

1 **BOARD OF TRUSTEES**
2 **TOWN OF MESILLA**
3 **MEETING**
4 **MONDAY, JULY 11, 2011**
5 **6:00 P.M.**

6
7 **TRUSTEES:** Nora L. Barraza, Mayor
8 Jesus Caro, Mayor Pro Tem (absent)
9 Carlos Arzabal, Trustee
10 Sam Bernal, Trustee
11 Linda L. Flores, Trustee

12
13 **STAFF:** Nick Eckert, Town Clerk/Treasurer
14 Jeff Gray, Marshal
15 Debbie Lujan, Public Works Director
16 Gloria S. Maya, Recorder

17
18 **PUBLIC:** Alexandra Hall
19

20
21 **OPENING CEREMONIES**

22
23 A. Pledge of Allegiance

24
25 Officer Shepan led the Pledge of Allegiance.
26

27 B. Recognition of PZHAC service – Dennis Burn and David Rockstraw
28

29 Mayor Barraza presented a Certificate of Appreciation in recognition of PZHAC service to Mr.
30 Dennis Burn; Dr. David Rockstraw was unable to attend.
31

32 **ROLL CALL AND DETERMINATION OF A QUORUM**

33
34 **Roll Call.**

35 **Present:** Mayor Barraza, Trustee Arzabal, Trustee Bernal, Trustee Flores.
36

37 **CHANGES TO THE AGENDA**

38
39 Mayor Barraza requested removing item #7 until all documentation is in hand.
40

41 **Motion:** To approve the agenda as amended, **Moved by** Trustee Flores, **Seconded by** Trustee Arzabal.
42

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

44 **Yes:** Trustee Arzabal, Trustee Bernal, Trustee Flores.
45

46
47 **ACCEPTANCE OF THE CONSENT AGENDA**

48
49 Mayor Barraza indicated item #4 on the consent agenda will be approved with the conditions
50 placed by the Planning and Zoning. She removed the Community Development report from the

1 consent agenda since a report was not submitted by Ms. Gina Gentile who is out on maternity
2 leave.

3
4 **Motion:** To approve the consent agenda as amended, **Moved by** Trustee Arzabal, **Seconded by** Trustee
5 Flores.

6
7 **Vote:** Motion passed (**summary:** Yes = 3).

8 **Yes:** Trustee Arzabal, Trustee Bernal, Trustee Flores.
9

10 **BOT MINUTES:**

11 1. Regular Meeting 6-27-11 *Approved by consent agenda*
12

13 **PZHAC BUSINESS:**

14 2. Case 011068(a): 2590 Calle de Colon, Paul and Bertha Gallegos, a certificate of appropriateness for
15 porch and carport. Zone: HR. *Approved by consent agenda*

16 3. Case 011068(b): 2590 Calle de Colon, Paul and Bertha Gallegos, a building permit application for
17 porch and carport. Zone: HR. *Approved by consent agenda*

18 4. Case 011070; 1948 Calle de Santiago, Silver Assets, a sign permit application for a projecting sign.
19 Zone: HC. *Approved by consent agenda*

20 5. Case: 011071; 1948 Calle de Santiago, Silver Assets, a sign permit application for a wall sign. Zone:
21 HC. *Approved by consent agenda*
22

23 **NEW BUSINESS:**

24 6. For approval/disapproval: a resolution supporting Water Trust Board-199 readiness to proceed and
25 Town matching funds. *Debbie Lujan, Public Works Director.*
26

27 Ms. Debbie Lujan stated the board approved the Town of Mesilla's application for the Water Trust Board
28 at a prior meeting and we have been awarded \$551,223. The Town of Mesilla's 15% match is \$82,854.
29 We will be utilizing Beck Funding in the amount of \$64,249 and in-kind services in the amount of \$8,188
30 leaving a match balance of \$10,000. She is asking the Town of Mesilla to approve the \$10,000. This will
31 be used for water lines on Calle de Los Arenales, Snow Road and Calle Grande.
32

33 **Motion:** To approve a resolution supporting Water Trust Board-199 readiness to proceed and Town
34 matching funds, **Moved by** Trustee Arzabal, **Seconded by** Trustee Bernal.
35

36 Mayor Barraza stated this is a great opportunity for the town to receive the funding; if approved the budget
37 will be revised to meet the needed match amount.
38

39 Ms. Lujan indicated Mesilla had to withdraw an application for \$1.9 due to the 15% match.
40

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

42 Trustee Arzabal Yes

43 Trustee Bernal Yes

44 Trustee Flores Yes
45

46 7. For approval/disapproval: a resolution accepting the Jornada Raasaf Hills water system. *Debbie Lujan,*
47 *Public Works Director. tabled*
48

49 8. Report on the Take Home Car program for the Marshal's Department. *Jeff Gray, Marshal.*
50

51 Marshal Gray gave a presentation on the Take Home Car program. He thanked the board for their support.
52
53

1 Trustee Bernal stated that is the Take Home Car Program it needs to be monitored. As long as the Marshal
2 does his job; the officers will do their job. This program is a privilege. He thanked Marshal Gray and he
3 sees the officers paying out of their own pockets to wash the vehicles and he thanks and commends them.
4

5 Trustee Arzabal indicated he remembers the vehicle abuse that was taking place. He feels the Marshal has
6 done a good job in monitoring the program.
7

8 Trustee Flores stated she is concerned that the Marshal is over on his budget.
9

10 Marshal Gray stated we were over on our salary component. The previous administration was hired at a
11 different pay rate and at reduced hours. That figured carried over into this budget which did not allow for
12 any movement. For example we had 42 operations since February additional to standard operations. Stone
13 Garden Grant will reimburse \$7,228 for fuel. We did have to use from other line items to make up the
14 difference but we had additional coverage on the streets.
15

16 Mayor Barraza stated she sees more enthusiasm in the deputies. We are on the right track in providing
17 more for them for all they do for the Town of Mesilla. Moral is better and she feels the Marshal does a
18 great part in helping do that. We want to continue in that trend and she sees it going forward.
19

20
21 **9. For approval/disapproval: a resolution for FY 2010-2011 budget adjustments all departments. Nick**
22 **Eckert, Town Clerk/Treasurer.**
23

24 Mr. Eckert gave a presentation of the FY 2010-2011 budget. Presentation available in the Town Clerk's
25 office.
26

27 Mayor Barraza stated the fire department has had major emergency expenses this year. She is
28 encouraging the Public Works department to pursue additional training.
29

30 **Motion:** To approve a resolution for FY 2010-2011 budget adjustments all departments, Moved **by** Trustee
31 Arzabal, **Seconded by** Trustee Bernal
32

33 Mayor Barraza stated department heads did a great job of trying to stay within their budgets. We will
34 continue to monitor the budget on a monthly basis. The process will be changed within the departments.
35

36 Mr. Eckert stated budgets will be reviewed bi-weekly at the department head meetings. Multiple set of
37 eyes looking at the budgets can help maintain consistency and awareness. Issues that may arise can be
38 addressed during the meetings.
39

40 Mayor Barraza indicated this was the first year department heads were overseeing their budgets. There is
41 always room for improvements. Tomorrow we will be going over the process that will be followed next
42 year with the department heads. For example reimbursements will be placed in that line items instead of
43 going into the General Fund to prevent being misleading. She indicated this has been a learning
44 experience. This new fiscal year new procedures will be implemented to make t easier and give the Board
45 of Trustees a clearer picture. Thanked Mr. Eckert for doing a great job on the budget.
46

47 **Roll Call Vote:** Motion passed (**summary:** Yes = 3).
48

49 Trustee Arzabal Yes

50 Trustee Bernal Yes

51 Trustee Flores Yes

52 Mayor Barraza stated she was happy to report that there was \$140,000 extra that is being placed in the
53 savings. Everyone should be commended and we hope we continue in the same track.
54

55 **STAFF REPORTS**

56

- 1 10. Community Development Office
- 2 11. Community Programs *Approved by consent agenda*
- 3 12. Finance Department. *Approved by consent agenda*
- 4 13. Fire Department. *Approved by consent agenda*
- 5 14. Marshal Department. *Approved by consent agenda*
- 6 15. Public Works Department. *Approved by consent agenda*

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8 **PUBLIC COMMENTS:**

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10 Mr. Ken Dahlstrom stated they have operated Silver Asset for 23 years and he would like to thank the
11 Marshal's Department for doing a great job. He also likes the interaction between the town and the
12 merchants. The Mayor sat down with the merchants which had not happened in the past. The new
13 merchants are doing advertising to promote the town. The merchants are working with each other by
14 referring customers to other shops. Thanked the town for all it has done for us. There is a lot of
15 cohesiveness between the merchants; we all need to work together to get out of this.

16
17 Mayor Barraza stated she is planning to focus on the merchants to promote the Town of Mesilla. Ms.
18 Ashley Echavarria has done a great job but she needs to step in and start things rolling. By us all working
19 together we can accomplish that goal.

20
21 Ms. Lujan stated we were only allowed 1 watering this season; the laterals have been shut done. Mr. Matt
22 Lee will continue to treat the culverts and the canals.

23
24 Judge Frieze indicated he appreciates the Take Home vehicle program which makes it easier for the
25 officers.

26
27 Mayor Barraza stated she feels it is a morale booster and everyone benefits from this. We appreciate their
28 hard work.

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32 **BOARD OF TRUSTEES COMMENTS:**

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34 Trustee Bernal stated he has noticed the bikes are being parked on the sidewalks on weekend mornings. He
35 asked that it be brought to the individual's attention.

36
37 Mayor Barraza reminded everyone there is a Town Hall meeting on Tuesday, July 19th. Everyone is invited
38 to attend. We are beginning to focus on Codes Enforcement. Residents will be warned and cited if
39 necessary. If needed, Public Works will also be helping with Codes Enforcement. Yard cuttings will not
40 be allowed on the properties due to the drought. Stated everyone is do a good job and are doing the best
41 they can. Thanked the 55 and over program staff for all their help. Thanked everyone for their
42 commitment to the Town of Mesilla.

43
44 **ADJOURNMENT**

45

46 **Motion:** To adjourn, **Moved by** Trustee Flores, **Seconded by** Trustee Arzabal.

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

49 **Yes:** Mayor Pro Tem Caro, Trustee Arzabal, Trustee Bernal, Trustee Flores.

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52 **MEETING ADJOURNED AT 6:44 P.M.**

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55 **APPROVED THIS 25TH DAY OF JULY 2011.**

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Nora L. Barraza
Mayor

ATTEST

Nicholas Eckert
Town Clerk/Treasurer