



**AGENDA**  
**November 13, 2012**  
**Regular Meeting**

**Town Council Chambers - 120 Civic Plaza Drive**  
**6:30 PM**

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1. CALL TO ORDER BY THE HONORABLE MAYOR DARREN M. CORDOVA
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
  - A. October 9, 2012 Regular Meeting Minutes
  - B. October 23, 2012 Regular Meeting Minutes
6. CITIZENS FORUM - Citizens wishing to speak shall limit their comments to 5 minutes or less at the Mayor's discretion. No action may be taken.

*The items in the Consent Agenda below have been reviewed by the Mayor and the Mayor has placed these items on the Consent Agenda for the purpose of voting on all items with one vote.*

**7. CONSENT AGENDA**

- A. Grant from the New Mexico Finance Authority  
Consideration and possible acceptance of a \$20,000 grant from the New Mexico Finance Authority to complete the Community Economic Development Element of (Re)vision 2020. No match is required. This is a reimbursable grant and the reimbursement is contingent upon the New Mexico Economic Development Department approval of the final plan.

**B. Grant from Los Jardineros Garden Club of Taos**

Consideration and possible acceptance of a \$2,400 grant awarded to the Town of Taos by the Los Jardineros Garden Club to be used to landscape the patio at the Taos Aquatic Center. No Town Match is required.

**C. Contract TT-13-111 Memorandum of Agreement with the Village of Taos Ski Valley**

Consideration and possible approval of Contract TT-13-111 Memorandum of Agreement in the amount of \$30,000 between the Town of Taos and the Village of Taos Ski Valley for transit services during the 2012-2013 Ski Season. Service will commence on December 14, 2012 and end on April 7, 2013.

**8. MATTERS FROM STAFF****A. Airport Advisory Board Appointment of Taos Pueblo Tribal Member**

Confirmation of appointment by Taos Pueblo of Clyde M. Romero, Jr. to the Airport Advisory Board (AAB) in accordance with Town Code Chapter 2.12 and the Memorandum of Agreement between the Federal Aviation Administration, Taos Pueblo and Town of Taos.

**B. Contract TT-10-09 Amendment 3 with URS Corporation Southern**

Consideration and approval of Contract Amendment No. 3 to URS Corporation Southern Contract TT-10-09 for FY 2012-2013, increasing the contract amount by \$105,386 for completion of the Taos Regional Airport Environmental Impact Statement, printing and distribution of the Record of Decision, preparation of administrative files, preparation of administrative record (if Federal Aviation Administration's Record of Decision is challenged) and project management. A Federal Aviation Administration grant in the amount of \$94,846 and New Mexico Department of Transportation, Aviation Division grant in the amount of \$5,270 have been awarded to the Town. The Town Match of \$5,270 has been budgeted in the Airport Construction Fund.

**C. Resolution 12-60A**

Consideration and possible approval of Resolution 12-60A amending Resolution 12-60 to accept amended grants for the design of Phase 1 of Runway 12/30 for Taos Regional Airport from the Federal Aviation Administration and the New Mexico Department of Transportation Aviation Division. The original amount approved under Resolution 12-60 had a project funding breakdown amount as follows: Federal Aviation Administration \$800,000; New Mexico Department of Transportation Aviation Division \$44,445; Town of Taos \$44,445; for a total Phase 1 project cost of \$888,890. The amended resolution indicates the Federal Aviation Administration has offered to increase the grant amount to \$894,000, with a New Mexico Department of Transportation Aviation Division match of \$49,667 and Town of Taos Match of \$49,667 for a total Phase 1 project cost of \$993,334. The Town Match has been budgeted in the Airport Construction Fund.

**D. Public Affairs & Tourism Department Review**

Public Affairs & Tourism Department Overview - PowerPoint presentation on the department's duties and responsibilities, the resources it manages to accomplish them, the service levels achieved, and the related salient issues.

Presented by: Joan Griffin of Griffin & Associates

**9. PUBLIC HEARINGS****A. Ordinance 12-13**

Consideration and possible approval of Ordinance 12-13 amending Chapter 3.76, Section 3.76.200 of the Town of Taos Municipal Code with respect to Overtime Provisions. This Ordinance identifies overtime pay requirements as set forth in the Fair Labor Standards Act, identifies exemptions from the overtime pay requirement, and recognizes statutory provisions under §553.201 Section 7(k) which provides a partial overtime pay exemption for fire protection and law enforcement personnel who are employed by public agencies.

**10. MATTERS FROM THE MAYOR AND COUNCIL/YOUTH COUNCILMEMBER****11. ADJOURNMENT****APPROVED:**


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**Darren M. Cordova, Mayor**

**ATTEST:**


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**Renee Lucero, Town Clerk**

- *To request details on an agenda item please contact the Town Clerk at 400 Camino de la Placita, Taos New Mexico, 87571 (575) 751-2005.*
- *If you are an individual with a disability who is in need of aid or service to attend and/or participate in a meeting of the Town of Taos Council, please contact the office of the Town Clerk at 400 Camino de la Placita, Taos New Mexico, 87571 (575) 751-2005 at least 24 hours in advance.*
- *For copies of this agenda please pick-up at Town Hall.*





**November 13, 2012**

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**Title:**


October 9, 2012 Regular Meeting Minutes

**Summary:**

**Background:**

**Attachments:**

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 [10-9 Minutes](#)



**MINUTES  
October 9, 2012  
Regular Meeting**

**Town Council Chambers - 120 Civic Plaza Drive  
6:30 PM**

Page 6 of 50

**1. CALL TO ORDER BY THE HONORABLE MAYOR DARREN M. CORDOVA**

**The Regular Meeting of the Taos Town Council was called to order by the  
Honorable Mayor Darren M. Cordova at 6:35 p.m.**

**2. ROLL CALL**

**Ms. Renee Lucero, Town Clerk, called roll and a quorum was present.**

**Those present were:**

Mayor, Darren M. Cordova  
Mayor Pro Tem, Andrew T. Gonzales  
Councilmember, Rudy C. Abeyta  
Councilmember, Frederick A. Peralta

**Also present were:**

Town Manager, Oscar Rodriguez  
Town Attorney, C. Brian James  
Town Clerk, Renee Lucero

**Absent/Excused was:**

Councilmember, Michael A. Silva (due to equipment failure)  
Assistant Town Manager, Abigail Adame

**3. PLEDGE OF ALLEGIANCE**

Cora Romero led the audience in the Pledge of Allegiance.

**4. APPROVAL OF AGENDA**

**Councilmember Gonzales made a motion to approve. Councilmember Abeyta seconded the motion. The motion was Passed. Those voting AYE were: Councilmembers: Abeyta, Gonzales, Peralta.**

## **5. APPROVAL OF MINUTES**

### **A. September 11, 2012 Regular Meeting Minutes**

Item Result: Approved

**Councilmember Gonzales made a motion to approve. Councilmember Abeyta seconded the motion. The motion was Passed. Those voting AYE were: Councilmembers: Abeyta, Gonzales, Peralta.**

## **6. AWARDS AND RECOGNITIONS**

### **A. Centenarian Recognition**

Mayor Cordova presented a Proclamation announcing "Cora Romero Day" in celebration of Cora Romero's 100th birthday.

## **7. CITIZENS FORUM**

### **A. The following individuals spoke during Citizens Forum:**

- Brad Malone
- Eugene A. Sanchez
- Jerome Lucero

## **8. MATTERS FROM STAFF**

### **A. Resolution 12-56**

Consideration and possible approval of Resolution 12-56 which would authorize and direct the Town Manager and staff to pursue annexations through the New Mexico Boundary Commission. These additional parcels, which includes Las Haciendas Subdivision and Gusdorf from Los Pandos to Cruz Alta, would be added to the properties included in the Phase I annexations as part of Resolutions 11-11 and 11-21.

Item Result: Approved

Councilmember Peralta stated the map provided is outdated as the Vegas de Taos Road now goes from Vegas de Taos Subdivision all the way to Los Pandos Road. He requested that staff ensure that the correct map is attached and evaluate whether there are any other areas that need to be annexed prior to going to the New Mexico Boundary Commission. He further believes that the map provided for the Haciendas de Taos Subdivision needs to be updated. Councilmember Gonzales agreed that Vegas de Taos does connect to Los Pandos Road.

Councilmember Abeyta explained that Area 20, which is located along the east side of Gusdorf Road and south of Los Pandos to Cruz Alta Road, is an island

1 within the municipal boundary that has not been annexed. He further explained  
2 that some residents in that area have already requested that their properties be  
3 annexed.  
4

5 Mayor Cordova directed staff to notify Taos County of the proposed annexations  
6 pursuant to Town policy.  
7

8 **Councilmember Abeyta made a motion to approve. Councilmember Peralta**  
9 **seconded the motion. The motion was Passed. Those voting AYE were:**  
10 **Councilmembers: Abeyta, Gonzales, Peralta.**

11 **B. Resolution 12-63**

12 Consideration and possible approval of Resolution 12-63; Budget  
13 Adjustment Request to increase Capital Outlay expenditures in the  
14 amount of \$10,600 for Change Orders 1 and 2 for the Equipment Shed  
15 Expansion Project. This amount decreases the unreserved fund balance  
16 in the Solid Waste Fund.

17 Item Result:

Approved

18 Councilmember Peralta referred to the electrical work that is being completed and  
19 requested clarification regarding the switches which will be installed. Francisco  
20 "French" Espinoza, Public Works Director, stated three-way switches will be  
21 installed within the existing building and the new portion of the building.  
22

23 **Councilmember Peralta made a motion to approve. Councilmember**  
24 **Gonzales seconded the motion. The motion was Passed. Those voting AYE**  
25 **were: Councilmembers: Abeyta, Gonzales, Peralta.**

26 **C. Resolution 12-64**

27 Consideration and possible approval of Resolution 12-64 supporting Kit  
28 Carson Electric Cooperative's Fiber Broadband Project which  
29 would allow every home in Taos to connect to the Internet via fiber  
30 broadband infrastructure.

31 Item Result:

Approved

32 Mr. Rodriguez stated the broadband project is very important to the  
33 community because it will enable citizens to have connectivity to the internet and  
34 will also boost the economy. He further indicated that this type of infrastructure is  
35 a necessity for this area.

36 A lengthy discussion ensued regarding concerns that have been raised by many  
37 constituents who believe that Kit Carson Electric and broadband should be  
38 separate entities. Mayor Cordova explained that the grant agreement for the  
39 broadband project mandates that Kit Carson Electric manage the grant.  
40 He understands a separation of the entities will be evaluated after construction.

41 **Councilmember Gonzales made a motion to approve. Councilmember**  
42 **Peralta seconded the motion. The motion was Passed. Those voting AYE**  
43 **were: Councilmembers: Abeyta, Gonzales, Peralta.**  
44

1  
2 **D. Resolution 12-62**

3 Consideration and possible approval of Resolution 12-62 authorizing  
4 Mayor Cordova to negotiate and to execute a contract with the qualified  
5 low bidder for the purpose of constructing the 2012 CDBG Project  
6 No. 12-C-NR-I-01-G-35.

7 Mr. Rodriguez explained staff is working diligently to complete the Town's current  
8 Community Development Block Grant (CDBG) project. He explained bids are  
9 scheduled to be open on Friday, October 19th. Due to the next Regular Meeting  
10 being held on October 23rd, he does not believe the bid award will be ready for  
11 action on that date. Therefore, he is requesting that Council authorize the Mayor  
12 to negotiate and execute a contract. He further stated he will report back to the  
13 Council as to who the bid was awarded to.

14 Mayor Cordova asked Mr. James if this process is legal. Mr. James stated he has  
15 no problem with this procedure as long as the Council ratifies the contract. Mr.  
16 James further stated the Mayor will be authorized to negotiate a contract  
17 contingent upon approval by him and the New Mexico Department of Finance  
18 and Administration.

19 A lengthy discussion ensued regarding delays the Town has faced while trying to  
20 complete the project in a timely manner. Councilmember Abeyta stated this  
21 project is urgent and believes the Mayor must have the authority to negotiate and  
22 execute the contract to enable the Town to meet the necessary deadlines.

23 **Councilmember Peralta made a motion to approve. Councilmember**  
24 **Gonzales seconded the motion. The motion was Passed. Those voting AYE**  
25 **were: Councilmembers: Abeyta, Gonzales, Peralta.**

26 **E. Contract TT-13-97 for the Chamisa Road Infrastructure Phase II**  
27 **Improvements**

28 Consideration and possible approval to Award Bid No. 12-13-05 for the  
29 Chamisa Road Infrastructure Phase II Improvements to the apparent  
30 qualified low bidder, \_\_\_\_\_, in the amount of \$\_\_\_\_\_  
31 (base bid) inclusive of applicable of gross receipts taxes. This project will  
32 be constructed in accordance with the plans and specifications  
33 developed by Abeyta Engineering and the New Mexico Department  
34 of Transportation specifications. Contract No. TT-13-97 will be supported  
35 out of line item 58-58-45003 (Grant) \$480,000.00, 59-59-45003 (Town  
36 Match) \$107,183.00, and 81-19-45003 (Wastewater) \$30,788.00. The  
37 contract is a 40 calendar day contract and will sunset on December 14,  
38 2012 thus allowing the Town to apply for additional funds for FY 2013-  
39 2012. (Bid opening will be held on October 19, 2012 at 2:00 p.m.)

40 Mr. Rodriguez stated he added this item to the agenda to inform the Council that  
41 it will be added to the November 13, 2012 Regular Council Meeting agenda.

42 **F. Planning, Zoning & Building Department Review**

43 Planning, Zoning & Building Department Overview - PowerPoint  
44 presentation on the department's duties and responsibilities, the

resources it manages to accomplish them, the service levels achieved, and the related salient issues.

Mr. Rodriguez stated the Planning and Zoning Department has endured numerous changes to staff, management and structure since the year 2000. Furthermore, he stated the department has gone through nine directors over the course of those years, and during two periods there was no director at all. He emphasized these changes have kept the department from moving forward and have had a significant impact on the services that are being provided to the citizens.

Mr. Morris gave a PowerPoint Presentation describing the functions and structure of the department, the services they provide, as well as challenges the department has encountered.

Councilmember Gonzales expressed his concern that there seems to be a disconnect between the citizens and the department. He believes the process of obtaining permits needs improvement. He also believes some services can be provided online.

Councilmember Peralta agreed that some of the services can be provided online. Furthermore, he believes a checklist should be developed to assist constituents with determining exactly what is needed when dealing with the department.

Councilmember Abeyta thanked staff for the excellent presentation and stated he believes the department needs continuity in order to succeed. He also expressed concern with regard to one of his constituents who waited over three weeks to get a building permit and indicated he would like to see the department's processes improved.

Mayor Cordova assured Mr. Morris that the Council's concerns are by no means an attack toward him or any individual employee; however, he stated it is clear that the need for improvement has been identified. Furthermore, he stated the Council is committed to supporting the department by providing the necessary tools in order to assist constituents in an expedient and efficient manner.

## 9. MATTERS FROM THE MAYOR AND COUNCIL/YOUTH COUNCILMEMBER

### A. Mayor Pro Tem Appointment

Possible action to be taken to change the Mayor Pro-Tem pursuant to Town of Taos Municipal Code 3.32.040, which allows for the Town Councilors to change the Mayor Pro-Tem at their pleasure at any time. The recommendation is to appoint Councilmember Andrew Gonzales as Mayor Pro-Tem.

Item Result: Approved

**Councilmember Peralta made a motion to approve. Councilmember Gonzales seconded the motion. The motion was Passed. Those voting AYE were: Councilmembers: Abeyta, Gonzales, Peralta.**

1  
2 B. Holy Cross Hospital

3 Mayor Cordova stated the hospital is facing severe cuts and is in dire need of  
4 funding in order to remain as a full service hospital. Therefore, he would like to  
5 bring a resolution for Council consideration supporting an election to increase  
6 taxes to generate funding or supporting an application for legislative funding. He  
7 plans to do this at an upcoming Council Meeting.

8  
9 **10. ADJOURNMENT**

10 A motion was made by Councilmember Peralta and seconded by  
11 Councilmember Gonzales to adjourn the meeting. The motion carried  
12 unanimously and the meeting adjourned at 8:11 p.m.

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16 **APPROVED:**

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21 **Darren M. Cordova, Mayor**

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23 **ATTEST:**

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28 **Renee Lucero, Town Clerk**

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30 ***PLEASE NOTE: The Town of Taos records most Town Council Meetings via audio,***  
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34 ***a fee of \$5.00 for audio recordings and \$10.00 for video recordings.***  
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**November 13, 2012**

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**Title:**

October 23, 2012 Regular Meeting Minutes

**Summary:**

**Background:**

**Attachments:**

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 [10-23 Minutes](#)



**MINUTES  
October 23, 2012  
Regular Meeting**

**Town Council Chambers - 120 Civic Plaza Drive  
6:30 PM**

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**1. CALL TO ORDER BY THE HONORABLE MAYOR DARREN M. CORDOVA**

**The Regular Meeting of the Taos Town Council was called to order by the  
Honorable Mayor Darren M. Cordova at 6:37 p.m.**

**2. ROLL CALL**

**Ms. Renee Lucero, Town Clerk, called roll and a quorum was present.**

**Those present were:**

Mayor, Darren M. Cordova  
Mayor Pro Tem, Andrew T. Gonzales  
Councilmember, Rudy C. Abeyta  
Councilmember, Michael A. Silva  
Councilmember, Frederick A. Peralta

**Also present were:**

Assistant Town Manager, Abigail Adame  
Town Attorney, C. Brian James  
Town Clerk, Renee Lucero

**Absent was:**

Town Manager, Oscar Rodriguez  
Youth Councilmember, Sabrina Dominguez

**3. PLEDGE OF ALLEGIANCE**

**Councilmember Silva led the audience in the Pledge of Allegiance.**

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3 **4. APPROVAL OF AGENDA**  
4

5 **Councilmember Gonzales made a motion to approve. Councilmember**  
6 **Abeyta seconded the motion. The motion was Passed. Those voting AYE**  
7 **were: Councilmembers: Abeyta , Gonzales, Peralta, Silva.**  
8

9 **5. APPROVAL OF MINUTES**

10 A. September 25, 2012 Regular Meeting Minutes

11 On page 2, line 28, change the name Piffer to Puffer.  
12

13 **Councilmember Gonzales made a motion to approve as amended.**  
14 **Councilmember Peralta seconded the motion. The motion was Passed.**  
15 **Those voting AYE were: Councilmembers: Abeyta, Gonzales, Peralta, Silva.**  
16

17 **6. CITIZENS FORUM**

18 A. The following individuals spoke during Citizens Forum:

- 19
  - Mark Gordon
  - Nina Silverberg  
21  
22

23 **7. MATTERS FROM STAFF**

24 A. Resolution 12-66

25 Consideration and possible approval of Resolution 12-66; Budget  
26 Adjustment Request to the Facilities Improvements Fund; Increase  
27 Capital Outlay expenditures in the amount of \$29,300 in order to award  
28 the total amount needed to cover the Base Bid and Alternates 1 and 2 for  
29 Don Fernando Hall Improvements by decreasing the Building  
30 Maintenance budget as follows: \$16,000 new door hardware for  
31 Coronado and Don Fernando Halls, \$10,000 Fred Baca Park old  
32 restroom wall removal, repair and re-plaster and \$3,300 from budget  
33 savings on plaster projects.

34 Item Result:

Approved

35 The Mayor and Council expressed concern regarding \$16,000 allocated for door  
36 hardware as indicated in the budget adjustment. Ms. Adame explained the  
37 \$16,000 allocated for door hardware is being moved to a different line item to be  
38 used for the base bid.  
39

40 **Councilmember Gonzales made a motion to approve. Councilmember**  
41 **Peralta seconded the motion. The motion was Passed. Those voting AYE**  
42 **were: Councilmembers: Abeyta, Gonzales, Silva, Peralta.**

43 B. Bid Award - Don Fernando Hall Renovations

44 Consideration and possible approval to award Bid #12-13-04 for Don

Fernando Hall Improvements to Bluesky Builders, Inc. and authorization for the Mayor to enter into Contract TT-13-117. The contract will be in the amount of \$77,886 plus gross receipts tax in the amount of \$5,987.79 at a rate of 7.6875% for a total cost of \$83,873.49 (this covers the Base Bid and Alternates 1 and 2). This project was bid out on September 20, 2012 with a bid opening date of October 10, 2012. A total of three contractors submitted bids. Bluesky Builders, Inc. was the lowest responsible bidder. This project is allocated in the Facilities Improvements Fund.

Item Result: Approved

**Councilmember Abeyta made a motion to approve. Councilmember Gonzales seconded the motion. The motion was Passed. Those voting AYE were: Councilmembers: Abeyta, Gonzales, Peralta, Silva.**

**C. Contract TT-13-94 with Taos County Adult Detention Center**

Consideration and possible approval of Contract TT-13-94 between the Town of Taos and Taos County Adult Detention Center for the housing of inmates in the amount of \$110,000 and will expire June 30, 2013. This contract is allocated in the Local Government Protection Fund.

Item Result: Approved

Ms. Adame stated Taos County Adult Detention Center currently charges the Town \$100 per inmate per day and further indicated that this request is consistent with what has been paid in the past.

**Councilmember Gonzales made a motion to approve. Councilmember Silva seconded the motion. The motion was Passed. Those voting AYE were: Councilmembers: Abeyta, Gonzales, Peralta, Silva.**

**D. Contract TT-13-97 for the Chamisa Road Infrastructure Phase II Improvements**

Consideration and possible approval to Award Bid No. 12-13-05 for the Chamisa Road Infrastructure Phase II Improvements to the apparent qualified low bidder, Northern Mountain Constructors, Inc. in the amount of \$529,070.90 (base bid) plus applicable gross receipts taxes. This project will be constructed in accordance with the plans and specifications developed by Abeyta Engineering and the New Mexico Department of Transportation specifications. Contract No. TT-13-97 will be supported out of line item 58-58-45003 (Grant) \$480,000.00, 59-59-45003 (Town Match) \$107,183.00, and 81-19-45003 (Wastewater) \$30,788.00. The contract is a 40 calendar day contract and will sunset on December 14, 2012 thus allowing the Town to apply for additional funds for FY 2013-2012. (Bid opening was held on October 22, 2012 at 2:00 p.m.)

Item Result: Approved

Mayor Cordova stated the bid came within budget and the project is expected to be completed in accordance with Community Development Block Grant guidelines.

Councilmember Abeyta indicated the bid that was submitted was approximately 12% less than the engineer's estimate.

**Councilmember Silva made a motion to approve. Councilmember Gonzales seconded the motion. The motion was Passed. Those voting AYE were: Councilmembers: Abeyta, Gonzales, Peralta, Silva.**

**E. Resolution 12-68**

Consideration and possible approval of Resolution 12-68 to hire Francisco Martinez as a Facilities Services Specialist within the Facilities Services Department. Mr. Martinez is the nephew of current Town employee Sandra Rivera, Records Technician within the Police Department. The hiring of Mr. Martinez will not create a direct or indirect supervisor/subordinate relationship, an actual conflict or interest, nor the appearance of a conflict of interest.

Item Result: Approved

**Councilmember Gonzales made a motion to approve. Councilmember Peralta seconded the motion. The motion was Passed. Those voting AYE were: Councilmembers: Abeyta, Gonzales, Peralta, Silva.**

**8. MATTERS FROM THE MAYOR AND COUNCIL/YOUTH COUNCILMEMBER**

**A. Resolution 12-67**

Consideration and possible approval of Resolution 12-67 endorsing the permanent protection of the Rio Grande del Norte proposal through the enactment of legislation as a National Conservation Area or a Presidential Proclamation as a National Monument.

Item Result: Approved

***This item was moved to the beginning of Matters from Staff.***

Max Trujillo, with New Mexico Wildlife Federation, explained the Rio Grande del Norte is located ten miles northwest of Taos and includes portions of Taos County and Rio Arriba County and also borders Colorado. He further stated the monument includes the Rio Grande River Gorge and several ancient volcanic cones that rise from the valley floor. Additionally, he stated the designation is expected to have a significant impact on the local economy by enhancing the quality of a potential visitor experience, thus encouraging a longer visit.

Mayor Cordova asked how existing uses of San Antonio Mountain will be affected. Mr. Trujillo stated the northeast portion of the mountain will be requested as wilderness designation and the remaining portion will remain the same.

Councilmember Peralta asked how many private land owners are within the proposed designated area. Mr. Trujillo stated there are approximately three to four private land owners who will still have rights to their own property.

**Councilmember Peralta made a motion to approve. Councilmember Abeyta seconded the motion. The motion was Passed. Those voting AYE were: Councilmembers: Abeyta, Gonzales, Peralta, Silva.**

**B. Resolution 12-01C**

Consideration and possible approval of Resolution 12-01C. This is the third amendment to Resolution 12-01 - Open Meetings Resolution. The only amendment made by this Resolution shall be that the Quarterly Citizens' Forums will no longer be held due to the significant decrease in attendees since changing the time of Council Meetings from 1:30 p.m. to 6:30 p.m.

Item Result:

Approved

Mayor Cordova explained that attendance at the Quarterly Citizens Forums has decreased significantly during the past several months. He believes this may be due to the Council's commitment to transparency and also because there are two regularly scheduled Town Council meetings every month.

**Councilmember Gonzales made a motion to approve. Councilmember Silva seconded the motion. The motion was Passed. Those voting AYE were: Councilmembers: Abeyta, Gonzales, Peralta, Silva.**

**C. Youth Councilmember**

Mayor Cordova asked Ms. Adame whether an additional Youth Councilmember has been appointed in the event Youth Councilmember Sabrina Dominguez cannot attend a Council meeting, such as this evening. Ms. Adame stated that an additional Youth Councilmember has not been appointed since the departure of Youth Councilmember Julia Espinoza. Mayor Cordova stated he believes the criteria indicates that Youth Councilmembers will be appointed on a yearly basis to give other youth the opportunity to serve. Ms. Adame stated she will follow up on this issue.

**9. ADJOURNMENT**

**A motion was made by Councilmember Gonzales and seconded by Councilmember Peralta to adjourn the meeting. The motion carried unanimously and the meeting adjourned at 7:26 p.m.**

**APPROVED:**

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**Darren M. Cordova, Mayor**

1  
2 **ATTEST:**  
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5 \_\_\_\_\_  
6 **Renee Lucero, Town Clerk**  
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8 ***PLEASE NOTE: The Town of Taos records most Town Council Meetings via audio,***  
9 ***however, only Regular Town Council Meetings and some Special Town Council***  
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12 ***a fee of \$5.00 for audio recordings and \$10.00 for video recordings.***  
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Page 18 of 50



**November 13, 2012**

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**Title:**

Grant from the New Mexico Finance Authority

**Summary:**

Consideration and possible acceptance of a \$20,000 grant from the New Mexico Finance Authority to complete the Community Economic Development Element of (Re)vision 2020. No match is required. This is a reimbursable grant and the reimbursement is contingent upon the New Mexico Economic Development Department approval of the final plan.

**Background:**

Submitted by: Matt Foster, Long Range Planner

**Attachments:**

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 [grant](#)



# NEW MEXICO FINANCE AUTHORITY

October 1, 2012

Mayor Darren Cordova  
Town of Taos  
400 Camino de la Placita  
Taos, NM 87571

RE: Town of Taos  
NMFA Project #2837-PG

Dear Mayor Cordova:

The Board of Directors of the New Mexico Finance Authority ("NMFA") met on September 28, 2012 to review Town of Taos' application. The Town of Taos received conditional approval by the Board for a Local Government Planning Fund in the amount of \$20,000.

The fund is conditional upon the completion of the following Readiness to Proceed items:

1. NMEDD Approval Letter of the Plan;
2. Any additional information requested by the NMFA; and
3. Loan documents shall conform to NMFA standard forms and policies.

If you have any questions or need further assistance, please contact me at our toll free number (877) 275-6632. I look forward to working with you.

Sincerely,

Darlaina Chapman  
Senior Lending Officer

DC/gc

Cc: Matthew Foster, Long-Range Planner  
Marietta Fambro, Finance Director



**November 13, 2012**

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**Title:**

Grant from Los Jardineros Garden Club of Taos

**Summary:**

Consideration and possible acceptance of a \$2,400 grant awarded to the Town of Taos by the Los Jardineros Garden Club to be used to landscape the patio at the Taos Aquatic Center. No Town Match is required.

**Background:**

Submitted By: Matthew Foster, Long Range Planner

**Attachments:**

Click to download

📎 [grant agreement](#)



[www.GardenClubofTaos.org](http://www.GardenClubofTaos.org)

## **2012 GRANT AGREEMENT**

**Between**

**The Town of Taos**

**And**

**Los Jardineros Garden Club of Taos**

Los Jardineros Garden Club of Taos has selected The Taos Aquatic Center at the Town of Taos Youth and Family Center as a recipient of our annual project grant for the year 2012. The award is for \$2,400 and may be used for the costs listed in the grant application for the project to landscape the pool patio area at the Taos Aquatic Center to include: selected trees, soil amendment and mulch. The project may commence upon signature and return of this grant agreement to Los Jardineros Garden Club of Taos. The project must be completed by September 30, 2013 and comply with all Project Guidelines (enclosed).

Theresa Taggart is your Project Liaison from Los Jardineros and may be contacted at 575-737-9260 or [ttaggart@fhcrc.org](mailto:ttaggart@fhcrc.org) for additional information or questions about the grant. Theresa may also contact you occasionally to monitor progress on the project and to further assist with the administration of the grant

The Taos Aquatic Center will submit written reports on the progress of the project no later than June 30 and September 30, 2013 to Los Jardineros. Periodically, photos should be taken at the project site to provide documentation for your records and ours.

Funds will be distributed on a reimbursement basis after expenses are incurred. Please include itemized original receipts and/or invoices with your progress reports.

Oscar Rodriquez  
Town Manager  
Town of Taos

Kathy Fortner  
President  
Los Jardineros Garden Club of Taos



**November 13, 2012**

---

**Title:**

Contract TT-13-111 Memorandum of Agreement with the Village of Taos Ski Valley

**Summary:**

Consideration and possible approval of Contract TT-13-111 Memorandum of Agreement in the amount of \$30,000 between the Town of Taos and the Village of Taos Ski Valley for transit services during the 2012-2013 Ski Season. Service will commence on December 14, 2012 and end on April 7, 2013.

**Background:**

This service is included in our Operations Profile and part of our MOA with the New Mexico Department of Transportation. Services allow guests within the Town of Taos to utilize the transit system to get to and from the Taos Ski Valley. This MOA is approved by the council on an annual basis after schedule and contract negotiations have been made.

Submitted by: Francisco "French" Espinoza, Public Works Director

**Attachments:**

Click to download

- ☐ [MOA](#)
- ☐ [Ski Valley Bus Schedule 2012-2013 Season](#)



**MEMORANDUM OF AGREEMENT  
BETWEEN THE VILLAGE OF TAOS SKI VALLEY  
AND THE TOWN OF TAOS  
TO PROVIDE A BUS LINE ROUTE  
BETWEEN THE TOWN OF TAOS AND THE VILLAGE OF TAOS SKI VALLEY**

Page 24 of 50

This Memorandum of Agreement is entered into this \_\_\_\_\_ day of November 2012, by and between the Town of Taos ("Town"), a duly organized and incorporated municipality in the State of New Mexico, and the Village of Taos Ski Valley ("Village"), a duly organized and incorporated municipality in the State of New Mexico for the purpose of operating a bus line route between the Town of Taos and the Village.

WHEREAS, the Town currently owns and operates the Chile Line Public Transportation system within the Town of Taos as a proprietor;

WHEREAS, the Village desires to have and the Town is able to provide the buses to operate between the Village and the Town for the purpose of employment and encourage tourism;

WHEREAS, both parties agree to enter into this Agreement to provide proprietary service for their communities.

NOW, THEREFORE IT IS AGREED between the parties as follows:

1. Service Provided. The Town will provide bus services as scheduled on Attachment A, attached hereto and incorporated by reference herein for a term of four (4) months. Cost per passenger shall be \$2.00 round trip or \$1.00 one-way to Taos Ski Valley.
2. Term of Service. The Town shall provide three (3) buses; the town will provide full bus service from December 14<sup>th</sup>, 2012 through March 30<sup>th</sup>, 2013 and limited service March 31<sup>st</sup>, 2013 through April 7<sup>th</sup>, 2013.
3. Sum Paid to the Town. The Village agrees to pay the sum of \$30,000.00 to the Town, as partial payment of the cost of service, to be paid in two separate payments, one \$15,000.00 due on February 28, 2013, and the other \$15,000.00 due on April 30, 2013. The Town shall receive all

fees collected from passengers pursuant to Section 1. The checks shall be made payable to the Town of Taos, Attention Finance Department at 400 Camino de la Placita, Taos, NM 87571. The New Mexico Department of Transportation Transit/Rail Bureau's Section 5311 Program for fiscal year 12-13 includes services for the seasonal service extension to the Taos Ski Valley, which 5311 Grant money shall belong to the Town.

4. Liability. As between the parties, each party shall be solely responsible for fiscal or other sanctions, penalties or fines occasioned as a result of its own violation or alleged violation of requirements applicable to performance of this Agreement. Each party shall be liable for its acts or failure to act in accordance with this Agreement, subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, § 41-4-1 through 41-4-27. The parties hereto agree that this document is not intended, by any provisions or part hereof, to create any right to maintain a suit, claim or cause of action of any type whatsoever or however designated, by any individual or third party that is based upon, related to or arising out of any of the provisions of this Agreement.
5. Appropriations and Authorizations. This Agreement is contingent upon there being sufficient appropriations available and sufficient legal authority. Each party shall be the sole and final determiner of whether sufficient appropriations and legal authority exist for their local government. If this Agreement encompasses more than one fiscal year, this Agreement is contingent upon continuing appropriations being available.
6. Termination. This Agreement may be terminated at will, by either party, with or without cause. Termination shall be by written notice which shall be delivered or mailed (certified mail, return receipt) to the other party. If notice is by mail, notice (i.e., the effective day of termination) will be deemed to be effective thirty (30) calendar days from the date of the postmark. If notice is hand-delivered, termination is effective thirty (30) days from the time of delivery to the other party (personally or at his/her office) or when delivered to the Office of the Town Manager. If notified of termination, the Town shall immediately cease performing services. If the Village terminates this contract, no refund will be forthcoming from the Town. In no event shall termination nullify obligations of either party prior to the effective date of termination.
7. Severability. In the event that a court of competent jurisdiction finds that any term or provision of this Agreement is void, or otherwise unenforceable, all other terms and provisions shall remain intact and enforceable where not otherwise inconsistent with the Court's findings.
8. Scope of Agreement. This Agreement incorporates all of the agreements and understandings between the parties. No prior agreement(s) or understanding(s), verbal or otherwise, shall be valid or enforceable unless embodied in this contract.
9. Amendment(s) to this Agreement. This Agreement shall not be altered, changed, modified or amended, except by instrument, in writing, executed by both parties.
10. Applicable Law. This Agreement shall be governed by the Laws of the State of New Mexico and the Ordinances, resolutions, rules and regulations of the Town. Any legal proceeding brought against the Town, arising out of this contract, shall be brought before the Eighth Judicial District Court, Taos County, and State of New Mexico.

11. Illegal Acts. Pursuant to N.M.S.A. 1978 (as amended), § 13-1-191, it shall be unlawful for either party to engage in bribery, offering gratuities with the intent to solicit business, or offering or accepting kickbacks of any kind. All other similar act(s) of bribes, gratuities and/or kickbacks are likewise hereby prohibited.

IN WITNESS HEREOF, the parties have executed the Agreement as of the date first written above.

**TOWN OF TAOS**

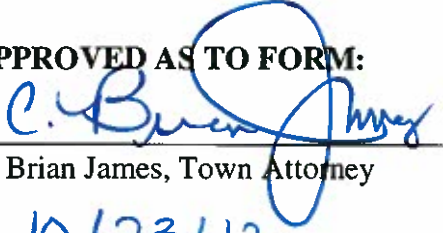
\_\_\_\_\_  
Darren M. Cordova, Mayor

\_\_\_\_\_  
Date signed

**ATTEST:**

\_\_\_\_\_  
Renee Lucero, Town Clerk

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
C. Brian James, Town Attorney

10/23/12  
\_\_\_\_\_  
Date signed

**ADMINISTRATIVE APPROVAL:**

\_\_\_\_\_  
Oscar Rodríguez, Town Manager

\_\_\_\_\_  
Date signed

**VILLAGE OF TAOS SKI VALLEY**

\_\_\_\_\_  
Neil King, Mayor

\_\_\_\_\_  
Date signed

**ATTEST:**

\_\_\_\_\_  
Vanessa N. Chisholm, Village Clerk

**APPROVED AS TO FORM**

\_\_\_\_\_  
Village Attorney





















\_\_\_\_\_  
Date signed

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# SOUTHBOUND BLUE ROUTE- DEPARTURES FROM TAOS SKI VALLEY TO TAOS

**PLEASE NOTE:** Southbound timeline is an estimated time of arrival at various Chile Line bus stops. Not all bus stops are included, however drivers can drop off at any Chile Line bus stop. Passengers must inform driver of desired drop off prior to departing.

Due to safety concerns buses will travel south dropping passengers off at all southbound stops before dropping passengers off at northbound stops.

																								
TSV Guard Gate	TSV Rest Area Left Side	Arroyo Seco Community Center	Taos Solar Center	Chevron El Prado	Taos Diner Parking Lot	Taos Mountain Casino	El Pueblo Lodge	Convention Center	El Monte Sagrado	Smith's	Pinon Plaza	Taos Java	Paseo Sur & Canon West											
7:40 AM	7:52 AM	7:56 AM	8:00 AM	--	--	--	--	--	--	--	--	--	--	--										
8:40 AM	8:52 AM	8:56 AM	9:00 AM	--	--	--	--	--	--	--	--	--	--	--										
9:30 AM	9:42 AM	9:46 AM	9:50 AM	9:54 AM	9:56 AM	10:00 AM	10:04 AM	10:07 AM	10:12 AM	10:17 AM	10:28 AM	10:31 AM	10:33 AM											
10:40 AM	10:52 AM	10:56 AM	11:00 AM	--	--	--	--	--	--	--	--	--	--	--										
11:40 AM	11:52 AM	11:56 AM	12:00 PM	12:04 PM	12:06 PM	12:10 PM	12:14 PM	12:17 PM	12:22 PM	12:27 PM	12:28 PM	12:31 PM	12:33 PM											
12:40 PM	12:52 PM	12:56 PM	1:00 PM	--	--	--	--	--	--	--	--	--	--	--										
1:40 PM	1:52 PM	1:56 PM	2:00 PM	2:04 PM	2:06 PM	2:10 PM	2:14 PM	2:17 PM	2:22 PM	2:27 PM	2:28 PM	2:31 PM	2:33 PM											
3:30 PM	3:42 PM	3:46 PM	4:00 PM	4:04 PM	4:06 PM	4:10 PM	4:14 PM	4:17 PM	4:22 PM	4:27 PM	4:28 PM	4:31 PM	4:33 PM											
4:30 PM	4:42 PM	4:46 PM	5:00 PM	5:04 PM	5:06 PM	5:10 PM	5:14 PM	5:17 PM	5:22 PM	5:27 PM	5:28 PM	5:31 PM	5:33 PM											
5:15 PM	5:27 PM	5:31 PM	5:35 PM	5:39 PM	5:41 PM	5:45 PM	5:49 PM	5:52 PM	5:57 PM	6:02 PM	6:03 PM	6:06 PM	6:08 PM											
7:00 PM	7:12 PM	7:16 PM	7:20 PM	7:24 PM	7:26 PM	7:30 PM	7:34 PM	7:37 PM	7:42 PM	7:47 PM	7:48 PM	7:51 PM	7:53 PM											
																								
													Sagebrush Inn	Ranchos Post Office	Hampton Inn	Taos Visitors Center	Holy Cross Hospital	Loma Parda	Quality Inn	Sun God	Whitten Inn	Pueblo Alegre Mall	Kachina Lodge	Cids
													10:37 AM	10:40 AM	10:42 AM	10:46 AM	10:48 AM	10:50 AM	10:55 AM	10:58 AM	11:02 AM	11:04 AM	11:09 AM	11:11 AM
													12:37 PM	12:40 PM	12:42 PM	12:46 PM	12:48 PM	12:50 PM	12:55 PM	12:58 PM	1:02 PM	1:04 PM	1:09 PM	1:11 PM
													2:37 PM	2:40 PM	2:42 PM	2:46 PM	2:48 PM	2:50 PM	2:55 PM	2:58 PM	3:02 PM	3:04 PM	3:09 PM	3:11 PM
													4:37 PM	4:40 PM	4:42 PM	4:46 PM	4:48 PM	4:50 PM	4:55 PM	4:58 PM	5:02 PM	5:04 PM	5:09 PM	5:11 PM
													5:37 PM	5:40 PM	5:42 PM	5:46 PM	5:48 PM	5:50 PM	5:55 PM	5:58 PM	6:02 PM	6:04 PM	6:09 PM	6:11 PM
6:12 PM	6:15 PM	6:17 PM	6:21 PM	6:23 PM	6:25 PM	6:30 PM	6:33 PM	6:37 PM	6:35 PM	6:40 PM	6:42 PM													
7:57 PM	8:00 PM	8:02 PM	8:05 PM	8:07 PM	8:09 PM	8:14 PM	8:17 PM	8:21 PM	8:23 PM	8:28 PM	8:30 PM													

# NORTHBOUND ROUTES

## DEPARTURES FROM TAOS TO TAOS SKI VALLEY

### Red Route

Comfort Suites & Sagebrush	Hampton Inn	Paseo Sur & Roy Rd.	Quality Inn	Sun God Lodge	Remax Realty	Arrive TSV
7:00 AM	7:05 AM	7:08 AM	7:13 AM	7:18 AM	7:23 AM	7:53 AM
8:35 AM	8:40 AM	8:43 AM	8:48 AM	8:53 AM	8:58 AM	9:30 AM
10:10 AM	10:15 AM	10:18 AM	10:23 AM	10:28 AM	10:33 AM	--
Whitten Inn	Indian Hills	Kit Carson Park	Kachina Lodge	North Lota Burger	Arrive TSV	
10:38 AM	10:43 AM	10:48 AM	10:53 AM	10:58 AM	11:30 AM	

### Green Route

Whitten Inn	Indian Hills	El Monte Sagrado	Kit Carson Park	Kachina Lodge	North Lota Burger	Arrive TSV
7:00 AM	7:05 AM	7:10 AM	7:15 AM	7:20 AM	7:25 AM	7:50 AM
8:30 AM	8:35 AM	8:40 AM	8:45 AM	8:50 AM	8:55 AM	9:20 AM

### Yellow Route

Solar Center	Arroyo Seco Community Center	TSV Rest Area Right side	Arrive TSV
7:00 AM	7:07 AM	7:12 AM	7:35 AM
8:00 AM	8:07 AM	8:12 AM	8:35 AM
9:00 AM	9:07 AM	9:12 AM	9:35 AM
10:00 AM	10:07 AM	10:12 AM	10:35 AM
12:00 PM	12:07 PM	12:12 PM	12:35 PM
1:00 PM	1:07 PM	1:12 PM	1:35 PM

### Pink Route

Comfort Suites & Sagebrush	Remax Realty	Pueblo Alegre
2:35 PM	2:39 PM	2:44 PM
3:35 PM	3:39 PM	3:44 PM
Kit Carson Park	North Lota Burger	Arrive TSV
2:48 PM	2:53 PM	3:25 PM
3:48 PM	3:53 PM	4:25 PM
6:15 PM	--	6:45 PM

# Taos Ski Valley Bus Schedule 2012-2013

Schedule Effective 12/14/2012

Schedule subject to change. Please visit [www.taosgov.com](http://www.taosgov.com) for schedule updates

### Important Passenger Notes:

#### Bus Fares:

.50 cents one way - \$1.00 round trip

Seniors 50+ & Individuals with disabilities

.25 cents one way - .50 cents round trip

Schedule timelines are departure times. Passengers must be at the bus stops prior to the departure times.

Buses will only stop at designated bus stops, please do not ask drivers to deviate from the schedule.

Once bus reaches maximum capacity (28 seats per bus), passengers will be required to wait for the next scheduled bus.

Buses will not stop at unoccupied bus stops.

Bus service to Taos Ski Valley is operated by the Town of Taos Transit Division in partnership with the Village of Taos Ski Valley. Questions or comments can be made by calling 575-751-4459



### Key:

**Red Route:** Service from designated South hotels and Chile line bus stops.

**Green Route:** Service from designated North hotels and Chile line bus stops.

**Yellow Route:** Circulator between Solar center and Taos Ski Valley

**Pink Route:** Afternoon and evening service from Taos to Taos Ski Valley

**Blue Route:** Departures from Taos Ski Valley to Solar Center and Taos



: Chile Line bus stop

-- Bus does not stop



**November 13, 2012**

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**Title:**

Airport Advisory Board Appointment of Taos Pueblo Tribal Member

**Summary:**

Confirmation of appointment by Taos Pueblo of Clyde M. Romero, Jr. to the Airport Advisory Board (AAB) in accordance with Town Code Chapter 2.12 and the Memorandum of Agreement between the Federal Aviation Administration, Taos Pueblo and Town of Taos.

**Background:**

At this time, it is unknown which Airport Advisory Board member will resign. His name will be announced at the meeting.

**Attachments:**

[Click to download](#)



**November 13, 2012**

---

**Title:**

Contract TT-10-09 Amendment 3 with URS Corporation Southern

**Summary:**

Consideration and approval of Contract Amendment No. 3 to URS Corporation Southern Contract TT-10-09 for FY 2012-2013, increasing the contract amount by \$105,386 for completion of the Taos Regional Airport Environmental Impact Statement, printing and distribution of the Record of Decision, preparation of administrative files, preparation of administrative record (if Federal Aviation Administration's Record of Decision is challenged) and project management. A Federal Aviation Administration grant in the amount of \$94,846 and New Mexico Department of Transportation, Aviation Division grant in the amount of \$5,270 have been awarded to the Town. The Town Match of \$5,270 has been budgeted in the Airport Construction Fund.

**Background:**

In accordance with Section 6-6-5 NMSA 1978, in addition, section 6-6-6 NMSA 1978 provides that the approved budget will be binding on local officials and governing authorities. Any official or governing authority approving claims or paying warrants in excess of the approved budget or available funds will be liable for such claims and warrants allowed.

**Submitted by: John Thompson, Airport Manager**

**Attachments:**

Click to download

 [URS Contract TT-10-09 Amendment 3](#)



### Amendment No. 3 to Contract TT-10-09

This Amendment is hereby made and entered into by and between the Town of Taos, a New Mexico Municipality (hereinafter "TOWN") and URS Corporation Southern (hereinafter "CONTRACTOR") effective the 1<sup>st</sup> day of July 2012.

**WHEREAS**, the parties have found it necessary to amend this contract; and

**WHEREAS**, both the TOWN and the CONTRACTOR agree to the amended terms and conditions;

**THEREFORE, IT IS HEREBY MUTUALLY AGREED** by and between the parties that this contract shall be amended to include the following terms and conditions:

1. Compensation will increase by **\$105,386.00** for a total contract of \$165,760.52.  
Original contract TT-10-09      \$ 60,374.52  
Amendment #3                      \$105,386.00  
Total contract                      \$165,760.52.
2. Scope of Work shall be modified to include: Completion of Environmental Impact Statement, print and distribute Record of Decision (ROD), document management, prepare administrative file, prepare administrative record (if FAA's ROD is challenged), project management. Performance Measures or deliverables: Record of Decision, preparation of documents and files for project closeout, preparation of administrative files and records.
3. The term of the contract shall be extended to terminate June 30, 2013.
4. All other terms and conditions previously agreed to in the original contract are hereby confirmed and ratified and continued in full force and effect.

IN WITNESS HEREOF, the parties have executed this Agreement as of the date first written above.

**CONTRACTOR**

**TOWN**

Contractor

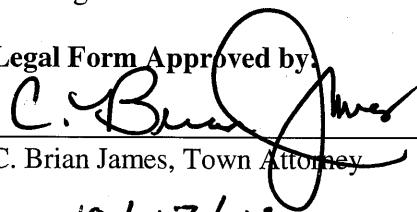
Darren M. Cordova, Mayor

Date signed

Date signed

Legal Form Approved by:

Attested to by:

  
C. Brian James, Town Attorney

Renee Lucero, Town Clerk

10/17/12

Date signed

Accounting Approval:



Marietta Fambro, Finance Director

Line item #

10/18/12

Date signed

52.26 44005- EIS  
52.37 44005 - STAFF  
52.36 44005 - TOWN

## FINANCIAL STATEMENT

FOR THE MONTH ENDING: OCTOBER 31ST, 2012

52 -AIRPORT CONSTRUCTION FUND

EXPENSES

26-AIRPORT EIS FAA GRANT

ACCOUNT	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	PERC. BUDGET	BUDGET BALANCE	Y-T-D ENCUMBERED	ENCUMBERED BALANCE
<u>OPERATING EXPENSES</u>							
26-44005 OTHER CONTRACTUAL SERVICES	94,846.00	0.00	0.00	0.00	94,846.00	0.00	94,846.00
CATEGORY TOTAL	94,846.00	0.00	0.00	0.00	94,846.00	0.00	94,846.00
DEPARTMENT TOTALS	94,846.00	0.00	0.00	0.00	94,846.00	0.00	94,846.00

## FINANCIAL STATEMENT

FOR THE MONTH ENDING: OCTOBER 31ST, 2012

52 -AIRPORT CONSTRUCTION FUND

EXPENSES

37-AIRPORT EIS STATE GRAN

ACCOUNT	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	PERC. BUDGET	BUDGET BALANCE	Y-T-D ENCUMBERED	ENCUMBERED BALANCE
<u>OPERATING EXPENSES</u>							
37-44005 OTHER CONTRACTUAL SERVICES	5,384.00	0.00	0.00	0.00	5,384.00	0.00	5,384.00
CATEGORY TOTAL	5,384.00	0.00	0.00	0.00	5,384.00	0.00	5,384.00
DEPARTMENT TOTALS	5,384.00	0.00	0.00	0.00	5,384.00	0.00	5,384.00

FOR THE MONTH ENDING: OCTOBER 31ST, 2012

52 -AIRPORT CONSTRUCTION FUND

EXPENSES

36-AIRPORT EIS TOWN MATCH

ACCOUNT	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	PERC. BUDGET	BUDGET BALANCE	Y-T-D ENCUMBERED	ENCUMBERED BALANCE
<u>OPERATING EXPENSES</u>							
36-44005 OTHER CONTRACTUAL SERVICES	<u>5,950.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,950.00</u>	<u>0.00</u>	<u>5,950.00</u>
CATEGORY TOTAL	<u>5,950.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,950.00</u>	<u>0.00</u>	<u>5,950.00</u>
DEPARTMENT TOTALS	5,950.00	0.00	0.00	0.00	5,950.00	0.00	5,950.00



**November 13, 2012**

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**Title:**

Resolution 12-60A

**Summary:**

Consideration and possible approval of Resolution 12-60A amending Resolution 12-60 to accept amended grants for the design of Phase 1 of Runway 12/30 for Taos Regional Airport from the Federal Aviation Administration and the New Mexico Department of Transportation Aviation Division. The original amount approved under Resolution 12-60 had a project funding breakdown amount as follows: Federal Aviation Administration \$800,000; New Mexico Department of Transportation Aviation Division \$44,445; Town of Taos \$44,445; for a total Phase 1 project cost of \$888,890. The amended resolution indicates the Federal Aviation Administration has offered to increase the grant amount to \$894,000, with a New Mexico Department of Transportation Aviation Division match of \$49,667 and Town of Taos Match of \$49,667 for a total Phase 1 project cost of \$993,334. The Town Match has been budgeted in the Airport Construction Fund.

**Background:**

Total design cost submitted by Armstrong Engineering Consultants for all phases of the Runway 12/30 design project are \$1,695,080. This grant amended amount for phase 1 is not an increase in cost. The Federal Aviation Administration had found an additional \$94,000 at the end of their fiscal year and offered to amend this grant to get it closer to the total design cost.

In accordance with Section 6-6-5 NMSA 1978, in addition, section 6-6-6 NMSA 1978 provides that the approved budget will be binding on local officials and governing authorities. Any official or governing authority approving claims or paying warrants in excess of the approved budget or available funds will be liable for such claims and warrants allowed.

**Submitted by: John Thompson, Airport Manager**

**Attachments:**

**Click to download**

-  [Resolution 12-60A](#)
-  [FAA Letter Amending Grant Offer 3-35-0041-028-2012](#)



## RESOLUTION 12-60A

**A RESOLUTION OF THE TOWN OF TAOS COUNCIL AUTHORIZING ACCEPTANCE OF AMENDED FEDERAL AVIATION ADMINISTRATION GRANT OFFER 3-35-0041-028-2012 IN THE AMOUNT OF \$894,000 AND AMENDED NEW MEXICO DEPARTMENT OF TRANSPORTATION AVIATION DIVISION GRANT AGREEMENT IN THE AMOUNT OF \$49,667 FOR RUNWAY 12/30 DESIGN PHASE 1 FOR TAOS REGIONAL AIRPORT**

**WHEREAS**, the Town of Taos desires to design runway 12/30 for Taos Regional Airport and has applied for funding from the Federal Aviation Administration in the amount of \$800,000 and the New Mexico Department of Transportation Aviation Division in the amount of \$44,445; and

**WHEREAS**, the Federal Aviation Administration has offered to increase the grant amount from \$800,000 to \$894,000 and the New Mexico Department of Transportation Aviation Division has agreed to increase their grant agreement from \$44,445 to \$49,667; and

**WHEREAS**, this funding will be used for phase 1 of runway 12/30 design for Taos Regional Airport; and

**WHEREAS**, the amended project funding breakdown amounts to: Federal Aviation Administration \$894,000; New Mexico Department of Transportation Aviation Division \$49,667; Town of Taos \$49,667 for a total phase 1 project cost of \$993,334.

**NOW, THEREFORE BE IT RESOLVED** by the Town Council of the Town of Taos that the amended grant agreements in the amount of \$894,000 in Federal Aviation Administration funding and \$49,667 in New Mexico Department of Transportation Aviation Division funding for phase 1 of runway 12/30 design for the Taos Regional Airport are hereby approved and the Mayor is hereby authorized to execute the necessary documents to complete the amended grant agreements.

**PASSED, APPROVED and ADOPTED**, this 13<sup>th</sup> day of November, 2012, at the Regular Meeting of the Town Council by the following vote:

Mayor Pro Tem Michael A. Silva \_\_\_\_\_  
Councilmember Rudy C. Abeyta \_\_\_\_\_  
Councilmember Frederick A. Peralta \_\_\_\_\_

Councilmember Andrew T. Gonzales \_\_\_\_\_

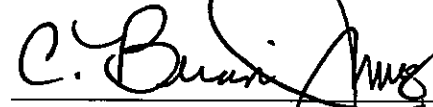
**TOWN OF TAOS**

\_\_\_\_\_  
**Darren M. Cordova, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Renee Lucero, Town Clerk**

**APPROVED AS TO FORM**

  
\_\_\_\_\_  
**C. Brian James, Town Attorney**



U.S. Department  
of Transportation  
Federal Aviation  
Administration

LA/ NM Airports Development Office  
2601 Meacham Blvd.  
Fort Worth, TX 76137

September 27, 2012

Taos Regional Airport  
Attn: Honorable Darren M. Cordova  
Taos Municipal Building  
400 Camino de la Placita  
Taos, NM 87571

Dear Mayor Cordova:

Taos Regional Airport  
AIP Grant No 3-35-0041-028-2012  
DUNS No 122866882  
Letter Amendment (Amendment No. 1)

This is in response to your correspondence dated September 27, 2012, requesting an amendment to the Grant Agreement for the subject AIP project to: revise the project description and increase the maximum obligation of the United States, as set forth in the Grant Agreement accepted by the Sponsor on September 25, 2012.

This letter, together with your letter, effects the amendment, as requested, and commits the Federal Aviation Administration, acting for and on behalf of the United States of America, to delete the project description, as shown in the above referenced Grant Agreement, and to substitute the following project description:

**Construct Runway 12/30 – Phase Ia (Construction – Part 1).**

Furthermore, this letter commits the Federal Aviation Administration, acting for and on behalf of the United States of America, to increase the maximum obligation of the United States by \$94,846.00 (from \$800,000.00 to \$894,846.00) to cover the Federal share of the total actual eligible and allowable project costs.

Under the terms of the Grant Agreement, this document is incorporated into and constitutes Amendment No. 1 to the above referenced Grant Agreement. All other terms and conditions of the Grant Agreement remain in full force and effect.

Sincerely,

A handwritten signature in black ink, appearing to read 'A. Velayos'.

Andrew D. Velayos  
Acting Manager  
Louisiana / New Mexico  
Airports Development Office



**November 13, 2012**

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**Title:**

Public Affairs & Tourism Department Review

**Summary:**

Public Affairs & Tourism Department Overview - PowerPoint presentation on the department's duties and responsibilities, the resources it manages to accomplish them, the service levels achieved, and the related salient issues.

Presented by: Joan Griffin of Griffin & Associates

**Background:**

Submitted by Mary Jane Morgan, Public Affairs & Tourism Department

**Attachments:**

Click to download

 [Presentation](#)

# Tourism Marketing

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Overview of Griffin & Associates Marketing  
& Public Relations Support and Work Plan

# Duties and Responsibilities

## Planning

- Prepare Annual Tourism Marketing Plan
- Negotiate with Media Vendors to execute the plan

## Public Relations

- Write and place weekly news releases regionally, nationally and internationally
- Follow up with key “A” list media
- Host travel journalists and coordinate with local vendors for their “Taos Experience”
- Compile weekly clips

## Advertising

- Negotiate with media for targeted media purchases
- Design all ads for dissemination

## Web

- Interface with Webb Design
- Update content regularly

## Marketing

- Write, design and disseminate monthly e-newsletter to database of 1.1 million subscribers
- Write, design and disseminate bi-monthly *Get Out of Town* to media within the “drive circle”

## Community Outreach

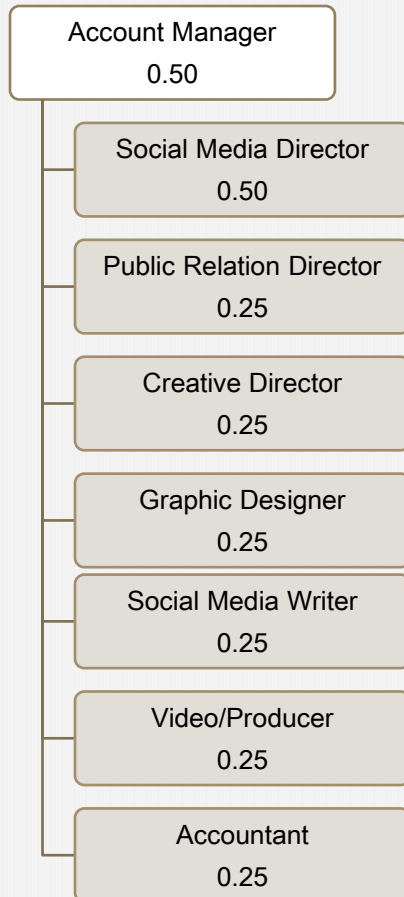
- Weekly communications to the community
- Attend all Taos Tourism Council Meetings
- Attend all Lodgers Tax Advisory Board Meetings

## Grants Management

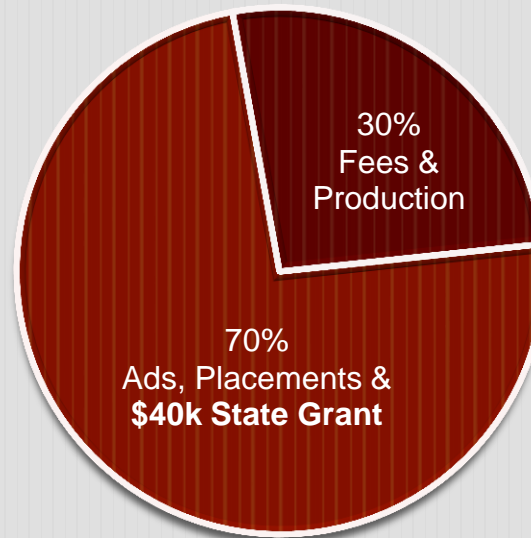
- Write New Mexico Tourism Department grant
- Invoice for reimbursements

# Resources – Griffin & Associates

## Staff – 2.50 FTEs



## Budget \$438,000



## Technology

- In Design Graphic Design
  - Print
  - Web
  - Social Media
- VOCUS – Public Relations
- Microsoft Office
- QuickBooks Pro – Accounting
- Honeycomb – Return-on-investment tracking software

# Level of Service

## Annual Plan

- Three-month preparation cycle
- Monthly reporting to Town Manager

## Public Relations

- Write weekly news releases approved by Town Manager
- Publicize regionally or nationally
- Track Results

## Marketing

- Design material requested by Town and/or Committees
- Update Annual Plan

## Grants

- Annual Grant Writing & Presentation
- Monthly reports
- Direct management of grants

## Community Outreach

- Attend Taos all local committee meetings (Tourism Council, Lodgers' Tax Advisory Board, and Tuesday Marketing Group)
- Issue weekly reports to community

## Advertising

- Quarterly Ad Plan
- Design & send ads

# Strategic Overview

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- |                      |  |
|----------------------|--|
| <b>Strength</b>      | – Continuity (5 years) of collaboration with local partners and well-defined oversight/communication structure   |
| <b>Weaknesses</b>    | – Departure of long-serving Tourism & Public Affairs Director and greater reliance on the marketing contractor is proving a distraction to the established management structure  |
| <b>Opportunities</b> | <ul style="list-style-type: none"><li>– Taos’ emerging distinction from the rest of the Mountain Region: culture matters</li><li>– New management structure will allow greater involvement by local partners and provide for a more stable marketing effort</li><li>– Great relationships with New Mexico Tourism Department</li></ul> |
| <b>Threats</b>       | <ul style="list-style-type: none"><li>– Weak economy could mean declining lodger’s tax and smaller marketing budget</li><li>– Lower General Fund revenue could increase pressure to divert the marketing budget</li></ul>  |

# Work Plan

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## **Strategic Focus/Priorities**

- Infuse local tourism marketing effort with considerations of return-on-investment
- Make clear new management structure
- Increase lodger's tax receipts

## **List of Projects/Objectives**

- Make the Marketing & Public Relations Plan more of a strategic plan
- Introduce and publicize return-on-investment standards for tourism marketing
- Introduce monthly return-on-investment report
- Continue weekly meetings with Tuesday Marketing Group to ensure local buy-in
- Increase Lodgers Tax Advisory Board involvement in planning and monitoring
- Implement New Mexico Tourism Department \$40k Grant



**November 13, 2012**

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**Title:**

Ordinance 12-13

**Summary:**

Consideration and possible approval of Ordinance 12-13 amending Chapter 3.76, Section 3.76.200 of the Town of Taos Municipal Code with respect to Overtime Provisions. This Ordinance identifies overtime pay requirements as set forth in the Fair Labor Standards Act, identifies exemptions from the overtime pay requirement, and recognizes statutory provisions under §553.201 Section 7(k) which provides a partial overtime pay exemption for fire protection and law enforcement personnel who are employed by public agencies.

**Background:**

Submitted by: Loretta A. Trujillo, Human Resources Director

**Attachments:**

Click to download

📎 [Ordinance 12-13](#)



## **ORDINANCE 12-13**

### **AN ORDINANCE AMENDING CHAPTER 3.76, SECTION 3.76.200 OF THE TAOS TOWN CODE**

#### **This ordinance amends the Taos Town Code with respect to Overtime Provisions**

**WHEREAS**, The Town Council, the Governing Body of the Town of Taos, finds it necessary to amend Section 3.76.200 of the Town Code as it applies to overtime provisions to identify overtime pay requirements as set forth in the Fair Labor Standards Act; and,

**WHEREAS**, The Town Council, the Governing Body of the Town of Taos, recognizes the Fair Labor Standards Act Section 13 (a)(1) contains some exceptions (or exemptions) from the overtime pay requirement; and,

**WHEREAS**, The Town Council, the Governing Body of the Town of Taos, recognizes the Fair Labor Standards Act 29 USCS §§ 201 et seq. contains statutory provisions under §553.201, Section 7(k) which provides a partial overtime pay exemption for fire protection and law enforcement personnel who are employed by public agencies on a work period basis.

**NOW, THEREFORE, BE IT ORDAINED** by the Governing Body of the Town of Taos, meeting in Regular Session this 13th day of November, 2012, and after having held a public hearing on the matter that the following Ordinance is hereby adopted, approved and ratified:

In Chapter 3.76.200: Overtime Provisions, the Town Code is amended by deleting such section in its entirety and substituting therefore a new Section 3.76.200: Overtime Provisions, to read as follows:

#### **3.76.200: OVERTIME PROVISIONS**

A. In accordance with the Fair Labor Standards Act:

1. ***Nonexempt*** employees who work more than forty (40) hours in any workweek shall be paid at one and one-half (1 ½) times their base rate of pay for all hours worked in excess of forty (40) hours in any workweek.
2. ***Exempt*** employees employed as bona fide executive, administrative, professional, computer and outside sales employees are exempt from the overtime pay requirement.
3. For those employees ***engaged in fire protection activities*** (defined by the Town of Taos as Firefighters) who have a work period of at least 7 but less than 28 consecutive days, no overtime compensation is required under section 7(k) until the ratio of the number of hours worked exceeds the number of hours which bears the same relationship to 212 as the number of days in the work period bears to 28 days.

The Town operates its work period on a 14 day cycle. The ratio for a 14 day work cycle is defined as 106 hours. Town of Taos Firefighters shall be paid at one and one-half (1 ½) times their base rate of pay for any hours worked in excess of one hundred six (106) hours.

4. For those employees ***engaged in law enforcement activities*** (defined by the Town of Taos as Patrol Officers/Police Officers) who have a work period of at least 7 but less than 28 consecutive days, no overtime compensation is required under section 7(k) until the ratio of the number of hours worked exceed the number of hours which bears the same relationship to 171 as the number of days in the work period bears to 28 consecutive days.

The Town operates its work period on a 14 day cycle. The ratio for a 14 day work cycle is defined as 86 hours. The Town further extends the overtime provision to allow that Town of Taos Police Officers shall be paid at one and one-half (1 ½) times their base rate of pay for any hours worked in excess of eighty (80) hours in a pay cycle.

- B. Overtime Authorization: Except in cases of extreme emergency, all overtime shall be authorized in advance by management (and/or supervisors); employees not scheduled to work overtime shall not work overtime. Employees are put on notice by this section of the provisions of this title that, except in cases of extreme emergency, they are specifically forbidden to work overtime without authorization. Furthermore, supervisors and/or directors are specifically instructed to prohibit employees from working unscheduled overtime by a positive written declaration. Police, firefighters and communications equipment operators (dispatchers) may be given guidelines which apply in lieu of advanced authorization. Failure of an employee to abide by scheduled overtime or authorized overtime procedures may result in disciplinary action against that employee.

- C. Hours Worked Defined: "Hours worked" means time when the employee is actually performing services for the Employer. These are the only hours which must be included when determining if FLSA overtime is due. Occasional periods when no work is performed such as paid or unpaid leave cannot be counted as time worked during a regularly scheduled workweek.
- D. Regular Rate Defined: The "regular rate" shall be that which is paid to an employee for services performed or hereby deemed performed for the Town. Payment cannot be made to public employees for services not rendered. Therefore, the regular rate shall exclude payments for occasional periods when work is performed due to personal leave, holiday, or any other kind of paid leave. Also excluded are periods when an employee is on leave without pay status.

This ordinance shall become effective as provided by law.

**ORDAINED, ADOPTED, AND APPROVED** this 13th of November, 2012 by the following vote:

Mayor Pro Tem Andrew T. Gonzales \_\_\_\_\_  
Councilmember Rudy C. Abeyta \_\_\_\_\_  
Councilmember Frederick A. Peralta \_\_\_\_\_  
Councilmember Michael A. Silva \_\_\_\_\_


**TOWN OF TAOS**

\_\_\_\_\_  
**Darren M. Cordova, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Renee Lucero, Town Clerk**

**APPROVED AS TO FORM**

  
\_\_\_\_\_  
**C. Brian James, Town Attorney**