound generating a complaint could potentially be interpreted as a violation.

Mr. Azcarate agreed with comments made earlier by Ms. Morgan Switzer, noting that, under the current ordinance, a resident hosting a birthday party or backyard barbecue in the middle of the afternoon could be cited simply because a neighboring property owner objected to the noise.

For that reason, he stated that he believed there was a legitimate need to modernize and clarify the ordinance.

Mr. Azcarate explained that, throughout his nearly 15 years with the Town, he had generally relied on the standards commonly used by Doña Ana County when responding to noise complaints—specifically, quiet hours beginning at 10:00 p.m. Sunday through Thursday and 11:00 p.m. on Friday and Saturday, continuing until 6:00 a.m**.** He noted that those practical guidelines had historically assisted deputies in addressing complaints even though they were not specifically incorporated into the Town's ordinance.

After recently reviewing Mesilla's existing ordinance in detail, however, he concluded that it was extremely vague and difficult to enforce consistently.

He stated that he fully supported updating the ordinance and recognized that developing appropriate standards would require considerable discussion during future work sessions.

Responding to Trustee Cadena's earlier question regarding enforcement, Mr. Azcarate explained that the majority of noise complaints occur within the Historic Commercial Overlay District, where restaurants, entertainment venues, and residences exist immediately adjacent to one another. While the Marshal's Office occasionally responds to loud house parties in residential neighborhoods, those situations are generally straightforward because the complaint typically involves excessive noise from a single residence.

By contrast, complaints arising within the Historic Commercial District present a much more complex situation because commercial businesses and residential properties coexist within the same area.

Mr. Azcarate stated that, under the Town's current ordinance, virtually everyone could technically be found in violation if the ordinance were enforced literally. He even noted that some routine Town operations could arguably fall within the ordinance's broad language, although governmental activities may be exempt under state law.

He concluded by stating that, because of the ordinance's lack of objective standards, he would not feel comfortable enforcing it as currently written. He shared Mayor Pro Tem Johnson-Burick's concern that, without clearer definitions and measurable criteria, one person could be cited while another engaging in similar conduct might not, creating the appearance of inconsistent or subjective enforcement. He stated that establishing clearer standards would provide guidance for both enforcement personnel and the public while improving fairness and consistency in the administration of the ordinance.

Trustee Nevarez

Trustee Nevarez opened the discussion on the proposed Noise Nuisance Ordinance by stating that he had several questions regarding the draft ordinance that he believed should be addressed before the Board considered moving forward with adoption.

Referring to Section B – Maximum Permissible Sound Levels, Trustee Nevarez noted that the ordinance established separate decibel limits for daytime and nighttime hours. He questioned whether those sound level standards were based on an established national or industry standard and asked who had originally developed the decibel thresholds reflected in the proposed ordinance.

He further asked whether municipalities have the authority to establish their own decibel standards or whether they are generally expected to adopt existing standards developed by other governmental entities or professional organizations.

Trustee Nevarez observed that much of the draft ordinance had been adapted from ordinances adopted by other municipalities. He asked whether any of those communities shared characteristics similar to Mesilla, particularly communities with historic commercial districts where residential and commercial properties coexist in close proximity. He emphasized that Mesilla's Historic Commercial Overlay District presents unique circumstances because businesses, restaurants, entertainment venues, and residences all operate within the same historic area.

He stated that he had numerous questions regarding the ordinance and anticipated that additional issues would arise during future work sessions. One area he believed warranted further discussion was whether the Town should establish different permissible sound levels based on zoning districts rather than applying a single standard throughout the municipality.

Trustee Nevarez questioned whether it would be more appropriate to establish separate noise standards for areas such as the Agricultural Zone, Historic Residential Zone, and Historic Commercial Overlay District, recognizing that each area has different land use characteristics and expectations.

He commented that the Historic Commercial Overlay District is particularly unique because it contains a mixture of residential and commercial uses, making it different from other zoning districts within the Town.

Trustee Nevarez concluded by stating that these were only some of the questions that immediately came to mind and that he anticipated many additional discussions would occur as the Board worked through the ordinance during future work sessions. He emphasized that the purpose of the discussion was to identify issues requiring additional research before the ordinance was brought back for consideration.

Trustee Nevarez commented that Mesilla is unlike most other communities and that any noise ordinance adopted by the Town should reflect its unique historic and agricultural character rather than simply mirroring ordinances from other municipalities.

He explained that one of the qualities he appreciates most about living in Mesilla is the distinctive atmosphere created by the community. He described hearing roosters in the morning, seeing chickens wandering through neighborhoods, and living among pecan orchards where seasonal harvesting activities are a normal part of daily life. He noted that these agricultural activities, together with the Town's historic setting, contribute to Mesilla's identity.

Trustee Nevarez further observed that Mesilla offers a unique blend of residential neighborhoods, historic commercial businesses, restaurants, outdoor music venues, and agricultural lands. He stated that these characteristics add to the Town's charm and appeal and should be carefully considered as the Board develops a new noise ordinance.

He explained that many visitors staying in Mesilla's short-term rentals frequently comment on the community's ambiance, including the sound of the church bells and the mixture of everyday sounds associated with a historic agricultural town. He compared the experience to visiting communities in Mexico or Europe, where historic neighborhoods often include a similar blend of residential life, commercial activity, and traditional community sounds that enhance the overall character of the area.

Trustee Nevarez stated that the Board should carefully consider what type of community it wants Mesilla to remain as it moves forward with the ordinance. He cautioned against simply borrowing language from other municipalities without considering Mesilla's unique circumstances. Instead, he encouraged the Board to develop an ordinance specifically tailored to the Town—one that recognizes and preserves the nuances, traditions, and qualities that make Mesilla distinctive while still providing reasonable protections for residents and businesses.

He concluded by stating that he looked forward to future work sessions and continued discussion as the Board worked toward developing an ordinance that appropriately balanced those interests.

Trustee Garcia

Trustee Garcia continued the discussion by noting that the proposed ordinance could also affect motorcycle traffic, which is a common and welcomed part of Mesilla's tourism and business activity. She explained that motorcycles frequently gather at the Town's local restaurants and bars, and the sound generated when riders accelerate or idle could potentially fall within the ordinance's restrictions.

She expressed concern that, if the ordinance were too restrictive, it could unintentionally discourage motorcycle enthusiasts and other visitors from coming to Mesilla, ultimately impacting local businesses. She emphasized that the Board should carefully consider those potential consequences as it continues refining the ordinance.

Using a lighthearted example, Trustee Garcia remarked that her husband rides a motorcycle and joked that, under the proposed ordinance, she might receive complaints about the noise from his motorcycle, her dog, or even her radio. Her comments drew laughter from those in attendance while illustrating how broadly the ordinance might be interpreted if not more clearly defined.

Returning to the substance of the discussion, Trustee Garcia reiterated that she believed the draft ordinance remained too vague in several areas and required considerably more work before it could be adopted. She recommended that the Marshal's Office play a more active role in developing the ordinance, noting that enforcement personnel are the individuals who routinely respond to noise complaints and are therefore in the best position to identify practical enforcement challenges.

She suggested that Marshal Supervisor Ben Azcarate**,** Community & Economic Development Director Eddie Salazar**,** and Mayor Hernandez continue working together to further develop the ordinance before it returns to the Board.

Finally, Trustee Garcia recommended scheduling a dedicated work session focused solely on the proposed Noise Nuisance Ordinance. Rather than trying to address the ordinance during a regular meeting with numerous agenda items, she believed the Board should devote an entire work session—possibly on a separate weekday—to reviewing the ordinance in detail. She emphasized that the Board should proceed "little by little," carefully evaluating each section to ensure the final ordinance is fair, practical, and tailored to the unique character of the Town of Mesilla.

8.G. Discussion Only – 2024–2026 Year-to-Date IPRA & IPRA Process

Mayor Hernandez introduced Item 8.G., Discussion Only – 2024–2026 Year-to-Date Inspection of Public Records Act (IPRA) Requests and IPRA Process. He recognized Community & Economic Development Director Eddie Salazar to provide a presentation regarding the Town's IPRA process, statutory requirements, and recent trends in public records requests.

Mayor Hernandez explained that the purpose of the presentation was to provide both the Board of Trustees and the public with a general overview of the Inspection of Public Records Act (IPRA) and how the Town of Mesilla processes public records requests. He noted that the subject had been briefly mentioned during a previous meeting, and he believed it would be beneficial to provide additional clarification regarding the Town's responsibilities under state law.

Mayor Hernandez explained that, under the Inspection of Public Records Act, records created or maintained by the Town are generally open for inspection by the public unless specifically exempted by law. He emphasized that public access to government records is an important component of transparency and accountability.

He explained that every IPRA request should identify the requested records with reasonable specificity. Applicants should clearly describe the records they are seeking so Town staff can accurately identify and locate the requested documents. If a request is overly broad or vague, staff may contact the requester to obtain additional clarification before processing the request.

Mayor Hernandez further explained that all requests are directed to the Town's Records Custodian, who, in Mesilla, is the Town Clerk. The Records Custodian is responsible for tracking requests, coordinating with individual departments, monitoring statutory deadlines, and ensuring compliance with the Inspection of Public Records Act.

He reviewed the statutory response requirements and advised that:

- Within three business days after receiving an IPRA request, the Town must acknowledge receipt of the request.
- The acknowledgment should advise the requester that the request has been received, provide an estimate of when the requested records will be available, and maintain communication with the requester throughout the process.
- Timely communication is an important part of complying with the Inspection of Public Records Act.

Mayor Hernandez then described the Records Custodian's responsibilities after receiving a request.

He explained that the Records Custodian works directly with the appropriate departments to locate responsive records, determine whether any information is confidential or exempt from disclosure, identify records requiring redactions, and prepare documents for inspection or release.

He noted that certain records may contain confidential information that must be redacted before being released to the requester, and those redactions must comply with applicable law.

Mayor Hernandez stated that, when practical, records should be produced immediately. However, under state law, the Town generally has up to fifteen calendar days after receipt of the request to provide the records unless the request is exceptionally broad or burdensome and additional time is reasonably necessary. When additional time is required, the Town must communicate that information to the requester.

He also discussed situations in which records may be withheld.

If all or part of a request is denied, the Town must provide a written denial identifying:

- The specific records being withheld.
- The legal authority supporting the denial.
- The denial within the statutory timeframe.

Mayor Hernandez emphasized that any denial must clearly identify the legal basis authorizing the Town to withhold the requested records.

Types of Records

Mayor Hernandez reviewed common examples of records that are generally subject to disclosure under IPRA, including:

- Meeting agendas and minutes.
- Contracts and agreements.
- Budgets and financial records.
- Permits and permit applications.
- Policies and procedures.
- Emails relating to public business.
- Text messages and other electronic communications concerning Town business.
- Certain law enforcement records that are subject to disclosure under statute.

He also reviewed examples of records that may be exempt from disclosure, including:

- Personnel records containing protected information.
- Medical records.
- Certain law enforcement investigative records.
- Attorney-client privileged communications.
- Trade secrets.
- Other records specifically exempted by state or federal law.

Mayor Hernandez reminded the Board that the Town is required to provide existing records. The Town is not required to create new documents, perform research, analyze records, or answer questions in response to an IPRA request.

As an example, he explained that if someone requests permits within a particular category, the Town provides the existing permits. It is then the responsibility of the requester to review and interpret the information contained within those records.

He further emphasized that staff should never question why an individual is requesting records. Under the Inspection of Public Records Act, the reason for the request generally has no bearing on whether records must be disclosed.

Mayor Hernandez reminded the Board that emails, text messages, and other electronic communications concerning Town business may also constitute public records.

He also stressed that once an IPRA request has been received, records must never be altered or destroyed, explaining that failure to comply with the Act could expose the Town to litigation, attorney fees, and statutory penalties.

IPRA Statistics

Mayor Hernandez then presented statistics illustrating the increase in IPRA requests received by the Town.

He reported that:

- 2024: 20 IPRA requests.
- 2025: 38 IPRA requests.
- 2026 (Year-to-Date): 44 IPRA requests in just over six months.

He noted that the number of requests had nearly doubled each year and explained that this trend is occurring in many municipalities throughout New Mexico and across the country.

Mayor Hernandez advised that, during the previous Board meeting, staff became aware of a situation involving a missed deadline. He explained that, after reviewing the circumstances, staff evaluated the Town's internal procedures and implemented additional checks and balances, including a double-check system designed to help ensure deadlines are not missed in the future.

He emphasized that continuous improvement of internal procedures is important and that the Town remains committed to maintaining full compliance with the Inspection of Public Records Act.

Mayor Hernandez also commented that while Mesilla has experienced a noticeable increase in requests, larger municipalities receive significantly higher volumes.

As an example, he recalled speaking with the City of Albuquerque's Clerk, who indicated that her office and staff process more than 500 IPRA requests each day, requiring dedicated personnel to manage those requests.

He stated that Mesilla is not currently at that level and believes the Town's staff is doing a good overall job managing requests, particularly with the additional internal controls that have now been implemented.

Mayor Hernandez concluded by explaining that he wanted the Board to better understand how the IPRA process functions and to be aware of the increasing number of requests being processed by Town staff each year.

Board Discussion

Trustee Garcia

Trustee Garcia commented that, while Mayor Hernandez mentioned larger municipalities hiring dedicated IPRA staff, she wanted to remind everyone that the Town had already increased staffing within the Clerk's Office.

She noted that the office now has three employees instead of two, which has helped address the increasing workload associated with public records requests.

Trustee Garcia also referred to recent IPRA training she attended in Santa Fe.

She explained that instructors strongly recommended that elected officials avoid using their personal cell phones for conducting public business because those communications may become subject to public records requests.

She recalled discussing the matter with Mayor Hernandez previously and appreciated his efforts to explore alternatives, such as assigning alternate contact numbers or methods of communication, to better separate personal communications from official Town business.

Trustee Garcia then offered additional recommendations to the Board regarding compliance with IPRA deadlines.

She stated that if a Trustee becomes aware that an IPRA request is approaching its statutory deadline and has not yet been fulfilled, she encouraged them to immediately notify the Mayor so the matter could receive prompt attention.

Trustee Garcia shared a personal experience in which she notified Mayor Hernandez regarding a pending request, explaining that he addressed the issue that same afternoon.

She publicly thanked Mayor Hernandez for responding quickly and ensuring the request was completed, stating that she believes credit should be given when it is deserved.

Finally, Trustee Garcia mentioned that the Open Meetings Act training materials also include standardized forms that may be useful to the Town and encouraged staff to continue reviewing those resources.

8.H. Discussion Only – Infrastructure Capital Improvement Plan (ICIP) Project Rankings

Mayor Hernandez introduced Item 8.H., Discussion Only – Infrastructure Capital Improvement Plan (ICIP) Project Rankings. He explained that the purpose of the discussion was to establish the Town's project priorities for the 2028 ICIP funding year before considering formal adoption of the ICIP under the next agenda item.

Mayor Hernandez

Mayor Hernandez explained that the report before the Board had been downloaded directly from the State's updated ICIP system. He noted that the report appeared different from the versions previously reviewed during the Board's work sessions because the State had redesigned the reporting format. Rather than separating projects onto multiple worksheets, the new system consolidated all projects into a single report.

He stated that, for ease of discussion, the projects had been organized to focus specifically on the 2028 funding year, which would be the Town's primary capital funding focus.

Mayor Hernandez reminded the Board that the Town had learned valuable lessons during previous ICIP cycles.

He explained that in prior years the Town had been encouraged to submit only a limited number of projects. After gaining additional experience with the ICIP process, however, the Town determined it was more advantageous to submit all eligible 2028 projects into the State's ICIP system while still identifying the Town's highest priorities for capital outlay purposes.

He emphasized that while every project remains listed in the ICIP, the Board should identify approximately six to ten priority projects that would receive the Town's primary attention during future funding requests.

Mayor Hernandez explained that many projects included in the ICIP would not necessarily compete for legislative capital outlay funding because they qualify under other state or federal funding programs.

As examples, he noted that:

- Road projects may qualify for Local Government Road Fund (LGRF) or Transportation Project Fund (TPF) grants.
- Water and sewer projects are typically eligible through the Water Trust Board, Clean Water State Revolving Fund, and New Mexico Environment Department funding programs.
- Trail improvements may qualify under Trails+ grants.
- Historic preservation projects may qualify for Historic Preservation Division funding.

Nevertheless, he stressed that each project should remain within the ICIP because every listing receives a unique ICIP project control number, which is often required when applying for grants outside the capital outlay process. Without that project number, many grant opportunities cannot be pursued.

Initial Priority Recommendations

Mayor Hernandez opened the discussion by offering several recommendations based upon previous ICIP work sessions, departmental planning meetings, and community input received during public planning workshops.

Historic Inventory Update

Mayor Hernandez stated that, based upon consistent feedback received over several years, he believed the Historic Inventory Update should become the Town's Number One priority.

He explained that updating the historic inventory continues to be one of Mesilla's most frequently identified preservation needs and supports historic planning, Certified Local Government responsibilities, grant eligibility, and preservation of the Town's historic resources.

University Trail Enhancement

Mayor Hernandez next recommended the University Trail Enhancement Project as the Number Two priority.

He explained that residents had provided significant feedback regarding additional improvements desired along the University Avenue trail corridor following completion of the initial project.

Although portions of the work may ultimately qualify under Trails+ enhancement funding, he believed the project deserved a high ranking because applications for that funding cycle were scheduled to open on July 1, making timely prioritization important.

Trustee Garcia

Trustee Garcia asked what types of improvements were being contemplated for the University Trail Enhancement project.

Mayor Hernandez responded that additional public meetings would be conducted before any final improvements were made. He explained that the purpose of ranking the project at this stage was simply to establish it as a Town priority so staff could begin pursuing grant opportunities as they became available.

He stated that public participation would remain an important part of determining the specific improvements included within the project.

Blacksmith Shop Restoration

Mayor Hernandez next discussed the Blacksmith Shop Restoration – Phase One.

He explained that Historic Preservation Division grant opportunities were also expected to become available in early July.

Unlike the Town's previous Historic Inventory Update application, which had been denied because it was considered too broad, the Blacksmith Shop represented a specific historic structure, making it a stronger candidate for preservation funding.

Mayor Hernandez explained that State Historic Preservation officials had advised the Town that funding requests focusing on individual historic buildings generally receive stronger consideration than requests involving community-wide historic inventories.

For that reason, he recommended that the Blacksmith Shop remains among the Town's highest priorities.

Public Restroom Upgrades

Mayor Hernandez also discussed the Public Restroom Upgrade Project.

He commented that the Town's public restrooms receive heavy use from residents and visitors throughout the year, particularly during festivals, community events, and weekends.

He suggested the Board consider placing restroom improvements among the Town's priority projects because those facilities directly serve both residents and tourism.

Trustees generally agreed that restroom improvements deserved continued consideration during the prioritization process.

Funding Sources Discussion

Mayor Hernandez then reviewed several projects that he believed should remain in the ICIP but would likely be funded through other programs rather than legislative capital outlay.

He explained that:

- Public Works vehicle replacement utilizes separate equipment funding.
- Calle de Parian widening and drainage improvements qualify under transportation programs.
- Sewer line extensions qualify through water infrastructure funding.
- Water Master Plan projects are eligible through Water Trust Board programs.

He further explained that the Legislature generally does not appropriate capital outlay funds for standalone water projects because dedicated water funding programs already exist unless the project involves an emergency or completion of an existing funded project.

Mayor Hernandez also informed the Board that the Water Trust Board had recently revised its funding process.

Under the new system:

- The first annual funding cycle would focus on planning and design.
- A second cycle later in the fiscal year would fund construction and implementation of projects that had already completed planning and engineering.

He stated that the revised process should improve the Town's ability to move water projects from planning into construction more efficiently.

Additional Project Discussion

The Board continued discussing additional projects, including:

- Community Center walk-in refrigerator replacement.
- Shade structures and event tents at the Community Center.
- Park improvements.
- Sidewalk rehabilitation.
- Commemorative Park improvements.
- Additional drainage projects.
- Solar panel initiatives.
- Roadway improvements.
- Playground improvements.
- Community event infrastructure.

During the discussion, Trustees exchanged ideas regarding which projects should remain within the Town's Top Ten priorities while recognizing that all projects would continue appearing within the ICIP regardless of final ranking. Trustees also discussed opportunities to pursue grant funding outside of capital outlay for many of the projects under consideration.

Establishing the Top Ten Priorities

As the discussion concluded, the Board reached general consensus that the Town's highest priorities should begin with:

1. Historic Inventory Update.
2. University Trail Enhancement.
3. Blacksmith Shop Restoration.

The Board then continued working through the remaining projects to establish the balance of the Top Ten priority list, discussing the relative importance of park improvements, sidewalk improvements, restroom upgrades, commemorative park improvements, and other capital projects.

Mayor Hernandez thanked the Trustees for their input and stated that the agreed-upon rankings would be incorporated into Resolution No. 2026-28, the next agenda item, for formal approval.

8I. Approval Resolution 2026-28: ICIP & Rankings

Mayor Hernandez introduced Item 8.I., Approval of Resolution No. 2026-28, adopting the 2028–2032 Infrastructure Capital Improvement Plan (ICIP) and the associated 2028 project rankings.

Motion

Trustee Nevarez moved to approve.

The motion was seconded by Trustee Garcia.

Before calling for the vote, Mayor Hernandez clarified that approval of the resolution would adopt the projects as presented and formally establish the Top Ten priority projects for the 2028 funding year. He explained that the remaining projects would continue to be included within the 2028 ICIP and would follow in priority order after the Top Ten, thereby maintaining their State ICIP control numbers and preserving their eligibility for future grant and capital funding opportunities.

Mayor Hernandez then asked if there was any further discussion.

There being none, he called for a roll call vote.

Motion carried unanimously (4–0).

Action: Resolution No. 2026-28, adopting the 2028–2032 Infrastructure Capital Improvement Plan (ICIP) and approving the 2028 project rankings as prioritized by the Board of Trustees, was approved unanimously.

8J. Adoption of the Fiscal Year 2026–2027 Final Budget

Mayor Hernandez

There being no further questions, Mayor Hernandez requested a motion.

Motion: Trustee Cadena

Second: Trustee Garcia

Following a roll call vote, the motion carried unanimously.

8K. Fiscal Year 2026–2027 Holiday Schedule

Mayor Hernandez introduced Resolution No. 2026-30 adopting the Town's Holiday Schedule for Fiscal Year 2026–2027.

Motion: Mayor Pro Tem Johnson-Burick

Second: Trustee Garica

Trustee Garcia sought clarification regarding the Town's holiday pay policy as it applied to employees who are required to work during a holiday.

Using the upcoming Independence Day holiday as an example, she noted that Town offices would be closed on Friday, July 3, in observance of the holiday, while the actual holiday fell on Saturday, July 4. She confirmed that employees would receive their regular holiday pay for the observed holiday.

She then asked how the policy applied to employees in departments such as Public Works and the Marshal's Office, whose duties may require them to work on the actual holiday. Specifically, she questioned whether those employees would receive only their regular holiday pay for the observed holiday or whether they would also receive additional compensation for hours worked on the actual holiday. As an example, she asked whether an employee earning a regular hourly wage would receive only holiday pay or would also be compensated at the applicable holiday rate for working on the holiday itself.

Her questions were intended to clarify how the Town's holiday compensation policy would apply to employees whose work schedules require them to remain on duty during recognized holidays.

Mayor Hernandez clarified that employees who are required to work on a holiday are compensated differently than employees who are simply observing the holiday.

He explained that employees who work on the designated observed holiday receive time-and-a-half for the hours they actually work. He further stated that if an employee is required to work on both the observed holiday (Friday, July 3**)** and the actual Independence Day holiday (Saturday, July 4), the employee would receive the applicable holiday compensation for the hours worked on both days.

Mayor Hernandez noted that, while this situation was not currently occurring, the issue had already been discussed administratively, and the Town was moving forward with implementing the appropriate payroll procedures to ensure employees working during those holiday periods would be compensated accordingly.

The motion carried unanimously.

Action: Resolution No. 2026-30 adopting the Fiscal Year 2026–2027 Holiday Schedule was approved.

8L. Vacation Carryover Policy

Mayor Hernandez introduced Resolution No. 2026-31 regarding the Town's employee vacation carryover policy.

Mayor Hernandez

Mayor Hernandez explained that the proposed amendment to the vacation carryover policy was not a new concept, but rather the continuation of discussions that had occurred during the Town's budget development process and previous departmental presentations.

Responding to Trustee Garcia's questions, he stated that the issue had been raised by several department heads who expressed concern that operational demands occasionally prevent employees from using all their accrued vacation leave before the end of the fiscal year.

He explained that the proposed resolution would increase the maximum amount of vacation leave an employee may carry over from 160 hours to 200 hours. The adjustment would provide additional flexibility for employees whose workload or departmental staffing needs make it difficult to schedule vacation while continuing to maintain appropriate limits on the accumulation of leave.

Mayor Hernandez

There being no additional discussion, Mayor Hernandez requested a motion.

Motion: Trustee Cadena

Second: Trustee Garcia

The motion carried unanimously.

Action: Resolution No. 2026-31 establishing the employee Vacation Carryover Policy was approved.

8M. PZHAC Case No. 062141

Preliminary Architectural Approval – Community & Cultural Center / Multi-Purpose Room Addition

Mayor Hernandez introduced Case No. 062141 for consideration.

He explained that the Board had previously received the architectural presentation from Mr. Joseph Fuemmeler of Desert Peaks Architects under Item 5 and that this agenda item was the formal consideration of the preliminary architectural plans.

Board Discussion

Mayor Pro Tem Stephanie Johnson-Burick

Mayor Pro Tem Johnson-Burick stated that, having only recently received the architectural packet, she had not yet had sufficient time to fully review the proposal in detail. Based on her initial review, however, she felt the project appeared to be larger and more extensive than she had anticipated**.**

She explained that when the Community and Cultural Center project was originally introduced several years earlier as part of the grant process, her understanding was that Phase One would focus primarily on public safety improvements, specifically improvements to the Fire Station. She recalled that this approach had also been discussed during previous Board meetings.

Mayor Pro Tem Johnson-Burick expressed concern that the current proposal now appeared to place the emphasis on constructing a substantial addition to the Community Center as Phase One, while relatively little work was being proposed for the Fire Station itself. She questioned whether the project had shifted from its original intent and indicated that she would like additional discussion regarding the project's phasing and priorities before moving forward.

She stated that she wanted a better understanding of how the proposed Community Center addition and the Fire Station improvements fit into the Town's long-term capital plan and whether the sequence remained consistent with the Board's original vision for the project.

Mayor Hernandez responded by explaining that the Town is moving forward with the Community and Cultural Center addition because it has already received congressionally directed federal funding that is specifically designated for that portion of the project. As a result, those funds must be used for the cultural center addition located on the south side of Town Hall.

He further explained that the concept of expanding Town Hall is not new. The proposed addition was originally contemplated as part of the Town Hall expansion plans developed between 2004 and 2007. Those early plans envisioned constructing a community and cultural center that would include meeting rooms, boardrooms, and flexible public spaces that could be used not only for official Town business, but also by community organizations and residents for a variety of public functions.

Mayor Hernandez stated that the second phase of the overall project is the expansion and relocation of the Fire Station. He explained that the goal of that phase is to improve public safety operations by providing a more functional facility capable of better serving both the Town of Mesilla and surrounding communities, while also relocating fire operations to a more appropriate location than their current placement within a residential area.

He acknowledged that both phases are important components of the Town's long-term vision. However, because the federal funding currently available is specifically earmarked for the Community and Cultural Center, the Town must move forward with that portion of the project first.

Mayor Hernandez reminded the Board that the Town had previously authorized funding for the planning and design of both the Community and Cultural Center and the Fire Station expansion. By completing the preliminary architectural and engineering work for both facilities now, the Town will be in a stronger position to pursue additional grants and other funding opportunities for the Fire Station as they become available.

He further explained that the Town must complete the preliminary plans in order to satisfy the requirements of the federal grant agreement and formally obligate congressionally directed funding. Approval of the conceptual plans is therefore an important step in allowing the Town to execute the grant agreements and continue moving the project forward.

Mayor Hernandez concluded by noting that obtaining and administering federal funding has been a lengthy and complex process. He remarked that navigating the federal grant requirements has required significant coordination and patience but stated that staff has continued working diligently to meet the necessary deadlines and requirements so the Town can successfully move the project toward construction.

Mayor Hernandez

Mayor Hernandez thanked the architectural team once again and commented that the project represented an important investment in the future of the Town.

He stated that the Community and Cultural Center would provide needed public meeting space while complementing the historic character of Mesilla.

There being no further discussion, Mayor Hernandez requested a motion.

Motion: Mayor Pro Tem Johnson-Burick

Second: Trustee Garcia

The motion carried unanimously.

Action: Preliminary architectural approval for Case No. 062141 was approved.

8N. Community Development Coordinator Position Description

Mayor Hernandez introduced consideration of the proposed Community Development Coordinator position description.

Mayor Hernandez thanked Mayor Pro Tem Johnson-Burick for contacting staff prior to the meeting to discuss the proposed position description and for providing additional recommendations regarding the qualifications for the position.

He stated that staff could incorporate those suggested revisions into the final position description. Specifically, he recommended adding language under the Qualifications section indicating that two years of job-related experience and supervisory experience are preferred.

Mayor Hernandez confirmed that those revisions reflected the recommendations discussed by the Board and directed that the position description be updated accordingly before implementation.

He then asked if there was any additional discussion on the proposed position description.

Board Discussion

Mayor Pro Tem Stephanie Johnson-Burick

Mayor Pro Tem Johnson-Burick clarified her earlier recommendation regarding the proposed qualifications for the Community Development Coordinator position.

She stated that two years of directly related job experience should be a required qualification, rather than a preferred qualification, because the position is not intended to be an entry-level position. She explained that the individual selected for the position should already possess relevant experience and be prepared to assume the responsibilities of the job with minimal training.

She also recommended that the position description include two years of supervisory experience as a preferred qualification, noting that while supervisory experience would be beneficial, it should not necessarily be a minimum requirement for employment.

Mayor Pro Tem Johnson-Burick further noted that she had reviewed the position description and had one additional comment regarding the wording in the section addressing the manipulation of equipment, materials, and documents as part of the job duties. She indicated that she wanted staff to review that language to ensure it accurately reflected the physical requirements and expectations of the position before the position description was finalized.

Mayor Pro Tem Johnson-Burick made a motion to amend the proposed position description by incorporating the revisions discussed by the Board. Specifically, she requested that:

- Two years of related job experience be established as a minimum qualification for the position.
- Supervisory experience be listed as a preferred qualification rather than a requirement.
- The physical demands section be revised to include the additional language discussed by the Board regarding the physical requirements of the position.

She stated that these amendments would better reflect the level of experience and qualifications expected for the Community Development Coordinator position while ensuring the position description accurately described the physical demands associated with the job.

Mayor Hernandez

Mayor Hernandez asked whether there were any additional questions from the Board.

There being none, he requested a motion.

Amended Motion: Mayor Pro Tem Johnson-Burick

Second: Trustee Garcia

The motion carried unanimously.

Action: The Community Development Coordinator Position Description was approved.

8O. Las Cruces Public Schools Service Agreement

Mayor Hernandez introduced the proposed Service Agreement between the Town of Mesilla and Las Cruces Public Schools.

Mayor Hernandez introduced the next agenda item, Approval of the Las Cruces Public Schools (LCPS) Service Agreement.

Before proceeding to the next item, however, he made one additional clarification regarding the previously approved Community Development Coordinator position.

Mayor Hernandez noted that the proposed salary range was not increased to the full amount initially discussed. Instead, the adjustment reflected a more moderate increase intended to reduce the need for overtime while remaining within the Town's budget.

He explained that, after discussing the matter with Marshal Supervisor Ben Azcarate and reviewing the available funding, staff determined that the Department's existing budget could absorb the increase and adequately fund the position. He stated that, although the salary adjustment did not fully match the amount originally considered, it still represented a significant improvement and could be accommodated through the current budget without creating additional financial concerns.

There being no further discussion, Mayor Hernandez requested a motion.

Motion: Trustee Nevarez

Second: Trustee Garcia

The motion carried unanimously.

Action: The Service Agreement between the Town of Mesilla and Las Cruces Public Schools was approved.

8P. Southwestern HR Consulting Agreement

Mayor Hernandez introduced the proposed agreement with Western HR Consulting.

Mayor Hernandez presented the proposed Human Resources Consulting Services Agreement and explained that the agreement would provide the Town with professional Human Resources consulting services to support Town administration and employees.

He stated that Town staff had identified a need for additional Human Resources support to assist not only management, but also employees by providing an independent resource for guidance on personnel matters. He explained that having access to outside Human Resources professionals would give employees another avenue to seek assistance and ensure that personnel matters are handled consistently and in accordance with applicable laws and best practices.

Mayor Hernandez reviewed the scope of services included in the agreement, noting that the consultant would provide assistance with:

- Human Resources consultation and guidance.
- Review and revision of the Town's Employee Handbook and personnel policies.
- Employee training and professional development.
- Interpretation of employment laws and Human Resources procedures.
- Guidance on personnel issues as they arise.
- Assistance in ensuring the Town follows appropriate Human Resources processes and best practices.

He stated that the consulting firm would also serve as a valuable resource for answering Human Resources questions and helping the Town maintain compliance with its own personnel policies while ensuring that administrative procedures are followed correctly.

Mayor Hernandez remarked that the agreement would help ensure the Town is "crossing its T's and dotting its I's" by providing professional guidance whenever personnel issues arise.

He further explained that the consultant's services extend beyond traditional personnel matters and include broader Human Resources support and organizational guidance as needed.

Mayor Hernandez advised that the firm bills its services on an hourly basis, allowing the Town to utilize assistance only when needed rather than maintaining a full-time Human Resources professional on staff.

He shared that, during conversations with the firm's principal, Jill, she explained that the company has been providing Human Resources consulting services for more than 20 years. The firm employs eight licensed and certified Human Resources professionals, each with the qualifications and experience necessary to assist public agencies with a wide variety of Human Resources matters.

Mayor Hernandez noted that the firm's office is located in Albuquerque, but explained that distance would not present a challenge because the consultants strive to provide as much assistance as possible through virtual meetings, telephone consultations, and electronic communications. When in-person assistance is needed, however, they are available to travel to the Town and provide support as necessary.

He concluded by stating that the agreement would provide the Town with experienced Human Resources expertise while offering flexibility and cost-effectiveness through an on-call consulting arrangement.

Mayor Pro Tem Johnson-Burick asked whether the consulting firm would be available to travel to Mesilla if the Town requested in-person training or other Human Resources services. Specifically, she asked whether the Town would be responsible for reimbursing the consultants for travel-related expenses, such as mileage and lodging, when on-site assistance was required.

Mayor Hernandez confirmed that, if the Town requested services to be provided in person, the Town would be responsible for the consultants' travel-related expenses, including mileage and lodging, as applicable.

He explained that the firm's representative had indicated that the consultants make every effort to provide services virtually whenever possible, particularly for clients located outside the Albuquerque area. However, when circumstances require on-site assistance—such as training sessions or other specialized Human Resources services—the consultants are available to travel to Mesilla as needed, with travel expenses reimbursed in accordance with the terms of the agreement.

Mayor Hernandez

There being no further discussion, Mayor Hernandez requested a motion.

Motion: Mayor Pro Tem Johnson-Burick

Second: Trustee Nevarez

The motion carried unanimously.

Action: The agreement with Western HR Consulting was approved.

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9. PUBLIC INPUT

Mayor Hernandez opened the Public Input portion of the meeting.

He reminded those wishing to address the Board that comments were limited to matters not already addressed on the agenda and requested that each speaker state their name for the record before beginning.

Mary Helen Taylor Ratje

Ms. Mary Helen Taylor Ratje addressed the Board during Public Input and raised two maintenance concerns related to the Historic Plaza area.

First, she commented that the pedestrian crosswalk markings around the Plaza, particularly the crosswalk crossing NM 28 near Nambe, had become significantly worn. She explained that the faded markings make it difficult for motorists to recognize the designated pedestrian crossing, resulting in vehicles frequently failing to stop for pedestrians. She requested that the Town consider repainting or refreshing the crosswalks to improve pedestrian visibility and safety.

Ms. Ratje also addressed a recent vegetation maintenance issue. She noted that Town staff had recently trimmed weeds using weed trimmers; however, the cut vegetation had been left in place rather than collected and removed. Following a recent windstorm, the debris was blown throughout the area, particularly near El Patio and Don Félix Café, creating an untidy appearance.

She asked whether Public Works staff could, after trimming vegetation, also collect and properly dispose of the debris instead of leaving it on the ground. She stated that her comments were simply a suggestion and noted that she could also discuss the matter directly with Public Works Director Lorenzo Astorga at another time.

Ms. Ratje thanked the Board for its time and concluded her comments.

Beverly Estrada

Ms. Beverly Estrada addressed the Board and raised two public safety concerns affecting residents in the University Avenue area.

First, Ms. Estrada stated that she would be forwarding photographs to the Mayor and the Board of Trustees concerning an individual reportedly residing beneath a porch at the Tornado Lodge property along University Avenue. She explained that a nearby resident had observed what appeared to be a homeless individual living underneath the structure, with personal belongings, bags, and other items stored in the area.

Ms. Estrada acknowledged that the location is private property and understood there may be limitations on what the Town can do in those circumstances. However, she stated that residents have observed the individual walking the University Avenue pedestrian path during the evening hours and expressed concern that people are beginning to establish temporary living areas rather than simply passing through the area.

She explained that the residents whose homes back up to or face University Avenue have become increasingly concerned because the issues they have previously raised with the Town are beginning to occur more frequently. While she recognized that the Town cannot prohibit individuals from using a public walking path, she suggested that the Town could ensure that people continue moving through the area rather than remaining there for extended periods or establishing encampments on or adjacent to private property.

Ms. Estrada then addressed a second concern involving public safety.

She informed the Board that a burglary had occurred on McDow Drive the previous Friday at approximately 6:30 p.m. Although she did not know all of the details surrounding the incident, she explained that the event had heightened concerns among neighborhood residents regarding safety, security, and privacy.

Ms. Estrada acknowledged that the Town of Mesilla is not immune from the increase in crime occurring throughout the region, including in neighboring Las Cruces. Nevertheless, she stated that Mesilla has historically maintained a strong law enforcement presence, noting that residents and visitors alike recognize that the Town's Marshals actively patrol the community. She remarked that this visible law enforcement presence has traditionally served as a deterrent to criminal activity.

She questioned what additional measures might be taken to address the ongoing concerns repeatedly raised by residents living along University Avenue, particularly with respect to public safety, privacy, and security associated with the pedestrian path. While she understood that some improvements may depend upon future funding and budget considerations, she expressed her opinion that many of these issues should have been more thoroughly evaluated during the planning and design of the University Avenue walking path project.

Ms. Estrada concluded by encouraging the Town to continue working with residents to identify practical solutions that improve safety while preserving public access to the pathway.

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10. EXECUTIVE SESSION

Mayor Hernandez announced that the Board would recess into Executive Session pursuant to the Open Meetings Act, NMSA 1978, Section 10-15-1(H)(2) and Section 10-15-1(H)(7), to discuss:

- Limited Personnel Matters.
- Pending Litigation.

Mayor Hernandez requested a motion to enter Executive Session.

Motion: Mayor Pro Tem Johnson-Burick

Second: Trustee Cadena

The motion carried unanimously.

The Board recessed into Executive Session.

Return to Open Session

Following Executive Session, Mayor Hernandez reconvened the Regular Meeting in Open Session.

He announced for the record that the Board had discussed only those matters identified in the motion to close the meeting.

Mayor Hernandez further stated that no formal action had been taken during Executive Session.

A motion was made to return to Open Session.

Motion: Trustee Cadena

Second: Trustee Garcia

The motion carried unanimously.

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11. BOARD OF TRUSTEES COMMENTS

Trustee Nevarez

[Inaudible]

Trustee Garcia

Trustee Garcia reported that she had recently met with Marshal Supervisor Ben Azcarate to discuss several ongoing matters. She explained that, while the meeting was productive, they were not able to address every topic in detail and that additional discussion would be needed moving forward.

She thanked the Board of Trustees for its continued support of the items she had previously requested be placed on meeting agendas and expressed her appreciation to Mayor Hernandez for bringing those matters forward for discussion.

Trustee Garcia also commented on the Board's earlier action increasing the vacation leave carryover limit from 160 hours to 200 hours. She stated that she hoped the change would benefit employees by providing greater flexibility and reducing the pressure to use large amounts of accrued vacation leave before the end of the fiscal year simply to avoid losing those earned hours.

Trustee Cadena

Trustee Cadena reported on her activities involving regional boards and committees.

She informed the Board that the Transit Advisory Board did not meet during the previous month but was scheduled to meet on Wednesday, and she planned to attend that meeting.

Trustee Cadena also reported that she attended the Querencia gathering, which she described as both informative and worthwhile. She stated that she appreciated the opportunity to participate and found the event beneficial.

She concluded her report with no additional comments.

Mayor Pro Tem Stephanie Johnson-Burick

Mayor Pro Tem Johnson-Burick reported on the Mesilla Valley Metropolitan Planning Organization (MPO) meeting held on June 10.

She explained that the MPO considered several items of business, including:

- A resolution amending the Mesilla Valley MPO Bylaws.
- A resolution adopting the Federal Fiscal Year 2027–2028 Biennial Planning Work Program (BPWP).
- A presentation regarding the Congressional Reauthorization Update, which addressed ongoing federal transportation legislation and its potential impact on regional transportation planning.

Mayor Pro Tem Johnson-Burick noted that the meeting was relatively brief, lasting approximately one hour.

She further reported that there would **not** be an MPO meeting in July. The next meeting is scheduled for the second Wednesday in August and will be held at the City of Las Cruces Council Chambers.

Lastly, Mayor Pro Tem Johnson-Burick stated that she had not yet had an opportunity to meet with Public Works Director Lorenzo Astorga and his staff but planned to do so later that week.

She concluded her report and thanked the Mayor.

Mayor Hernandez

Mayor Hernandez stated that he would keep his report brief, noting that Trustees had already received the list of meetings and events he had attended over the previous two weeks, which reflected an active schedule that continued to grow.

He informed the Board that he would be attending the Governor's Conference on Tourism, which was being held locally. He explained that he would be participating in the conference and looked forward to representing the Town during the event.

Mayor Hernandez also reminded the Board of the upcoming ribbon-cutting ceremony for the Community Garden at Parque de Mesilla, scheduled for Friday at 8:30 a.m. He stated that he would post an additional reminder later that evening to encourage public attendance.

He further reported that the New Mexico Department of Transportation (NMDOT) had contacted the Town to schedule the initial project punch-list walkthrough for the recently completed University Avenue Multi-Use Path Project. The walkthrough was scheduled for Thursday at 9:00 a.m., and he invited any Trustees who were available to attend.

Mayor Hernandez explained that he and Public Works Director Lorenzo Astorga would both participate in the inspection. He noted that he had remained in regular communication with NMDOT throughout the project and had personally walked the pathway several times, identifying additional items that should be addressed before final acceptance. He also thanked one of the Trustees for forwarding photographs documenting deficiencies along the trail, commenting that the photographs were helpful in illustrating the concerns to NMDOT. His remarks drew lighthearted laughter from those in attendance.

Mayor Hernandez concluded by sharing his recent experience attending an agricultural production tour in California. He explained that the visit provided an opportunity to observe several large-scale farming operations firsthand. He was particularly impressed by one agricultural operation in the Salinas Valley, which processes more than two million pounds of chopped produce each day. He described the operation as remarkable in both its scale and efficiency and stated that witnessing the harvesting, processing, and transportation of produce from the field was an invaluable learning experience.

He remarked that the trip generated several ideas that could potentially benefit the Mesilla Valley. Looking ahead, he expressed interest in pursuing future funding opportunities and partnerships that could help local farmers adopt similar agricultural innovations on a scale appropriate for the Mesilla Valley. He added that the discussions also provided valuable insight into water conservation practices, agricultural policy, and sustainable farming techniques, all of which could help inform future initiatives to support Mesilla's agricultural community.

Mayor Hernandez concluded by stating that the experience raised many worthwhile questions and ideas that he hoped the Town could continue exploring in partnership with the agricultural community.

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12. ADJOURNMENT

There being no further business before the Board of Trustees, Mayor Hernandez stated, unless there is an objection, he closed the meeting at 9:19pm. (no objection)

Mayor Russell Hernandez adjourned the Regular Meeting of the Town of Mesilla Board of Trustees.

____
Russell Hernandez, Mayor

ATTEST:

____
Gloria Maya, Town Clerk/Treasurer

Town of Mesilla Purchase Requisition

Department				
Requesting: Check ☑ Purchase Order ☑			Date:	6/30/2026
Quantity	**Fund Code**	**Description**	**Unit price**	**Line total**
		Pay and Close PO 10-495		0
				0
1	35-535-3590	NAPCO STARLINK CELLULAR COMM.	278.06	278.06
1	35-535-3590	MONITORING & CELL MONTHLY SERVICE	600	600
1	35-535-3590	LABOR AND COMMISSIONING	1125	1125
				0
				0
				0
				0
Amt from fund	**Fund Code**	**Fund amount remaining**		
2162.1	35-535-3590	$0.00		
			Subtotal	2003.06
			Sales tax	159.04
			Total	2162.1

Vendor name	APIC SOLUTIONS	Requested by: Signature
Vendor address		
		BRIANA GOMEZ 6/30/26
Vendor phone		Approved by: Signature
For AP only	W9 Complete?	Gloria Amaya 06.30.2026
	Yes ☐ No ☐	

095

APIC Solutions Texas LLC
12225 Rojas Dr
El Paso, TX 79936
915 313-4310

Invoice 5770

Bill to:	Job: 400010
Town of Mesilla 2231 Avenida de Mesilla Mesilla, NM 88046	ToM-FA/Cellular Monitorin 2231 Avenida de Mesilla Mesilla, NM 88046

Invoice #: 5770	Date: 06/30/26	Customer P.O. #: 10-495	
Payment Terms: Net 30		35-535-3590	
Customer Code: 1044			

Remarks:

Quantity	Description	U/M	Unit Price	Extension
1.000	NAPCO StarLink Cellular Communication Mo	EA	278.06	278.06
12.000	Monitoring & Cell Monthly Services	EA	50.00	600.00
1.000	Labor and Commissioning Total	EA	1,125.00	1,125.00
			Subtotal:	**2,003.06**
			Sales Tax:	**159.04**
			Total:	**2,162.10**

For billing questions call: (505) 345-1381 ext. 2018

To pay by credit card call: (505) 345-1381 ext. 2044

A finance charge of 1.5% per month or the maximum allowable by law whichever is greater, will be accessed if payment is not received by invoice due date.

096

Town of Mesilla Purchase Requisition

Department				
Requesting: Check ☑ Purchase Order ☑			Date:	6/30/2026
Quantity	**Fund Code**	**Description**	**Unit price**	**Line total**
		Pay and Close PO 10-475		0
				0
1	35-535-3618	Please see attached quote for details	75365.4	75365.4
				0
				0
				0
				0
				0
				0
				0
Amt from fund	**Fund Code**	**Fund amount remaining**		
$77,937.56	35-535-3618	$0.00		
			Subtotal	75365.4
			Sales tax	2572.16
			Total	77937.56

Vendor name	APIC Solutions	Requested by: Digital signature
Vendor address		Briana Gomez 6/30/26
Vendor phone		Approved by:Digital signature
For AP only	W9 Complete?	Gloria Amaya 06.30.2026
	Yes ☑ No ☐	

APIC Solutions Texas LLC
12225 Rojas Dr
El Paso, TX 79936
915 313-4310

APIC Solutions, Inc
Specialty Systems and Electrical Services

Invoice 5760RB

Bill to:	Job: 300526
Town of Mesilla 2231 Avenida de Mesilla Mesilla, NM 88046	ToM-Community Center Verk 2251 Calle De Santiago Mesilla, NM 88046

Invoice #: 5760RB Date: 06/29/26	Customer P.O. #: 10-475
Payment Terms: Net 30 Customer Code: 1044	35-535-3618

Remarks:

Quantity	Description	U/M	Unit Price	Extension
	Alarm Intrusion			0.00
500.000	Cat 6 UTP CMP - Yellow 500 $0.36 $180.00	FT	0.36	180.00
1.000	BP52 32-Zone Alarm Panel, North America	EA	728.19	728.19
1.000	BZ32 Siren and Strobe	EA	242.19	242.19
1.000	WH32 Wireless Repeater	EA	242.19	242.19
1.000	WH52 Wireless Hub	EA	485.19	485.19
12.000	QC11-W Wireless Door/Window Sensor	EA	80.19	962.28
2.000	BK22 Touchscreen Alarm Keypad	EA	323.19	646.38
1.000	3-Year Advanced Video Alarms License for	EA	3,645.00	3,645.00
2.000	BR32 Wireless Motion Sensor	EA	106.92	213.84
1,000.000	18/2 Plenum Cable	FT	0.38	380.00
1.000	FREIGHT	EA	256.50	256.50
1.000	Labor and Commissioning Total	EA	2,565.00	2,565.00
	UBIQUITY/ DISPLAYS			0.00
1.000	UBIQUITY WIRELESS ACCESS POINTS (5 Pack)	EA	1,169.99	1,169.99
1,000.000	CAT 6A CABLE		0.38	380.00
10.000	CAT 6A JACKS	EA	9.71	97.10
5.000	SURFACE MOUNT BISCUIT	EA	5.20	26.00
10.000	3' CAT 6A PATCH CABLES	EA	2.60	26.00
1.000	CAT 6 CONNECTORS (BAG)	EA	20.79	20.79

For billing questions call: (505) 345-1381 ext. 2018

To pay by credit card call: (505) 345-1381 ext. 2044

A finance charge of 1.5% per month or the maximum allowable by law whichever is greater, will be accessed if payment is not received by invoice due date.

Continued on next page . . .

APIC Solutions Texas LLC
12225 Rojas Dr
El Paso, TX 79936
915 313-4310

Invoice 5760RB

Bill to:	Job: 300526
Town of Mesilla 2231 Avenida de Mesilla Mesilla, NM 88046	ToM-Community Center Verk 2251 Calle De Santiago Mesilla, NM 88046

Invoice #: 5760RB	Date: 06/29/26	Customer P.O. #: 10-475	
Payment Terms: Net 30			
Customer Code: 1044			

Remarks:

Quantity	Description	U/M	Unit Price	Extension
Continued from previous page . . .				
2.000	LG 86" UQ75	EA	1,039.99	2,079.98
3.000	LG 65" UA7050	EA	454.99	1,364.97
1.000	HDMI SPLITTER 1/8 4K POE CAT 6 W/ 8 RECE	EA	781.86	781.86
1.000	2U WALL MOUNT 19 INCH BRACKET	EA	31.19	31.19
6.000	PASS THROUGH BRUSH FACEPLATE	EA	12.97	77.82
6.000	LV1 MOUNTING BRACKET	EA	2.99	17.94
1.000	FREIGHT	EA	130.00	130.00
1.000	Labor and Commissioning Total	EA	5,510.00	5,510.00
	FIRE ALARM			0.00
1.000	Edge Grey 1 $2,025.00 $2,025.00 Dual Lin	EA	2,025.00	2,025.00
1.000	Dual Line Dialer	EA	136.32	136.32
1.000	Semi-Flush Mount Trim	EA	82.50	82.50
1.000	Edwards Edge, 24 Indicator / 24 Control	EA	620.22	620.22
4.000	Filler plate, for EDGE Series	EA	4.56	18.24
1.000	Remote Annunciator compatible with EDGE	EA	629.54	629.54
2.000	18 AH Battery	EA	122.24	244.48
38.000	Multi-criteria optical smoke detector (U	EA	118.11	4,488.18
3.000	Heat detector, combination 135F fixed wi	EA	84.87	254.61
41.000	Standard Detector Base for 4" square box	EA	19.28	790.48

For billing questions call: (505) 345-1381 ext. 2018

To pay by credit card call: (505) 345-1381 ext. 2044

A finance charge of 1.5% per month or the maximum allowable by law whichever is greater, will be accessed if payment is not received by invoice due date.

Continued on next page . . .

APIC Solutions Texas LLC
12225 Rojas Dr
El Paso, TX 79936
915 313-4310

Invoice 5760RB

Bill to:	Job: 300526
Town of Mesilla 2231 Avenida de Mesilla Mesilla, NM 88046	ToM-Community Center Verk 2251 Calle De Santiago Mesilla, NM 88046

Invoice #: 5760RB	Date: 06/29/26	Customer P.O. #: 10-475
Payment Terms: Net 30		
Customer Code: 1044		

Remarks:

Quantity	Description	U/M	Unit Price	Extension
	Continued from previous page . . .			
8.000	Double Action Fire Alarm Station	EA	136.64	1,093.12
8.000	Surface Box for SIGA-278, Red	EA	18.45	147.60
8.000	Single Input Module	EA	86.79	694.32
20.000	Wall Horn/Strobe, 15-110cd, White, FIRE	EA	84.53	1,690.60
3.000	Total Universal Mounting Plate, 10 Pack	EA	73.85	221.55
1.000	Horn/Strobe, white, Fire	EA	120.87	120.87
1.000	Adapter Plate, White adapter is always r	EA	7.23	7.23
1.000	Surface-mount box, Outdoor rated, White	EA	34.70	34.70
6.000	Wall Strobe, 15-110cd, White, FIRE Marki	EA	64.37	386.22
1.000	Bell, 10" 24Vdc, Red	EA	149.25	149.25
1.000	Surface mount box, 4" square, oudoor rat	EA	32.75	32.75
1.000	StarLink Max Fire Alarm Cellular/IP Comm	EA	263.99	263.99
1.000	Fire Alarm Document Box, 12" Width x 2-1	EA	173.99	173.99
1.000	DSB Drawing Storage Document Box, 5.5"W	EA	218.99	218.99
1.000	Fire Alarm ELEC Panel Circuit Lockout Ki	EA	23.99	23.99
1.000	Surge Protector - 120VAC 20aH	EA	119.99	119.99
500.000	16 AWG 2 Conductor Non-Shielded Plenum R	FT	0.33	165.00
500.000	14 AWG 2 Conductor Non-Shielded Plenum Y	FT	0.48	240.00
10.000	Blank Cover, 4 SQ	EA	7.50	75.00

For billing questions call: (505) 345-1381 ext. 2018

To pay by credit card call: (505) 345-1381 ext. 2044

A finance charge of 1.5% per month or the maximum allowable by law whichever is greater, will be accessed if payment is not received by invoice due date.

Continued on next page . . .

APIC Solutions Texas LLC
12225 Rojas Dr
El Paso, TX 79936
915 313-4310

Invoice 5760RB

Bill to:	Job: 300526
Town of Mesilla 2231 Avenida de Mesilla Mesilla, NM 88046	ToM-Community Center Verk 2251 Calle De Santiago Mesilla, NM 88046

Invoice #: 5760RB	Date: 06/29/26	Customer P.O. #: 10-475	
Payment Terms: Net 30			
Customer Code: 1044			

Remarks:

Quantity	Description	U/M	Unit Price	Extension
Continued from previous page . . .				
20.000	J-Hook, 2" Screw-on	EA	6.38	127.60
1.000	SHIPPING AND HANDLING	EA	1,215.00	1,215.00
1.000	MISC Installation Material	EA	3,623.54	3,623.54
1.000	Per Diem and Lodging	EA	4,950.00	4,950.00
1.000	Labor and Commissioning Total	EA	24,320.00	24,320.00
1.000	VS & AC Overage/Underbilled Invoice#5607			0.00
1.000	CH52-E Outdoor Multisensor Camera	EA	2,915.19	2,915.19
1.000	Large Arm Mount	EA	128.79	128.79
2.000	CM42 Indoor Mini Dome Camera	EA	-566.19	-1,132.38
2.000	3-Year Camera License	EA	-444.69	-889.38
1.000	3-Year Four-Camera Multisensor License	EA	1,335.69	1,335.69
1.000	AD34 Multi-format Card Reader	EA	282.69	282.69
1.000	3-Year Door License, Capacity Increase	EA	485.19	485.19
1.000	Pendant Cap Mount	EA	93.15	93.15
1.000	Corner Mount	EA	161.19	161.19
1.000	Miscellanous	EA	340.00	340.00
			Subtotal:	**75,365.40**
			Sales Tax:	**2,572.16**
			Total:	**77,937.56**

For billing questions call: (505) 345-1381 ext. 2018

To pay by credit card call: (505) 345-1381 ext. 2044

A finance charge of 1.5% per month or the maximum allowable by law whichever is greater, will be accessed if payment is not received by invoice due date.

Town of Mesilla Purchase Requisition

Department				
Requesting: Check ☑ Purchase Order ☑			Date:	6/30/2026
Quantity	**Fund Code**	**Description**	**Unit price**	**Line total**
		Pay PO 10-468		0
				0
1	35-535-3613	Please see attached quote for details	11409.04	11409.04
				0
				0
				0
				0
				0
				0
				0
Amt from fund	**Fund Code**	**Fund amount remaining**		
$12,366.26	35-535-3613	$96,903.76		
			Subtotal	11409.04
			Sales tax	957.22
			Total	12366.26

Vendor name	Desert Peaks Architects	Requested by: Digital signature
Vendor address		Briana Gomez 6/30/26
Vendor phone		Approved by:Digital signature
For AP only	W9 Complete?	Gloria Amaya 06.30.2026
	Yes ☑ No ☐	

DESERT PEAK ARCHITECTS PC

P.O. BOX 16403
LAS CRUCES
NM 88004

575 528 0021

INVOICE 596 01 03

Bill To

Town of Mesilla
2231 Avenida de Mesilla
Mesilla New Mexico,
88046
35-535-3613

Attention:

Gloria maya
Russell Hernandez
Ashley Padilla

Project: 596-01 FIRE STATION	**Terms**	**Date**
CLIENT - P.O. No. 10-468		6/25/2026

Item	Total per Phase	Description	Prior %	Prior Amt	Current %	Amount
SCHEMATIC DESIGN	7,440.00	Multipurpose	100.00%	7,440.00	0.00%	0.00T
SCHEMATIC DESIGN	52,090.44	Fire Station	10.00%	5,209.04	10.00%	5,209.04T
DESIGN DEVELOPMENT	12,400.00	Multipurpose	50.00%	6,200.00	50.00%	6,200.00T
DESIGN DEVELOPMENT	86,817.40	Fire Station			0.00%	0.00T
CONSTRUCTION DOCUMENTS	27,900.00	Multipurpose			0.00%	0.00T
CONSTRUCTION DOCUMENTS	195,339.15	Fire Station			0.00%	0.00T
PERMIT REVIEW	1,860.00	Multipurpose			0.00%	0.00T
PERMIT REVIEW	13,022.61	Fire Station			0.00%	0.00T
CONSTRUCTION ADMINISTRA...	12,400.00	Multipurpose			0.00%	0.00T
CONSTRUCTION ADMINISTRA...	86,817.40	Fire Station			0.00%	0.00T
ADDITIONAL SERVICES	22,775.20	Civil Engineering			0.00%	0.00T
ADDITIONAL SERVICES	7,040.32	Survey	100.00%	7,040.32	0.00%	0.00T
ADDITIONAL SERVICES	10,304.00	Geotechnical Investigation	100.00%	10,304.00	0.00%	0.00T
	8.39%	Las Cruces Sales Tax	6.75%	3,036.62	2.13%	957.22

Total	$12,366.26
Payments/Credits	$0.00
Balance Due	$12,366.26

THANK YOU FOR BUSINESS. JOSEPH FUEMMELER, PRESIDENT

6/25/2026

Dear Mayor Hernandez,

We at Film Las Cruces are proud to help grow the local film industry that is essential to attracting film and television productions. Our continued success is a direct reflection of the support we receive from Mesilla, and I would like to extend our immense gratitude to the Town for that support and our hope to continue this valued relationship.

Thanks to the ongoing support of Mesilla, Film Las Cruces has continued to make great strides in increasing interest in Mesilla. We will use these funds to continue pitching Mesilla, its vendors, and its locations to productions, to help facilitate film permits, and to continue building the crew base in the area. We truly enjoy working with Dorothy Sellers, who feels like a part of our team! We know that Mesilla has a truly remarkable look that fits a wide range of film styles, and we love being able to feature it on our location scouts.

Bringing productions to southern New Mexico remains a top priority for Film Las Cruces. Respectfully, we ask that Mesilla continue to provide crucial support to Film Las Cruces for the year 2026 at the existing amount of $10,000.

Thank you for your consideration

Jeff Steinborn

Jeff Steinborn
President of Film Las Cruces
(575) 635-5615
221 West Griggs Avenue
Las Cruces, NM 88005

CDBG TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

The CDBG program is subject to Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301 et seq.), and HUD's regulations at 24 C.F.R. Part 570.

Vendor performance shall include compliance with:

A. Applicable CDBG/HUD program statutes and regulations;

B. 2 C.F.R. Part 200;

C. Build America, Buy America (BABA) requirements, as applicable to the Project;

D. Civil rights, fair housing, and other national policy requirements;

E. Debarment/suspension and anti-lobbying;

F. 24 C.F.R. § 85.36 (as applicable) and 24 C.F.R. § 570.489, State Procurement Code, and the CDBG Implementation Manual, applying the most stringent requirement when conflicts occur in accordance with 24 C.F.R. § 570.480(f); and

G. Reporting requirements, including UEI/SAM and FFATA.

Vendor must adhere to applicable CDBG Implementation Manual processes, as amended, available at:
https://www.nmdfa.state.nm.us/infrastructure-planning-and-development-division/cdbg-implementation-manual/

For the purposes of these supplemental terms and conditions, the term "Vendor" shall refer to the applicable defined term in a DFA-approved vendor contract, including the following:

Exhibit 3-B: Consultant

Exhibit 3-D: Engineer

Exhibit 3-E: Architect

Exhibit 3-G: Planner

In the event of any conflict between these supplemental terms and conditions and the terms of the contract or agreement to which this document is attached or within which this document is incorporated, the more restrictive terms and conditions shall apply.

1. **Debarment.** The Vendor covenants that it is not debarred, suspended or otherwise excluded from contracting on any projects involving federal funds. The Vendor shall provide the Owner and the Funding Agency documentation of eligibility at least once per year as well as promptly following any written request from the Owner or Funding Agency. Prior to any participation in the Project, the Vendor shall verify that all subcontractors employed are not debarred, suspended or otherwise excluded from contracting on any projects involving federal funds. The Vendor shall provide immediate notice to the Owner and Funding Agency, but in no case later than three (3) business days, after becoming aware that the Vendor or any subcontractor has been debarred or is prohibited in any way from contracting on any projects involving federal funds. The Owner may immediately terminate this Agreement if the Vendor or any subcontractor is or becomes a "debarred" or "active exclusion" contractor or subcontractor.

2. **Payments.** Requests for payment shall be submitted in an appropriate format with supporting documentation. The Owner or Funding Agency may dispute or withhold requests for payment for noncompliance or insufficient documentation. The Vendor agrees to provide certification and receipts for reimbursement expenditures. The Vendor is exclusively responsible for ensuring its subcontractors are paid promptly in accordance with applicable law; the Owner bears no responsibility for subcontractor payments.

3. **Construction Approvals.** The bidding process for the Project's construction activities shall not begin until the Funding Agency issues a signed Authority to Use Grant Funds in response to the Owner's Request for Release of Funds. During construction, proposed change orders must be submitted to the Owner and Funding Agency for written approval prior to execution.

4. **Termination of Agreement for Cause.** If, through any cause, the Vendor fails to fulfill in a timely and proper manner its obligations under this Agreement, or if the Vendor violates any of the covenants, agreements, or stipulations of this Agreement or fails to comply with applicable program requirements, the Owner shall have the right to terminate this Agreement by giving written notice to the Vendor of such termination and specifying the effective date thereof, such notice to be provided at least five (5) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys and reports prepared by the Vendor under this Agreement shall, at the option of the Owner, become its property and the Vendor shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder prior to

the termination date.

Notwithstanding the above, the Vendor shall not be relieved of liability to the Owner for damages sustained by the Owner by virtue of any breach of the Agreement by the Vendor or by virtue of any other act or omission by the Vendor, and the Owner may, among other remedies, withhold any payments to the Vendor for the purpose of set-off until such time as the exact amount of damages due the Owner from the Vendor is determined.

5. **Termination for Convenience of the Owner.** The Owner may terminate this Agreement at any time by giving at least ten (10) days notice in writing to the Vendor. If the Agreement is terminated by the Owner as provided herein, the Vendor will be paid for the time provided and expenses incurred up to the termination date. If this Agreement is terminated due to the fault of the Vendor, Section 4 above relative to termination shall apply.

6. **Changes.** The Owner may, from time to time, request changes in the scope of the services of the Vendor to be performed hereunder. Such changes, including any increase or decrease in the amount of the Vendor compensation, which are mutually agreed upon by and between the Owner and the Vendor and comply with applicable program requirements, shall be incorporated in written amendments to this Agreement. Amendments to this Agreement require Funding Agency concurrence.

7. **Personnel; Subcontracting.**

    a. The Vendor represents that it has, or will secure at its own expense, all personnel required in performing the services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the Owner or Funding Agency.

    b. All of the services required hereunder will be performed by the Vendor or under the Vendor's supervision and all personnel engaged in the work shall be fully qualified and shall be licensed, certified, authorized or permitted under state and local law to perform such services.

    c. The Vendor shall perform its obligations under this Agreement in accordance with the highest standards of care, skill, and diligence in the Vendor's industry, trade, or profession.

    d. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the Owner. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to the applicable provisions of this Agreement and applicable program requirements. In the event approval to subcontract is granted by the Owner, the Vendor will include the applicable provisions of this Agreement in every subcontract or purchase order so that such provisions will be binding upon each subcontractor or vendor.

8. **Assignability.** The Vendor shall not assign any interest in this Agreement, and shall not transfer any interest in the same (whether by assignment or novation), without the prior written consent of the Owner thereto; provided, however, that claims for money by the Vendor from the Owner under the Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the Owner.

9. **Reports and Information.** The Vendor, at such times and in such forms as the Owner may require, shall furnish the Owner such periodic reports as it may request pertaining to the work or services undertaken pursuant to this Agreement, the costs and obligations incurred or to be incurred in connection therewith, and any other matters covered by this Agreement.

10. **Records and Audits.** The Vendor shall maintain accounts and records, including personnel, property and financial records, adequate to identify and account for all costs pertaining to the Agreement and such other records as may be deemed necessary by the Owner or Funding Agency. These records will be made available for audit purposes to the Owner, Funding Agency or any authorized representative, and will be retained for six (6) years after Project closeout (as determined by the Funding Agency).

11. **Findings Confidential.** All of the reports, information, data, etc., prepared or assembled by the Vendor under this Agreement are confidential and the Vendor agrees that they shall not be made available to any individual or organization without the prior written approval of the Owner. Disclosure of such reports, information, data, etc. to Funding Agency shall not be considered a breach of this Agreement.

12. **Patents and Copyright.** No report, maps, or other documents produced in whole or in part under this Agreement shall be the subject of an application for patent or copyright by or on behalf of the Vendor.

13. **Compliance with Laws.** The Vendor shall comply with all applicable laws, ordinances and codes, and the Vendor shall indemnify, defend, and save the Owner and Funding Agency harmless with respect to any

damages arising from any breach of applicable law or any tort done in performing any of the work embraced by this Agreement.

14. **Section 3 Compliance in the Provision of Training, Employment and Business Opportunities.**

   a. The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701 ("Section 3") as amended (Economic Opportunities for Low- and Moderate-Income Persons, Minority Business Enterprise and Women's Business Enterprise Policy). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD financial assistance shall be directed to low and very low income persons, particularly those who are recipients of government assistance for housing or residents of the community in which the Federal assistance is spent.

   b. The parties to this contract agree to comply with HUD's regulations in 24 C.F.R. Part 75, including the Section 3 requirements outlined in 24 C.F.R. Part 75.19. As evidenced by their execution of this contract, the parties to this contract certify they are under no contractual or other impediment that would prevent them from complying with the Part 75 regulations.

   c. The Vendor will complete, to the satisfaction of the Funding Agency, all requirements imposed under Section 3, pursuant to 24 C.F.R. Part 75 of the Regulations.

15. **Interest of Members of the Owner or Other Public Officials.** During tenure and for one year thereafter, no member of the governing body of the Owner and no other officer, employee, or agent of the Owner or other public official who exercises any functions or responsibilities in connection with the planning and carrying out of the Project, shall have any actual, potential, or apparent interest, direct or indirect, in this Agreement; the Vendor shall take appropriate steps to assure compliance.

16. **Interest of Vendor and Employees.** The Vendor covenants that it presently has no actual, potential, or apparent interest, direct or indirect, and shall not acquire interest, direct or indirect, in the study area or any parcels therein or any other interest which could conflict or appear to conflict in any manner or degree with the performance of the Vendor's services hereunder or with any interest of the Owner's constituents. The Vendor further covenants that in the performance of this Agreement, no person having or acquiring any such interest shall be employed by Vendor. The obligations of this section shall apply during the term of this Agreement and for a period of one year following termination or expiration.

17. **Conflict of Interest Notification.** The Vendor shall provide immediate notice to the Owner and Funding Agency after becoming aware of any actual, potential, or apparent conflict of interest described in Section 15 or Section 16 above. This obligation shall survive expiration or termination of this Agreement.

18. **Federal Requirements.**

   Vendor shall comply with the following requirements:

   a. Equal Employment Opportunity, including Executive Order 11246 as further amended by Executive Order 11375;
   b. Contract Work Hours and Safety Standards Act;
   c. Rights to Inventions Made Under a Contract or Agreement (37 C.F.R. Part 401);
   d. All applicable standards, orders, or regulations issued pursuant to the Clean Air Act and the Federal Water Pollution Control Act;
   e. Debarment and Suspension (Executive Orders 12549 and 12689 and 2 C.F.R. Part 180);
   f. Byrd Anti-Lobbying Prohibition (31 U.S.C. § 1352);
   g. Davis-Bacon and Related Acts;
   h. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment (2 C.F.R. § 200.216);
   i. Domestic Preferences for Procurements where appropriate and to the extent consistent with other laws and regulations (2 C.F.R. § 200.322);
   j. Procurement of Recovered Materials as required by 2 C.F.R. § 200.323;
   k. Civil Rights Act of 1964, including Title VI;
   l. Age Discrimination Act of 1975;
   m. Americans with Disabilities Act of 1990;

n. To the extent applicable, Section 504 of the Rehabilitation Act of 1973;
o. Section 109 of the Housing and Community Development Act of 1974;
p. Copeland "Anti-Kickback" Act;
q. Energy Policy and Conservation Act;
r. 2013 National Defense Authorization Act (41 U.S.C. § 4712, Pilot Program for Enhancement of Recipient and Subrecipient Employee Whistleblower Protection);
s. National Flood Insurance Act of 1968 and Flood Disaster Protection Act of 1973;
t. Wild and Scenic Rivers Act of 1968;
u. Resource Conservation and Recovery Act;
v. Toxic Substance Control Act;
w. False Claims Act and 32 U.S.C. Chapter 38 (Administrative Remedies);
x. Buy American Preference terms and conditions pursuant to 2 C.F.R. Part 184; and,
y. Subpart K of 24 C.F.R. Part 570, 24 C.F.R. § 570.502 and 2 C.F.R. Part 200.

Any reference in this Agreement to a statute, regulation, fiscal policy or other authority shall be interpreted to refer to such authority then current, as may have been changed or amended since the effective date of this Agreement.

19. **Data Protection.** The Vendor must establish, document, and maintain effective internal controls, including implementing reasonable cybersecurity and other measures to protect information, such as protected personally identifiable information and other types of sensitive data. This obligation shall also apply to information that the Owner or Funding Agency designates as sensitive, and such internal controls shall comply with applicable Federal, state, local, and tribal privacy laws and responsible handling of confidential information.

20. **Publicity.** Any publicity regarding the Project or this Agreement requires prior written approval of the Owner and Funding Agency; violations may result in termination. Federal Agency Seal(s), Logos, Crests, or Reproductions of Flags or Likeness of Federal Agency Officials are prohibited from being utilized without specific federal agency pre-approval.

21. **Governing Law.** New Mexico law and applicable federal laws govern.

22. **External Terms and Conditions.** Notwithstanding anything to the contrary herein, the Owner shall not be subject to any provision included in any terms, conditions, or agreements appearing on the Vendor's or a subcontractor's website or any provision incorporated into any click-through or online agreements related to the Project or services unless that provision is specifically included in this Agreement.

23. **Survival of Certain Agreement Terms.** Any provision of this Agreement that imposes an obligation on a party after termination or expiration of this Agreement shall survive the termination or expiration of this Agreement and shall be enforceable by the other party.

Construction

Total Construction Values	$275,375.00
Mobilization	$41,206.25
Construction Materials Testing	$13,768.75
Permits	$12,391.88
Contingency	$34,421.88
Subtotal	$377,163.76
NMGRT for Mesilla at 7.94%	$29,946.80
TOTAL CONSTRUCTION	$407,110.56

Engineering

Construction Surveying	$13,768.75
Construction Surveying NMGRT at 7.94%	$1,093.24
Design	$41,306.25
Design NMGRT at Las Cruces NMGRT 8.39%	$3,465.59
Construction Administration	$41,306.25
Const Admin NMGRT at Mesilla rate of 7.94%	$3,279.72
TOTAL ENGINEERING	$104,219.80

Grant Administration

Grant Administration	$16,000.00

TOTAL PROJECT BUDGET	$527,330.36

(9000000) – Mesilla CDBG ADA Sidewalk Improvements EOPCC

ENGINEERS OPINION OF PROBABLE CIVIL CONSTRUCTION COSTS

10:03 AM
06-Jul-26

ITEM #		BID ITEM	QUANTITY	UNIT	CONTRACTOR UNIT PRICE	TOTAL PRICE
		MISCELLANEOUS PROJECT ITEMS				
MISC	1	Traffic Control	1.0	LS	$16,000.00	$16,000.00
MISC	2	Relocation of Existing Traffic Signs, CIP	50.0	EA	$225.00	$11,250.00
						$27,250.00
		ROADWAY IMPROVEMENT/PAVEMENT				
PAV	3	Removal & Disposal of Existing ADA Ramp	10.0	EA	$1,430.00	$14,300.00
PAV	4	Removal & Disposal of Existing Sidewalk	2,500.0	SF	$5.45	$13,625.00
PAV	5	ADA Header Curb & Gutter Type A,CIP	860.0	LF	$50.00	$43,000.00
PAV	6	Installation of ADA Ramps,CIP	10.0	EA	$3,000.00	$30,000.00
PAV	7	6" Subgrade Preperation – Concrete/Brick Sidewalk	350.0	SY	$2.00	$700.00
PAV	8	4" Concrete Sidewalk Improvements, CIP	2,000.0	SF	$9.25	$18,500.00
PAV	9	Miscellaneous Paving, CIP	1,000.0	SY	$18.00	$18,000.00
PAV	1	Oil Prime Coat, CIP	1,000.0	SY	$4.50	$4,500.00
PAV	1	Accessible Pedestrian Signal, CIP	4.0	EA	$7,500.00	$30,000.00
PAV	1	Crosswalk Thermoplastic Markings, CIP	3.0	EA	$2,000.00	$6,000.00
PAV	1	ADA Signage, CIP	10	EA	$750.00	$7,500.00
PAV	1	ADA Benches, CIP	6	EA	$5,000.00	$30,000.00
PAV	1	Red Brick Paver Sidewalk Replacement, CIP	1,000.0	SF	$22.00	$22,000.00
						$238,125.00
		UTILITIES				
UT	1	Relocation of Existing Utility Boxes, CIP	20.0	EA	$500.00	$10,000.00
						$10,000.00

Total Construction Values		**$275,375.00**
Mobilization	**15.00%**	**$41,206.25**
Construction Surveying	**5.00%**	**$13,768.75**
Construction Materials Testing	**5.00%**	**$13,768.75**
Permits	**4.50%**	**$12,391.88**
Contingency	**12.50%**	**$34,421.88**
Design	**15.00%**	**$41,306.25**
Construction Administration	**15.00%**	**$41,306.25**
NMGRT (Construction Svcs)	**7.94%**	**$3,279.72**

DISLCAIMER ON THE ENGINEER'S ESTIMATE OF PROBABLE CONSTRUCTION COSTS

This ENGINEER'S opinion of probable construction cost is made on the basis of the ENGINEER'S experience and qualifications and represents the ENGINEER'S best judgement as an experienced and qualified professional generally familiar with the industry. However, since the ENGINEER has no control over the cost of labor, materials, equipment, or services furnished others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, the ENGINEER cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost as prepared by the ENGINEER. If the OWNER wishes greater assurance as to probable construction costs, the OWNER shall employ an independent cost estimator or contractor. Prices for the extension of private utilities (i.e. electrical, gas, phone, cable tv, etc.) are not included in this estimate. The OWNER should contact local utility companies to obtain current charges and rebates.

NOTES:

1. **Quantities are purely estimates based off design drawings. Actual quantities will be determined at the conclusion of final construction.**
2. **Unit costs are our best estimates based on similar projects. These costs are not guarantees. A number of factors may affect these costs when ultimately priced by a contractor that are outside the control or knowledge of the ENGINEER.**
3. **This “Engineer Estimate of Probable Construction Cost” does not include fees that maybe charged by local municipalities such as impact fees, building permit fees, review fees, etc.**
4. **Percentages included in “Other Costs’ are general estimates. Actual amounts will be contracted for at the time of design and/or prior to the commencement of construction.**
5. **“Admin, legal and marketing” is totally at the discretion of the owner/developer.**
6. **All cost requested by the owner/developer outside the scope of contracts negotiated during the course of this project will be additional services and are not included in the “Total Engineer Estimate of Probable Cost” as listed above.**

	TOTAL PROJECT COST	**$476,925.73**

(1) Design assumptions were made based upon correspondence and descriptions provided to SMA prior to survey and d e s i g n .

General Scope of work: The Town of Mesilla will design and construct the Mesilla ADA Accessibility Loop, a continuous ADA-compliant pedestrian corridor connecting the public transit bus stop on Avenida de Mesilla, the Historic Mesilla Plaza, the Mesilla Community Center, and the Town's Community Garden. The project will include engineering, surveying, ADA evaluations, environmental and historic preservation coordination, design, permitting, bidding assistance, and construction administration. Improvements will consist of the removal and replacement of non-compliant sidewalks; construction of new ADA-compliant sidewalks where pedestrian network gaps exist; installation of ADA-compliant curb ramps with detectable warning surfaces; sidewalk widening; grading and drainage improvements; removal of accessibility barriers and tripping hazards; construction of accessible pathways and walking loops within the Community Garden; installation of accessible pedestrian crossings, pavement markings, and pedestrian safety features; installation of ADA-compliant benches, seating areas, wayfinding signage, and accessibility signage; landscape and irrigation restoration impacted by construction; and incorporation of decorative red brick sidewalk elements compatible with the Town's historic character. The project will create a safe, accessible, and continuous pedestrian network that improves mobility and access to public transportation, civic facilities, recreational amenities, and community destinations for seniors, veterans, individuals with disabilities, low- and moderate-income residents, and all members of the public.

I hereby certify that this OPECC and total project cost estimate for the Town of Mesilla CDBG ADA sidewalk improvements project was prepared under my direct supervision on July 6, 2026, for the Town of Mesilla.

Michael Johnson, P.E.
Southern NM Civil TS Manager

BOARD ACTION FORM
AGENDA DATE
PZHAC: 7/6//2026 **BOT: 7/13/2026**

DAC ACCOUNT #R1902693
BLDG CODE – AC
EVALUATION COST- $8,000
FEE - $164
FINE - $164
TOTAL - $328

PZHAC CASE #062147 - 2138 Calle del Sur, submitted by Marta Orta. Requesting approval to replace one of two garage doors with windows. ZONE: Historical Residential (HR).

BACKGROUND AND ANALYSIS:
Dispatch received a call regarding above property under construction without a permit. Code Officer Ramirez, responded to the call and made contact with the property owner, Marta Orta. Mrs. Orta advised, she had stopped by community development office and spoken with Mr. Salazar. She stated she was advised no permit was required for any internal changes/upgrades of the structure. She was unaware that a permit for a window would be required.
Mrs. Orta was directed to stop by and apply for a permit as it is a violation of our town ordinance. The following day, Mrs. Orta spoke with Mr. Salazar and was advised, indeed it is a violation and needed to be considered by PZHAC and BOT.
Mrs. Orta applied for the permit and paid her normal permit cost plus an additional fee according to

> MTC 15.15.040(D)(2) - *An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this code. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law.*

The location of the structure is in the back of the property and not the main residence. It appears to be a garage/storage accessory building.

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:
- PZHAC & BOT approval is necessary
- Permit fine was included with fee
- Case is still open with Code Enforcement Dept.

SUPPORTING DOCUMENT
- Application
- Picture of Window/Home
- Proof of Ownership
- Street view

DETERMINATION NOTES

- Approved w/conditions
- Pay additional investigation fee
- Meet all NM CID requirements
- Recommendation from our Historic Preservation Specialist

An administrative review was performed by our Historic Preservation Specialist, Liana Aguire. See attached for information. NM Construction Industries Division also reviewed the request and met with Mrs. Orta and listed all requirements necessary to obtain a CID permit.
Director, Eddie Salazar investigated case with code enforcement officer and gathered information in the surrounding area for evidence of similar design standards. Met will applicant to assure they agree to set conditions. Ms. Orta is aware, these conditions are only recommendations to the BOT. Ultimately, the governing body has final consideration.

FORM: **ZP – 2026**

CASE # 062147

TOWN OF MESILLA

2231 AVENIDA DE MESILLA
MESILLA, NM, 88046
PO BOX 10
575-524-3262
mesillaced@mesillanm.gov

2025 ZONING PERMIT APPLICATION

Review Fee $ 24.00
Permit Fee $ 140.00
Penalty Fee $ 164.00
Extension Fee $ _
TOTAL FEE $ 328.00

Name of property owner	Worksite Address	
MARTHA ORTA	2138 Calle de Sur	
ID/DL # [redacted]	Mailing Address P.O Box [redacted] Mesilla Park NM 88047	
Phone 575-496 [redacted]	Email [redacted]@yahoo.com	Dona Ana County Account #

Contractor	Mailing Address	Phone	License #
SELF			

Description of Proposed work
REMODEL INSIDE AND ADDED WINDOWS

Evaluation Cost $ 8,000

Signature of Applicant

Date 6/30/26

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. X 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 ____________________ Date__________

Fire Department ____________________ Date__________

NM CID ____________________ Date__________

Community Development ____________________ Date__________

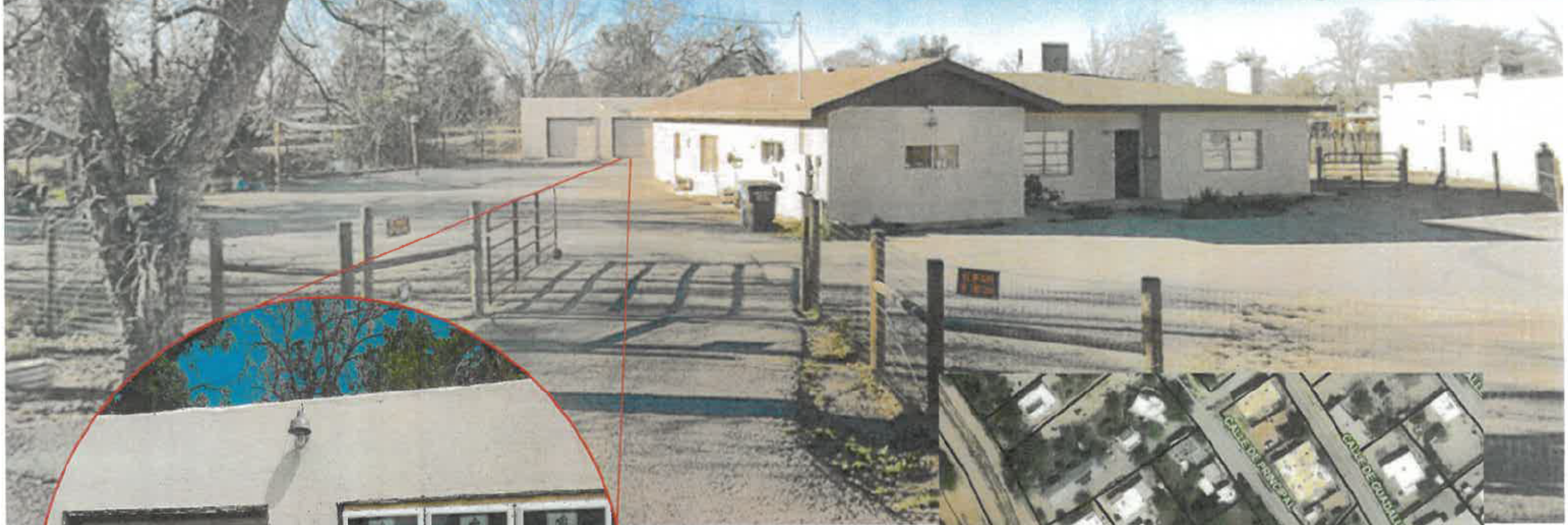
Date(s) Approved: ________ Administrative ________ PZHAC ________ BOT ________ CID

COMMENT(S)____

[illegible]

2138 Calle de Sur

- Replaced garage door with windows.
- Was reported to dispatch
- Code Officer Responded
- No permit was issued
- Owner submitted permit request



ACCOUNT NUMBER: R1902693
PARCEL NUMBER: 4006138304062
MAP CODE: 4-006-138-304-062
OWNER NAME: ORTA MARTHA ROSA TRUSTEE
MAILING ADDRESS: PO BOX 69
CITY: MESILLA
STATE: NM
ZIP: 88046
SUBDIVISION NAME: EL JAUTO SUBDIVISION (BK 24 PG 386 - 1825205) Lot: 1
SITE ADDRESS: 2138 CALLE DEL SUR

Incident Report #260281

MESILLA MARSHAL'S DEPARTMENT
2670 CALLE DE PARIAN/P.O. BOX 10
MESILLA, NM 88046
OFFICE: (575) 526-4138
FAX: (575) 652-3776

Event Info

Date Reported	Time Reported		Time Dispatched	Time Arrived		Time Completed
06/29/2026	17:36		00:00	00:00		00:00
Addr. of Occ.	**City**	**Zipcode**	**Date Occ. Range**		**District**	**Dispatch Disposition**
2138 CALLE DEL SUR	MESILLA	88046	06/29/2026 - 06/29/2026		MESILLA	RPT

Rptg party

Name Type	Name	Address	City	State	Sex
RPTG PARTY	LUCERO, MARY	2363 CALLE DE SANTIAGO	MESILLA	NM	F
Cell Phone					
(575) 636-4138					

Owner

Name Type	Name	Address	Sex	Race	EO
OWNER	ORTA, MARTHA	2138 CALLE DE SUR	F	WHITE	HISPANIC
Cell Phone					
(575) 496-7778					

Narrative

Written By	Date Written
RAMIREZ, EDGAR	06/29/2026

On June 29, 2026, I, ACO/Codes Officer Edgar Ramirez, while on duty with the Mesilla Marshals Office, made contact with Mary Lucero regarding a code enforcement complaint. Ms. Lucero advised that construction and repair work was being performed at 2138 Calle de Sur and expressed concern that the work had been completed without the required permits.

At approximately 1617 hours, I arrived at 2138 Calle de Sur to investigate the complaint and attempt contact with the property owner. I made contact with Martha Orta-Pena through the Ring doorbell system. Ms. Orta-Pena advised that she was not home and asked about the reason for my visit. I advised her that I had not located a permit associated with the address and wanted to determine whether she needed assistance with the permitting process.

Ms. Orta-Pena advised that she may have misunderstood her previous conversation with the Town of Mesilla

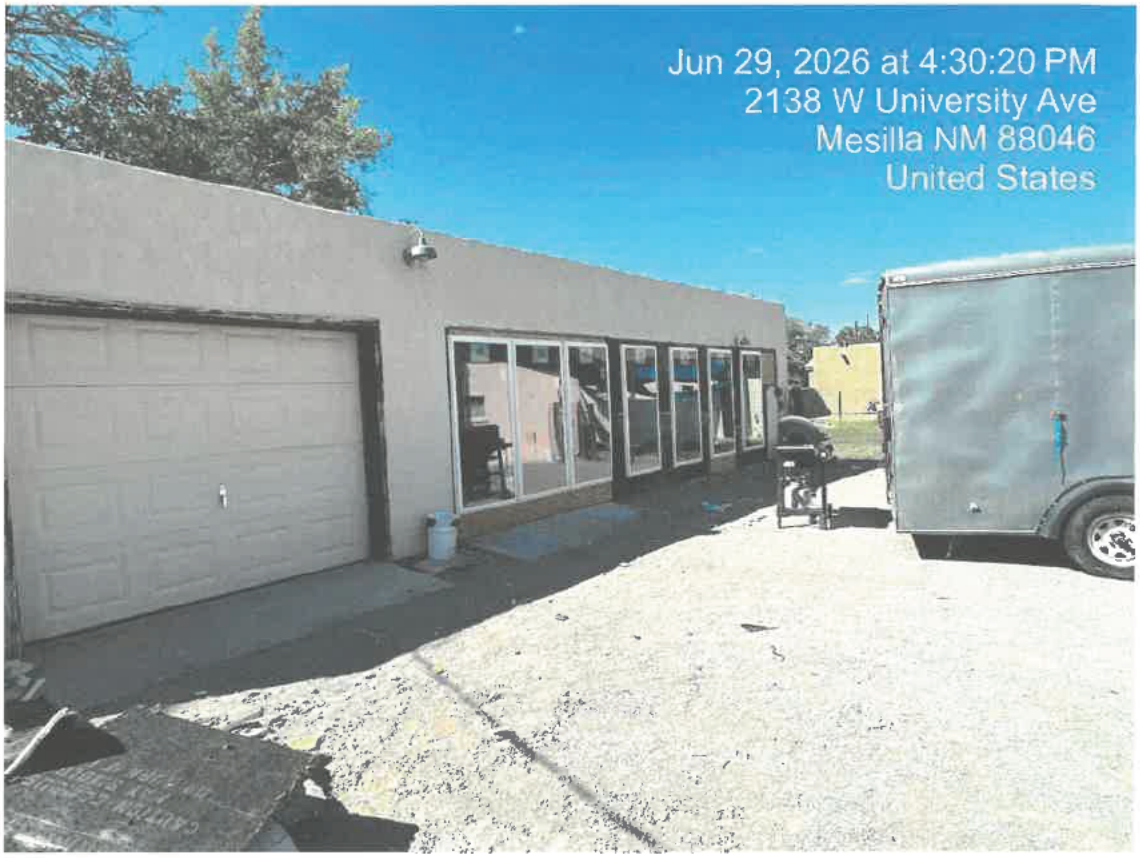
Community Development Department regarding the required permitting process. I advised her to contact Town Hall to clarify the applicable permit requirements and to provide me with an update regarding the status of the permit.

I further advised Ms. Orta-Pena that failure to obtain any required permits or otherwise resolve the matter may result in further enforcement action. Photographs of the observed construction and repair work were taken and uploaded into the Records Management System for documentation. Nothing further to report.

End of report

M350

DEBRIS MATERIAL


Jun 29, 2026 at 4:30:20 PM
2138 W University Ave
Mesilla NM 88046
United States

BUILDING


Google Maps
Image capture: Jan 2026 © 2026 Google

Executive Summary

To: Board of Trustees

From: Russell Hernandez, Mayor

Greg Whited, Fire Chief

Date: For Regular Meeting 07/13/2026

Re: Approval: Dona Ana County Fire & Emergency Response Agreement

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Summary of items to be considered

Approval of a Memorandum of Understanding (MOU) between Doña Ana County and the Town of Mesilla to establish a cooperative partnership for fire and emergency medical response services utilizing Doña Ana County Fire Station 13.

The proposed Memorandum of Understanding establishes a collaborative partnership between Doña Ana County and the Town of Mesilla to enhance regional emergency medical services, improve ambulance coverage, and maximize the use of existing public safety infrastructure. Under the agreement, the Town of Mesilla Fire Department will provide personnel and apparatus to operate from County Fire Station 13 for designated deployment periods, while the County will provide station access, operational support, and specified equipment.

The agreement provides an annual program budget of $600,000, consisting of $550,000 for emergency response services and $50,000 for station maintenance and supplies. Payments will be made monthly upon invoice. The agreement also establishes operational responsibilities, reporting requirements, performance metrics, billing procedures, equipment coordination, insurance provisions, annual review, and termination procedures.

Financial Impact:

The Town will receive reimbursement from Doña Ana County in accordance with the terms of the agreement for the provision of emergency response services. Any ambulance transport revenue generated from responses originating outside the Town's jurisdiction will be credited against the County's monthly payment as outlined in the MOU.

MEMORANDUM OF UNDERSTANDING

Between Doña Ana County and the Town of Mesilla
For Fire and Emergency Response, Coverage and Station Use

PREAMBLE

This Memorandum of Understanding ("Agreement") is entered into by and between **Doña Ana County, New Mexico** ("County") and the **Town of Mesilla, New Mexico** ("Mesilla").

WHEREAS, the County seeks to improve and expand ambulance coverage within the region; and

WHEREAS, the County has fire stations that are currently unoccupied or underused; and

WHEREAS, Mesilla Fire Department ("MFD") is capable of providing personnel and apparatus to support expanded ambulance coverage, improved response and station use; and

WHEREAS, both parties desire to cooperate for the benefit of public safety and emergency response;

NOW, THEREFORE, the parties agree as follows:

1. **PURPOSE**
    a. The purpose of this Agreement is:
        i. To enhance ambulance coverage through cooperative staffing and response;
        ii. To augment operations from underused County fire stations for EMS operations;
        iii. To improve regional emergency response capability.

2. **STRATEGIC VALUE**
    a. This partnership expands Emergency Response coverage using existing infrastructure, accelerates implementation, improves accountability, and provides an annually reviewed model tied to measurable performance.

3. **CONSOLIDATED FUNDING STRUCTURE**
    a. Total annual program budget: $600,000
        i. $550,000 annually to provide the emergency response services listed below.
        ii. $50,000 for required maintenance and station supplies for Station 13.
        iii. Payment will be done monthly via invoice from MFD.
    b. This funding shall continue annually unless or until the parties mutually determine the program is no longer effective, necessary, or in the public interest.

4. **DEPLOYMENT MODEL**
    a. Emergency response from Station 13 for forty-eight (48) hours per week.

5. **OPERATIONAL CONTRIBUTIONS AND EQUIPMENT**
    a. Town of Mesilla shall provide apparatus for response operations, to include:
        i. Type 1 Fire Engine or,
        ii. Transport capable medical rescue
        iii. Station supplies for their members operating out of Station 13
        iv. Report any maintenance issues related to Station 13 or Doña Ana Fire Rescue ("DAFR") apparatus immediately to on-duty DAFR Battalion Chief
    b. County shall:
        i. Allow authorized members of MFD use of Tender 13 for operational continuity
        ii. Temporarily loan one Zoll cardiac monitor
        iii. Temporarily loan one AutoPulse device
        iv. Provide access to Station 13 to authorized members of MFD
        v. Make any required repairs and maintenance to Station 13 or DAFR apparatus at Station 13
        vi. Temporary assignments or obligations will continue until replacement equipment is procured.

6. **ANNUAL REPORTING AND PERFORMANCE METRICS**
    a. Annual reports shall summarize program outcomes and continued need.
        i. Recommended metrics include:
            (A). Call volume and incident types
            (B). Response times
            (C). Mutual aid activity
            (D). Service demand trends
            (E). Strategic recommendations for continuation or modification

7. **CONTEMPLATED ACTION OF PARTIES**
    a. Approve consolidated tracking of EMS investments.
    b. Approve grant language and annual continuation framework.
    c. Continue implementation of Station 13 deployment model.
    d. Authorize operational equipment coordination as needed.

8. **SUPPLIES AND CONSUMABLES**
    a. Mesilla shall provide medical consumables, pharmaceuticals, and disposable supplies.
    b. Mesilla shall provide fuel for Mesilla apparatus.

9. **BILLING AND REVENUE**
    a. MFD shall administer all EMS billing and revenue collection processes for patients transported by MFD.

b. Any revenue received by the MFD from the transport of patients originating outside of its established jurisdictional boundaries shall be credited against the total grant amount owed or payable under this Agreement.
    i. A revenue report will be generated by MFD 180 days after the beginning of the billing process. After the initial report, the report will be provided monthly to DAFR.
    ii. Any revenue will be deducted from the next months payment.

10. **LIABILITY AND INSURANCE**
    a. Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any Liability incurred in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act. Each party shall maintain its own:
        i. Insurance
        ii. Workers' compensation

11. **TERM AND RENEWAL**
    a. This Agreement shall continue unless terminated pursuant to Section 13 (Termination).
    b. This Agreement is subject to annual review and renegotiation.

12. **REPORTING REQUIREMENTS**
    a. Mesilla shall provide **monthly reports** including:
        i. Unit availability
        ii. Response volume
        iii. Transport data
        iv. Billing reports
    b. This will be submitted with the monthly invoice.

13. **TERMINATION**
    a. Either party may terminate this Agreement with **60 days prior written notice**.
    b. Upon termination:
        i. Mesilla shall vacate County facilities
        ii. Equipment shall be returned in reasonable condition
        iii. Both parties shall coordinate continuity of service

14. **ENTIRE AGREEMENT**
    a. This Agreement represents the entire understanding between the parties and may only be modified in writing.

15. **REGIONAL EMS SYSTEM DEVELOPMENT AND COORDINATION**
    a. The parties acknowledge that this Agreement is intended not only to address immediate Emergency Response coverage needs, but also to support the development of a coordinated, regional emergency medical services (EMS) system within Doña Ana County.

16. **REGIONAL INTENT**
    a. The County and Mesilla agree to work collaboratively toward a sustainable, integrated EMS delivery model that enhances service coverage, response efficiency, and patient care outcomes across jurisdictional boundaries.

17. **SYSTEM INTEGRATION**
    a. Services provided under this Agreement shall be aligned with regional EMS objectives, including:
        i. Standardized response protocols
        ii. Coordinated dispatch and deployment strategies
        iii. Interoperable communications
        iv. Participation in regional training and exercises

18. **PARTICIPATION IN REGIONAL PLANNING**
    a. Mesilla shall be included in:
        i. County EMS planning initiatives
        ii. System design discussions
        iii. Operational and deployment strategy development
        iv. Future expansion of ambulance coverage models
    b. Participation shall be **active, meaningful and ongoing**, not advisory only.

19. **FUTURE SYSTEM EXPANSION**
    a. The parties recognize that this Agreement may serve as a foundation for:
        i. Expanded ambulance deployment
        ii. Additional station use
        iii. Increased staffing models
        iv. Multi-agency EMS collaboration
    b. Any expansion shall be subject to **separate written agreements**.

20. **DATA SHARING AND SYSTEM EVALUATION**
    a. Both parties agree to share relevant operational data to support:
        i. System performance evaluation
        ii. Response time analysis
        iii. Resource allocation decisions
        iv. Continuous improvement of EMS delivery

21. **NO EXCLUSIVITY**
    a. Nothing in this Agreement shall be construed to grant exclusivity to either party.
    b. The County retains the ability to enter into agreements with other agencies; however, Mesilla shall not be excluded from participation in future EMS system development efforts.

SIGNATURES

DOÑA ANA COUNTY
Authorized Official: ______________________________

Title: ____
Date: ____

TOWN OF MESILLA
Authorized Official: ____________________________
Title: ____
Date: ____

Supporting Documentation:

- See Attached

STATE OF NEW MEXICO
TOURISM DEPARTMENT
Litter Control and Beautification
"Clean & Beautiful" Grant Program Agreement

THIS AGREEMENT, numbered **27-418-6002-00076-00**, is made and entered into by the **State of New Mexico Tourism Department**, hereinafter referred to as the "NMTD," and **Town of Mesilla** hereinafter referred to as the "Partner" (collectively the "Parties") and is effective as set forth below.

RECITALS

WHEREAS, the purpose of the New Mexico "Litter Control and Beautification Act," NMSA 1978, § 67-16-1 et seq. (hereinafter "the Act") is to control litter by authorizing NMTD to eliminate litter from the state to the maximum practical extent through a state-coordinated plan of education, control, prevention, and elimination; and

WHEREAS, the "Litter Control and Beautification Fund," hereinafter "the Fund," is appropriated to NMTD for the purpose of carrying out the provisions of the Act; and

WHEREAS, the Act provides that NMTD may contract with other state and local government agencies to carry out the provisions of the Act;

AGREEMENT

NOW, THEREFORE, IT IS AGREED BETWEEN THE PARTIES, in consideration of the mutual covenants and obligations contained herein, as follows:

I. Obligations of Partner.

A. Perform and complete the projects and programs, expending all related funds, as outlined in the Project Award Schedule, as approved by NMTD and attached hereto as *Exhibit A*.

B. Acknowledge that the NMTD reserves the right to unilaterally adjust, modify or cancel any and all awards as outlined in *Exhibit A* in order to ensure the expenditure of all funds.

C. Agree and acknowledge project funds shall not be used for purposes other than those outlined and specified in Exhibit A.

D. Request and obtain prior approval from NMTD for any and all modifications to the awarded initiatives and approved expenditures outlined in *Exhibit A*.

   1. Partners are allowed to submit up to three Budget Amendment Requests per grant cycle, one request each quarter between Quarters 1 – 3, July 2026 – April 2027
   2. An amendment to the Agreement and *Exhibit A* must be executed by all parties before Partner implements the requested change to approved expenditures.
   3. In the event Partner modifies an awarded initiative without prior approval, NMTD reserves the right to reject, cancel or stop any and all awards or works in progress.

E. Acknowledge and comply with all Grant Program Guidelines, as approved by NMTD and attached hereto as *Exhibit B*.

F. Comply with NMTD mandatory reporting procedures.

1. Partner shall submit a Quarterly Milestone Report each quarter to NMTD staff via Survey Monkey Apply. Quarterly Milestone Reports must include progress information and photos.
    i. Partner must provide project progress updates for all grant funded projects.
    ii. Partner shall provide up-to-date financial documentation and current Project Expense Worksheet *if applicable.*
2. Partners must participate on or before December 30, 2026, in a Mid-Point Meeting with NMTD staff, as described in *Exhibit B*.

G. Submit all required documentation in a timely manner for Initial Disbursement and Final Reimbursement in accordance with the requirements described in *Exhibit B*.

Submissions must be fully accurate and complete. Incomplete or ineligible requests will not be processed.

H. Request and obtain a photo release for all minors who participate in grant funded events and projects.

I. Agree that all grant funds must be expended on or before June 2, 2027.

J. Acknowledge that any failure to adhere to the parameters set forth herein may affect Partner's eligibility for future awards.

II. **Obligations of NMTD**.

A. Provide award funds for all eligible expenses in accordance with the Act and according to *Exhibit A* and *Exhibit B*.

B. Provide access to all forms required for submission for Initial Disbursement and Final Reimbursement in accordance with the requirements described in *Exhibit B*.

III. **Additional Terms & Conditions**:

A. The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of New Mexico. If sufficient appropriations and authorization are not made, this Agreement shall terminate upon written notice given by NMTD to the Partner. NMTD's decision as to whether sufficient appropriations are available shall be accepted by the Partner and shall be final.

B. This Agreement shall become effective upon its execution by both Parties and shall terminate on **June 30, 2027**. Either party may terminate or seek to further negotiate this Agreement upon sixty (60) days written notice to the other. In the event of termination, neither party may nullify obligations already incurred for performance or failure to perform, prior to the date of termination and any outstanding reimbursements shall be made pro rata.

C. This Agreement shall not be altered, changed, or amended except by instrument of writing executed by the Parties hereto.

D. A "Force Majeure Event" is defined as an event or effect that can be neither anticipated nor controlled which renders performance of the terms of this Agreement impossible, impracticable, or unsafe, including, but not limited to, acts of God, pandemic-related public health orders, acts of civil or military authority, embargoes, epidemics, war, acts of terrorism, riots, insurrections, fires, explosions, earthquakes, floods, loss of power, strikes or lockout. If a Force Majeure Event occurs, neither Party will be deemed in default of this Agreement. If any Force Majeure condition affects Partner's ability to perform its obligations, Partner shall give written notice to NMTD, and Partner will offer mutually agreeable amendments to Exhibit A. Until such time as this Agreement is amended, NMTD will withhold payment of award funds as set forth in Exhibit A.

E. Partner shall obtain prior approval from NMTD for any and all use of the Keep New Mexico True Brand. NMTD reserves the right to inspect any usage of the Brand to ensure proper quality and consistency.

F. In the event that this Agreement will be performed during a public health emergency, Partner shall ensure that any activities are carried out in accordance with all laws, rules, regulations, safe practices and protections.

G. The Parties shall not be jointly liable. Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred by either party in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, §41-4-1, et seq., NMSA 1978, as amended.

H. This Agreement is governed by the laws of the State of New Mexico.

I. This Agreement is not intended to and does not create any rights in any persons or entity not a party hereto.

J. Any notice required to be given to either party by this Agreement shall be in writing and shall be delivered in person, by courier service, by electronic mail or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To NMTD: New Mexico Tourism Department
Chantal S. Sandoval, Clean & Beautiful Program Manager
491 Old Santa Fe Trail | Santa Fe, NM 87501
(505) 670-8059 | chantal.sandoval@td.nm.gov

To Partner: Russell Hernandez
Town of Mesilla
PO Box 10
Mesilla, NM 88046
(575) 296-3428 | mayor@mesillanm.gov

K. The individual signing below on behalf of the Partner represents and warrants that he or she has the authority to bind the Partner, and that no further action, resolution or approval from the Partner is necessary to enter into a binding agreement.

THE REMAINDER OF THIS PAGE IS LEFT BLANK INTENTIONALLY.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the final date of the signatures listed below.

By: ____ Date: _____________
Russell Hernandez, Town of Mesilla
PARTNER

Approved for legal sufficiency:

By: ____ Date: _____________
Phoebe Roderick, Legal Counsel for NMTD

By: ____ Date: _____________
Rayline Sebay, CPO, ASD NMTD

By: ____ Date: _____________
Dr. Shanna Sasser, Deputy Cabinet Secretary, NMTD

The records of the Taxation and Revenue Department reflect that the Partner is registered with the Taxation and Revenue Department of the State of New Mexico to engage in business and to report and pay tax from business conducted in New Mexico.

ID Number: **01-508031-00-5**

By: ____ Date: _____________
Taxation and Revenue Department

FY27 New Mexico Clean & Beautiful Grant Program

EXHIBIT A

TOWN OF MESILLA

Goals & Objectives	Goal 1	Goal 2	Goal 3	Goal 4	Goal 5
End Littering					
1.2 Pet Waste Stations	$1,239.00				
Approved Expenditures: Pet waste stations for parks					
1.2 Community Clean-up Event	$3,020.00				
Approved Expenditures: Roll-offs					
1.2 Receptacles	$1,299.48				
Approved Expenditures: Receptacles for walking path and shipping cost					
Reduce Waste					
2.1 Recycled Picnic Tables		$1,746.66			
Approved Expenditures: Recycled ADA picnic tables for parks and shipping cost					
2.1 Recycled Benches		$1,970.45			
Approved Expenditures: Recycled benches for parks and shipping cost					
Beautify Communities					
3.2 Town Beautification Project			$2,920.00		
Approved Expenditures: Fruit trees, plants, and large flowering bushes					
Empower Youth					
4.2 Youth Group Stipends				$1,200.00	
Approved Expenditures: Subcontract youth groups for clean-up or beautification projects					
4.3 Youth Intern Stipends				$4,080.00	
Approved Expenditures: Youth interns for clean-up or beautification projects					
Increase Program Capacity					
Goal Subtotals	*$5,558.48*	*$3,717.11*	*$2,920.00*	*$5,280.00*	*$0.00*
Total Award			**$17,475.59**		

DRAFT

EXHIBIT B

NEW MEXICO TOURISM DEPARTMENT
CLEAN AND BEAUTIFUL GRANT PROGRAM
FY26 GUIDELINES

GRANT PURPOSE

The purpose of the New Mexico "Litter Control and Beautification Act," NMSA 1978, § 67-16-1 et seq., is to accomplish litter control by vesting in the New Mexico Tourism Department (Department) the authority to eliminate litter from the state to the maximum practical extent. The Department shall aid in establishing a statewide Keep America Beautiful Program through the New Mexico Clean and Beautiful Grant Program to end littering, improve recycling, and beautify New Mexico communities.

ELIGIBILITY

All New Mexico municipalities, counties, units of government, and Tribal Governments in good standing with New Mexico Taxation and Revenue Department are eligible for funding (correct New Mexico State Tax ID numbers are required within the application process). Entities need not be Keep America Beautiful affiliates to apply.

ELIGIBLE EXPENDITURES

Projects and initiatives that contribute to the following goals and objectives, as identified through Keep America Beautiful and the Litter Control and Beautification Act, may be eligible for funding:

<u>Goal #1 - End Littering</u>

Objective 1.1 – Prevent littering.
Objective 1.2 – Provide access to proper waste disposal.
Objective 1.3 – Remove litter.

<u>Goal #2 – Reduce Waste</u>

Objective 2.1 – Reuse.
Objective 2.2 – Repair.
Objective 2.3 – Repurpose.
Objective 2.4 – Improve composting and sustainable organics management.
Objective 2.5 – Improve recycling and sustainable materials management.

<u>Goal #3 - Beautify Communities</u>

Objective 3.1 – Improve green spaces through sustainable park design.
Objective 3.2 – Maximize sustainable landscaping throughout communities.
Objective 3.3 – Prevent graffiti.
Objective 3.4 – Eradicate graffiti.

<u>Goal #4 – Empower Youth</u>

Objective 4.1 – Educate students.
Objective 4.2 – Provide service opportunities for youth groups.
Objective 4.3 – Employ youth interns.
Objective 4.4 – Provide youth leadership opportunities.

- Youth initiatives must directly contribute to at least one of the above-mentioned goals.
- Applicants may either hire a youth group as a subcontractor or hire individual youths.
- For individual youth interns:

a) Individuals must be between 14 to 25 years of age.
b) Salary range = at least local minimum wage.
c) Youth Employment Verification forms are required for each youth employed.
d) To the extent which an internship is conducted with an expectation of compensation of benefits, interns may not be considered regular "employees" (part-time or full-time) of the Partner entity.
e) Internship duration must be limited to the period of the grant agreement for reimbursement and considered a temporary employee.

<u>Goal #5 – Increase Program Capacity</u>

Objective 5.1 – Recruit and engage volunteers.
Objective 5.2 – Build coalitions through professional affiliations.
Objective 5.3 – Increase knowledge through professional development.

- Activities must directly contribute to at least one of the above-mentioned goals.

INELIGIBLE EXPENDITURES

NMTD shall have the right in its sole discretion to approve or disapprove Partner's projects and/or expenditures submitted for final reimbursement. Items identified by the Department pursuant to the Keep America Beautiful and the Litter Control and Beautification Act that are ineligible for purchase with grant funds include but are not limited to:

- Benches and tables made from non-recycled material
- Disinfectant wipes
- Disinfectants & air fresher
- Fencing materials
- Food and/or drink
- Fuel
- Gardening tools
- Hardware for signage: trash receptacles & benches, etc.
- Heavy machinery rentals
- Irrigation
- Labor (with the exception of youth subcontractors)
- Landscaping fabric
- Landscaping pavers
- Landscaping rock
- Leather and cotton gloves
- Lighting
- Meeting space
- Office supplies
- On-going maintenance needs
- Playground equipment
- Rakes
- Shears
- Shovels
- Watering hoses
- Weed barrier & eradication spray
- Wheelbarrows

BUDGET ADJUSTMENT REQUESTS

NMTD shall have the right in its sole discretion to approve or disapprove certain budget adjustment requests (BARs). Adjustments are used to transfer grant funds within NMCB established goals and objectives.

- Types of Budget Adjustments typically allowed for:
  - A transfer between awarded initiatives within the Partner's current NMCB Project Award Schedule.
  - An authorization to expend funds on a new project within a NMCB Program established goal or objective on the Partner's current Project Award Schedule due to an unforeseen difficulty or inability to complete an awarded initiative.
- Types of Budget Adjustments that are not allowed:
  - A transfer of grant funds from an awarded initiative to an initiative or project previously unfunded during the application and panel review process.
  - A transfer of grant funds without prior authorization will not be reimbursed.

GRANT AGREEMENT

The grant award will be officially executed upon receipt by the Department of the signed grant agreement. Agreements will incorporate two accompanying exhibits: Project Award Schedule – including Approved Expenditures (*Exhibit A*) and these Grant Program Guidelines (*Exhibit B*).

INITIAL DISBURSEMENT OF FUNDS

Partners will be eligible to receive 50% of the total award amount following the execution of the grant agreement and submission of the Initial Disbursement Invoice. This form is available for download at the NM Clean & Beautiful Grant Resources webpage.

COMPLIANCE REPORT REQUIREMENTS

Partner shall submit a Quarterly Milestone Report each quarter to NMTD staff via Survey Monkey Apply.

- Quarterly Milestone Reports shall include progress for all approved projects including but not limited to:
  - Implementation updates
  - Existing or anticipated challenges
  - Anticipation for Budget Amendment Requests
  - Photos and videos
  - Media mentions
  - Up-to-date financial documentation and current Personalized Project Expense Worksheet

Partner shall participate in a Mid-Point Meeting with NMTD staff on or before December 30, 2026.

- Partner must provide up-to-date financial documentation and current Personalized Project Expense Worksheet.
- Partner must provide project progress updates for all grant funded projects.

Partner shall submit and upload clean-up and litter prevention events on the Breaking Bad Habits-NM site.

MEMORANDUMS OF UNDERSTANDING WITH NONPROFIT ORGANIZATIONS AND SCHOOLS

Unless previously approved by the Department, this grant shall not benefit any person or organization other than the awarded Partner. In the event Partner chooses to partner with a local non-profit or New Mexico school district to implement and complete an awarded project or initiative, Partner must provide either a Memorandum of Understanding, sub-agreement and/or signed attestation detailing their performance and responsibilities relating to the grant award.

VOLUNTEER SIGN-IN SHEETS

All volunteer hours should be documented on a Volunteer Sign-In Sheet. Sign-in sheets should specify the name, age, event, date, location and time logged. All volunteer names must be clear and legible.

YOUTH EMPLOYMENT VERIFICATION

Individuals from the ages 14 to 25 years of age may be hired to provide leadership opportunities and contribute to Partner's awarded initiative. Youth Employment Verification forms are required for each youth employed and must be notarized before submission to the Department. Partner will not be reimbursed for hired youth interns absent the required forms.

TRAVEL STIPEND

Partners who are in good standing as a Keep America Beautiful New Mexico Affiliate have the opportunity to represent New Mexico by attending the National Conference. Those who applied and were awarded will receive a maximum travel stipend of $2,200 to be used for conference expenses.

MATCHING REQUIREMENTS

This grant requires a 25% match. The following sections may be used to determine the costs and calculate totals for In-Kind & Monetary Donations, which must be reported in the End-of-Year Report.

Donated Goods or Services:

Entities may receive non-monetary contributions of goods or services, often referred to as "in-kind donations" from businesses, groups, and individuals. Examples include private waste hauler services, "pro-bono" accounting services, food/drinks, donated advertising space, or office space in a nongovernment building. The dollar value of any donated goods or services is equal to the market price of the goods or services contributed. Whenever possible, submit the dollar-value in writing.

How to Calculate Government Costs:

Government employee time and services for which they receive government salary, overtime or compensatory time are considered a cost. If a government employee is working on a project on their own time, as a volunteer or board member, calculate their time as a volunteer hour. Government in-kind goods include hauling by sanitation vehicles, printing, and the use of consumable supplies. To calculate the value of in-kind government agency costs, estimate the market value of the goods or services provided to your affiliate and add to that the dollar-value for each hour of work given by government employees.

Volunteer Hours:

All volunteer hours should be documented on a Volunteer Sign-In Sheet. Volunteer Sign-In sheets must include event date, location, and number of hours volunteered. Each volunteer hour should be assigned the applicable state value provided by Independent Sector unless a professional provides a specific value for professional services. Current value for volunteer hours is available at https://independentsector.org/resource/value-of-volunteer-time.

REIMBURSEMENT REQUIREMENTS

In order to receive reimbursement for the remaining 50% of the total award amount, Partners must submit the Final Reimbursement Request Packet at project end.

Final Reimbursement Request Packet should include, submitted no later than June 2, 2027:

- Final Reimbursement Invoice
- Project Expense Worksheet with back-up documentation*
- Youth Employment Verification forms, if applicable
- Event and trainings registration confirmations, and Keep America Beautiful Affiliate dues receipt, if applicable
- Eligible back-up documentation includes:
    - Invoices or receipts; and
    - Cleared checks, warrants, bank statements or a notarized attestation by Partner's CFO or equivalent financial authority.

End-of-Year Report should be submitted no later than July 2, 2027, including but not limited to:

- End-of-Year Reports
    - Metrics
    - Narrative
- Volunteer Sign-in Sheets, if applicable

SUBMISSION REQUIREMENTS

Submission of all required forms and back-up documentation must be submitted via upload to the Survey Monkey Apply portal located at: https://nmtourism.smapply.io/

PROGRAM RESOURCES

All required forms are available for download at the NM Clean & Beautiful Grant Resources webpage at: https://nmtourism.smapply.io/res/p/nmcbresources/

PROGRAM ASSISTANCE

Clean & Beautiful Grant Program Manager (Chantal Sandoval) will establish communication schedules and provide technical (programmatic) assistance for all awardees. She can be reached by email at chantal.sandoval@td.nm.gov or by phone at 505-670-8059.

Town of Mesilla, New Mexico

RESOLUTION 2026-32

A RESOLUTION BY THE BOARD OF TRUSTEES FOR BUDGET ADJUSTMENTS

WHEREAS, since the development of the Town of Mesilla budget for fiscal year 2025-2026, the Town will require revenue and expense increases; and

WHEREAS, budget adjustments are necessary to account for increased revenue in various departments; and

WHEREAS, attachment "A" provides a list of funds/departments affected by these budget adjustments; and

WHEREAS, the summary of adjustments referenced herein are true and correct to the best of our knowledge.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Mesilla, that the budgetary adjustments are subject to the approval of the State of New Mexico Department of Finance and Administration (DFA) and that a copy of this resolution be forwarded to DFA for approval.

PASSED, ADOPTED, AND APPROVED THE 13th DAY OF JUNE, 2026.

____
Mayor

ATTEST:

____
Gloria S Maya
Town Clerk

ATTACHMENT A

BUDGET ADJUSTMENTS FOR

FY2025-2026

REVENUE:	
EMS (14)	-$51,351.04 budget revenue authority for Public Safety Grant
FF RECRUITMENT (17)	-$19,459.53 budget revenue authority for FF Recruitment
LE (18)	-$37,871.40 budget revenue authority for LE Fund
SRO (29)	-$69,019.87 budget revenue authority for SRO Fund

EXPENDITURE:	
EMS (14)	-$51,351.04 budget expense authority for Public Safety Grant
FF RECRUITMENT (17)	-$19,459.53 budget expense authority for FF Recruitment
LE (18)	-$37,871.40 budget expense authority for LE Fund
SRO (29)	-$69,019.87 budget expense authority for SRO Fund

TRANSFER IN:

TRANSFER OUT:

TRANSFER NET $0.00

Town of Mesilla, New Mexico

RESOLUTION NO. 2026-33

A RESOLUTION ADOPTING THE 2026-2027 FISCAL YEAR REVENUE AND OPERATING BUDGET FOR THE TOWN OF MESILLA

WHEREAS, the Board of Trustees of the Town of Mesilla, New Mexico, has developed a budget for Fiscal Year 2026-2027; and

WHEREAS, said Budget was developed on the basis of need and through cooperation between elected officials and department supervisors; and

WHEREAS, the official meeting for review of the budget was advertised in compliance with the State Open Meetings Act; and

WHEREAS, it is the majority opinion of this Board that the proposed Budget meets the requirements as currently determined for the Fiscal Year 2026-2027.

NOW, THEREFORE BE IT RESOLVED THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA, NEW MEXICO:

The accompanying Budget will be the approved Budget for the 2026-2027 year for the Town of Mesilla and respectfully request approval by the Local Government Division of the New Mexico State Department of Finance and Administration.

PASSED, APPROVED AND ADOPTED by the Board of Trustees at its regular meeting of July 13,2026**.**

Russell Hernandez
Mayor

ATTEST:

Gloria S Maya
Town Clerk/Treasurer

2231 Avenida de Mesilla• P.O. Box 10• Mesilla, NM 88046• (S7S) 524-3262• Fax (S7S) 541-6327
www.mesilla-nm.org

TOWN OF MESILLA, NEW MEXICO

FY2027 BUDGET SUMMARY - FINAL

DFA Fund	Town Fund	CORRECT Description	Beginning Cash Balance	Investments	DFA FY27 Revenues	DFA FY27 Transfers	DFA FY26 Pers Exp	Tyler FY27 Preliminary Pers Exp	Diff	DFA FY26 Op. Exp	Tyler FY27 Preliminary Op. Exp	Diff	DFA FY26 Total Expense	Tyler FY27 Total Expense	Diff	Est End Cash 45,838.00	1/12 Reserve	Available Cash Balance
11000	10	General Fund Total	1,810,521.97	127,816.36	2,997,230.40		1,408,489.11	1,744,893.96	336,404.85	1,278,942.37	1,415,221.00	136,278.63	2,687,431.48	3,160,114.96	472,683.48	1,775,453.77	263,343	1,512,111
		Governin Body					75,826.00	87,532.55	11,706.55	152,000.00	153,942.00	1,942.00	227,826.00	241,474.55	13,648.55			
		Municipal Court					79,056.74	0.00	(79,056.74)	17,377.00	0.00	(17,377.00)	96,433.74	0.00	(96,433.74)			
		Finance/Budgeting/Accounting					212,363.07	231,421.70	19,058.63	764,693.51	893,602.00	128,908.49	977,056.58	1,125,023.70	147,967.12			
		Comm. & Economic Development					234,544.11	342,135.48	107,591.37	79,604.00	84,300.00	4,696.00	314,148.11	426,435.48	112,287.37			
		Law Enforcement/Police					678,336.03	878,954.33	200,618.30	91,267.86	107,377.00	16,109.14	769,603.89	986,331.33	216,727.44			
		Fire					128,363.16	204,849.90	76,486.74	34,500.00	34,500.00	0.00	162,863.16	239,349.90	76,486.74			
		Public Works					0.00	0.00	0.00	139,500.00	141,500.00	2,000.00	139,500.00	141,500.00	2,000.00			
	17	FF RECRUITMENT	0.00		0.00		82,224.53	0.00	(82,224.53)	0.00	0.00	0.00	82,224.53	0.00	(82,224.53)	0.00		0
20100	16	Correction Fund	0.00	65,809.69	0.00		0.00	0.00	0.00	35,000.00	0.00	(35,000.00)	35,000.00	0.00	(35,000.00)	65,809.69		65,810
	20	Court Automation	3,262.37		0.00								0.00	0.00		3,262.37		
20600	14	EMS Grant - Fire	0.00		56,500.00		128,356.20	0.00	(128,356.20)	95,521.80	56,500.00	(39,021.80)	223,878.00	56,500.00	(167,378.00)	0.00		0
20900	12	Fire Protection	147,919.79		159,000.00		0.00	0.00	0.00	499,458.61	159,000.00	(340,458.61)	499,458.61	159,000.00	(340,458.61)	147,919.79		147,920
21100	18	Law Enforcement	0.00		108,500.00		0.00	0.00	0.00	88,171.00	108,500.00	20,329.00	88,171.00	108,500.00	20,329.00	0.00		0
21400	Total	Lodgers' Tax Fund	89,069.11		32,000.00		0.00	0.00	0.00	11,405.86	37,000.00	25,594.14	11,405.86	37,000.00	25,594.14	84,069.11		84,069
	26	Lodgers Tax	89,069.11		32,000.00		0.00	0.00	0.00	37,000.00	37,000.00	0.00						
21600	Total	Road Fund	699.75		5,200.00		0.00	0.00	0.00	6,899.26	5,000.00	(1,899.26)	6,899.26	5,000.00	(1,899.26)	899.75		900
	27	Streets	699.75		5,200.00		0.00	0.00	0.00	6,899.26	5,000.00	(1,899.26)						
21700	13	Recreation Fund Total	19,634.60		7,750.00		7,000.00	7,000.00	0.00	750.00	750.00	0.00	7,750.00	7,750.00	0.00	19,634.60		19,635
29900	Total	Other Special Revenue	0.00		194,000.00		170,000.00	194,000.00	24,000.00	0.00	0.00	0.00	170,000.00	194,000.00	24,000.00	0.00		0
	29	SRO Fund	0.00		194,000.00		170,000.00	194,000.00	24,000.00	0.00	0.00	0.00						
	Total	Other State Funded Projects	1,195,475.25		1,617,660.58		0.00	0.00	0.00	3,698,572.57	1,995,689.98	(1,702,882.59)	3,698,572.57	1,995,689.98	(1,702,882.59)	817,445.85		817,446
30100	21	Town Hall Project	1,157,670.17	112,941.73	0.00		0.00	0.00	0.00	549,310.00	549,310.00	0.00						
30800	35	Capital Improvements	37,805.08		1,617,660.58		0.00	0.00	0.00	3,149,262.57	1,446,379.98	(1,702,882.59)						
50100	Total	Water Fund Total	918,131.18	6,720.46	452,300.00		222,022.61	331,883.92	109,861.31	129,190.00	126,150.00	(3,040.00)	351,212.61	458,033.92	106,821.31	919,117.72		919,118
	23	Water -	918,131.18		452,300.00		222,022.61	331,883.92	109,861.31	129,190.00	126,150.00	(3,040.00)						
50200	Total	Solid Waste Fund Total	32,856.12	50,570.06	325,595.00		122,974.28	109,779.03	(13,195.25)	223,200.00	224,300.00	1,100.00	286,378.35	334,079.03	47,700.68	9,347.15		9,347
	28	Solid Waste - Collect	32,856.12		325,595.00		122,974.28	109,779.03	(13,195.25)	223,200.00	224,300.00	1,100.00						
50300	Total	Waste Water Fund Total	153,094.03		260,000.00		83,878.35	86,228.91	2,350.56	202,500.00	203,000.00	500.00	0.00	289,228.91	289,228.91	123,865.12		123,865
	24	Waste Water Treatment	153,094.03		260,000.00		83,878.35	86,228.91	2,350.56	202,500.00	203,000.00	500.00						
53500		Water Rights	464,796.30		24,600.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	489,396.30		489,396
	36	Water Righs Acq.	190,584.86		9,500.00					0.00	0.00							
	37	Water Mgmt.	95,529.44		5,100.00					0.00	0.00							
	38	Water Development	178,682.00		10,000.00					0.00	0.00							
69900	Total	Other Internal Service	45,785.96		27,000.00		0.00	0.00	0.00	13,000.00	13,000.00	0.00	13,000.00	13,000.00	0.00	59,785.96		59,786
	30	Fiestas Fund	15.96		23,000.00		0.00	0.00	0.00	13,000.00	13,000.00	0.00		13,000.00		10,015.96		10,016
	32	Parking Fund	45,770.00		4,000.00		0.00	0.00	0.00	0.00	0.00	0.00		0.00		49,770.00		49,770
79900	Total	Other Trust & Agency	43,959.00		0.00					1,189.00	0.00	(1,189.00)		0.00		43,959.00		43,959
	33	Municipal Court Bond	43,959.00		0.00					1,189.00	0.00	(1,189.00)		0.00		43,959.00		43,959
	Total	Cannabis	48,619.79							0.00	0.00	0.00						0
	49	Cannabis	48,619.79		10,000		0.00	0.00	0.00	0.00	0.00	0.00		0.00		58,619.79		58,620
		Grand Totals	4,970,562.85	363,858.30	6,277,335.98		2,019,746.27	2,473,785.82	331,065.27	6,059,411.47	4,344,110.98	(1,938,500.49)	8,079,157.74	6,817,896.80	(1,261,260.94)	4,512,744.81	282,385.00	4,249,402
					DFA Total								DFA Total					

$25,000.00 FD STIPENDS GF OTHER EXPENSES
$14,800.00 WTR OVERTIME SALARIES
$1,950.00 WTR ON-CALL PAY
$12,000.00 SW OVERTIME SALARIES
$1,950.00 SW ON-CALL PAY SALARIES
$60,000.00 MD OVERTIME SALARIIES
ADDED NEW CAPITAL PROJECTS REV & EXP

RESOLUTION 2026-34
Town of Mesilla

PARTICIPATION IN LOCAL GOVERNMENT ROAD FUND PROGRAM ADMINISTERED BY NEW MEXICO DEPARTMENT OF TRANSPORTATION

WHEREAS, the Town of Mesilla and the New Mexico Department of Transportation enter into a Cooperative Agreement under the Local Government Road Fund Program for a local road project.

WHEREAS, the total cost of the project will be **$183,288.00** to be funded in proportional share by the parties hereto as follows:

CN L100666 Project Funding	Department Share	Public Entity Share	Total Project Cost
Funding Source 1	**75%**	**25%**	**100%**
FY 2027 Local Government Road Fund Pavement Rehabilitation/Improvements, Reconstruction, Drainage Improvements, Design, and Construction Management of Town Streets.	**$137,466**	**$45,822**	**$183,288**

WHEREAS, the Town of Mesilla shall pay all costs, which exceed the total project cost of **$183,288.**

NOW THEREFORE, be it resolved in official session that Town of Mesilla determines, resolves, and orders as follows:

a. The project for this Cooperative Agreement is adopted and has a priority standing.
b. The Cooperative Agreement terminates on **12/31/2027** and the Town of Mesilla incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.
c. The agent of the Town of Mesilla, Russell Hernandez , Mayor, shall have signature authority to bind the Town of Mesilla to the terms and conditions of this Cooperative Agreement, and shall have authority to request in writing and secure extensions to the Cooperative Agreement on behalf of the Town of Mesilla in the manner set forth by the Cooperative Agreement.

NOW therefore, be it resolved by the the Town of Mesilla to enter into Cooperative Agreement **Control Number HW2 L100666** with the New Mexico Department of Transportation for LGRF Project for fiscal year 2027 for Calle de Oeste - Pavement Rehabilitation/Improvements, Reconstruction, Drainage Improvements, Design, and Construction Management of Town Streets within the control of the Town of Mesilla in Mesilla, New Mexico in Dona Ana County.

PASSED, ADOPTED, AND APPROVED THIS 13th DAY OF JULY, 2026.

PO BOX 10, MESILLA, NM 88046 PH: (575) 524-3262 2231 AVENIDA DE MESILLA

TOWN OF MESILLA

Russell Hernandez
Mayor

ATTEST:

Gloria S. Maya
Clerk/Treasurer

Contract No. ____________
Vendor No. 0000046323
Control No. HW2L100666

LOCAL GOVERNMENT ROAD FUND
COOPERATIVE AGREEMENT

This Agreement is between the **New Mexico Department of Transportation** (Department) and **Town of Mesilla** (Public Entity), collectively referred as the "parties." This Agreement is effective as of the date of the last party to sign it on the signature page below.

Pursuant to NMSA 1978, Sections 67-3-28 and 67-3-28.2, and State Transportation Commission Policy No. 44, and

Pursuant to the Public Entity's resolution that assumes ownership, liability, and maintenance responsibility for the project scope, or related amenities, and required funding to support the Project identified herein, the parties agree as follows:

1. **Purpose.**
   The purpose of this Agreement is to provide Local Government Road Funds to the Public Entity for the Project, as described in Control No. L100666, and the Public Entity's resolution attached as **Exhibit C**. See:

   Pavement Rehabilitation/Improvements, Reconstruction, Drainage Improvements, Design, and Construction Management of Town Streets.

   The Project is a joint and coordinated effort for which the parties each have authority or jurisdiction. This Agreement specifies and delineates the rights and duties of the parties.

2. **Project Funding.**
   a. The estimated total cost for the Project is **One Hundred Eighty Three Thousand Two Hundred Eighty Eight Dollars and No Cents ($183,288)** to be funded in proportional share by the parties as follows:

Project Funding	Department Share	Public Entity Share	Total Project Cost
Funding Source 1	**75%**	**25%**	
FY 2027 Local Government Road Fund **For the purpose stated above in Section 1.**	**$137,466**	**$45,822**	**$183,288**
		Total Project Cost	**$183,288**

b. The Public Entity shall pay all Project costs, which exceed the Total Project Cost.
c. Any costs incurred by the Public Entity prior to this Agreement are not eligible for reimbursement and are not included in the amount listed in this Section 2.

3. **The Department Shall:**
Pay the Department's Share of Project Funding identified in Section 2, Paragraph a, to the Public Entity in a single lump sum payment after:
   a. Receipt of a cover letter requesting funds;
   b. Receipt of a Notice of Award and Notice to Proceed;
   c. Receipt of Estimated Summary of Costs and Quantities;
   d. Verification of available Local Government Road Funds and Public Entity's local matching funds identified in Section 2, Paragraph a; and
   e. All required documents must include Department Project and Control Number.

4. **The Public Entity Shall:**
   a. Act in the capacity of lead agency for the Project described in Section 1.
   b. Submit an estimate of the Project, including work to be performed and cost to the District Engineer within thirty (30) calendar days of execution of this Agreement, or as otherwise agreed to in writing by the parties.
   c. Be solely responsible for all proportional matching funds identified in Section 2. Certify that these matching funds have been appropriated, budgeted, and approved for expenditure prior to execution of this Agreement.
   d. Pay all costs, and perform and supply or contract for all labor and material, for the purpose as described in Section 1 and the Project estimate approved by the District Engineer.
   e. Procure and award any contract in accordance with applicable procurement law, rules, regulations and ordinances.
   f. In accordance with project parameters, assume the lead planning and implementation role and sole responsibility for environmental, archaeological, utility clearances; railroad and Intelligent Transportation System (ITS) clearances; right-of-way acquisition; project development and design; and project construction and management.
   g. Cause all designs and plans to be performed under the direct supervision of a Registered New Mexico Professional Engineer, when applicable, as approved by the Department.
   h. Obtain all required written agreements or permits, as applicable, from all public and private entities.
   i. Allow the Department to inspect the Project to confirm that the Project is constructed in accordance with the provisions of this Agreement. Disclosures of any failure to meet such requirements and standards as identified by the Department, will result in termination for default, including without limitation the Public Entity's costs for funding, labor, equipment and materials.
   j. Complete the project within eighteen (18) months of approval of funding by the State Transportation Commission.
   k. Within thirty (30) calendar days of completion, provide written certification that all work under this Agreement was performed in accordance with either the New Mexico Department of Transportation's Standard Specification, Current Edition; American Public Works Association (APWA) Specifications; Department approved Public Entity

established Specifications; or Department Specifications established for Local Government Road Fund projects, by submitting the **Project Certification of Design, Construction, and Cost form,** attached as **Exhibit B**.

l. Within thirty (30) calendar days of completion, furnish the Department an **AS BUILT Summary of Costs and Quantities** form, attached as **Exhibit C**. The report should reflect the total cost of the Project as stated in the **Project Certification of Design, Construction, and Cost** form.

m. Failure to provide the **Project Certification of Design, Construction, and Cost** form and an **AS BUILT Summary of Costs and Quantities** report within thirty (30) calendar days of Project completion is a material breach of this Agreement and Public Entity shall reimburse to the Department all funds disbursed in accordance with this Agreement.

n. Upon completion, maintain all Public Entity facilities that were constructed or reconstructed under this Agreement.

5. Both Parties Agree:

a. Upon termination of this Agreement any remaining property, materials, or equipment belonging to the Department will be accounted for and disposed of by the Public Entity as directed by the Department.

b. Any unexpended or unencumbered balance from the Local Government Road Fund appropriated for this Project reverts to the Department. These balances, if any, must be reimbursed to the Department within thirty (30) calendar days of project completion or expiration of this Agreement, whichever occurs first.

c. This Project is not being incorporated into the State Highway System and the Department is not assuming maintenance responsibility or liability.

d. Pursuant to NMSA 1978, Section 67-3-28.2, Local Government Road Funds granted under this provision cannot be used by the Public Entity to meet a required match under any other program.

e. As applicable for state-funded projects, the provisions of the Tribal/Local Public Agency (T/LPA) State Funding Handbook (Current Edition), and for projects with federal funds, the provisions of the Tribal/Local Public Agency (T/LPA) Federal Funding Handbook (Current Edition), are incorporated by reference and control the contractual rights and obligations of the parties unless in conflict with the specific terms expressed in this Agreement or any amendments.

6. Term.

This Agreement becomes effective upon signature of all Parties. The effective date is the date when the last party signed the Agreement on the signature page below. This Agreement terminates on **12/31/2027**. In the event an extension to the term is needed, the Public Entity shall provide through a duly authorized agent written notice along with detailed justification to the Department sixty (60) calendar days prior to the expiration date to ensure timely processing of an Amendment.

7. Termination.

a. If the Public Entity fails to comply with any provision of this Agreement, the Department may terminate this Agreement by providing thirty (30) calendar days written notice.

b. The Department may terminate this Agreement if the funds identified in Section 2 have not been contractually committed within one year from the effective date of this Agreement.

c. If sufficient appropriations and authorizations are not made, this Agreement will terminate immediately upon written notice of the Department to the Public Entity.
d. Neither party has any obligation after termination, except as stated in Sections 4, 5, and 16.

8. Third Party Beneficiary.
It is not intended by any of the provisions of this Agreement to create in the public or any member of the public a third party beneficiary or to authorize anyone not a party to the Agreement to maintain suit for wrongful death(s), bodily and/or personal injury(ies) to person(s), damage(s) to property(ies), and/or any other claim(s) whatsoever pursuant to the provisions of this Agreement.

9. Liability.
As between the Department and Public Entity, neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, Sections 41-4-1, *et seq.*, and other applicable law.

10. Contractors Insurance Requirements.
The Public Entity shall require contractors and subcontractors hired for the Project to have a general liability insurance policy, with limits of liability of at least $1,000,000 per occurrence. The Department is to be named as an additional insured on the contractors and subcontractor's policy and a certificate of insurance and endorsements listing the Department as an additional insured must be provided to the Department and must state that coverage provided under the policy is primary over any other valid insurance.

To the fullest extent permitted by law, the Public Entity shall require the contractor and subcontractors to defend, indemnify and hold harmless the Department from and against any liability, claims, damages, losses or expenses (including but not limited to attorney's fees, court costs, and the cost of appellate proceedings) arising out of or resulting from the negligence, act, error, or omission of the contractor and subcontractor in the performance of the Project, or anyone directly or indirectly employed by the contractor or anyone for whose acts they are liable in the performance of the Project.

11. Scope of Agreement.
This Agreement incorporates agreements, covenants, and understandings between the parties concerning the subject matter. All such covenants, agreements, and understandings have been merged into this Agreement. No prior agreement or understandings, verbal or otherwise, of the parties or their agents are valid or enforceable unless included in this Agreement.

12. Terms of this Agreement.
The terms of this Agreement are lawful. Performance of all duties and obligations must conform with and not contravene any state, local, or federal statutes, regulations, rules, or ordinances.

13. Legal Compliance.

The Public Entity shall comply with all applicable federal, state, and local laws, and Department regulations and policies in the performance of this Agreement, including, but not limited to laws governing civil rights, equal opportunity compliance, environmental issues, workplace safety, employer-employee relations and all other laws governing operations of the workplace. The Public Entity shall include the requirements of this Section 13 in each contract and subcontract at all tiers.

14. Equal Opportunity Compliance.

The parties agree to abide by all federal and state laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, pertaining to equal employment opportunity. In accordance with all such laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, the parties agree to assure that no person in the United States will, on the grounds of race, color, national origin, ancestry, sex, sexual preference, age, disability, or other protected class, be excluded from employment with, or participation in, any program or activity performed under this Agreement. If the Public Entity is found to not comply with these requirements during the term of this Agreement, the parties agree to take appropriate steps to correct these deficiencies, subject to Section 7 above.

15. Appropriations and Authorizations.

The terms of this Agreement are contingent upon sufficient appropriations and authorizations being made by the governing board of the Public Entity, the Legislature of New Mexico, or the Congress of the United States if federal funds are involved, for performance of the Agreement. If sufficient appropriations and authorizations are not made by the Public Entity, Legislature of New Mexico, or the Congress of the United States if federal funds are involved, this Agreement will terminate upon written notice being given by one party to the other. The Department and Public Entity are expressly not committed to expenditure of any funds until such time as they are programmed, budgeted, encumbered, and approved for expenditure.

16. Accountability of Receipts and Disbursements.

There shall be strict accountability for all receipts and disbursements relating to this Agreement. The Public Entity shall maintain all records and documents relative to the Project for a minimum of five years after completion of the Project. The Public Entity shall furnish the Department and State Auditor, upon demand, any and all such records relevant to this Agreement. If documentation is insufficient to support an audit by customarily accepted accounting practices, the expense supported by such insufficient documentation must be reimbursed to the Department within thirty (30) calendar days. If an audit finding determines that specific funding was inappropriate or not related to the Project, the Public Entity shall reimburse that portion to the Department within thirty (30) calendar days of written notification.

17. Severability.

In the event that any portion of this Agreement is determined to be void, unconstitutional or otherwise unenforceable, the remainder of this Agreement will remain in full force and effect.

18. Applicable Law.
The laws of the State of New Mexico shall govern this Agreement, without giving effect to its choice of law provisions. Venue is proper in a New Mexico Court of competent jurisdiction in accordance with NMSA 1978, Section 38-3-1(G).

19. Amendment.
This Agreement may be altered, modified, or amended only by an instrument in writing executed by the parties.

The remainder of this page is intentionally left blank.

In witness whereof, each party is signing this Agreement on the date stated opposite that party's signature.

NEW MEXICO DEPARTMENT OF TRANSPORTATION

By:_______________________________ Date: _______________
Cabinet Secretary or Designee

Approved as to form and legal sufficiency by the New Mexico Department of Transportation's Office of General Counsel

By:_______________________________ Date: _______________
Assistant General Counsel

Town of Mesilla

By:_______________________________ Date: 06/30/2026

Title: MAYOR- TOWN OF MESILLA

Attest:_______________________________
Town of Mesilla Clerk or Designee

EXHIBIT A
PROJECT CERTIFICATION OF
DESIGN, CONSTRUCTION, AND COST

TO: New Mexico Department of Transportation
District _____ LGRF Coordinator

Cooperative Agreement No. __________________ Control No. ____________________
Joint Powers Agreement No. __________________ Control No. ____________________

Entity: ____

Scope of Work (Including Routes and Termini):

____
____
____
____
____

I, the undersigned, in my capacity as ________________ of ______________________ state that:

1. The design is in compliance with all state laws, rules, regulations, and local ordinances and was performed in accordance with the provisions set forth in this Agreement and in the Tribal/Local Public Agency State Funding Handbook (Current Edition);

2. Construction of the project was performed in accordance with standards and specifications set forth in:

____
and completed on ______________________, 20_____; and

3. That the total project cost of __________________________, with New Mexico Department of Transportation 75% share of ______________________ and the Public Entity share of __________________________ (as submitted in attached "As Built Summary of Costs and Quantities") is accurate, legitimate, and appropriate for the project.

_________________________ ___________________________
Name Date

____
Print Name

____
Title

EXHIBIT B

AS BUILT SUMMARY
OF COSTS AND QUANTITIES

CONTRACT

ENTITY: ______________ No.: ______________ CN: ______________

PROJECT No.: ______________

TERMINI: ______________

SCOPE OF WORK: ______________

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	FINAL QUANTITY	UNIT COST	FINAL COST

EXHIBIT C

Town of Mesilla RESOLUTION

PARTICIPATION IN LOCAL GOVERNMENT ROAD FUND PROGRAM ADMINISTERED BY NEW MEXICO DEPARTMENT OF TRANSPORTATION

WHEREAS, the **Town of Mesilla** and the New Mexico Department of Transportation have entered into a cooperative grant agreement under the Local Government Road Fund Program for a local road project.

WHEREAS, the total cost of the project will be **$183,288** to be funded in proportional share by the parties hereto as follows:

CN L100666 Project Funding	**Department Share**	**Public Entity Share**	**Total Project Cost**
Funding Source 1	**75%**	**25%**	**100%**
FY 2027 Local Government Road Fund Pavement Rehabilitation/Improvements, Reconstruction, Drainage Improvements, Design, and Construction Management of Town Streets.	**$137,466**	**$45,822**	**$183,288**

WHEREAS, the **Town of Mesilla** shall pay all costs, which exceed the total project cost of **$183,288**.

NOW THEREFORE, be it resolved in official session that **Town of Mesilla** determines, resolves, and orders as follows:

a. The project for this Cooperative Agreement is adopted and has a priority standing.
b. The Cooperative Agreement terminates on **12/31/2027** and the **Town of Mesilla** incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.
c. The agent of the **Town of Mesilla,** ______________________________(name or title), shall have signature authority to bind the **Town of Mesilla** to the terms and conditions of this Cooperative Agreement, and shall have authority to request in writing and secure extensions to the Cooperative Agreement on behalf of the **Town of Mesilla** in the manner set forth by the Cooperative Agreement.

NOW THEREFORE, be it resolved by the **Town of Mesilla** to enter into Cooperative Agreement for Project Control Number **L100666** with the New Mexico Department of Transportation for the LGRF Program for fiscal year **2027** for **Calle de Oeste - Pavement Rehabilitation/Improvements, Reconstruction, Drainage Improvements, Design, and Construction Management of Town Streets.** within the control of **Town of Mesilla** in the State of New Mexico.
(Appropriate Signatures below (Council, Commission, School Board, Tribe, Pueblo, Nation, etc.)

___________________________________ DATE ____________________
(PRINTED NAME, POSITION)

___________________________________ DATE ____________________
(PRINTED NAME, POSITION)

___________________________________ DATE ____________________
(PRINTED NAME, POSITION)

RESOLUTION 2026-35
Town of Mesilla

PARTICIPATION IN TRANSPORTATION PROJECT FUND PROGRAM AND REQUEST FOR MATCH WAIVER ADMINISTERED BY NEW MEXICO DEPARTMENT OF TRANSPORTATION

WHEREAS, the Town of Mesilla and the New Mexico Department of Transportation enter into a Cooperative Agreement.

WHEREAS, the total cost of the project will be **$183,288.00** to be funded in proportional share by the parties hereto as follows:

a. New Mexico Department of Transportation's share shall be 75% or **$137,466.00** and

b. Town of Mesilla**'s** proportional matching share shall be 25% or **$45,822.00** if Hardship for Match Waiver is not deemed to be present by Department of Finance and Administration and the Department of Transportation

TOTAL PROJECT COST IS **$183,288.00**

The Town of Mesilla shall pay all costs, which exceed the total amount of **$183,288.00**.

WHEREAS, the Town of Mesilla has a limited tax base, which limits the funding for meeting the proportional matching share; and, a fund exists in the NMDOT appropriated by the New Mexico State Legislature for Public Entities in need of "hardship" match money and the Town of Mesilla requests participation in this Match Waiver Program in the amount of **$45,822.00**.

Now therefore, be it resolved in official session that the Town of Mesilla determines, resolves, and orders as follows:

That the project for this Cooperative agreement is adopted and has a priority standing.

The agreement terminates on **June 30, 2027** and the Town of Mesilla incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.

NOW therefore, be it resolved by the the Town of Mesilla to enter into Cooperative Agreement **Control Number HW2 L100666** with the New Mexico Department of Transportation for LGRF Project for year 2027 for Calle de Oeste - Pavement Rehabilitation/Improvements, Reconstruction, Drainage Improvements, Design, and Construction Management of Town Streets, within the control of the Town of Mesilla in Mesilla, New Mexico in Dona Ana County.

PASSED, ADOPTED, AND APPROVED THIS 13th DAY OF JULY, 2026.

TOWN OF MESILLA | **ATTEST:**

Russell Hernandez
Mayor

Gloria S. Maya
Clerk/Treasurer

PO BOX 10, MESILLA, NM 88046 PH: (575) 524-3262 2231 AVENIDA DE MESILLA

Town of Mesilla, New Mexico

TOWN OF MESILLA
RESOLUTION NO. 2026-36

A RESOLUTION OF
CERTIFICATION OF THE TOWN OF MESILLA FISCAL YEAR 2025-2026
CAPITAL ASSET INVENTORY

WHEREAS, according to State Audit Rule 2.2.2.10(W) Capital Asset Inventory (2) Section 12-6-10(A) NMSA 1978 requires each agency to conduct an annual physical inventory of movable chattels and equipment costing more than $5,000 on the Capital Inventory list at the end of each fiscal year; and

WHEREAS, the term “agency” is intended to include New Mexico municipalities when used in the Audit Act according to State Audit Rule 2.2.2.7 (A)(3); and,

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES, that the physical asset inventory attached and incorporated hereto as Exhibit “A”, is hereby certified to be correct.

PASSED, APPROVED AND ADOPTED this 13th day of July, 2026.

____
Russell Hernandez
Mayor

ATTEST:

____
Gloria S Maya
Town Clerk-Treasurer

Town of Mesilla
CIP Schedule
June 30, 2026

GOVERNMENTAL

Project Name	Opening Balance	Adjustments	Adjusted Opening Balance	Additions	Transfer	Closing Balance	Project amount	FUND	
PICACHO F3005 CAPITAL OUTLAY	51,892		51,892			51,892		35	
CALLE DE SANTIAGO	70,183		70,183	32,381		102,564		35	
Calle de Santiago Road IMP. L100562	19,291		19,291	136,395		155,686		35	
MES211-15 Callede Picacho Reconstruction Project	6,796		6,796	481,124		487,920		15	
PSB Renovation 22 - G2846	3,814		3,814	209,634		213,448			
Calle de oeste (Mesilla RDS improvement)	8,619		8,619	17,056		25,675			
University Water Line replace	666,260		666,260		-666,260	-	GB	35	Y
Sidewalk/easements imp	66,723		66,723		-66,723	-	GB		Y
Marshal Dept Vehicle Purchase				56,337		56,337			
Signage Construction				7,820		7,820		35	
Calle de Picacho Roadway Improvements				38,609		38,609		35	
Destination Forward				3,365		3,365		35	
Comprehensive Plan				12,758		12,758		35	
Cap Proj - CIP	893,578	-	893,578	995,479	-732,983	1,156,074			
FY2026									
PSB Renovation 22 - G2846	213,448		213,448			-		35	
Calle de oeste (Mesilla RDS improvement)	25,675		25,675			6,964			
Signage Construction	7,820		7,820			68,708			
Community Center Security	177,266		177,266			-			
EV Infrastructure	789,729		789,729			-			
Colonias Emergency	105,884		105,884			26,696			
Town hall security Cams	125,696		125,696			125,696			

ENTERPRISE

Project Name	Opening Balance		Adjusted Opening Balance	Additions	Transfer	Closing Balance
						-
Ent CIP	-		-	-	-	-
Ent CIP	-		-	-	-	-

	Asset	Property Description	Date In Service	Book Cost	Additions	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period	
GB	1107	TOWN HALL ADM. BUILDING	1/01/06	2,039,839.00		0.00	968,923.53	50,995.98	1,019,919.50	1,019,919.50	S/L	40.00	
GB	1114	TOWN HALL VISITOR CENTER	6/01/08	1,118,468.41		0.00	531,272.49	27,961.71	559,234.21	559,234.21	S/L	40.00	
GB	1125	PUBLIC SAFETY BLDG. PHASE I & 2 (SAP)	FY 15/16	897,000.00		0.00	201,825.00	22,425.00	224,250.00	672,750.00	S/L	40.00	
GB	1141	La Llorona Trail Project (NMDOT TAP)	20/21	696,601.00		0.00	139,320.20	34,830.05	174,150.25	522,450.75	S/L	20.00	
GB	1140	BOWMAN (NMDOT LGRF) PAIRED W/CLC LOCAL FUNDING	19/20	510,152.31		0.00	153,045.69	25,507.62	178,553.31	331,599.00	S/L	20.00	
GB	1122	COMMUNITY CENTER PHS IV CDBG	6/22/13	421,666.08		0.00	126,499.82	10,541.65	137,041.48	284,624.60	S/L	40.00	
GB	1123	CALLE DEL SUR, CALLE DE GUADALUPE CALLE DE PARIAN, CALLE TERCERA (LGRF)	6/22/14	342,375.34			94,153.22	8,559.38	102,712.60	239,662.74	S/L	40.00	
GB	1121	CALLE DEL NORTE (ARRA)	7/01/12	320,249.00		0.00	240,186.75	16,012.45	256,199.20	64,049.80	S/L	20.00	
GB	1124	PLAZA IMPROVEMENTS (SAP)	5/09/14	250,000.00		0.00	68,750.00	6,250.00	75,000.00	175,000.00	S/L	40.00	
GB	10	COMMUNITY CENTER IMP	12/31/04	244,728.00		0.00	128,482.20	6,118.20	134,600.40	110,127.60	S/L	40.00	
GB	1113	COMMUNITY CENTER	6/01/07	242,450.21		0.00	218,205.19	12,122.51	230,327.70	12,122.51	S/L	20.00	
		Calle parian Roadway Improvements		177,403.00		0.00	26,610.45	8,870.15	35,480.60	141,922.40	S/L	20.00	
GB	1144	CALLE PARIAN (L100366) MESILLA ROADWAY IMP L00415	19/20	141,230.43		0.00	134,168.91	7,061.52	141,230.43	0.00	S/L	20.00	
GB	1137	CALLE PARIAN (NMDOT LGRF)	18/19	134,993.00		0.00	40,497.90	6,749.65	47,247.55	87,745.45	S/L	20.00	
GB	1117	CALLE DEL SUR	6/01/08	130,836.00		0.00	111,210.60	6,541.80	117,752.40	13,083.60	S/L	20.00	
GB	2	OLD TOWN HALL(psb)	7/01/88	110,000.00		0.00	101,750.00	2,750.00	104,500.00	5,500.00	S/L	40.00	
GB	3	COMMUNITY CENTER	7/01/88	100,500.00		0.00	92,962.50	2,512.50	95,475.00	5,025.00	S/L	40.00	
GB	9	MEDANOS PARKING LOT	7/01/01	79,787.00		0.00	79,787.00	0.00	79,787.00	0.00	S/L	20.00	
GB	1115	CALLE DE ARROYO	6/01/08	79,769.00		0.00	67,803.65	3,988.45	71,792.10	7,976.90	S/L	20.00	
GB	1127	CALLE PRINCIPAL PH II (LGRF)	FY 15/16	71,339.00		0.00	32,102.55	3,566.95	35,669.50	35,669.50	S/L	20.00	
GB	1111	CALLE DE SUR	6/01/07	69,770.49		0.00	62,793.44	3,488.52	66,281.97	3,488.52	S/L	20.00	
		LGRF Roadway	20/21	67,531.00		0.00	10,129.65	3,376.55	13,506.20	54,024.80	S/L	20.00	
GB	1133	CALLE DE SANTA ANA STREET IMPROVEMENTS	16/17	61,507.76		0.00	24,603.10	3,075.39	27,678.49	33,829.27	S/L	20.00	
GB	1126	CALLE PRINCIPAL PH I. (LGRF)	FY 15/16	60,561.00		0.00	27,252.45	3,028.05	30,280.50	30,280.50	S/L	20.00	
GB	1108	ESTRADA RESURFACING	3/27/06	58,320.00		0.00	55,404.00	2,916.00	58,320.00	0.00	S/L	20.00	
GB	130	REPAIRS TO WELL #1	11/21/13	54,416.07		0.00	54,416.07	0.00	54,416.07	0.00	S/L	10.00	$59,857.68 in PY causing negative NBV
		Marshall	20/21	50,000.00		0.00	30,000.00	10,000.00	40,000.00	10,000.00	S/L	5.00	
GB	1116	CALLE TERCERA	6/01/08	45,773.00		0.00	38,907.05	2,288.65	41,195.70	4,577.30	S/L	20.00	
GB	1136	CALLE PRIMERA	18/19	43,615.00		0.00	15,265.25	2,180.75	17,446.00	26,169.00	S/L	20.00	
GB	19	HUERTOS PAVING	12/15/03	42,265.00		0.00	42,265.00	0.00	42,265.00	0.00	S/L	20.00	
GB	1143	PRINCIPAL/OESTE ARENALES NMDOT LGRF	2020	67,531.00		0.00	16,882.75	3,376.55	20,259.30	47,271.70	S/L	20.00	
		Street	20/21	40,000.00		0.00	6,000.00	2,000.00	8,000.00	32,000.00	S/L	20.00	
GB	1120	TOWN HALL VISITOR CENTER	12/01/08	33,322.00		0.00	14,161.85	833.05	14,994.90	18,327.10	S/L	40.00	
GB	1119	MESILLA ROADWAY PAVING	11/01/08	32,980.00		0.00	14,016.50	824.50	14,841.00	18,139.00	S/L	40.00	
GB	1109	CALLLE DE SANTIAGO	6/01/07	30,784.77		0.00	27,706.29	1,539.24	29,245.53	1,539.24	S/L	20.00	
GB	1138	RE-STUCCO TOWN HALL	11/28/18	30,189.72		0.00	21,132.80	3,018.97	24,151.78	6,037.94	S/L	10.00	
GB	1110	CALLE DE PARIAN	6/01/07	29,103.50		0.00	26,193.15	1,455.18	27,648.33	1,455.18	S/L	20.00	
GB	1112	CALLEJON GUERRA	6/01/07	20,385.71		0.00	18,347.14	1,019.29	19,366.42	1,019.29	S/L	20.00	
GB	1118	CALLEJON GUERRA	6/01/08	15,919.00		0.00	13,531.15	795.95	14,327.10	1,591.90	S/L	20.00	
GB	4	MESILLA PARK	4/04/94	15,000.00		0.00	11,625.00	375.00	12,000.00	3,000.00	S/L	40.00	
GB	1134	SENIOR SERVICES EQUIPMENT (ALTSD)	3/01/18	14,238.60		0.00	11,390.88	1,423.86	12,814.74	1,423.86	S/L	10.00	
GB	5	OLD TOWN HALL NORTH PARKING LOT	10/08/99	10,000.00		0.00	10,000.00	0.00	10,000.00	0.00	S/L	20.00	
GB	6	OLD TOWN HALL SOUTH PARKING LOT	6/08/00	9,178.35		0.00	9,178.35	0.00	9,178.35	0.00	S/L	20.00	
GB	8	CALLE DE GUADALUPE PAVING	6/08/00	8,716.90		0.00	8,716.90	0.00	8,716.90	0.00	S/L	20.00	
GB	1139	Public Safety Building Repairs	10/03/18	8,442.45		0.00	5,909.72	844.25	6,753.96	1,688.49	S/L	10.00	
GB	1142	MISC PATCHING/SIGNAGE	19/20	8,077.06		0.00	8,077.06	0.00	8,077.06	0.00	S/L	5.00	
GB	1145	MISC PATCHING/SIGNAGE	20/21	7,384.68		0.00	5,907.74	1,476.94	7,384.68	0.00	S/L	5.00	
GB		PLAZA LIGHT POLES (SAP) (FINALIZING 2021)	20/21	144,072.00		0.00	7,203.60	7,203.60	14,407.20	129,664.80	S/L	20.00	
GB		Playground Equipment	6/30/23	123,000.00		0.00	12,300.00	12,300.00	24,600.00	98,400.00	S/L	10.00	
GB		Marshal vehicles I	6/30/23	98,512.00		0.00	19,702.40	19,702.40	39,404.80	59,107.20	S/L	5.00	
GB		Calle de parian street	6/30/23	75,000.00		0.00	3,750.00	3,750.00	7,500.00	67,500.00	S/L	20.00	
GB		Server Board Room	9/27/23	20,565.00		0.00	2,056.50	0.00	2,056.50	18,508.50	S/L	10.00	
GB		Booster Station	7/01/23	349,816.00		0.00	17,490.80	0.00	17,490.80	332,325.20	S/L	20.00	
GB		Calle del Norte Phase II	7/01/23	163,799.00		0.00	8,189.95	0.00	8,189.95	155,609.05	S/L	20.00	
GB		LGTPF Norte LP10004	7/01/23	765,715.00		0.00	38,285.75	0.00	38,285.75	727,429.25	S/L	20.00	
GB		Calle de Cura	7/01/23	40,861.00		0.00	2,043.05	0.00	2,043.05	38,817.95	S/L	20.00	
		Conference room	9/27/23	25,653.00		0.00	1,221.57	0.00	1,221.57	24,431.43	S/L	21.00	
		University Water Line replace	6/01/24		666,260.00	0.00	0.00	33,313.00	33,313.00	632,947.00	S/L	20.00	
		Sidewalk/easements imp	3/01/24		66,723.00	0.00	0.00	3,336.15	3,336.15	63,386.85	S/L	20.00	
		Totals		**10,851,392.84**	**732,983.00**	**0.00**	**4,259,614.57**	**392,307.39**	**4,651,921.97**	**6,932,453.87**			

FY25

Property Description	Date In Service	Book Cost	Asset Life
University Water Line replace	6/01/24	666,260	20.00
Sidewalk/easements imp	3/01/24	66,723	20.00

FY26

BLACKSMITH SHOP				DONATED
CALLE DE NORTE PH III	Apr-26	163262	20.00	

	Asset	Property Description	Date In Service	Book Cost	Additions	Book Sec 179 Exp	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period	
GV	1136	2020 HME SilverFox equipped	10/15/2020	286,788.00		10.00	0.00	143,394.00	28,678.80	172,072.80	114,715.20	S/L	10.00	
GV		2022 DODGE RAM 3500 BRUSH TRUCK	7/7/2022	180,000.00		0.00	0.00	108,000.00	36,000.00	144,000.00	36,000.00	S/L	5.00	
GE		Bauer cascade system	1/1/2016	150,000.00		0.00	0.00	150,000.00	0.00	150,000.00	0.00	S/L	5.00	
GE	[illegible]	22 AIRPAC HARNESS & BOTTLE	7/1/2013	[illegible]		0.00	0.00	[illegible]	0.00	[illegible]	0.00	S/L	5.00	
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	This is not Fires
GV		MARSHAL CARS (2 DODGE DURANGOS) (CAPITAL OUTLAY)	7/13/1905	110,000.00		0.00	0.00	33,000.00	11,000.00	44,000.00	66,000.00	S/L	10.00	
GV		MARSHAL CARS (2 DODGE DURANGOS)	20/21	93,000.00		0.00	0.00	93,000.00	0.00	93,000.00	0.00	S/L	4.00	
GE	100	SOFTWARE CONVERSION INCODE	6/14/06	88,751.75		0.00	0.00	88,751.75	-	88,751.75	0.00	S/L	7.00	
GE	5037	GMC/SCHWARZ STREET SWEEPER	12/23/2003	85,000.00		0.00	0.00	85,000.00	-	85,000.00	0.00	S/L	10.00	
GV	1032	2005 FORD DRW A08709	12/7/2004	81,545.00		0.00	0.00	81,545.00	0.00	81,545.00	0.00	S/L	15.00	
GE	5088	Asphalt Zipper	7/1/2008	75,950.00		0.00	0.00	75,950.00	-	75,950.00	0.00	S/L	10.00	
GV	1030	2004 FORD DRW 80018	6/29/04	71,647.00		0.00	0.00	71,647.00	0.00	71,647.00	0.00	S/L	15.00	
GE	5035	EQUIPMENT 2002	12/31/2001	66,872.00		0.00	0.00	66,872.00	0.00	66,872.00	0.00	S/L	7.00	
GE		MARSHAL EQUIPMENT (SAP) VESTS, TASERS, GUN SAFE	19/20	50,000.00		0.00	0.00	50,000.00	0.00	50,000.00	0.00	S/L	4.00	
GE		30 sets of dual certified wildland/extrication clothing	6/8/2020	45,000.00		0.00	0.00	45,000.00	-	45,000.00	0.00	S/l	5.00	
GV	44	2013 SPARTAN FIRE TRUCK 076107		42,653.00		0.00	0.00	42,653.00	0.00	42,653.00	0.00	S/L	15.00	
GE	99	OFFICE FURNITURE	10/5/2005	39,604.00		0.00	0.00	39,604.00	-	39,604.00	0.00	S/L	5.00	
GV	1131	2016 DODGE RAM 1500 SSV 4X4 (VIN 197225)	1/12/2017	39,377.18		11.00	0.00	39,377.18	-	39,377.18	0.00	S/L	10.00	
GV	1132	2016 DODGE RAM 1500 SSV 4X4 (VIN 197224)	1/12/2017	39,377.18		12.00	0.00	39,377.18	-	39,377.18	0.00	S/L	10.00	
GE	120	EXHAUST REMOVAL SYSTEM	7/15/2015	38,165.24		7.00 c	0.00	38,165.24	-	38,165.24	0.00	S/L	10.00	
GE		40 MSA XF1 firefighting helmets w/add lights and eye protection	6/1/2022	36,000.00		0.00	0.00	21,600.00	7,200.00	28,800.00	7,200.00	S/l	5.00	
GV	136	2018 Dodge Ram 3500 SSV (421443)	2/15/2019	35,675.50		0.00	0.00	35,675.50	0.00	35,675.50	0.00	S/L	5.00	
GV	107	2015 DODGE CHARGER (NMFA LOAN)	3/16/2016	35,085.58		0.00 c	0.00	35,085.58	0.00	35,085.58	0.00	S/L	4.50	
GE	34	LIFE PAK 15 MONITOR/DEFI	8/1/2022	35,000.00		0.00	0.00	29,000.00	6000.00	35,000.00	0.00	S/l	5.00	
GE		10 sets of firefighting gear	6/1/2018	30,000.00		0.00	0.00	30,000.00	0.00	30,000.00	0.00	S/l	5.00	
GE		10 sets of firefighting gear	6/1/2020	30,000.00		0.00	0.00	30,000.00	-	30,000.00	0.00	S/l	5.00	
GE		10 sets of firefighting gear	6/1/2021	30,000.00		0.00	0.00	24,000.00	6,000.00	30,000.00	0.00	S/l	5.00	
GE		10 sets of firefighting gear	6/1/2022	30,000.00		0.00	0.00	18,000.00	6,000.00	24,000.00	6,000.00	S/l	5.00	
GV	1135	1998 FOR F550 (AMBO) C91435	8/18/17	80,000.00		14.00	0.00	30,000.00	-	30,000.00	0.00	S/L	10.00	Donated to Mesilla Valley Hospice during FY 2025
GV	132	2018 Dodge Ram 1500 SSV (337667)	12/30/2018	29,777.50		0.00	0.00	29,777.50	0.00	29,777.50	0.00	S/L	5.00	
GV	133	2018 Dodge Ram 1500 SSV (337665)	12/30/2018	29,777.50		0.00	0.00	29,777.50	0.00	29,777.50	0.00	S/L	5.00	
GV	134	2018 Dodge Ram 1500 SSV (337666)	12/30/2018	29,777.50		0.00	0.00	29,777.50	0.00	29,777.50	0.00	S/L	5.00	
GV	135	2018 Dodge Ram 1500 SSV (337668)	12/30/2018	29,777.50		0.00	0.00	29,777.50	0.00	29,777.50	0.00	S/L	5.00	
GE	99	KUBOTA AIR COOLED MOWER	11/7/2006	27,583.00		0.00	0.00	15,620.29	-	15,620.29	11,962.71	S/L	10.00	
GV	1134	2015 Dodge Ram 1500 SSV (460448)	7/1/2017	26,526.00		13.00	0.00	26,526.00	-	26,526.00	0.00	S/L	10.00	
GV	106	2015 DODGE RAM TRUCK (NMFA LOAN)	3/16/2016	26,526.00		0.00 c	0.00	26,526.00	0.00	26,526.00	0.00	S/L	4.50	
GE	5036	JOHN DEERE BACKHOE LOADER	1/08/03	26,000.00		0.00	0.00	26,000.00	-	26,000.00	0.00	S/L	10.00	
GE	1066	SKID LOADER/GEHL	7/01/98	25,000.00		0.00	0.00	21,666.67	-	21,666.67	3,333.33	S/L	15.00	
GV	86	2009 Crown Victoria	1/28/2010	24,232.00		0.00 c	0.00	24,232.00	0.00	24,232.00	0.00	S/L	5.00	
GE	1141	Kubota L2501DT Tractor	10/30/2018	23,357.00		0.00	0.00	23,357.00	0.00	23,357.00	0.00	S/L	10.00	
GE	1100	SCOTTY SAFETY HOUSE	1/30/06	22,902.00		0.00 c	0.00	22,662.98	239.02	22,902.00	0.00	S/L	10.00	out for auction
GE		2023 CHEV MALIBU	6/26/2023	20,559.00		0.00	0.00	8,223.60	4,111.80	12,335.40	8,223.60	S/L	5.00	
GE		2023 CHEV MALIBU	6/26/2023	20,559.00		0.00	0.00	8,223.60	4,111.80	12,335.40	8,223.60	S/L	5.00	
GV	105	2003 CHEVY IMPALA	4/3/2004	19,702.00		0.00	0.00	19,702.00	0.00	19,702.00	0.00	S/L	5.00	
GE	103	OFFICE FURNITURE	9/21/05	18,742.25		0.00	0.00	18,742.25	-	18,742.25	0.00	S/L	5.00	
GV	1057	2004 CHEVROLET IMPALA	4/03/03	18,486.00		0.00	0.00	18,486.00	0.00	18,486.00	0.00	S/L	5.00	
GE	1023	AIRPAC HARNESS & BOTTLE	7/01/00	18,176.00		0.00	0.00	18,176.00	0.00	18,176.00	0.00	S/L	5.00	out of service permanently
GV	1055	2003 CHEVROLET IMPALA	4/03/03	18,032.00		0.00	0.00	18,032.00	0.00	18,032.00	0.00	S/L	5.00	
GE	129	SCBA GRANT (FIRE PROTECTION GRANT)	3/10/2014	16,773.94		9.00 c	0.00	16,773.94	-	16,773.94	0.00	S/L	5.00	This was spent in 2014
GE	1033	SCOTTS AIR PACK	9/1/2006	16,301.59		0.00	0.00	16,301.59	-	16,301.59	0.00	S/L	10.00	out of service permanently
GV	5032	2005 CHEV SILVERADO	3/22/05	15,259.25		0.00	0.00	15,259.25	-	15,259.25	0.00	S/L	5.00	
GV	53	2003 CHEVROLET IMPALA	11/20/2002	15,147.00		0.00	0.00	15,147.00	0.00	15,147.00	0.00	S/L	5.00	
GV	44	2002 DODGE SEDAN	7/29/04	15,000.00		0.00	0.00	15,000.00	0.00	15,000.00	0.00	S/L	5.00	
GE	34	LIFE PAK 12 MONITOR/DEFI.	8/1/803	15,000.00		0.00	0.00	15,000.00	0.00	15,000.00	0.00	S/L	5.00	traded in for the other lifepaks
GE	61	HP PROLIAN ML	12/13/2004	10,534.90		0.00	0.00	10,534.90	-	10,534.90	0.00	S/L	5.00	
GE	89	Video in-car Cameras	3/29/2011	10,432.00		0.00 c	0.00	10,432.00	0.00	10,432.00	0.00	S/L	5.00	
GE		rack storage system for station	1/1/2016	10,000.00		0.00	0.00	10,000.00	0.00	10,000.00	0.00	S/l	5.00	
GE	1060	WALKER GHS/RIDING MOWER KUBOTA	7/01/98	10,000.00		0.00	0.00	10,000.00	0.00	10,000.00	0.00	S/L	10.00	
GE	1061	WALKER GHS/RIDING MOWER KUBOTA	7/01/98	10,000.00		0.00	0.00	10,000.00	0.00	10,000.00	0.00	S/L	10.00	
GV	5032	2005 CHEVY SILVERADO	7/1/2011	10,000.00		0.00	0.00	10,000.00	-	10,000.00	0.00	S/L	10.00	
GE	1073	SCOTTS 2.2 AIRPAC FRAME	7/01/95	9,000.00		0.00	0.00	9,000.00	0.00	9,000.00	0.00	S/L	5.00	long gone
GE	101	2013 Polaris UTV	6/13/2013	8,107.00		0.00	0.00	8,107.00	0.00	8,107.00	0.00	S/L	10.00	
GE	102	2013 Polaris UTV	6/13/2013	8,107.00		0.00	0.00	8,107.00	0.00	8,107.00	0.00	S/L	10.00	
GE	119	WASHER EXTRACTOR	4/19/2016	7,493.00		6.00 c	0.00	7,493.00	-	7,493.00	0.00	S/L	10.00	
GE		2 SEEK ATTACK PRO THERMAL IMAGERS W/TRUCK MOUNT	6/6/2023	5,322.00		0.00	0.00	1,064.40	1,064.40	2,128.80	3,193.20	S/l	5.00	
GE	1128	IBM 3650 M2 Server	10/3/2016	6,887.00		0.00	0.00	6,887.00	0.00	6,887.00	0.00	S/L	10.00	
GE	1103	HOLMATRO EXTRACTION PUMP	2/14/06	6,300.00		0.00 c	0.00	6,300.00	-	6,300.00	0.00	S/L	10.00	long gone
GE		40 bullard wildland helmets	6/8/2020	6,000.00		0.00	0.00	6,000.00	-	6,000.00	0.00	S/l	5.00	
GB	1147	ADELANTE SR MEALS EQUIPMENT	20/21	5,926.00		0.00 1,185.20	0.00	1779.85	592.60	2,372.45	3,553.55	S/L	10.00	
GE	110	TOUGH BOOKS (QTY 4)	8/18/2015	5,840.82		0.00 c	0.00	5,840.82	0.00	5,840.82	0.00	S/L	5.00	
GE		DELL DESKTOP x 2	7/10/1905	5,698.00		0.00	0.00	5,698.00	-	5,698.00	0.00	S/L	5.00	
GE	1129	4 STALL TRAILER (ANIMAL CONTROL OFFICER) (GF)	5/5/2017	5,589.50		0.00 c	0.00	5,589.50	0.00	5,589.50	0.00	S/L	10.00	
GE	90	Lap top (PANASONIC W/HAVIS DOCKING STATION)	3/29/2011	5,264.00		0.00 c	0.00	5,264.00	0.00	5,264.00	0.00	S/L	5.00	
GE	91	Lap top (PANASONIC W/HAVIS DOCKING STATION)	3/29/2011	5,264.00		0.00 c	0.00	5,264.00	0.00	5,264.00	0.00	S/L	5.00	
GE	5058	BACK HOE	1/01/87	5,000.00		0.00	0.00	5,000.00	0.00	5,000.00	0.00	S/L	5.00	
GE		2 STATION REFRIGERATIONS/1 STOVE	1/13/2016	5,000.00		0.00	0.00	5,000.00	-	5,000.00	0.00	S/l	5.00	
GE	1021	HOLMATRO SPREADERS	7/01/99	5,000.00		0.00	0.00	5,000.00	0.00	5,000.00	0.00	S/L	5.00	long gone
GV	1026	HYDRAULIC RAM, EXTENTION	7/01/01	5,000.00		0.00	0.00	5,000.00	0.00	5,000.00	0.00	S/L	5.00	long gone
GV		Street Sweeper	4/8/2024	306,000.00		0.00	0.00	30,600.00	0.00	30,600.00	275,400.00	S/L	10.00	
GE		Laptops/Docking Stations	12/1/2023	99,388.00		0.00	0.00	9,938.80	0.00	9,938.80	89,449.20	S/L	10.00	
GE		Radios/Charging Stations	6/18/2024	77,431.84		0.00	0.00	7,743.18	0.00	7,743.18	69,688.66	S/L	10.00	
GE		All purpose door forcible entry simulator	6/22/2023	10,080.00		0.00	0.00	1,008.00	0.00	1,008.00	9,072.00	S/L	10.00	
GE		Ambulance monitor and autopulse	3/19/2024	70,361.00		0.00	0.00	7,036.10	0.00	7,036.10	63,324.90	S/L	10.00	
GE		Lens Lock Body Cams	11/7/2023	80,810.00		0.00	0.00	8,081.00	0.00	8,081.00	72,729.00	S/L	10.00	
GE		Fire Hydrants	12/14/2023	107,734.00		0.00	0.00	10,773.40	0.00	10,773.40	96,960.60	S/L	10.00	
GV		2024 Dodge Durango	2/28/2024	44,198.00		0.00	0.00	8,839.60	0.00	8,839.60	35,358.40	S/L	5.00	
GV		2024 Dodge Durango	2/28/2024	44,198.00		0.00	0.00	8,839.60	0.00	8,839.60	35,358.40	S/L	5.00	
GE		EMS-R18	10/1/2024		320,000.00	0.00	0.00	0.00	48,000.00	48,000.00	272,000.00	S/L	5.00	
GE		EMS-R19	12/1/2024		100,000.00	0.00	0.00	0.00	11,666.67	11,666.67	88,333.33	S/L	5.00	
GE		EMS-HR18	3/1/2025		200,000.00	0.00	0.00	0.00	13,333.33	13,333.33	186,666.67	S/L	5.00	
GE		Public Safety Radios	5/1/2025		53,491.77	0.00	0.00	0.00	594.35	594.35	52,897.42	S/L	15.00	
GE		Security Cameras	5/1/2025		58,899.37	0.00	0.00	0.00	654.44	654.44	58,244.93	S/L	15.00	
		17 MSA GX airpacks	1/1/2026	119,000.00										New
		2025 Dodge Durango	8/28/2025	46,017.00										
		Totals		3,753,437.52	732,391.14			2,467,487.95	225,048.41	2,692,536.38	1,793,292.30			
		Less Disposals		-30,000.00						-30,000.00				
		Ending Balance		3,723,437.52	732,391.14			2,467,487.95	225,048.41	2,662,536.38	1,793,[illegible].30			

FY25

Asset Additions

Property Description	Date In Service	Book Cost	Asset Life	
EMS-R18	10/1/2024	320,000.00	5	
EMS-R19	12/1/2024	100,000.00	5	
EMS-HR18	3/1/2025	200,000.00	5	
Public Safety Radios	5/1/2025	53,491.77	15	From CIP
Security Cameras	5/1/2025	58,899.37	15	Crom CIP

Asset Disposals

Property Description	Date In Service	Date of Disposal	Book Cost	NBV at Disposal	Disposal Value	(G/L on Disposal
1998 FOR F550 (AMBO) C91435	8/18/2017		30,000.00	0.00	0.00	0.00

[illegible]

2025 Ford Explorer	12/2025	48906
Community Center Security Cameras	06/30/26	177266
Town Hall Security Cameras	06/01/2026	126000
2026 POLARIS RANGER	10/17/2025	14449.99
4 EV CHARGING STATIONS	06/30/26	789729
ADELANTE (CC) FRIDGES	8/18/2025	7090

	Asset *	Property Description	Date In Service	Book Cost	Book Sec 179 Exp	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period
BUS	5019	TWO WELLS	6/30/91	436,952.00	0.00	0.00	436,952.00	0.00	436,952.00	0.00	S/L	20.00
BUS	46	WATERLINE IN MESILLA	5/12/06	400,000.00	0.00 c	0.00	114,673.97	16,000.00	130,673.97	269,326.03	S/L	25.00
BUS	1145	MCDOWELL SEWER IMPROVEMENTS (phs 2)	FY 19/20	385,250.79	0.00	0.00	16,951.03	15,410.03	32,361.06	352,889.73	S/L	25.00
BUS	5069	VALLE GRANDE, LOS ARENALES, SNOW RD. WATER LINE PROJ. (BECC/NADBANK)	3/01/16	315,189.80	0.00	0.00	17,650.63	12,607.59	30,258.22	284,931.58	S/L	25.00
BUS	5016	PHASE II	1/01/83	308,042.00	0.00	0.00	308,042.00	0.00	308,042.00	0.00	S/L	20.00
BUS	121	WATER METER REPLACEMENTS (Metron Meters) WTB 3558	18/19	267,000.00	0.00	0.00	35,050.00	13,350.00	48,400.00	218,600.00	S/L	20.00
BUS	1144	MCDOWELL SEWER IMPROVEMENTS (phs 1)	6/21/19	264,749.21	0.00	0.00	10,848.96	10,589.97	21,438.93	243,310.28	S/L	25.00
BUS	54	STORM WATER DRAINAGE IMP	3/09/06	154,756.34	0.00 c	0.00	45,400.83	6,190.25	51,591.09	103,165.25	S/L	25.00
BUS	5030	WATERLINE PROJECT	6/30/05	143,600.23	0.00	0.00	58,030.22	7,180.01	65,210.23	78,390.00	S/L	20.00
BUS	5042	PHASE III	1/01/84	120,689.00	0.00	0.00	120,689.00	0.00	120,689.00	0.00	S/L	20.00
BUS	5022	WATER LINE PROJECT	12/02/94	111,667.00	0.00	0.00	98,159.88	5,583.35	103,743.23	7,923.77	S/L	20.00
BUS	52	PAISANO RD LINE	10/17/05	100,000.00	0.00 c	0.00	31,320.55	4,000.00	35,320.55	64,679.45	S/L	25.00
BUS	53	WATERLINE EXTENSION	6/05/06	100,000.00	0.00 c	0.00	28,328.77	4,000.00	32,328.77	67,671.23	S/L	25.00
BUS	5020	WATER LINE EXT	3/31/94	85,663.00	0.00	0.00	78,528.33	4,283.15	82,811.48	2,851.52	S/L	20.00
BUS	68	CALLE DE SUR-UTILITIES	6/01/07	75,477.73	0.00	0.00	22,953.52	3,773.89	26,727.40	48,750.33	S/L	20.00
BUS	47	ESTRADA WATER LINE	2/28/06	46,000.00	0.00 c	0.00	13,636.16	1,840.00	15,476.16	30,523.84	S/L	25.00
BUS	5028	WATER LINE PROJECT (Snow Rd)	9/20/01	45,226.71	0.00	0.00	26,751.93	2,261.34	29,013.26	16,213.45	S/L	20.00
BUS	50	UNION/AVE DE MESILLA	1/18/06	44,000.00	0.00 c	0.00	13,192.77	1,760.00	14,952.77	29,047.23	S/L	25.00
BUS	48	GUERRA SEWER LINE	12/07/05	41,500.00	0.00 c	0.00	12,584.16	1,660.00	14,244.16	27,255.84	S/L	25.00
BUS	5029	WATERLINE PROJECT PLAZA	4/16/02	38,124.00	0.00	0.00	21,443.44	1,906.20	23,349.64	14,774.36	S/L	20.00
BUS	122	TABLET FOR METER READING		37,000.00	0.00	0.00	22,000.00	7,400.00	29,400.00	7,600.00	S/L	5.00
BUS	69	CALLE DE ARROYO-WATER LINE	6/01/08	34,856.00	0.00	0.00	7,216.41	1,742.80	8,959.21	25,896.79	S/L	20.00
BUS	5013	WATER FROM UNIV TO SNOW	4/01/78	34,000.00	0.00	0.00	34,000.00	0.00	34,000.00	0.00	S/L	20.00
BUS	55	ESTRADA WATER LINE	12/07/05	30,000.00	0.00 c	0.00	9,096.99	1,200.00	10,296.99	19,703.01	S/L	25.00
BUS	5024	WATER LINE PROJECT	3/31/95	27,306.00	0.00	0.00	23,666.45	1,365.30	25,031.75	2,274.25	S/L	20.00
BUS	56	GLASS RD WATERLINE	8/16/05	25,000.00	0.00 c	0.00	7,915.07	1,000.00	8,915.07	16,084.93	S/L	25.00
BUS	51	CALLE OESTE	12/07/05	20,000.00	0.00 c	0.00	6,064.66	800.00	6,864.66	13,135.34	S/L	25.00
BUS	5023	WATER LINE PROJECT	1/31/95	18,401.00	0.00	0.00	16,097.09	920.05	17,017.14	1,383.86	S/L	20.00
BUS	5017	LOS CAMINOS CASTILLO SUB	1/01/84	18,000.00	0.00	0.00	18,000.00	0.00	18,000.00	0.00	S/L	20.00
BUS	5041	PINE COVE SUBDIVISION	7/22/83	14,000.00	0.00	0.00	14,000.00	0.00	14,000.00	0.00	S/L	20.00
BUS	5012	292 HWH WATER & ESTRADA	3/17/78	13,000.00	0.00	0.00	13,000.00	0.00	13,000.00	0.00	S/L	20.00
BUS	5010	METERS 300 QTY	1/01/78	12,000.00	0.00	0.00	12,000.00	0.00	12,000.00	0.00	S/L	10.00
BUS	5027	WATER LINE PROJECT	6/22/95	10,637.00	0.00	0.00	8,553.31	0.00	8,553.31	2,083.69	S/L	20.00
BUS	5009	METERS 300 qTY	7/01/66	10,500.00	0.00	0.00	10,500.00	0.00	10,500.00	0.00	S/L	10.00
BUS	5021	WATER LINE PROJECT	7/30/94	7,831.00	0.00	0.00	7,047.90	391.55	7,439.45	391.55	S/L	20.00
BUS	125	CALLE DEL NORTE SEWER IMPS	4/14/15	7,015.00	0.00	0.00	3,788.10	280.60	4,068.70	2,946.30	S/L	25.00
BUS	5026	WATERLINE PROJECT	6/19/95	5,812.00	0.00	0.00	4,964.08	290.60	5,254.68	557.32	S/L	20.00
BUS	5049	METERS	1/01/89	5,353.00	0.00	0.00	5,353.00	0.00	5,353.00	0.00	S/L	5.00
BUS	57	OESTE WATER LINE	8/16/05	5,000.00	0.00 c	0.00	1,583.01	200.00	1,783.01	3,216.99	S/L	25.00
BUS	58	SNOW ROAD WATERLINE	8/16/05	5,000.00	0.00 c	0.00	1,583.01	200.00	1,783.01	3,216.99	S/L	25.00
		Totals		**3,824,598.81**			**1,737,617.23**	**128,186.68**	**1,865,803.91**	**1,958,794.90**		

not equip for water fund

FY25

Property Description	Date In Service	Book Cost	Asset Life
No new assets in FY25			
No new assets in FY26			

	Asset	* Property Description	Date In Service	Book Cost	Book Sec 179 Exp	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period
BE		Kubota Tractor	2021	25,000.00	0.00	0.00	7,500.00	2,500.00	10,000.00	15,000.00	S/L	10.00
BE	5014	LIFT STATION PARTS	6/01/80	58,100.00	0.00	0.00	58,100.00	0.00	58,100.00	0.00	S/L	20.00
BE	5015	LOS ARENALES LIFT	1/01/82	12,000.00	0.00	0.00	12,000.00	0.00	12,000.00	0.00	S/L	5.00
BE	5018	LIFT STATION III	2/01/87	6,898.00	0.00	0.00	6,898.00	0.00	6,898.00	0.00	S/L	20.00
BE	49	LIFT STATION	4/04/06	90,000.00	0.00 c	0.00	63,360.00	3,600.00	66,960.00	23,040.00	S/L	25.00
BE	67	STORM WATER LIFT STATION	6/01/07	96,454.76	0.00	0.00	80,539.73	4,822.74	85,362.47	11,092.29	S/L	20.00
BE	70	LIFT STATION	7/31/12	105,578.00	0.00	0.00	47,974.64	4,223.12	52,197.76	53,380.24	S/L	25.00
		Totals		**394,030.76**			**276,372.37**	**15,145.86**	**291,518.23**	**102,512.53**		

FY25

Property Description	Date In Service	Book Cost	Asset Life
No new in FY25			

NO NEW IN FY26

Town of Mesilla
CIP Schedule
June 30, 2026

GOVERNMENTAL

Project Name	Opening Balance	Adjustments	Adjusted Opening Balance	Additions	Transfer	Closing Balance	Project amount	FUND	
PICACHO F3005 CAPITAL OUTLAY	51,892		51,892			51,892		35	
CALLE DE SANTIAGO	70,183		70,183	32,381		102,564		35	
Calle de Santiago Road IMP. L100562	19,291		19,291	136,395		155,686		35	
MES211-15 Callede Picacho Reconstruction Project	6,796		6,796	481,124		487,920		15	
PSB Renovation 22 - G2846	3,814		3,814	209,634		213,448			
Calle de oeste (Mesilla RDS improvement)	8,619		8,619	17,056		25,675			
University Water Line replace	666,260		666,260		-666,260	-	GB	35	Y
Sidewalk/easements imp	66,723		66,723		-66,723	-	GB		Y
Marshal Dept Vehicle Purchase				56,337		56,337			
Signage Construction				7,820		7,820		35	
Calle de Picacho Roadway Improvements				38,609		38,609		35	
Destination Forward				3,365		3,365		35	
Comprehensive Plan				12,758		12,758		35	
Cap Proj - CIP	893,578	-	893,578	995,479	-732,983	1,156,074			
FY2026									
PSB Renovation 22 - G2846	213,448		213,448			-		35	
Calle de oeste (Mesilla RDS improvement)	25,675		25,675			6,964			
Signage Construction	7,820		7,820			68,708			
Community Center Security	177,266		177,266			-			
EV Infrastructure	789,729		789,729			-			
Colonias Emergency	105,884		105,884			26,696			
Town hall security Cams	125,696		125,696			125,696			

ENTERPRISE

Project Name	Opening Balance		Adjusted Opening Balance	Additions	Transfer	Closing Balance
						-
Ent CIP	-		-	-	-	-
Ent CIP	-		-	-	-	-

Town of Mesilla, New Mexico

RESOLUTION NO. 2026-37

APPROVING PARTICIPATION IN THE PROGRAM OF THE SOUTH CENTRAL COUNCIL OF GOVERNMENTS, INC. FOR FISCAL YEAR 2026-2027

WHEREAS, Town of Mesilla (herein-after known as the "Member"), desires to be a participating member in the program and policy development for the South Central Council of Governments, Inc. (hereinafter known as "SCCOG"); and

WHEREAS, it is necessary and desirable that an agreement setting forth the services to be performed by the SCCOG for the Member be entered into, wherewith the SCCOG is agreeing to furnish the following:

A. Implement the work program as established by the SCCOG Board of Directors for the 2026-2027 Fiscal Year.

B. Provide the Member, when requested, with technical, grant program planning, economic development, strategic overall planning and management assistance.

C. Address problems, issues and opportunities of a regional nature which go beyond single municipal or county jurisdictional boundaries and serve as a liaison and advocate for local governments within the region at the state and federal levels.

D. Provide information dissemination about statewide regional and community initiatives to fostergreater coordination and .efficiency of the programs.

WHEREAS, it is necessary to set forth the sum to be paid by the Member to the SCCOG as annual dues, thereby placing the Member with voting powers on the SCCOG Board of Directors, with an agreement to furnish the following:

A. To participate, through their designated representatives or alternate, in the SCCOG's policy development process by attending meetings, helping formulate the annual work program, reviewing the SCCOG Goals and Objectives, and the District Comprehensive Economic Development Strategy (CEDS).

B. To pay to the SCCOG the sum of $654.00 annual membership dues as payment of the aforementioned services for the period beginning July 1, 2026 and ending June 30, 2027.

C. The Member hereby appoints Mayor Russell Hernandez, as their designated representative and Trustee Veronica Garcia as alternate.

NOW THEREFORE, BE IT RESOLVED THAT the Member and the SCCOG hereby mutually agree to the aforementioned provisions of this Resolution and Agreement.

PASSED, APPROVED, AND ADOPTED this 13nd day of July, 2026.

TOWN OF MESILLA

____
Russell Hernandez
Mayor

ATTEST:

____
Gloria Maya
Town Clerk-Treasurer

Town of Mesilla, New Mexico

RESOLUTION NO. 2026-38

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA, NEW MEXICO, AUTHORIZING THE SUBMISSION OF A NEW MEXICO COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE DEPARTMENT OF FINANCE AND ADMINISTRATION/INFRASTRUCTURE PLANNING AND DEVELOPMENT DIVISION; AND AUTHORIZING THE MAYOR TO ACT AS THE TOWNS OF MESILLA'S CHIEF EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE TOWN OF MESILLA'S PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

WHEREAS, the need exists within the Town of Mesilla for neighborhood improvement projects in several low and moderate income neighborhoods, and the Town of Mesilla desires to apply to the Housing and Urban Development's Community Development Block Grant Program to obtain funding for neighborhood improvement projects; and

WHEREAS, the Board of Trustees has held two public hearings for public input and comment on June 16, 2026 during the application process; and

WHEREAS, the Board of Trustees finds that there is a significant need to undertake the ADA Accessibility Loop to provide adequate services to the community; and

WHEREAS, the Board of Trustees determines that the ADA Accessibility Loop meets the requirements of the Community Development Block Grant Program.

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

1. The Town of Mesilla is hereby authorized to prepare and submit a Community Development Block Grant application to the New Mexico Department of Finance and Administration for the ADA Accessibility Loop;

2. That the Board of Trustees directs and designates the Mayor as the Town of Mesilla's Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and the Town of Mesilla's participation in the New Mexico Community Development Block Grant Program.

3. The Town of Mesilla officials and staff are directed to do any and all acts necessary to carry out the intent of this Resolution.

4. The Town of Mesilla is requesting $527,330.36 and the Town of Mesilla will contribute a match of $0 for the ADA Accessibility Loop.

PASSED, APPROVED, AND ADOPTED this 13nd day of July, 2026.

TOWN OF MESILLA

____
Russell Hernandez
Mayor

ATTEST:

____
Gloria Maya
Town Clerk-Treasurer

Exhibit 3-B

AGREEMENT FOR ADMINISTRATIVE SERVICES

Project ______Town of Mesilla ADA Accessibility Loop Project______

Contract N°.________________ Project N°. ____2026 CDBG____

Distribution to:

- [x] Owner
- [x] Consultant
- [x] DFA
- [ ] Other

Community Development Block Grant Program

This Agreement entered into this ____ day of ______July______, 20__26__, by and between

the **"Grantee"** and the **"Consultant"**

Town of Mesilla
2231 Avenida de Mesilla
Mesilla, NM 88046

South Central Council of Governments (SCCOG)
PO Box 1072
Elephant Butte, NM 87935

[This document was prepared to be used with Community Development Block Grant and state funded projects. This document has important legal consequences; consultation with an Attorney is encouraged with respect to its completion or modification]

PART I -- AGREEMENT

This agreement for administrative services ("Agreement") is by and between Town of Mesilla,
name of grantee
(hereinafter called the "Grantee" or "Owner") and South Central Council of Governments (SCCOG) a corporation
name of consultant
organized under the laws of the State of New Mexico, (hereinafter called the "Consultant").

WITNESSETH THAT:

WHEREAS, Grantee has entered into an agreement with the State of New Mexico Department of Finance and Administration ("Funding Agency") for the implementation of a Community Development Block Grant (CDBG) project (the "Project") pursuant to Title 1 of the Housing and Community Development Act of 1974, as amended; and,

WHEREAS, Grantee desires to engage Consultant to render certain administrative services in connection with the Project;

NOW, THEREFORE, the parties do mutually agree as follows:

1. Employment of Consultant

Grantee agrees to engage Consultant, and Consultant agrees to satisfactorily perform the following scope of services:

2. Scope of Services **(check applicable services)**

- ▣ Complete tasks as required to comply with Funding Agency's CDBG policies and requirements.

- ▣ With the assistance of the Grantee, help conduct public hearings. This includes, but is not limited to, tasks such as assisting with public hearings, preparing public notices, and documenting citizen input.

- ▣ Prepare Environmental Review Record for all activities. Responsibilities include making a recommendation to the local governing body as to a finding of the level of impact, preparation of all required public notices, preparation of the Request for Release of Funds, and obtaining adequate backup documentation. For activities which are not exempt from environmental assessments, an environmental assessment will be prepared. For activities which are exempt from environmental assessments, a written Finding of Exemption will be prepared, which should identify the project or activity, and under which category of exemption it falls. Documentation of compliance with the requirements of historic preservation, flood plains and wetlands, and other applicable authorities must be included.

- ▣ Coordinate requests for payment with the Grantee to ensure compliance with the procedures established for the CDBG program and Funding Agency instructions.

- ▣ Ensure that the Grantee has an acceptable financial management system for the CDBG program. An acceptable system includes, but is not limited to, cash receipts and disbursement journal and accompanying ledgers, and should conform to generally accepted principles of municipal accounting.

- [x] Establish Grantee Project files. These must be maintained in compliance with Funding Agency CDBG requirements and all applicable state, local and federal regulations. Monitor Project files throughout the program to ensure they are complete and that all necessary documentation is being retained in the Grantee's files.

- [x] Assist Grantee in complying with regulations governing land acquisition (real property, easements, rights of way, donation of property, etc.).

- [x] Obtain contractor and subcontractor clearances from the Funding Agency.

- [x] Support Grantee with labor compliance. Assist with review of weekly payrolls, on-site interviews and comparison of the results with appropriate payrolls.

- [x] Monitor construction for compliance with Equal Opportunity and Labor Standards Provisions, Section 3 obligations, and other CDBG requirements.

- [ ] Make progress inspections and, to the extent applicable, certify partial payment requests.

- [ ] Accompany the Project's design professional on final inspection and issue a final certificate of payment.

- [ ] Prepare close-out documents to include Project Completion Report, Final Wage Compliance Report, Section 3 documentation, and Certificates of Completion.

- [x] Other: Accompany the Project's design professional on final inspection. Prepare close-out documents to include Final Wage Compliance Report, Section 3 documentation, and Grantee Statement of Acceptance.

Services in each of the selected task areas above shall be performed at the direction of the Grantee's designated representative specified in Article 10 of this Agreement.

3. Time of Performance

The Consultant shall commence work on January 1, 2027 and shall continue providing services in the sequence appropriate to Grantee's CDBG Project. Provided this Agreement is not terminated earlier pursuant to Section 4 or Section 5 of the CDBG Terms and Conditions for Professional Services, all services shall be completed no later than thirty-six months from the Effective Date of this Agreement unless such time period is extended via formal amendment to this Agreement.

4. Access to Information

It is agreed that all Grantee information, data, reports, records and maps required for the performance of the services hereunder shall be furnished to Consultant by Grantee and its agencies. No charge will be made to Consultant for such information, and Grantee and its agencies will cooperate with Consultant to facilitate the performance of the work described in this Agreement.

5. Compensation and Method of Payment

Consultant compensation under this Agreement is contingent on the award of CDBG funding for the Project. The maximum amount of compensation and reimbursement to be paid hereunder shall not exceed $ 16,000 for all services, including travel, per diem and other expenses. All work will be performed on a time and materials basis. Consultant time for principal and staff will be provided at their respective rates of pay times for direct personal expense. Ten percent (10%) of the total contract amount shall be retained by Grantee until formal closeout of the Project by the Funding Agency.

Travel at the lowest practicable class of common carrier and per diem costs at the amount set in Grantee's mileage and per diem regulations for food, lodging and incidental expenses are INCLUDED in the maximum contract amount.

For payments due, Consultant shall submit monthly invoices to Grantee for costs incurred in that period. Invoices shall itemize the tasks completed, person-days provided, and shall list the travel and per diem costs incurred in performing the tasks. The invoice shall be payable to the Consultant within 20 days of receipt by Grantee.

The Consultant agrees to keep accurate records of all time and expenses allocated to the work. Such records shall be kept in the office of the Consultant and shall be made available to Grantee and Funding Agency for inspection and copying upon reasonable request.

6. Ownership of Documents

All documents and data produced in the performance of services hereunder are the property of the Grantee. Consultant may retain reproducible copies.

7. Indemnification

Consultant shall comply with the requirements of all applicable laws, rules, and regulations, and shall assume full responsibility for payment of federal, state, and local taxes or contributions imposed or required under Social Security, Workman's Compensation, and income tax laws. Consultant shall indemnify, defend, and hold Grantee and Funding Agency harmless with respect to any damages, expenses, or claims arising from or in connection with any acts, errors or omissions performed by Consultant under this Agreement. This shall not be construed as a limitation of Consultant's liability under this Agreement, or as otherwise provided by law.

8. Expert Testimony

Grantee agrees to pay for additional staff time, at the contract hourly billing rates, plus expenses at cost, that might be required for expert testimony or court appearances, including preparation time and legal costs that might arise because of Consultant's involvement in this assignment, whether subpoenaed by the Grantee or any other party.

9. Terms and Conditions

This Agreement is subject to the provisions titled "CDBG Terms and Conditions for Professional Services" consisting of four (4) pages, attached hereto and incorporated herein by reference.

10. Contact Information for Notices and Communications

Grantee:	Town of Mesilla	**Consultant:**	SCCOG
Representative Name:	Mayor Russell Hernandez	Representative Name:	Jay Armijo
Address:	2231 Avenida de Mesilla	Address:	PO Box 1072
City, State, Zip:	Mesilla, NM 88046	City, State, Zip:	Elephant Butte, NM 87935
Email:	mayor@mesillanm.gov	Email:	jarmijo@sccog-nm.com

11. Section Headings

Each paragraph of this Agreement has been supplied with a section heading only to serve as a guide to the contents. The section heading does not control the meaning of a paragraph or in any way determine its interpretation or application.

[signature page follows]

The parties hereto have caused this Agreement to be executed by their respective duly authorized representatives:

ATTEST:	Grantee: ______________________________
By: ______________________________	By: __________________________________
Title: _____________________________	Title: _________________________________
Date: _____________________________	Date: _________________________________
	Consultant: ___________________________
	By: __________________________________
	Title: ________________________________
	Date: _________________________________
	DFA Concurrence:
	By: __________________________________
	Title: ________________________________
	Date: _________________________________

Executive Summary

To: Board of Trustees

From: Russell Hernandez, Mayor

Date: For Regular Meeting 07/13/2026

Re: Approval: Employee Engagement, Sevice, & Recognition Policy

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Summary of items to be considered

The proposed resolution establishes a formal policy promoting employee engagement, interdepartmental collaboration, professional development, volunteerism, and community service in support of the Town's mission of providing exceptional public service. The policy authorizes employee engagement activities that serve a documented governmental purpose, including strategic planning, training, community beautification, historic preservation initiatives, public outreach, and employee recognition.

The policy also establishes guidelines for a monthly Employee Community Engagement Initiative, authorizes the provision of reasonable meals during approved Town business activities when appropriate, establishes expenditure limitations and documentation requirements, and provides approval procedures to ensure accountability, transparency, fiscal responsibility, and compliance with applicable New Mexico law.

Financial Impact:

Implementation of this policy will utilize budgeted funds as approved by the Governing Body. Any expenditures associated with authorized employee engagement activities shall remain reasonable, necessary, and subject to available appropriations, procurement requirements, and all applicable state and federal laws. Grant funds may only be used when specifically authorized.

Supporting Documentation:

- None

Town of Mesilla, New Mexico

RESOLUTION NO. 2026-39

A RESOLUTION ADOPTING A TOWN OF MESILLA EMPLOYEE ENGAGEMENT, COMMUNITY SERVICE, AND RECOGNITION POLICY

WHEREAS, the Town of Mesilla recognizes that an engaged, informed, and collaborative workforce is essential to providing efficient, effective, and responsive municipal services to the residents of the Town; and

WHEREAS, the Governing Body finds that opportunities for employee collaboration, recognition of exceptional public service, interdepartmental communication, volunteerism, and participation in community improvement initiatives directly contribute to improved municipal operations, increased employee retention, enhanced customer service, and stronger relationships between the Town and the public; and

WHEREAS, the Governing Body further finds that periodic employee engagement activities conducted in conjunction with official Town business and community service projects serve a legitimate governmental and public purpose and are not intended to provide private benefit to employees; and

WHEREAS, the Governing Body desires to establish clear standards governing the expenditure of public funds for employee engagement activities to ensure accountability, transparency, fiscal responsibility, and compliance with applicable New Mexico law.

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

Section 1. Purpose
The purpose of this policy is to promote employee engagement, teamwork, professional collaboration, organizational communication, volunteerism, and community involvement in support of the Town's mission of providing exceptional public service.

Section 2. Authorized Activities
The Town may sponsor employee engagement activities when conducted in conjunction with one or more of the following:

1. Departmental or organization-wide strategic planning sessions.
2. Employee training or professional development.
3. Safety meetings or operational preparedness activities.
4. Interdepartmental coordination meetings.
5. Community engagement initiatives.
6. Volunteer service projects benefiting the Town or community.
7. Community beautification activities.
8. Historic preservation initiatives.
9. Public outreach events.

10. Employee recognition for exceptional service, retirement, significant milestones, project completion, or outstanding accomplishments.
11. Annual employee appreciation events.
12. Other official Town activities approved by the Mayor or their designee that further a documented governmental purpose.

Section 3. Monthly Community Engagement Initiative
The Town may conduct up to one Employee Community Engagement Initiative each calendar month.
Each initiative shall:

- Include participation by Town employees;
- Include an identifiable public service, beautification, educational, historical preservation, volunteer, or community engagement activity;
- Include an opportunity for interdepartmental collaboration;
- Advance one or more strategic goals of the Town;
- Be documented by the sponsoring department.

Examples include:

- Community clean-up projects.
- Historic preservation activities.
- Park improvement projects.
- Community garden workdays.
- Tree planting.
- Public art installations.
- Volunteer assistance at Town-sponsored events.
- Neighborhood improvement initiatives.
- Public safety outreach.
- Community education activities.
- Assistance to community organizations where authorized by law.

Section 4. Employee Meals
When an authorized activity extends through normal meal periods or includes official business requiring employee participation, the Town may provide a reasonable meal or refreshments as an incidental component of the activity.
Meals shall not be provided solely for social purposes.

Section 5. Expenditure Limitations
A. All expenditures shall be subject to available appropriations approved by the Governing Body.
B. Costs shall remain reasonable and necessary.
C. Alcoholic beverages shall never be purchased using Town funds.
D. Expenditures shall comply with all applicable procurement requirements.
E. Grant funds shall not be used unless expressly authorized by the grant.

Section 6. Documentation
Each event shall include documentation containing:

- Date;
- Purpose;
- Community engagement activity performed;
- Location;
- Participating departments;
- Number of participants;
- Public benefit achieved;

- Cost;
- Funding source.

Photographs, attendance rosters, or summaries may be maintained to document the public purpose of the event.

Section 7. Approval

Employee engagement activities involving Town expenditures shall require prior approval by the Mayor or the Mayor's authorized designee and shall be coordinated through the appropriate Department Director.

Section 8. Public Purpose

The Governing Body expressly finds that activities authorized under this Resolution further legitimate governmental purposes by improving municipal operations, encouraging employee retention, strengthening collaboration among departments, enhancing public service delivery, increasing community engagement, supporting volunteerism, promoting historic preservation and beautification, and fostering positive relationships between the Town and its residents.

Section 9. Compliance

Nothing contained herein authorizes expenditures that would violate the Constitution or laws of the State of New Mexico, including procurement requirements, budgetary limitations, audit standards, or any other applicable state or federal law.

Section 10. Effective Date

This Resolution shall become effective upon adoption by the Board of Trustees.

PASSED, APPROVED, AND ADOPTED this 13nd day of July, 2026.

TOWN OF MESILLA

____
Russell Hernandez
Mayor

ATTEST:

____
Gloria Maya
Town Clerk-Treasurer

Town of Mesilla, New Mexico

RESOLUTION NO. 2026-40

A RESOLUTION AUTHORIZING THE TOWN OF MESILLA TO APPLY FOR, ACCEPT, AND ADMINISTER HISTORIC PRESERVATION GRANT FUNDING FOR THE BLACKSMITH PROPERTY AND RELATED HISTORIC PRESERVATION PROJECTS

WHEREAS, the Town of Mesilla recognizes the importance of preserving, protecting, and interpreting the historic, cultural, architectural, and community resources that contribute to the Town's unique identity; and

WHEREAS, the Town owns, maintains, or has a public interest in historic properties and cultural resources, including the Blacksmith Property, which represents an important part of Mesilla's history, heritage, and community character; and

WHEREAS, the Town desires to pursue available historic preservation funding opportunities, including grants administered by the State of New Mexico, the New Mexico Historic Preservation Division, the Cultural Properties Restoration Fund, the Certified Local Government Program, federal preservation programs, legislative appropriations, and other public or private funding sources; and

WHEREAS, grant funding may support planning, assessment, stabilization, rehabilitation, restoration, preservation, documentation, interpretation, design, construction, professional services, community engagement, and other eligible activities related to the Blacksmith Property and other Town historic preservation priorities; and

WHEREAS, the Governing Body finds that pursuing such funding serves a valid public purpose by preserving historic resources, supporting education, promoting cultural heritage, encouraging tourism, strengthening community identity, and protecting public assets for future generations; and

WHEREAS, the Governing Body desires to establish consistent authorization for the Town to submit historic preservation grant applications and to designate authorized representatives for application, acceptance, administration, and execution of related documents.

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

Section 1. Authorization to Apply

The Town of Mesilla is authorized to apply for historic preservation grant funding for the Blacksmith Property and related historic preservation projects through eligible state, federal, local, nonprofit, or private funding sources.

Section 2. Authorized Project Purpose

Grant funding may be used for eligible activities including, but not limited to, planning, design, architectural and engineering services, historic assessments, structural evaluations, stabilization, restoration, rehabilitation, preservation work, construction, documentation, interpretation, public outreach, and related project administration.

Section 3. Authorized Representative

The Mayor, or the Mayor's designee, is authorized to prepare, submit, execute, and administer grant applications, certifications, assurances, agreements, amendments, reports, reimbursement requests, and all other documents necessary to pursue and implement historic preservation funding on behalf of the Town.

Section 4. Acceptance of Funds

If awarded, the Town is authorized to accept grant funds and administer the project in accordance with all applicable grant requirements, procurement laws, budgetary requirements, preservation standards, and state and federal regulations.

Section 5. Local Match

The Town is authorized to provide any required local match, whether through cash, in-kind services, staff time, donated services, approved expenditures, or other eligible match sources, subject to availability of funds and approval through the Town's budget process.

Section 6. Compliance

The Town shall comply with all applicable grant conditions, procurement requirements, financial reporting requirements, audit standards, historic preservation standards, environmental review requirements, and all applicable state and federal laws.

Section 7. Public Purpose

The Governing Body finds that the preservation of the Blacksmith Property and related historic preservation projects serves a public purpose by protecting Mesilla's historic and cultural resources, supporting heritage education, strengthening tourism and economic development, and preserving community identity.

Section 8. Effective Date

This Resolution shall become effective immediately upon adoption.

PASSED, APPROVED, AND ADOPTED this 13nd day of July, 2026.

TOWN OF MESILLA

____
Russell Hernandez
Mayor

ATTEST:

____
Gloria Maya
Town Clerk-Treasurer