



AGENDA
September 23, 2014
Regular Meeting

Town Council Chambers - 120 Civic Plaza Drive
1:00 PM

-
- 1. CALL TO ORDER BY THE HONORABLE MAYOR DANIEL R. BARRONE**
 - 2. ROLL CALL**
 - 3. PLEDGE OF ALLEGIANCE**
 - 4. MOMENT OF SILENCE**
 - 5. APPROVAL OF AGENDA**
 - 6. APPROVAL OF MINUTES**
 - A. August 25, 2014 Special Meeting Minutes**
 - B. September 9, 2014 Regular Meeting Minutes**
 - 7. AWARDS AND RECOGNITIONS**
 - A. Proclamation for Aviation Appreciation Month**

Proclamation honoring New Mexico Aviation Appreciation Month and recognition of Taos Airport Advisory Board.
 - B. Employee of the Month**

Mayor Barrone will present a certificate of acknowledgment to Judy Esquibel - Town of Taos September Employee of the Month.
 - 8. PRESENTATIONS**
 - A. Presentation by Mrs. Stoner and Son**

Presentation by Mrs. Stoner and son regarding a gift to the Town.

For discussion, consideration and possible action.
 - B. Regional Water Planning**

Presentation by Rosemary Romero regarding Regional Water Planning.
 - 9. CITIZENS FORUM - Citizens wishing to speak shall have the opportunity to do so for 5 minutes. No action may be taken**

10. PUBLIC HEARINGS

A. Ordinance 14-05 Adopting a New Zoning Map

Consideration and possible approval of Ordinance 14-05 adopting a new Official Zoning Map.

11. MATTERS FROM STAFF

A. 911 Communications Center update

At the request of the Mayor, the 911 Director will provide an update on issues related to the operation and transfer of the Communications Center.

B. Eco Park Locker Rooms Update

Discussion, direction to staff and possible action regarding the procurement and installation of locker rooms for Eco Park.

C. FY 2014 Justice Assistance Grant

Presentation and discussion regarding the Fiscal 2014 Edward Byrne Memorial Justice Assistance Grant submitted by the Taos Police Department on September 11, 2014. This non-matching grant application requests \$119,280 for Records Management and Computer Aided Dispatch upgrades, police officer training, and twenty (20) in-car computers.

D. Transfer of Housing and Urban Development Grant to Community Against Violence

Consideration and approval to transfer the Housing and Urban Development (HUD) Grant NM0038L6B011303 to the Community Against Violence in the amount of \$139,702 for the purpose of providing emergency residential shelter services for displaced or homeless victims of domestic violence in Taos County, contingent upon approval from HUD.

E. Resolution 14-48 Budget Adjustment Request

Consideration and possible approval of Resolution 14-48 Budget Adjustment Request to: 1) Municipal Road Gas Tax and State Shared Gas Tax Fund - Reallocating the Transfers out to 2001 NMFA PPRF Disadvantaged Program - Streets Fund in the amount of \$30,000 and the same to the 1999 Gas Tax Acquisition Fund to cover the required amount for debt service payments and cash flow on a monthly basis, 2) Transfer from Street Repair/Maintenance project to Chamisa Area Improvements Phase 3 in the amount of \$34,000 to cover the bid award for construction.

F. Financial Update

Presentation of the monthly financial report for the period ending August 31, 2014.

G. Resolution 14-49 Intergovernmental Transfer of Personal Property

Consideration and possible approval of Resolution 14-49 approving the intergovernmental transfer of three food warming equipment (hot boxes) to the University of New Mexico - Taos Branch.

H. Resolution 14-50 Intergovernmental Transfer of Personal Property

Consideration and possible approval of Resolution 14-50 approving the intergovernmental transfer of a horizontal baler to Taos County and twenty (20) sets of bunker gear to Taos County-Carson Fire District.

I. MOU with Taos Soil & Water Conservation District

Discussion, consideration and possible action regarding Memorandum of Understanding (MOU) between the Town and Taos Soil and Water Conservation District.

J. Destruction of Records

Consideration and possible approval to destroy Town records eligible for destruction pursuant to Resolution 98-49, which adopts the NM Commission of Public Records (NM State Records Center and Archives) retention and disposition schedules.

K. Contract with Northern Mountain Constructors

Consideration and approval of a Contract with Northern Mountain Constructors plus gross receipts tax contingent upon approval by New Mexico Department of Finance Local Government Division for the construction of CDBG Project 13-C-NR-I-01-G-011 Chamisa Area Infrastructure Improvements/Este Es Road Paving, Sidewalks, Curb and Gutter. (Amount will be determined by Tuesday's meeting)

L. Contract with Armstrong Engineering

Consideration and approval of a Contract with Armstrong Engineering for engineering services at Taos Regional Airport. Individual task orders will be assigned and brought before the Town Council on a project by project basis.

M. Other Matters

12. TOWN MANAGER'S REPORT

A. Lodgers Tax Advisory Board

Discussion regarding the possibility of adding additional members to the Lodgers Tax Advisory Board due to the increase in scope of duties and discussion regarding increased penalties for non-compliance.

B. Update on Septic Receiving Station

Update on the Wastewater Treatment Plant's septic receiving station operations.

C. Purchase of Water Rights

ACQUISITION OF PROPERTY - Discussion, consideration, and decisions regarding the purchase of water rights. (Executive and Public Session Informational Items/Action Items) This item may be discussed in closed session under Open Meetings Act exemption 10-15-1(H)(8), which allows for discussion of acquisition of property.

D. Other Matters

13. MATTERS AND REPORTS FROM THE MAYOR

A. Joint Health Advisory Board

Discussion, consideration and possible action regarding the designation by the Town of a second or alternate member (an appointee from the Council, staff or public) to the Holy Cross Hospital Health Advisory Board.

B. Other Matters

14. MATTERS AND REPORTS FROM THE COUNCIL

A. Consideration of Proclamation Regarding Annual Arts Festival Honorees

Discussion, consideration and possible action regarding a new annual award to be

made during Fall Arts Festival honoring key community figures and contributors to the Taos and national arts scene.

B. Other Matters

15. ADJOURNMENT

- *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.*
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September 23, 2014

Title:

August 25, 2014 Special Meeting Minutes

Summary:

Background:

Attachments:

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MINUTES
August 25, 2014
Special Meeting

Town Hall Executive Conference Room - 400 Camino de la Placita
1:00 PM

1. CALL TO ORDER BY THE HONORABLE MAYOR DANIEL R. BARRONE

The Regular Meeting of the Taos Town Council was called to order by the Honorable Mayor Daniel R. Barrone at 1:08 p.m.

2. ROLL CALL

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

Those present were:

Mayor, Daniel R. Barrone
Mayor Pro Tem, Frederick A. Peralta
Councilmember, Andrew T. Gonzales
Councilmember, George "Fritz" Hahn
Councilmember, Judith Y. Cantu

Also present were:

Town Manager, Richard Bellis
Town Clerk, Renee Lucero (left at 1:20 p.m.)
Deputy Clerk, Francella Garcia

3. PLEDGE OF ALLEGIANCE

Councilmember Hahn led the audience in the Pledge of Allegiance.

4. MOMENT OF SILENCE

5. APPROVAL OF AGENDA

Councilmember Peralta made a motion to approve. Councilmember Gonzales seconded the motion. The motion Passed. Councilmembers voting were: Ayes: Cantu , Gonzales , Hahn , Peralta .

6. APPROVAL OF MINUTES

A. July 29, 2014 Special Meeting Minutes

Councilmember Gonzales made a motion to approve. Councilmember Hahn seconded the motion. The motion Passed. Those voting were: Ayes: Cantu , Gonzales , Hahn , Peralta .

7. PUBLIC HEARINGS

A. El Camino Baja Cocina Restaurant Beer and Wine License

Consideration and possible approval of Liquor License Application No. 916532 for a Restaurant Beer and Wine Liquor License for El Camino Baja Cocina located at 122 C. Paseo del Pueblo Sur.

Mayor Barrone opened the public hearing.

Marcus Aragon, owner of El Camino Baja Cocina Restaurant, was sworn in and thanked the Mayor and Council for scheduling this public hearing. He stated they sold their dispenser liquor license in April and this liquor license application has been in process since then. He further stated with the previous liquor license they never really had the opportunity to operate as a bar since they closed at 11:00 p.m. Therefore, as a business decision, he believes it would be best to open a restaurant business.

Co-owner Rachel Griego, was sworn in and agreed that their business will do better with a restaurant license which is more family friendly.

Councilmember Cantu stated Mr. Aragon has been her tenant for several years and is one of the most professional individuals she has ever dealt with. She further added the food is outstanding and supports his desire to open a restaurant.

Rick Bellis, Town Manager, stated from the public safety standpoint this will help with the tourism aspect. He recommended considering doing microbrews and even local brews since there is advertising support from the state to promote brew districts.

Mr. Aragon stated for the past 2 years he has been working on his own private label brand with a Santa Fe brewing company which is called Nuevo Cerveza. He further stated his LLC label promotes Taos.

After closing the public hearing, Mayor Barrone asked for questions from the Council.

Councilmember Gonzales thanked Mr. Aragon and Ms. Griego for promoting Taos during this tough economy.

Councilmember Gonzales made a motion to approve. Councilmember Peralta seconded the motion. The motion Passed. Those voting were: Ayes: Gonzales , Hahn , Peralta . Abstain: Cantu .

8. MATTERS FROM STAFF

A. Visitor Center Roof Replacement

Discussion and possible approval to replace the roof of the Town of Taos Visitor Center.

1 Steve Kennebeck, Facilities Director, stated the roof at the Visitor Center is in
2 critical condition and is at the point of failure. He explained \$200,000 has been
3 allocated this fiscal year in which approximately \$38,000 is allocated in the
4 Lodger's Tax budget and the remaining amount in the Facilities Services capital
5 budget. Mr. Kennebeck further stated Garland DBS, Inc. was the contractor who
6 repaired the roof at TCA last year and he was pleased with their work. He
7 proposed entering into a contact with Garland to replace the roof at the Visitor
8 Center at a cost of \$170,326.

9 The Council discussed the warranty for work and material, scope of work and the
10 number of canals needed for the square footage of the roof.

11 Councilmember Gonzales made a motion to approve. Councilmember Hahn
12 seconded the motion. The motion Passed. Those voting were: Ayes: Cantu ,
13 Gonzales , Hahn , Peralta .
14

15 **B. Purchase and installation of two restrooms in Kit Carson Park**

16 Discussion and possible approval to purchase and install two prefabricated
17 restrooms in Kit Carson Park to replace a restroom destroyed by fire.
18

19 Mr. Kennebeck stated this is a Facilities Services capital project which has been
20 carried over for two years due to issues with the grant. He explained the bathroom
21 was burned to the ground and of the \$69,000 allocated for this project \$19,000 is
22 insurance money and \$50,000 is grant money from DFA. He explained the
23 previous administration directed him to to renovate the bathroom; however, the
24 grant is for either new construction or the installation of a modular prefabricated
25 structure. For budget purposes Mr. Kennebeck proposed that the Town purchase
26 and install two prefabricated restrooms. He explained these restrooms would be
27 bolted to the ground. Additionally, these restrooms are also commonly used by
28 other entities such as the Bureau of Land Management, the Forest Service and the
29 State Park Systems.

30 Councilmember Gonzales expressed concerns of raw sewage odor at the park and
31 would rather hold over the money until a decent bathroom can be built with running
32 water. Gilbert Martinez, Parks Superintendent, agreed; however, new water and
33 sewer lines would have to be installed.
34

35 A lengthy discussion ensued on the location and placement of restrooms and how
36 the location of these restrooms could affect the Fechin Inn.
37

38 Mayor Barrone stated since the Town is trying to attract more events he asked if
39 extensive research was done on the installation of a conventional restroom which
40 could also be a modular building. Mr. Kennebeck stated these restrooms will be for
41 daily use. Whereas, when special events occur at the park porta pottys are used.
42 He further added the price was the driving factor since only \$69,000 was allocated
43 for this project and the grant funding is only available until June 30, 2016. Mr.
44 Kennebeck asked the Mayor and Council if they would like for him to come back
45 with an estimate for a modular unit with plumbing.
46

47 A discussion ensued on salvaging the restrooms located behind the Old Taos
48 County Court House and the implementation of a surcharge to vendors who use
the park which would be used for the beautification of the park.

1 Richard Bellis, Town Manager, stated if the existing projects funded by the Historic
2 Preservation Division are completed as scheduled, perhaps this fall funding maybe
3 available from the Historic Preservation Division for a master plan of the park. He
4 further added it is best to lose six months and plan it correctly. Mayor Barrone
5 stated he would like have something in place before the next baseball season and
6 in the event the Town hosts the State Little League Baseball Tournament at the
7 park. Mr. Bellis suggested looking into building something similar to the design for
8 the Taos Eco Park which would include locker rooms.

9 A discussion ensued on the location of the modular restroom and the removal of
10 existing structures for additional space.

11 Councilmember Hahn stated he is opposed to installing anything until a master
12 plan is done. Councilmember Gonzales proposed the master plan be completed
13 during the winter and in the early spring the Town would have a plan set in place.
14

15 Mr. Bellis recommended doing an RFP immediately for the master plan so that
16 firms will provide a proposal on what it would cost and the time frame to complete a
17 master plan. In addition during that same time do the utility work so that by
18 January 1st staff would be in the position to come back to Council with a proposal
19 for approval.
20

21 Mayor Barrone directed Mr. Kennebeck to obtain pricing of a modular building,
22 work with Mr. Bellis on obtaining a master plan, determine where Fechin Inn's
23 water and sewer lines are located and meet with them to ask if they will allow the
24 Town to connect to their lines.
25

26 A discussion ensued in regards to meeting the grant deadline to ensure grant
27 reimbursement.
28

29 Mayor Barrone thanked staff for their hard work and for doing a lot with less.
30

31 **9. TOWN MANAGER'S REPORT**

32 **A. Local Community Service Block Grant**

33 Discussion, consideration and possible action regarding the 2014-2015 Town of
34 Taos Local Community Service Block Grant (LCSBG); clarification and a proposed
35 amendment to language and priorities
36

37 Mr. Bellis stated revisions were made to the 2014-2015 Town of Taos Local
38 Community Service Block Grant pertaining to Item 3.1 Priority Service Populations
39 and Item 3.2 Priority Service Areas. He further added the same process will be
40 used for all entities who solicit funding from the Town. Furthermore, this will
41 address the concerns the Council has in regards to whether these entities are in
42 good standing with the state and report to council on performance measures before
43 any money is disbursed to them.
44

45 Councilmember Peralta expressed concern on the required documentation which
46 can be difficult for smaller organizations to provide. He believes smaller
47 organizations should be treated differently than larger organizations and depending
48 on the amount being requested a more simplified form should be used. Mr. Bellis
proposed to come back with an abbreviated version for grants less than five
thousand dollars. Mr. Bellis further stated for audit purposes if a non-profit solicits

1 money from a public source they should be doing state filing and should have an
2 annual financial statement.

3 Discussion ensued on the threshold amount and the required documentation
4 needed in order to obtain funding.

5
6 A motion was made by Councilmember Peralta to adopt the language as
7 presented and direction to staff to create an abbreviated format for small local
8 grants requests under the threshold of five thousand dollars. Motion was seconded
9 by Councilmember Gonzales.

10
11 Later in the meeting Councilmember Peralta asked if the deadline to submit the
12 Local Community Service Block Grant was realistic and if it should be extended for
13 time. Mr. Bellis explained the timeline and proposed moving the due date to
14 October. The Mayor and Council directed Mr. Bellis to provide an update once the
15 new deadline has been determined. Councilmember Hahn stated he would like to
16 be present during the presentations.

17 **Councilmember Peralta made a motion to approve. Councilmember**
18 **Gonzales seconded the motion. The motion Passed. Those voting were:**
19 **Ayes: Cantu , Gonzales , Hahn , Peralta .**

20
21 **B. Lodgers Tax Advisory Board**

22 Discussion, consideration and possible action regarding proposed guidelines and
23 committee structure of the Lodgers Tax Advisory Board.

24
25 Mr. Bellis stated this is an informational item. He presented the Town of Taos
26 Lodgers Tax Advisory Board (LTAB) guidelines to the Mayor and Council. He
27 explained LTAB will have four permanent standing committees which will consist of
28 the Marketing Committee, Tourism Committee, Events Committee and Finance
29 Committee. He further explained this draft will be presented to the Lodgers Tax
30 Advisory Board for further input then will be presented to Council for final approval.

31
32 Mr. Bellis informed the Mayor and Council that winter advertising was decreased by
33 \$20,000 as a result of coordinated advertising efforts with the Taos Ski Valley
34 during the winter; therefore, the Town will focus more on the spring, summer and
35 fall advertising. He further added it is his hope in the future to create a regional
36 tourism board to coordinate this expense.

37
38 A discussion ensued on the number of members who can be appointed to the
39 board and submitting a legislative request to amend state statute
40 for stricter penalties to those who do not comply with the Town's audit requests.

41
42 Mr. Bellis stated he has been looking into having another successful concert such
43 as the Mumford and Sons Concert; however, the cost would be in the million dollar
44 range. He explained KONGOS who currently has a top international hit; "Come
45 With Me Now" had a layover and was actually looking for hotel rooms in
46 Taos. Therefore, the Town was able to negotiate a concert at the Taos Plaza on
47 September 25 for \$11,300 which would be paid from the \$20,000 savings of the
48 winter advertising. He further added Solar Feast will manage the concert and it will
be free to the public which will bring people from out of town.

Councilmember Hahn commended and thanked Mr. Bellis for achieving his goal of

having a signature key event by the end of the summer.

10. MATTERS AND REPORTS FROM THE MAYOR

A. Old County Courthouse

Discussion and direction regarding the Old County Courthouse

Mayor Barrone asked for direction from the Council if the Town should have conversations with Taos County on offering to become a partner or the lead partner in finding money for upgrades needed at the Old Taos County Courthouse building. Councilmember Peralta stated it was a good idea; however, he would like to have a financial plan. Councilmember Cantu stated she believes the Town has been excluded and asked what the Town's plan was with the building.

Mayor Barrone stated he believes the building is the heart of the downtown area and would like to see it revitalized. He further added he does not believe Taos County will seek funding for upgrades and eventually it will further degrade. He proposed to have the Town's grant writer seek grant funding for improvements.

A discussion ensued on whether a plan should be proposed to Taos County.

Councilmember Hahn stated we are working on the assumption that nothing is being done by Taos County. He further stated the Town should reach out and ask for collaboration however, it is their building.

A discussion ensued on the cost to upgrade the building.

Councilmember Peralta stated he does not want to commit before knowing the cost in bringing it up to code and the operational cost. Councilmember Cantu stated she believes collaborating is the perfect idea since it is located at the Plaza. Councilmember Hahn stated he believes the Town should extend their hand first. Councilmember Gonzales stated in conversations with the Commissioners they do not want it to become commercialized.

Mayor Barrone stated he would like to open the door for collaboration and if the County is receptive, the cost of upgrades can be discussed.

A Susan Cady, Representative for the Taos Chamber of Commerce stated the coalition is in favor on how the county building has been used as a meeting place for different groups for the past several months. She further stated the various community groups would like to see the Old Taos County Court House revitalized; however, the County should be asked if that's what they want, since it's their building.

Reports From Non-Profits

Mayor Barrone requested performance measure reports be presented to Council by non-profits who are funded by the Town.

Men's Homeless Shelter

Mayor Barrone stated the contract for the Men's Homeless Shelter is delayed at DFA and he would like to have it completed before inclement weather sets in.

11. MATTERS AND REPORTS FROM THE COUNCIL

1 **A. Tour Bus Parking**

2 Discussion regarding relocation of parking to Tuesday Morning parking lot.

3 Councilmember Cantu stated she wants the issues pertaining to the Farmers
4 Market parking to be a win win situation for everyone. Therefore, she spoke with
5 Mr. Tom McCarthy and a representative for Tuesday Morning to ask whether tour
6 buses can have drop offs at the parking lot located at Tuesday Morning and they
7 have agreed.

8
9 Councilmember Gonzales expressed concern on liability. Councilmember Cantu
10 stated that issue was not addressed. Mayor Barrone directed Mr. Bellis to get a
11 legal opinion from the new Town Attorney.

12
13 A discussion ensued on whether the space was large enough for a tour bus and
14 why the bus stop which was approved at Dunn Street has not taken place.

15
16 Mayor Barrone directed Chief Weaver to make arrangements for the Town's fire
17 truck to park and turn on the parking lot and assess for accessibility. A decision will
18 be made based on the outcome of the assessment and the Town Attorney's legal
19 opinion on liability issues.

20 **Smiths**

21 Mayor Barrone stated he and Councilmember Peralta met with the
22 representative of Smiths and was informed they were looking into constructing a
23 new store and hiring additional people.
24

25 **12. ADJOURNMENT**

26 **A motion was made by Councilmember Gonzales and seconded by**
27 **Councilmember Cantu to adjourn the meeting. The motion carried unanimously and**
28 **the meeting adjourned at 3:33 p.m.**
29

30 **APPROVED:**

31
32
33
34 _____
35 **Daniel R. Barrone, Mayor**
36

37
38 **ATTEST:**

39
40
41 _____
42 **Renee Lucero, Town Clerk**
43

44
45 **PLEASE NOTE: The Town of Taos records most Town Council Meetings via audio, however,**
46 **only Regular Town Council Meetings and some Special Town Council Meetings, with**
47 **controversial issues, are video recorded. Copies are available upon request at the Town**
48 **Clerk's Office located at 400 Camino de la Placita (575-751-2005) at a fee of \$5.00 for audio**
 and video recordings. Additionally, video recordings can be viewed at www.taos22.com. You
 may also view agendas, agenda packets, and minutes at <http://taospublic.novusagenda.com/>.



September 23, 2014

Title:

September 9, 2014 Regular Meeting Minutes

Summary:

Background:

Attachments:

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**MINUTES
September 9, 2014
Regular Meeting**

**Town Council Chambers - 120 Civic Plaza Drive
1:00 PM**

1. CALL TO ORDER BY THE HONORABLE MAYOR DANIEL R. BARRONE

The Regular Meeting of the Taos Town Council was called to order by the Honorable Mayor Daniel R. Barrone at 1:09 p.m.

2. ROLL CALL

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

Those present were:

Mayor, Daniel R. Barrone
Mayor Pro Tem, Frederick A. Peralta
Councilmember, Andrew T. Gonzales
Councilmember, George "Fritz" Hahn
Councilmember, Judith Y. Cantu

Also present were:

Town Manager, Richard Bellis
Town Attorney, Floyd Lopez
Town Clerk, Renee Lucero

3. PLEDGE OF ALLEGIANCE

Municipal Judge Richard Chavez led the audience in the Pledge of Allegiance.

4. MOMENT OF SILENCE

5. APPROVAL OF AGENDA

- Move Item 11.A. (Public Informational Meeting Update) to Item 10.D.;
- Insert Executive Session after the new Item 10.D. to discuss pending or threatened litigation regarding Taos Regional Airport expansion project pursuant to Open Meetings Act exemption 10-15-1(H)(7).

Councilmember Gonzales made a motion to approve as amended. Councilmember Peralta seconded the motion. The motion Passed. The Councilmembers voted as follows: Ayes: Cantu, Hahn, Peralta, Gonzales.

6. APPROVAL OF MINUTES

A. August 5, 2014 Special Meeting Minutes

Councilmember Gonzales made a motion to approve. Councilmember Peralta seconded the motion. The motion Passed. The Councilmembers voted as follows: Ayes: Cantu, Hahn, Peralta, Gonzales.

B. August 12, 2014 Regular Meeting Minutes

On page 2, line 45, change "Councilmember Gonzales" to "Councilmember Cantu".

Councilmember Gonzales made a motion to approve as amended. Councilmember Cantu seconded the motion. The motion Passed. The Councilmembers voted as follows: Ayes: Cantu, Hahn, Peralta, Gonzales.

C. August 18, 2014 Special Meeting Minutes

Councilmember Gonzales made a motion to approve. Councilmember Cantu seconded the motion. The motion Passed. The Councilmembers voted as follows: Ayes: Cantu, Hahn, Peralta, Gonzales

7. AWARDS AND RECOGNITIONS

A. Recognition of Francella Garcia, Deputy Town Clerk

Mayor Barrone recognized Francella Garcia, Deputy Town Clerk, on achieving the prestigious designation of *Certified Municipal Clerk* through the International Institute of Municipal Clerks.

Mayor Barrone thanked Ms. Garcia for her dedication to her profession as well as the Town of Taos.

1
2 **B. Appointment of Town Attorney**

3 Appointment and swearing in of Floyd W. Lopez to the position of
4 Town Attorney pursuant to Title 3, Chapter 3.64.080 of the Town of
5 Taos Municipal Code.
6

7 Mayor Barrone recommended Floyd Lopez for the position of Town
8 Attorney and welcomed him to the Town of Taos.
9

10 **Councilmember Gonzales made a motion to approve.**
11 **Councilmember Hahn seconded the motion. The motion**
12 **Passed. The Councilmembers voted as follows: Ayes: Cantu,**
13 **Hahn, Peralta, Gonzales.**
14

15 **8. PRESENTATIONS**

16
17 **A. Resolution 14-44 Supporting Kit Carson Electric**

18 **Presentation, discussion and possible approval of Resolution 14-**
19 **44 urging approval of preliminary mediation agreement between**
20 **Tri-State and its New Mexico Member Cooperatives. By Luis**
21 **Reyes Jr., Chief Executive Officer.**
22

23 Mr. Reyes gave a presentation on the history between Tri-State and Kit
24 Carson Electric. He stated in 2000 Tri-State merged with Plains
25 Electric with a contract expiring in 2040. The benefits were to be lower
26 rates, rate stability, regulatory oversight, and more access to
27 renewable energy supply. However, since the merger, there have
28 been nine rate increases and two proposed rate increases, which were
29 suspended by the New Mexico Public Regulations Commission
30 (NMPRC). Rates have increased by about 95% over the last fourteen
31 years. Tri-State is now challenging NMPRC in federal
32 court. Additionally, Mr. Reyes explained the issues with the pending
33 case and the financial impact of a global settlement. He stated Kit
34 Carson has requested a letter to explore potential alternative power
35 suppliers.
36

37 Councilmember Gonzales stated that the Town should stand behind Kit
38 Carson Electric as these rate increases impact every citizen and the
39 entire economy of Taos.
40

41 A lengthy discussion ensued regarding excess funds generated by Kit
42 Carson Electric and alternative power suppliers.
43

44 Mr. Reyes requested approval of Resolution 14-44 supporting Kit
45 Carson Electric's efforts to continue mediation with Tri-State.
46

47 The Mayor and Council thanked Mr. Reyes for his continued
48

1
2 commitment to bringing options to consumers.

3
4 Mr. Bellis thanked Mr. Reyes for being open to the idea of the Town,
5 County, Kit Carson Electric and other key businesses jointly paying for
6 a Regional Economic Development Director. There have been several
7 excellent applicants who are interested in coming to Taos.

8
9 **Councilmember Gonzales made a motion to approve.**
10 **Councilmember Cantu seconded the motion. The motion**
11 **Passed. The Councilmembers voted as follows: Ayes: Cantu,**
12 **Hahn, Peralta, Gonzales.**

13 **B. Proclamation for Taos County Economic Development**
14 **Corporation**

15 **Mayor Barrone presented a proclamation to Taos County**
16 **Economic Development Corporation (TCEDC) designating**
17 **November 16 to November 22, 2014 as TCEDC week in Taos.**

18
19 Mayor Barrone stated he takes great pride in presenting this
20 proclamation to an organization that has worked so hard for economic
21 development in Taos. He thanked TCEDC for their dedication to the
22 community.

23
24 Patti Martinson, Co-Director of TCEDC, thanked the Mayor and the
25 community for their support of TCEDC. She also acknowledged the
26 staff, volunteers and the Board of Directors of TCEDC as they all
27 contribute to their success.

28
29 Mayor Barrone stated during the economic downturn, it was hard to
30 keep the doors opened at TCEDC and several staff even became
31 volunteers. He thanked them for continuing to move the program
32 forward.

33
34 **C. Resolution 14-42 Supporting Dream Tree Project**
35 **Consideration and possible approval of Resolution 14-42**
36 **and presentation of resolution to Catherine Hummel regarding**
37 **Dream Tree Project.**

38
39 Catherine Hummel requested the Town's support of a grant application
40 in the amount of \$25,000 for the purchase of a van for use by their
41 program.

42
43 **Councilmember Peralta made a motion to approve.**
44 **Councilmember Hahn seconded the motion. The motion**
45 **Passed. The Councilmembers voted as follows: Ayes: Cantu,**
46 **Hahn, Peralta.**

Councilmember Gonzales was not present during the vote.

D. The Paseo and Fall Arts Festival

The Paseo and Fall Arts Festival, an informational presentation by Matt Thomas and Paul Figueroa.

Paul Figueroa stated the festival will take place September 26 through October 5, 2014. This is the 40th year that they have strived to recognize the creative people of the community and promote Taos. The festival is a great booster for Gross Receipts Tax as well as Lodgers Tax, but also gives local artists an opportunity to display their work. Mr. Figueroa provided a detailed report of events that will take place during the festival.

Mr. Bellis stated, in extending the marketing contract with Griffin and Associates, he withheld approximately \$16,000 per quarter in order to publicize local events such as this event. He further stated he expected to spend about \$5,000 for this event, but only about \$1,075 has been spent. He informed the Council that he would like to allocate an additional \$1,500 for payment of entertainers, direct exhibits and expenses which are exempt from procurement. He also requested permission to waive bus fees for visitors who have art passports to the art festival. The Council concurred.

9. CITIZENS FORUM - Citizens wishing to speak shall have the opportunity to do so for 5 minutes. No action may be taken

- Paul Christie stated he is disappointed that the Town is planning a major development at Taos Regional Airport. The Town is diverting the democratic process by applying for an administrative permit. The process has been unfair. He requested that Council do the right thing and bring constituents into the process and cancel the administrative permit.

Mr. Bellis stated the type of application that was required to be submitted was determined by the Taos County Staff and prescribed by the new Taos County Land Use Development Code, not the Town. A lot of people provided input into the land use code from the surrounding county recognized neighborhood organizations over the past 4 years. These are organizations officially recognized by the county and elected by the residents and property owners of those areas to represent those communities to the elected officials on important issues exactly like this. The neighborhood associations were aware of this development and built it into their neighborhood zoning plans after having dozens of public meetings, to which all property owners and residents were invited by personal mailings, flyers and going door-to-door.

1
2 Extensive discussion ensued with regard to safety concerns with
3 crosswinds at the airport and how they can affect air ambulances from
4 taking off in an attempt to save a person's life.

- 5
6 • Bob Draper stated a great many business owners believe the airport is
7 essential for getting people in and out of Taos. It will be a good thing if
8 air transportation becomes faster and safer. He has been to public
9 meetings on this issue for the past thirty years.
- 10
11 • Seth Brown stated every Environmental Impact Statement (EIS) public
12 meeting was packed with people protesting the airport expansion. The
13 Federal Aviation Administration (FAA) completely ignored that. The only
14 other time there has been adequate notice was for the forum. The Town
15 continues to focus on projects that benefit millionaires.

16
17 Councilmember Gonzales stated if it were not for the millionaires in the
18 community, his business would not be as successful as it has been. He
19 expressed the importance of providing opportunities so that the children
20 do not have to leave Taos for college and job opportunities.

- 21
22 • Louise Hummingbird stated the airport expansion in Sedona, Arizona
23 caused problems for residents around the airport and citizens near Santa
24 Fe's airport complain about skin rash due to the pilots dumping fuel.

25
26 John Thompson, Airport Manager, stated he has been an airport
27 mechanic for several years and he does not know of any jets or airplanes
28 that have the capability to dump fuel.

- 29
30 • Marilyn Hoff discussed attendance at the informational meeting and
31 stated she was disappointed that the entire governing body was not
32 present.
- 33
34 • Stephens Hall stated an expanded airport in Taos is not necessary with
35 other large airports in close proximity. He stated funds should instead be
36 used on extensive trails, bicycle lanes, and sidewalks that all community
37 members can use.
- 38
39 • Jeanne Green stated the Council is not following Town of Taos mandates
40 and discussed a pending lawsuit regarding moving forward without
41 proper permits. She also discussed property values declining.

42
43 Mayor Barrone asked Mr. Lopez whether a person should be aware that
44 property they are purchasing is located next to an airport. Mr. Lopez
45 stated the property owner should know and the realtor should also inform
46 them.

- Bill Gowen stated this project will create a slum. He discussed the value of people's properties being compromised in order to benefit the airport

10. MATTERS FROM STAFF

A. Financial Update

Presentation of the monthly financial report for the period ending July 31, 2014.

Marietta Fambro, Finance Director, provided the following report:

Revenues - Gross Receipts Tax - July's tax distribution (May's activity) was down 3.50% compared to 2013-2014. The most significant categorical decreases were in Retail Trade at \$26,332 (8.88%) and Accommodation & Food Services at \$18,158 (13.73%). The most significant categorical increases were in Unclassified Establishments at \$14,117 and Utilities at \$7,624 (33.72%). A couple of notable revenue sources that increased in July are Building Permits at \$12,204 and Pool/Recreation at \$11,196. There were also decreases throughout the remainder of the General Fund.

Expenditures – As the Town begins a new fiscal year, actual expenditures for July are reflected on the monthly report for comparisons to last fiscal year. In Executive the elimination of a position; Finance has the vacancy of the Business Manager position; Police the vacancy of a couple officer; and the decrease of the monthly reoccurring cost for Communications JPA - Town Share and for the inmate contract to house prisoners expenditures are reflected in lower amounts this year. The increase in the Fire Department is contributed to \$20,000 for the fireworks display which was paid this July versus August of last year. Other than the items stated above, the remaining departments are within their allowed budgets considering this is the first reporting period.

Ending Balance – The carryover from fiscal year of \$2,480,356 has allowed the Town to start with the state mandate of a 1/12th reserve along with an additional 54 days reserve. With this being the first month of reporting there are no projections at this time but staff will continue to review all activity on a monthly basis.

B. Annual Operating Budget for FY 2014-2015 - DFA Approved

Consideration and possible approval of the Annual Operating Budget for FY 2014-2015 as approved by the Department of Finance and Administration (DFA) in accordance with Section 6-6-5 NMSA 1978.

1
2
3 Councilmember Peralta made a motion to approve.
4 Councilmember Hahn seconded the motion. The motion
5 Passed. The Councilmembers voted as follows: Ayes: Cantu,
6 Hahn, Peralta, Gonzales.

7
8 **C. Resolution 14-39 Budget Adjustment Request**

9 Consideration and possible approval of Resolution 14-39 Budget
10 Adjustment Request to 1999 Gas Tax Acquisition Fund - Transfer
11 \$10,000 from the Street Repair/Maintenance project to Camino de
12 la Merced Improvements (Town Match) to cover the award for
13 construction costs and adjust the Utility Construction Fund -
14 Increase \$26,000 to Camino de la Merced Water/Sewer portion of
15 the project, amount coming from the unreserved fund balance.

16
17 Councilmember Gonzales made a motion to
18 approve. Councilmember Hahn seconded the motion. The
19 motion Passed. The Councilmembers voted as follows: Ayes:
20 Cantu, Hahn, Peralta, Gonzales.

21
22 **D. Public Informational Meeting Report**

23 Report on the Public Informational Meeting regarding the airport
24 safety improvement project.

25 Councilmember Hahn stated there were approximately 85 to 90 people
26 in attendance at the Public Informational Meeting, which was held on
27 August 25, 2014, and they discussed safety issues, the EIS, military
28 use, fuel dumping, fire suppression, cost, and many other issues. He
29 would like to discuss the issues in detail later in the meeting.

30
31 **E. EXECUTIVE SESSION**

32
33 **PENDING OR THREATENED LITIGATION- Discussion**
34 regarding pending or threatened litigation in reference to Taos
35 Regional Airport expansion project. This item may be discussed
36 in closed session under Open Meetings Act exemption 10-15-
37 1(H)(7), which allows for discussion of pending or threatened
38 litigation.

39
40 Mr. Lopez stated executive session will be held pursuant to Open
41 Meetings Act exemption 10-15-1(H)(7), which allows for discussion of
42 pending or threatened litigation, specifically with regard to the next two
43 items on the agenda.

44
45 Councilmember Peralta made a motion to go into Executive
46 Session. Councilmember Cantu seconded the motion. The
47 motion was Passed. Those voting AYE were: Councilmembers:
48

1
2 **Cantu, Gonzales, Hahn and Peralta.**

3
4 **At 5:04 p.m., Councilmember Peralta made a motion to come out**
5 **of Executive Session. Councilmember Hahn seconded the motion.**
6 **The motion was Passed. Those voting AYE were:**
7 **Councilmembers: Cantu, Gonzales, Hahn and Peralta.**

8
9 **Mr. Lopez stated discussion in the Executive Session was limited**
10 **to the items as they were called for and no action was taken.**
11 **Councilmember Hahn made a motion to accept Mr. Lopez's**
12 **report. Councilmember Cantu seconded the motion. The motion**
13 **was Passed. Those voting AYE were: Councilmembers: Cantu,**
14 **Gonzales, Hahn and Peralta.**

15 **F. Resolution 14-43 Federal Aviation Administration Grant**

16 **Consideration and possible approval of Resolution 14-43 to apply**
17 **for and accept a grant for federal assistance from the Federal**
18 **Aviation Administration in the amount of \$5,476,691 for the first**
19 **phase of construction of Runway 12/30 at Taos Regional Airport.**
20 **The Town and State match amounts for this project will be**
21 **\$304,261 each, for a total project cost of \$6,085,213.**
22

23 **Councilmember Peralta made a motion to approve.**
24 **Councilmember Gonzales seconded the motion.**
25

26 For discussion, Police Chief David Weaver explained his background
27 in law enforcement. He stated if weather conditions are not ideal, air
28 ambulance will attempt to take off anyway to try to save a life and may
29 crash. That is the nature of what people who work in that industry
30 do. He stated Taos needs the airport and the crosswind runway. The
31 medical crew needs to be safe. He urged the Council to continue with
32 the process to expand the airport.
33

34 The following individuals came forward to speak against the airport
35 expansion:
36

- 37 • Stephens Hall
- 38 • Seth Hall
- 39 • Bill Gowen
- 40

41 Councilmember Peralta stated the Town has spent thirty years
42 analyzing why the airport needs to be expanded. There is no hidden
43 agenda.
44

45 Councilmember Hahn stated during the election this issue came up
46 twice and at that time he had reservations. Since then he has spent a
47 great amount of time researching the project and has talked to
48

1
2 opponents and proponents of the project. He thanked the Mayor for
3 allowing the public to comment as previous administrations probably
4 would not have allowed it. He also thanked the Town staff for the hard
5 work they have done. Regardless of the decision made today he
6 encourages the citizens to continue to make their voices be heard. He
7 stated staff has recommended having opponents sit on the Airport
8 Advisory Board and a board that will oversee construction. He
9 provided an extensive analysis on the expansion. He also addressed
10 some of the concerns raised by the citizens during the
11 forum. Councilmember Hahn further stated Mr. Bellis is committed to
12 continued dialogue and his door is always open. He stated if this
13 venture moves forward he will do everything possible to ensure that it
14 proceeds with accountability. He proposed that the Council not pursue
15 the FAA grant opportunity and, rather, invest the match in the
16 acequias, farming, small business and sustainability.

17
18 Councilmember Cantu thanked Councilmember Hahn for being
19 thorough. She stated Santa Fe is a shell of what it was once known to
20 be. She discussed small towns that moved their people out and kept
21 the buildings due to expansions. She does not want to hear that Taos
22 is not what it once was. She supports safety and smart planning, but
23 not for the way the project is being proposed. She also stated an
24 updated Environmental Impact Statement is needed. She further
25 stated she wonders if the Town is catering to those who want to get to
26 the ski valley and not come down to Taos. Councilmember Cantu also
27 stated there are more people opposed to the project than are for the
28 project and emphasized that federal money is still taxpayer's money.

29
30 Councilmember Gonzales stated he makes his decisions based on
31 fact. He said his dad was a well-respected business man in the
32 community. When his kidneys were failing, he had two opportunities to
33 receive a kidney and each time, he could not take off from the airport
34 due to the crosswinds. He asked what a life is worth and stated he
35 and his father's grandkids had to grow up without his father. In Taos
36 everyone relies heavily on family. If he had the opportunity to save one
37 life, he would take it. The new owner of the Taos Ski Valley has made
38 an investment on an opportunity based solely on the weather. The
39 Town has lost economic opportunities because of the uncertainty of the
40 airport. Although he respects both sides of the issue, he will not turn
41 down the airport.

42
43 **The motion passed. The Councilmembers voted as follows: AYES:**
44 **Gonzales, Peralta. NAYS: Cantu, Hahn. Mayor Barrone broke the**
45 **tie with a vote of AYE.**

46
47 Mayor Barrone stated he does not want Taos to die. He wants Taos to
48

1
2 stay vibrant so that its' beauty can be shared with those who wish to
3 visit.

4 **G. Contract TT-15-82 with Northern Mountain Constructors**

5 **Consideration and approval of Contract TT-15-82 with Northern**
6 **Mountain Constructors in the amount of \$5,031,348.50 plus gross**
7 **receipts tax contingent upon funding from the Federal Aviation**
8 **Administration and agency approval to construct phase one of**
9 **Runway 12/30 at Taos Regional Airport.**

10
11 Mr. Espinoza stated this contract is contingent upon funding from
12 Federal Aviation Administration.

13
14 Mayor Barrone asked for clarification about the low bid that came in
15 substantially lower than the other bid and the engineer's estimate. Mr.
16 Espinoza explained the other bidder was considered non-responsive
17 due to a lack of the proper New Mexico Contractors
18 License. Additionally, he stated the other bid came in at approximately
19 \$3.3 million higher than the low bidder (Northern Mountain
20 Constructors, Inc.)

21
22 **Councilmember Gonzales made a motion to approve the contract**
23 **contingent upon there being sufficient appropriations available,**
24 **continuing appropriations being available for each fiscal year;**
25 **continuing legal authority; and all permits and approvals are in**
26 **place. Councilmember Peralta seconded the motion.**

27
28 Mr. Bellis stated the contract must be signed within 60 days from the
29 bid opening date of August 28th.

30
31 Councilmember Hahn stated he is very happy that a local contractor
32 was awarded this bid. He stated whether he votes yes or no on the
33 contract, it is not a reflection on the contractor's expertise.

34
35 **The motion passed. The Councilmembers voted as follows:**
36 **AYES: Cantu, Gonzales, Peralta. NAY: Hahn.**

37
38 Mayor Barrone thanked the staff for their work on this project as well as
39 the citizens for providing their input.

40
41 **H. Contract TT-15-81 with Garcia Underground**

42 **Consideration and approval of Contract TT-15-81 with Garcia**
43 **Underground in the amount of \$658,116.84 plus gross receipts**
44 **tax to construct Camino de la Merced utilities and roadway.**

45
46
47 **Councilmember Peralta made a motion to approve.**
48

Councilmember Cantu seconded the motion. The motion Passed. The motion Passed. The Councilmembers voted as follows: Ayes: Cantu, Hahn, Peralta, Gonzales.

I. Resolution 14-41 Grant Application for Rural Transportation Services

Consideration and possible approval of Resolution 14-41 regarding an application and award for financial assistance under the USC Section 5311 of the Federal Transit Act for Rural Transportation Services estimated at \$423,440 with a Town Match of \$287,360 for Federal Fiscal Year 2015-2016 (October 1, 2015 to September 30, 2016).

Councilmember Gonzales made a motion to approve. Councilmember Hahn seconded the motion. The motion Passed. The Councilmembers voted as follows: Ayes: Cantu, Hahn, Gonzales.

Councilmember Peralta was not present during the vote.

J. Resolution 14-46 Waiver of Immediate Family Member

Consideration and possible approval of Resolution 14-46; Waiving the provisions of NMSA 1978, Section 13-1-190, regarding contracting with an immediate family member of a Town of Taos employee. The Town of Taos proposes to contract with Jim Fambro, related to Marietta Fambro, to perform certain Alternate Municipal Judge services for the Town of Taos.

Mr. Bellis stated this has gone through a bidding process and Mr. Fambro has been recommended by Municipal Judge Richard Chavez.

Councilmember Hahn made a motion to approve. Councilmember Gonzales seconded the motion. The motion Passed. The Councilmembers voted as follows: Ayes: Cantu, Hahn, Gonzales.

Councilmember Peralta was not present during the vote.

11. TOWN MANAGER'S REPORT

A. Status Report

Status report on 114 Civic Plaza Drive.

Mr. Bellis stated the building has a number of problems and UNM has asked if they can move some of their staff to a room within this building (Coronado Hall). He also discussed the costs associated with making improvements to the building and possibly having to relocate UNM and

1
2 Municipal Court. He asked the Council to consider whether the
3 improvements are worth doing considering the amount the Town
4 leases the building.

5
6 Discussion ensued regarding the specific repairs that need to be done
7 and whether staff should move forward with obtaining an appraisal of
8 the building. Mayor Barrone directed staff to obtain an appraisal.

9
10 **B. 2016-2020 Infrastructure Capital Improvement Plan**

11 **Discussion regarding a Special Meeting on September 11, 2014 at**
12 **9:00 a.m. to review and approve the 2016-2020 Infrastructure**
13 **Capital Improvement Plan.**

14 Mr. Bellis stated for information a Special Meeting has been scheduled
15 for September 11, 2014 at 9:00 a.m. Councilmember Gonzales asked
16 if he can participate by telephone as he will be out of Town. Mr. Bellis
17 stated he will ensure that a phone is set up for Councilmember
18 Gonzales.

19
20 **12. MATTERS AND REPORTS FROM THE MAYOR**

21
22 **A. Appointment to Lodgers Tax Advisory Board**

23 **Consideration and possible appointment to the Lodgers Tax**
24 **Advisory Board (LTAB); recommendation of LTAB – Laurie**
25 **Moreau.**

26 Mayor Barrone stated another member still needs to be appointed and
27 Mr. Bellis will bring that person for approval soon.

28
29 **Councilmember Peralta made a motion to approve.**
30 **Councilmember Gonzales seconded the motion. The motion**
31 **Passed. The Councilmembers voted as follows: Ayes: Cantu,**
32 **Hahn, Peralta, Gonzales.**
33

34 **B. Resolution 14-47 North Central Regional Transit District**

35 **Discussion, consideration, and possible action to approve**
36 **Resolution 14-47 regarding authorizing the establishment of a**
37 **date for a Public Hearing to receive public input and provide**
38 **information with regards to consideration of the Town of Taos**
39 **applying for membership in the North Central Regional Transit**
40 **District (NCRTD) and appointing a Director and alternate to**
41 **represent the Town there on.**
42

43 Mayor Barrone stated there is no cost to be a member of the district.
44 He further stated the membership affords the Town opportunities to
45 receive services through the district through regional collaboration.

46
47 Mr. Bellis stated for informational purposes he attached the resolution
48

1
2 that will be proposed at the special meeting.
3

4 Councilmember Gonzales asked that the governing body member who
5 is appointed to serve on the board request that Los Alamos National
6 Laboratories assist with funding for the NCRTD.
7

8
9 **Councilmember Peralta made a motion to approve.**
10 **Councilmember Gonzales seconded the motion. The motion**
11 **Passed. The Councilmembers voted as follows: Ayes: Cantu,**
12 **Hahn, Peralta, Gonzales.**

13 **13. MATTERS AND REPORTS FROM THE COUNCIL**

14 **A. Arts and Cultural District/Main Street District**

15 **Discussion, consideration and possible action regarding the Taos**
16 **Arts and Cultural District (TACD) and Taos Main Street District**
17 **(TMSD). May include a presentation by the TACD/TMSD and**
18 **question and answer session between the Council and TACD**
19 **Board.**
20

21
22 Mr. Bellis stated he received an email from the President of the Arts
23 and Cultural District Board indicating they would not be presenting at
24 today's meeting.
25

26 **B. Other Matters**

- 27 • Councilmember Peralta stated the hospital received \$5.1 million
28 from the state for indigent care and meeting the matching
29 requirements for Medicaid and Medicare. He also stated the
30 board has committed to communicate more with the community
31 and they have already scheduled a meeting with the County
32 Commissioners. They will provide the Town a presentation
33 when we are ready. The board has also asked staff to move
34 forward with the rural economic financing portion of the federal
35 government to evaluate the cost of an office building.
- 36 • Councilmember Hahn stated he attended the Hospital Board
37 meeting as a citizen and he also attended the Hospital Task
38 Force Meeting and he was asked to vote. Councilmember
39 Peralta stated the Town is supposed to have two voting
40 members attend the Hospital Task Force Meetings and it could
41 be anyone, not just Councilmember. Councilmember Hahn
42 stated he has an interest in the hospital and he would be happy
43 to commit to attending the Hospital Task Force Meetings.
- 44 • Councilmember Gonzales stated he and Councilmember Cantu
45 will be attending the NALEO Policy Institute on Infrastructure in
46 Dallas, Texas to discuss infrastructure in small
47
48

municipalities. He emphasized there will be no cost to the Town for this travel.

- Councilmember Cantu stated she attended the TCEDC Board Meeting. She stated she is also is a member of the Fiesta Council and attended the Santa Fe Fiestas and she came back with a lot of ideas for Taos' fiestas. Mayor Barrone stated he would like to see more organizations participate in the fiestas by having booths to raise money for their causes.
- Councilmember Cantu also thanked Chief Weaver for the report he provided at the last meeting on the parking meters and Cyndee Perez for the report she provided on the contracts. The reports have assisted her a lot.

14. ADJOURNMENT

A motion was made by Councilmember Gonzales and seconded by Councilmember Cantu to adjourn the meeting. The motion carried unanimously and the meeting adjourned at 6:59 p.m.

APPROVED:

Daniel R. Barrone, Mayor

ATTEST:

Renee Lucero, Town Clerk

PLEASE NOTE: The Town of Taos records most Town Council Meetings via audio, however, only Regular Town Council Meetings and some Special Town Council Meetings, with controversial issues, are video recorded. Copies are available upon request at the Town Clerk's Office located at 400 Camino de la Placita (575-751-2005) at a fee of \$5.00 for audio and video recordings. Additionally, video recordings can be viewed at www.taos22.com. You may also view agendas, agenda packets, and minutes at <http://taospublic.novusagenda.com/>.



September 23, 2014

Title:

Proclamation for Aviation Appreciation Month

Summary:

Proclamation honoring New Mexico Aviation Appreciation Month and recognition of Taos Airport Advisory Board.

Background:

Attachments:

[Click to download](#)

No Attachments Available



September 23, 2014

Title:

Employee of the Month

Summary:

Mayor Barrone will present a certificate of acknowledgment to Judy Esquibel - Town of Taos September Employee of the Month.

Background:

Attachments:

[Click to download](#)

No Attachments Available



September 23, 2014

Title:

Presentation by Mrs. Stoner and Son

Summary:

Presentation by Mrs. Stoner and son regarding a gift to the Town.

For discussion, consideration and possible action.

Background:

Attachments:

[Click to download](#)

No Attachments Available



September 23, 2014

Title:

Regional Water Planning

Summary:

Presentation by Rosemary Romero regarding Regional Water Planning.

Background:

Attachments:

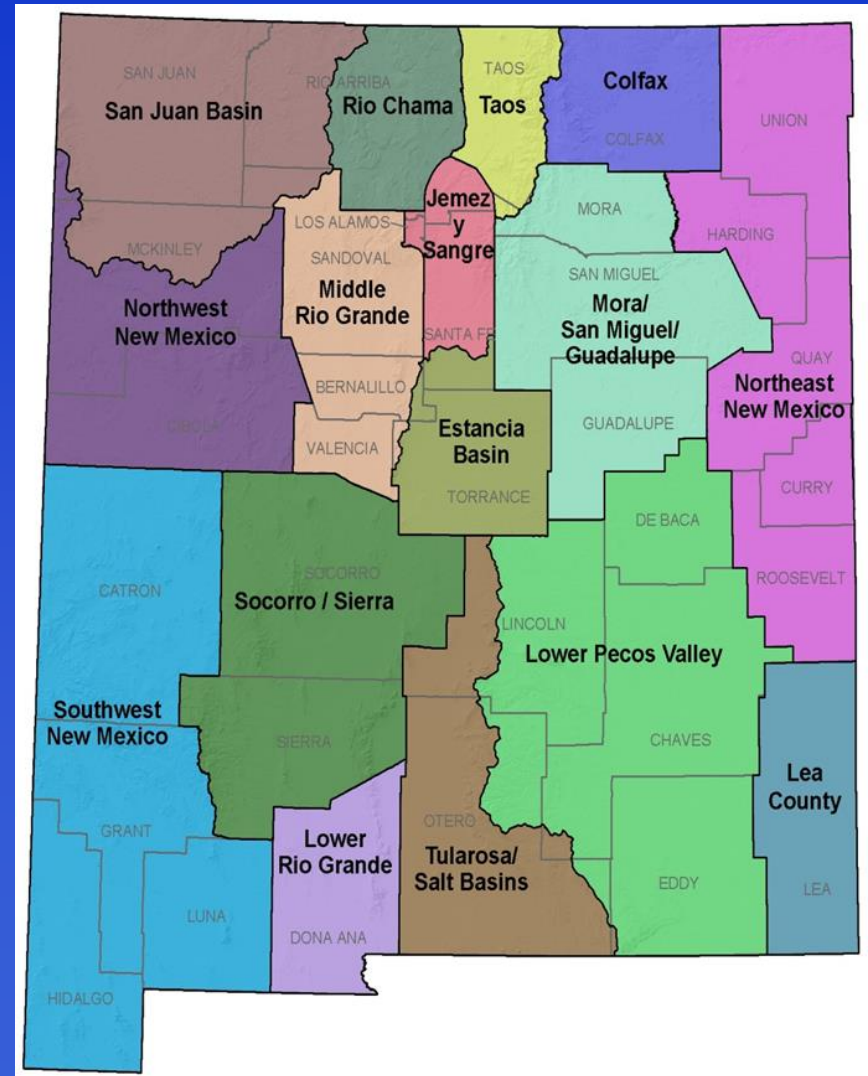
Click to download

- ❏ [PowerPoint](#)
- ❏ [Backup](#)
- ❏ [News Release](#)
- ❏ [Final Letter to Stakeholders](#)
- ❏ [Handbook](#)

Regional Water Plan

Update Process

2014/2015



Updated Regional Water Planning Handbook

- ◆ Develops Common Technical Platform for updating the plans simultaneously.
- ◆ Allows better integration of Regional Water Plans into the State Water Plan.
- ◆ Sets out role of the State and the Regions.
- ◆ Identifies approach for forming a representative steering committee to develop strategies and identify projects to be funded.

Scope of the Update

- ◆ Builds on existing plans.
- ◆ Updates key data to reflect changed conditions.
- ◆ Two-year process based on funding availability.
- ◆ Updated plans will be more closely tied to Water Trust Board funding process.

Year 1 (funding in place)

- ◆ State and its contractors will:
 - Work with Regions to facilitate engagement of stakeholders to convene a representative steering committee.
 - Review and integrate updated technical data and information, including any relevant information provided by the Steering Committee.
 - Complete the technical portions of the updates, including identifying the supply/demand gap.

Year 2 (if funding is available)

- ◆ Regional Water Planning Steering Committees will direct completion of the updated plans:
 - Contract technical and facilitation support for implementation strategies.
 - Draft and implement public outreach plan.
 - Identify implementation strategies (programs, policies, and projects) to meet future water demand.
 - Finalize Regional Water Plan update and submit for acceptance to ISC.

RWP Contractor Deliverables

January 2015

- ◆ Technical report addressing Handbook sections B, D, E, F, G, H:
 - Introduction
 - Background information
 - Legal issues
 - Water supply and demand
 - Population and economic trends
 - Future water use projections
 - Gap between supply and demand

Input from Regions

♦ Population and Economic Data

- Recent studies or reports that include population projections
- Major projects or initiatives that will affect employment
- Significant residential developments
- Anticipated changes in key sectors
- Key individuals to interview

Input from Regions

- ◆ Technical and legal information
 - Water planning documents or local studies
 - Significant water issues
 - Local water-related programs or initiatives
 - Local ordinances to address water or land use
 - Pending or threatened lawsuits related to water
 - Key individuals to interview

Steering Committee Composition

- ◆ Representative water use groups such as:
 - Agricultural, both surface water and groundwater users
 - Municipal and county government
 - Rural water provider
 - Extractive industry
 - Environmental interest
 - Local business
 - Tribal entity (as appropriate)
 - Watershed interest
 - Federal agency
 - Other groups as identified by the Steering Committee

Steering Committee Responsibilities Year 2 (2015)

- ◆ Address Handbook sections C and I:
 - Public participation
 - Strategies to meet future water demand
- ◆ Public Involvement Plan
 - Steering committee meetings, meetings with stakeholders and general public
- ◆ Identification of strategies to address water supply-demand gap and regional goals

Contacts for questions or general information

- ♦ Angela Bordegaray, State and Regional Water Planner, ISC

Angela.Bordegaray@state.nm.us; (505) 827-6167

- ♦ Rosemary Romero, Professional Facilitator

Romero.Rosemary@gmail.com (505).982.9805 office

Summary of process

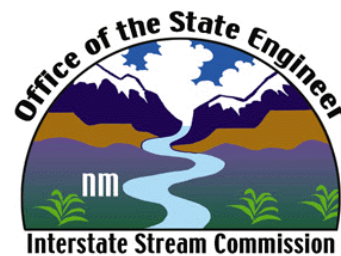
http://www.ose.state.nm.us/Planning/SWP/SWP&RWP_Recommended%20ApproachAlt1_09-03-2013re2.pdf

HANDBOOK

http://www.ose.state.nm.us/Planning/RWP/Revised%20RWP%20Handbook%20ISC_Dec_2013_Final.pdf

New Mexico State Water Plan & 16 Regional Water Plans

New Mexico Office of the State Engineer &
Interstate Stream Commission



Recommended Approach for New Mexico State and Regional Water Plan Updates 2013-2015

AT ISSUE

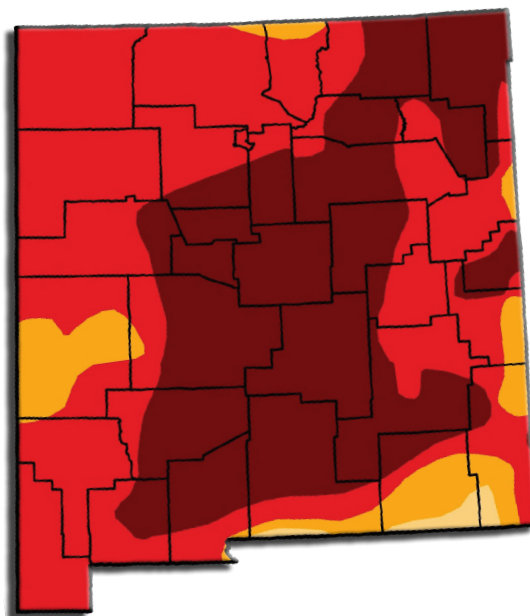
New Mexico is in its 3rd year of drought, with most of the state in “Exceptional Drought” status for the first half of 2013. At the same time, July 2013 saw record setting precipitation in parts of the state, reinforcing the importance of planning for precipitation extremes and climate variability. New Mexico has a State Water Plan that is 10 years old. New Mexico also has 16 regional water plans, the oldest now 14 years old. State law requires that the State Water Plan be reviewed every five years and that the regional water plans be integrated, “where appropriate” with the State Water Plan. Other western states, including some neighboring states, are actively planning for dwindling water supplies.

The Water Trust Board is a vehicle for implementing the State Water Plan project and program goals. Criteria for water projects and programs under the Water Project Finance Act include prioritization of proposals that are in an ISC-accepted regional water plan. The water plans matter for publicly funded water infrastructure decisions.

The State must undertake a comprehensive planning process to unite both normal conditions and particular situations when the water availability is significantly different from normal conditions. Effective and efficient management of water as a public resource is simply impossible without adequate planning.

LOOKING BACK

Regions developed their own water plans over the past 20 years. The State Water Plan was written after the Regional Water Plans, so it is a challenge to integrate the plans, as required in the state water plan statute. Regions developed plans using different assumptions and methodologies for compiling data. Regional plans lack consistent assessment methodology. Therefore, existing regional water plans do not provide the basis for an integrated water plan as anticipated by the decision makers. Like water, resources for planning have been variable and scarcer in recent years. Consistent and sufficient resources have not been available to bring the two programs together to result in meaningful and reliable planning efforts.

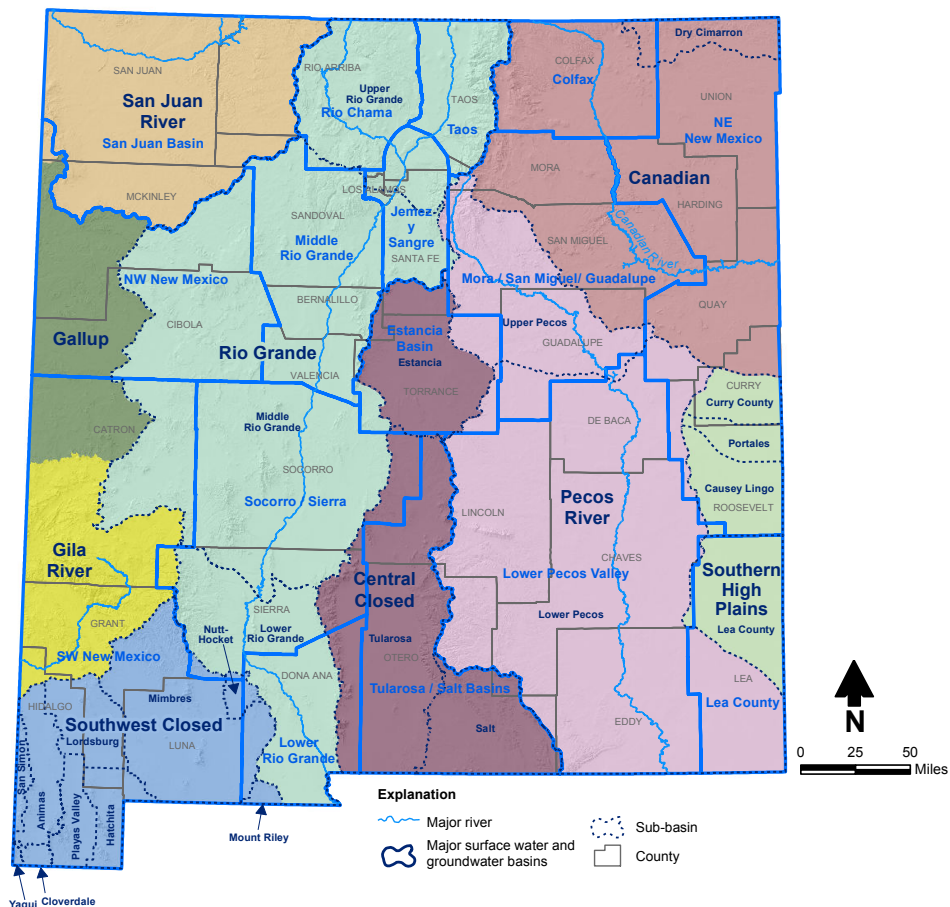


NM Drought Map June 2013-100%

SOLUTION

ISC with OSE has developed a new approach that will focus regional water planning groups on identifying the projects, programs, and funding needs that will help them address the current drought and other long-term planning issues. For efficiency and to ensure that regional water plans “talk to each other,” ISC will calculate water supply and demand and identify legal issues using a common methodology. ISC will also provide population projections and economic forecasts, with input from the regions, to help estimate future water use. OSE will provide a guide to legal and institutional issues affecting water supply and management. These elements comprise a “technical report” developed by the state for each region, leaving the task of identifying water projects, programs, and policy priorities to the regions who know best their needs and conditions. The regions will develop their plans through a stakeholder committee that represents the various water users in the regions. The stakeholders will identify regional

- water planning priorities that will be more closely linked to the Water Trust Board funding process, thus resulting in implementation of water plans.
- ISC has updated and revised the 1994 Regional Water Planning Handbook to provide a common technical platform and process for updating the 16 regional plans by June 2015. This streamlined approach allows updates to be developed cost-effectively using a common methodology to ensure consistency with state water law and policy.
- The updated handbook provides a detailed approach for developing the technical data and updating the accepted plans, and also identifies the respective roles of the ISC, OSE, and the regions in developing the necessary information. The State Water Plan will integrate the information from the updated regional water plans and be completed in December of 2015.



For more information, contact: Angela Schackel Bordegaray, State and Regional Water Planner. New Mexico Interstate Stream Commission
 Angela.Bordegaray@state.nm.us (505) 827-6167

NEWS RELEASE

NM Office of the State Engineer & Interstate Stream Commission

Angela Bordegaray 505-827-6167 Angela.Bordegaray@state.nm.us

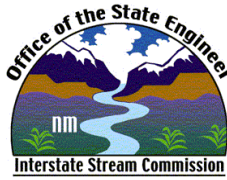
The New Mexico Interstate Stream Commission (ISC) has begun the process of working with the 16 New Mexico water planning regions to update their Regional Water Plans for incorporation into a State Water Plan update over a two-year planning period. The first year will focus on updates of the technical data and reactivation and formation of the regional steering committees. The second year will focus on completion of the updates by the regions to identify the programs, policies, and projects that will best serve the region's needs. Importantly, the past water plans accepted by the ISC, will be used as a foundation to begin the updates, to build on the previous work completed by the regions rather than "starting over." In addition to the regional water plans' value as an expression of a region's vision for addressing water issues, the updated regional water plans will be used to outline regional priorities for Water Trust Board and other funding applications. See link for the [*Water Trust Board's funding and application criteria*](#). The summary of the ISC water planning program and process is available at: http://www.ose.state.nm.us/Planning/SWP/SWP&RWP_Recommended%20ApproachAlt1_09-03-2013re2.pdf

The first step for each of the 16 ISC water planning regions is to re-establish and develop steering committees following the [*Updated Regional Water Planning Handbook: Guidelines to Preparing Updates to New Mexico Regional Water Plans \(December 2013\)*](#). The Handbook focuses on ensuring that steering committee members have direct experience with water and represent a broad set of water user groups. To that end, the ISC recommends that the regions re-engage available regional water planning council members who participated in the development of the first round of regional water plans and strengthen the group by ensuring that all water management entities within the region are represented and that individuals with extensive knowledge about local water issues are included.

The ISC with OSE has developed a new approach that will focus regional water planning groups on identifying the projects, programs, and funding needs that will help them address the current drought and other long-term planning issues. For efficiency and to ensure that regional water plans, "talk to each other," ISC will calculate water supply and demand and identify legal issues using a common technical platform. ISC will also provide population projections and economic forecasts, with input from the regions, to help estimate future water use, OSE will provide a guide to legal and institutional issues affecting water supply and management. These elements comprise a "technical report" developed by the state for each region. The planning team has started to meet with representatives of the 16 regions to discuss the process of the updates. The Taos Regional meeting has been scheduled for:

Monday, March 31, 2014 - 10:00 – 12:00

Don Fernando Hotel - 1005 Paseo del Pueblo Sur – Taos, NM



February 2014

Regional Water Planning Stakeholders – Call for Participation and Local Input

STEERING COMMITTEES

The New Mexico Interstate Stream Commission (ISC) has begun the process of working with the 16 New Mexico water planning regions to update their Regional Water Plans for incorporation into a State Water Plan update over a two-year planning period. The first year will focus on updates of the technical data and reactivation and formation of the regional steering committees. The second year will focus on completion of the updates by the regions to identify the programs, policies, and projects that will best serve the region's needs. The water plans accepted by the ISC will be used as a foundation to begin the updates, to build on the previous work completed by the regions rather than "starting over." In addition to the regional water plans' value as an expression of a region's vision for addressing water issues, the updated regional water plans will be used to outline regional priorities for Water Trust Board and other funding applications. See link for the Water Trust Board's funding and application criteria (<http://www.nmfa.net/governance/water-trust-board/>) A summary of the ISC water planning program and process is available at:

http://www.ose.state.nm.us/Planning/SWP/SWP&RWP_Recommended%20ApproachAlt1_09-03-2013re2.pdf

The first step for each of the 16 ISC water planning regions is to re-establish and develop steering committees following the *Updated Regional Water Planning Handbook: Guidelines to Preparing Updates to New Mexico Regional Water Plans* (December 2013)

http://www.ose.state.nm.us/Planning/RWP/Revised%20RWP%20Handbook%20ISC_Dec_2013_Final.pdf

The Handbook focuses on ensuring that steering committee members have direct experience with water and represent a broad set of water user groups. To that end, the ISC recommends that the regions re-engage available regional water planning council members who participated in the development of the first round of regional water plans and strengthen the group by ensuring that all water management entities within the region are represented and that individuals with extensive knowledge about local water issues are included.

As outlined in the Handbook, regional steering committee members should represent one or more of the following water use groups:

- Agricultural, both surface water (including acequias) and groundwater users
- Municipal government

- Rural water provider
- Extractive industry
- Environmental interest
- County government
- Local (retail) business
- Tribal entity
- Watershed interest
- Federal agency
- Other groups as identified by the steering committee

The ISC is asking assistance from the regions and statewide councils of governments (COGs) to participate in the steering committee formation process by helping identify potential steering committee members. The regions will decide who is on their steering committees, with the state assisting the regions in ensuring that the steering committees reflect full representation of all water interests.

Functional and representative stakeholder steering committees will ensure successful completion of the regions' updates of their water plans in year two. The regions retain the key role of deciding how to address regional water issues and prioritize policies, programs, and projects to address their water challenges.

TECHNICAL RESEARCH AND DATA GATHERING

The ISC has engaged contractors to update population and economic analyses and to update the water supply and demand data using a consistent technical methodology for all regions, referred to as the "common technical platform." See link for description of "common technical platform"

http://www.ose.state.nm.us/Planning/SWP/SWP&RWP_Recommended%20ApproachAlt1_09-03-2013re2.pdf. These efforts will be informed by local data and studies that reflect each unique region. We are asking that any information on the following topics outlined below be provided to the listed contractors so that the plans will accurately consider local conditions.

Population and Economic Data Needs for Regional Forecasts:

- Recent (within the past five years) plans (or those in preparation) that project population or economic activity and where to obtain a copy of each plan. Examples include:
 - City or county comprehensive plans
 - Economic development plans
 - Transportation plans
 - Water or sewer plans
 - Social service plans

- Announced or potential major projects that will significantly affect employment and where to get specifics on each project. Examples include:
 - Power plants (new or closures)
 - Mines (new, expansion, closures)
 - Industrial development
 - Major shopping centers
- Announced or potential major residential developments that could provide additional housing and where to get specifics on each project. Examples include:
 - New communities
 - Retirement communities
 - Large subdivisions
 - Major apartment complexes
- Any major expected changes in agriculture and where to get specific information on such changes. Examples include:
 - Increases or reductions in acreage
 - Changes in crops
 - Changes in irrigation methods
- Knowledgeable persons to contact, along with their contact information (phone and e-mail if available), regarding potential major projects and general economic trends, including but not limited to
 - Local and regional planning and engineering officials
 - Economic development organizations
 - Chambers of commerce
 - Recreational users
 - Bankers
 - Realtors
 - Developers
 - Utilities
 - Major employers
 - Agriculture extension agents.

Please call or email with any information you might have about the above, or names of people they may contact:

Bruce Poster
 Population and Economic Consultant
 505-690-8921
Bruce.poster@gmail.com

Marcia Kaplan
 Population and Economic Consultant
 505-474-4912
marciak@mkaplanconsulting.com

Technical (Water Supply and Demand) Information Needs

- Water planning documents
 - 40 year plans
 - Water and sewer master plans
 - Water conservation plans
- Local water issues or studies related to:
 - Water management
 - Water quality (e.g., water supply wells impacted by contaminants, natural or other)
 - Groundwater monitoring
 - Special studies commissioned by local governments (e.g., Estancia Basin hydrologic study/model)
 - Local water conflicts
 - Climate change impacts on water resources
- Local water-related programs or initiatives sponsored by local governments or other groups. Examples may include:
 - Protection of aquifer or water resources
 - Conservation
 - Water Rights
 - Water Quality
 - Watershed/river restoration or protection
 - Domestic wells
 - Land Use
 - Agriculture
 - Economic Development
 - Drought planning and mitigation
 - Preparation for extreme precipitation and flooding
 - Unique water management projects or agreements (Water shortage sharing or cooperative agreements, or regionally managed projects)
 - Other information or issues of importance to the region
- Local water-related ordinances or threatened or pending litigation. Examples include:
 - Mora County Community Water Rights and Local Self-Government Ordinance
 - Lawsuit filed against Mora County about the ordinance
 - Water Conservation and/or Drought Preparedness Ordinances
- Contact information for knowledgeable staff members/ experts/individuals who work on these issues in the region. For example:
 - County/City hydrologist

Please call or email with any information you might have about the above, or names of people we may contact:

Dominique Cartron, J.D.

Daniel B. Stephens & Associates, Inc.

(505) 822-9400 | F (505) 822-8877

dcartron@dbstephens.com

www.dbstephens.com

For questions or general information:

Angela Bordegaray, State and Regional Water Planner, ISC

Angela.Bordegaray@state.nm.us; (505) 827-6167

Rosemary Romero, Professional Facilitator

Romero.Rosemary@gmail.com (505) 982-9805 office (505) 690-3016 cell

Additional state and regional water planning documents:

<http://www.ose.state.nm.us/Planning/index.php>

(All ISC-accepted regional water plans, water planning statutes, the 2003 State Water Plan, the recently revised regional planning handbook, etc.)

Water Trust Board Project Management guidelines (funding):

<http://my.nmfa.net/NMFAInternet/GetDoc.aspx?docid=1337>

We look forward to working with you!



Updated Regional Water Planning Handbook: Guidelines to Preparing Updates to New Mexico Regional Water Plans

Contents

- I. Introduction
- II. Regional Water Planning Guidelines
 - A. *Executive Summary*
 - B. *Introduction*
 - C. *Public Involvement in Planning Process*
 - D. *Description of the Planning Region*
 - E. *Legal Issues*
 - F. *Water Supply*
 - G. *Water Demand*
 - H. *Identified Gaps between Supply and Demand*
 - I. *Implementation of Strategies to Meet Future Water Demand*

II.

Regional Water Planning Guidelines

This chapter outlines an approach to developing the regional water plan updates that will comply with the legislative mandate while facilitating the integration of regional water plans into the state water plan. Unless sufficient funding has been made available and the state has identified the need for additional study, the updates will not include field data collection, modeling, or completion of significant new studies. With few exceptions, the updates will synthesize relevant information from existing sources, with particular emphasis on recent studies that provide additional or updated information on supply, demand, and legal issues.

To ensure reliable and accurate assessments and consistency among regions as needed for completion of the state water plan update, the State of New Mexico will develop the technical foundation for the 16 regional water plan updates using a common methodology (a *common technical platform*) to characterize statewide and regional supply and demand issues. For each of the 16 regions, the state will use this common technical platform, described in the sidebar and outlined in more detail in Sections D through H, to develop a technical report that updates background information and summarizes current supply, projected demand, gaps between supply and demand, and legal issues and constraints. The state will consult with the regions before completing the reports. The completed reports will provide the regions with the technical and legal portions of the plan updates, as well as the basis for the regional planning update process.

Common Technical Platform

To prepare both the regional water plans and the state water plan using a consistent methodology, the state has developed a common technical platform that addresses water supply, considering legal and physical constraints on the supply, under a range of conditions from severe drought to normal supply. The state recognizes the complexities of water planning: there are many ways to account for supply and demand, and surface water supplies are extremely variable. Detailed models that consider temporal variability of supply and demand and storage in varying climatic conditions are useful for planning, especially for timing reservoir releases. While these tools are available for some parts of New Mexico, they are not available statewide, and resources for developing them for all regions are not available. Therefore, the state has developed a simple methodology that can be used consistently across all regions to assess supply and demand for planning purposes. The objective of applying this methodology is to be able to efficiently develop a statewide overview of the balance between supply and demand in both normal and drought conditions, so that the state can move forward with planning and funding water projects and programs that will address the state's pressing water issues.

The methodology that the state will use to estimate supply, hereafter referred to as *administrative water supply*, is based on recent diversions for beneficial use, thereby taking into account legal obligations that have limited those diversions. This methodology is based on the assumption that recent diversions provide a measure of supply that considers both physical supply and legal restrictions (i.e., the diversion would only be allowed if it was physically available, permitted, and in compliance with interstate stream compacts). In some areas where interstate stream compacts or court decrees specify the legal entitlement, additional discussion will be included. The recent diversion data will be corrected to reflect drought supplies, based on long-term drought indices.



- Identify strategies and alternatives, including infrastructure projects, conservation programs, watershed management policies, or other types of initiatives that will help to balance supplies and demands and address each region's future water management needs and goals.

The answers to these questions for each region will also inform the state water plan update.

In summary, this updated Regional Water Planning Handbook provides a consistent approach for demonstrating the statewide and regional need for water and for protecting New Mexico's water supplies as required by New Mexico statutes and as outlined in the 1994 Handbook:

New Mexico statutes provide that, for a state to prefer its own citizens over an out-of-state appropriator, there must be a showing of need within the state and the feasibility of supplying that need from particular sources. Water planning by region may well be used as evidence on such issues. Planners should be aware that assertions of need and feasibility of supply may be tested in a court setting, and should therefore be reliable, specific, technically sound, and based on generally acceptable hydrologic and engineering principles. Vague claims of growing water use, or unsupported allegations of rights to, or hopes for, new supply for the region are not useful for sound water planning.

Additional detail regarding the state and regional roles and responsibilities is provided in Sections A through J of this chapter.

A. Executive Summary (Prepared by the Region and the State)

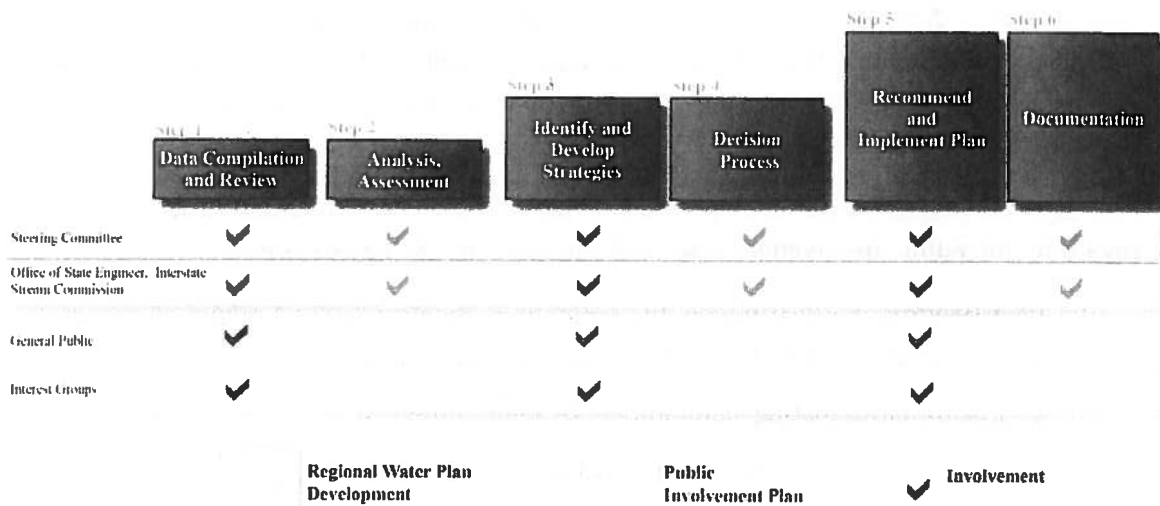
The executive summary should be a brief, clearly presented version of the findings and recommendations of the updated plan that can be read and understood separately from the fully documented version. It should contain a statement on public participation efforts and results, a summary of the water supply and water demand updates prepared by the state, and a summary of the updated plan's recommendations to address the supply/demand gap and to address unique regional water management issues. The following specific information should be included in the executive summary (but need not be addressed as individual subsections to the summary):

1. Description of the planning process and identification of stakeholders involved.
2. Map of the planning region.
3. A reference to the previously accepted plan and a statement that the update does not repeat all of the information that was in that plan, but instead focuses on changed conditions and new information.
4. Summary of administrative water supply.
5. Summary of projected water demand.
6. Assessment of the water supply/demand gap.

Once the state provides the region-specific supply, demand, and legal constraints report, the steering committee will engage with the NMISC/NMOSE to review the report and determine the need for any modifications. The steering committee should disseminate this report to the general public and any interest groups in a public input meeting.

The steering committee can then begin development of the regional water plan update with further analysis and assessment of the available information before beginning to identify and develop strategies (projects, programs, and policies) to address any gap between supply and projected demand. Another public input meeting should be held to engage the public and interest groups in this development of strategies. The steering committee should develop a decision-making process as well as discrete recommendations and an implementation plan that again allows for public input. The results of this planning process should then be documented in the updated regional plan that is submitted for acceptance by the NMISC. This portion of the planning process is depicted in the schematic below.

Regional Water Planning Input Process



Members of the steering committee should fulfill one or more of the following criteria:

- Be or represent a water right owner.
- Be directly affected by the outcome of water management decisions.
- Have or represent the authority to make decisions and implement outcomes.
- Represent one or more of the following water use groups:
 - Agricultural – surface water user



D. Description of the Planning Region (Prepared by the State)

The purpose of this section of the update will be to provide the reader with a brief overview of the planning region that is consistent to the extent possible among regions. The regions can provide more detailed information, if warranted, in other sections of their plan updates. The section will include a very brief discussion, with any relevant updated information discussed in more detail, of the following:

1. Location, boundaries
2. Geography, landscape
3. Climate
4. Natural resources
5. Major surface and groundwater sources
6. NMOSE-declared underground water basins
7. Water resources shared by multiple regions
8. Demographics
9. Economic picture
10. Land ownership and land use

This is generally a short section (1 to 3 pages), which the state will extract from the previously accepted regional water plan unless specific changed or additional information warrants production of new maps or summaries. New maps provided in this or subsequent sections will be in GIS format, using ESRI's ArcGIS software, with map layers having a defined coordinate system.

E. Legal Issues (Prepared by the State)

The purpose of the update to the legal issues section is to provide an overview of the current legal framework in the region, including the status of Active Water Resource Management (AWRM) and other relevant regulations, and to identify any significant legal issues that affect water planning. The following questions will be considered by the state, in coordination with each region, but need not be addressed as individual subsections to the update.

- How do legal issues influence planning in the region?
- Are there specific regional projects or initiatives that could be impacted by one or more legal issues?
- How is the water supply affected by the legal issue(s)? Can that effect be quantified?

- d. AWRM implementation (status of implementation and whether priority administration or district-specific regulations have been implemented).
 - e. Legal issues unique to the region. An example of such an issue is the Rio Grande Compact, which requires depletion accounting and a current assessment of credit/debit calculations. Also, the water rights permits that still require purchase and retirement of pre-1907 water rights will be discussed here.
6. Special districts (identify newly created districts, changes in rules and regulations within an existing district, and active water banks).
 7. Local conflicts needing resolution, as identified by the regions (major issues that are not in litigation, but impact the region, e.g., significant opposition in the region to draft regulations, imminent regulatory action by a state or federal agency, conflicts between parties or interests in the region, or conflicts with other regions).

F. Water Supply (Prepared by the State)

The state will prepare the administrative water supply summary for each region based on the NMOSE *Water Use by Categories* report. The state will confer with regional planning stakeholders to obtain input from the regions and ensure that additional relevant data and studies from the region are identified and made available to the state.

The information listed in the following sections will be addressed.

F.1 Climate

This section will include a general summary of the climate conditions in the region, including average and ranges of precipitation, evaporation, general climate patterns, and any new studies or information that are indicative of changed climate conditions. Climate data will be reported in a consistent format as follows:

- Station name, number, location, elevation, period of record, average annual temperature, average annual precipitation, average summer and winter temperatures and precipitation, and minimum and maximum temperatures and precipitation.
- Precipitation and evaporation data will be based on National Oceanic and Atmospheric Administration (NOAA) monitoring station records and can be supplemented by other valid research if available.
- Important data gaps (temporal or spatial) will be noted.

Recent studies that discuss trends in temperature, precipitation, or evapotranspiration within the region will be referenced.



- Discussion of new or updated hydrogeologic assessments or regional groundwater models and any conclusions regarding the available groundwater supply in the region.
- Any new assessments or calculations regarding aquifer properties, recharge, or other hydrogeologic information.
- Current hydrographs from USGS or other monitoring wells and a discussion of water level trends. Records of water levels from USGS monitor wells in the region are available at <http://nm.water.usgs.gov/infodata/groundwater.html>. Hydrographs from the USGS monitor wells will be used to evaluate trends in groundwater levels for sub-areas within the regions where sufficient monitoring exists. In addition to USGS, other monitoring efforts by the state, counties, soil and water conservation districts, irrigation districts, or others will be briefly summarized, and conclusions regarding changed conditions will be noted.
- Information from municipalities and other water public water supply providers (municipalities, co-ops, counties, etc.), including information on production wells or well fields that helps inform the understanding of hydrogeologic conditions in the region.
- Identification of all declared groundwater basins within the region and whether they are stream-connected basins. For those basins that are stream-connected, the applicable compacts and/or administrative guidelines limiting water use will be identified. For non-stream connected basins, any relevant models or administrative criteria affecting new appropriations or transfers will be identified.

The level of detail for hydrogeologic assessments will vary between regions and aquifers or sub-areas within regions, depending on the importance of the groundwater resources to the area.

F.4 Water Quality

The water quality section of the update will focus on key issues that limit or compromise water supplies in the region, rather than repeating detailed information that is already available in NMED reports.

Relevant information for the update includes:

- Locations where water quality standards have been exceeded.
- Stream reaches for which contaminant total maximum daily loads (TMDLs) have been or are being developed.
- Locations of known contaminant sources (underground storage tanks, mines, landfills, Superfund sites, wastewater treatment plants, industrial or agricultural operations, or

- Available saturated thickness (70% of average water column).
- Area of primary aquifer.

G. Water Demand (Prepared by the State)

The state will confer with regional planning stakeholders to obtain input from the regions and ensure that relevant regional data and studies are identified and made available to the state.

The information listed in each section below will be addressed.

G.1 Present Uses

Given that the administrative water supply will be based on current water usage, there will be some inherent redundancy between Sections F.5 and this section. However, while Section F.5 will examine the water supply based on overall current uses, this section will address specific categories of uses in greater detail to provide the basis for projecting anticipated future demands.

- Water diversions by category of use as follows:
 - Commercial (self-supplied)
 - Domestic (self-supplied)
 - Industrial (self-supplied)
 - Irrigated agriculture
 - Livestock (self-supplied)
 - Mining (self-supplied)
 - Power (self-supplied)
 - Public water supply
 - Reservoir evaporation

Information for all the above categories will be obtained from the most recent NMOSE *Water Use by Categories* reports. Riparian and open water evaporation (i.e., for rivers that are not included in the reservoir evaporation category) are not included in these reports. The NMOSE *Water Use by Categories* reports provide diversions, and statewide depletion data are currently not available. Where depletion data are available and important for Compact accounting or other purposes, those data will be discussed, but the quantification based on diversions will provide a consistent, statewide methodology for use in the state water plan update.

- Water use information presented in the most recent NMOSE *Water Use by Categories* report will be used to define regional water use. The region may provide the state with

available. For example, the counties or municipalities may track migrant, seasonal, or other population components.

- This section will include a list of the 40-year water plans made available by water suppliers in the region and their date of publication, with the population growth rates, gallons per capita per day usage, and future water use outlined in those plans provided in tabular format.
- For the self-supplied power, commercial, industrial, livestock, and mining uses, this section will rely on the economic outlook study for the regions as well as other information provided by the regions regarding data that could inform high and low projections.
- Agricultural projections will bracket potential changes in the agricultural sector—including changes in cropping patterns, amount of agricultural land in production, and irrigation techniques—based on current studies and data at the regional level.
- Projections for reservoir evaporation will consider high and low evaporation rates, considering temperature changes as well as reservoir levels.

G.3 Water Conservation

To assist the region in understanding its water use and developing goals for future reduction in demand to be achieved through conservation, this section will identify current per capita demand, based on the most recent NMOSE *Water Use by Categories* report, for public water suppliers in the region. Additional discussion of water conservation is provided in Section I.1.

H. Identified Gaps between Supply and Demand (Prepared by State)

As part of the state water planning process, the state has developed a methodology that does not require detailed modeling or analysis to estimate gaps for each region. The methodology relies on calculation of administrative water supply and projected demand as described in Sections F and G, with the gap calculated as the difference between the administrative water supply and projected demand. Interconnected surface water and groundwater supplies will be considered a single supply where appropriate. The state will update these calculations using the data from the most recent NMOSE *Water Use by Categories* report.

Quantification of the gaps between supply and demand (under average and drought conditions, and considering institutional constraints) is challenging due to several factors: (1) supplies in one area not necessarily being economically or legally available to other sub-areas within the region, (2) temporal changes, especially to surface water supplies, and (3) uncertainties regarding future demand projections. The exact quantification of the supply/demand gap is not required in order to identify solutions to future water management challenges, especially since the supply and demand estimates may change over time. To the extent that sufficient data are available to

and policies to implement water conservation at the regional level. Both municipal and agricultural water conservation should be addressed. Importantly, both the Water Trust Board and New Mexico Finance Authority are prohibited from accepting applications or providing financial assistance to water providers that provide more than 500 acre-feet of water annually unless those providers prepare a water conservation plan that accompanies their funding application (NMSA 72-14-3.2). NMOSE guidance on water conservation is available at http://www.ose.state.nm.us/conservation_index.html.

I.2 Implementation of Strategies Identified in Previously Accepted Regional Water Plan

The region should review the alternatives listed in the previously accepted regional water plan and identify major initiatives that have significantly contributed to implementing those alternatives and the goals of the region. Only projects, programs, and policies that are completed or in the process of being implemented should be included. Water system operations and maintenance, extensions and looping of lines, and other routine system management projects should not be included. However, the region should include all projects, programs, and policies that the stakeholders identify as significantly contributing to the region and should quantify how implementation of those strategies has benefitted the region and addressed the gap between supply and demand. This section should include a summary table of these strategies, including the amount of funding secured (and expended), the responsible party, the amount of new water supply made available to the region, and the reduction in losses (in acre-feet).

I.3 Proposed Strategies (Water Programs, Projects, or Policies)

The region should identify additional projects, programs, and policies, both those from the previously accepted regional water plan that were not implemented and new ones that will significantly benefit the region and address its future water needs. The update should identify two types of specific new strategies: (1) those that will be submitted for funding to state and federal funding programs within the next 5 years and (2) those that are important to the region but are not ready to implement in the short-term.

The strategies (projects, programs, and policies) to be submitted for funding in the next 5 years should be consistent with the Water Project Finance Act implementing regulations located in Section 19.25.10.1 of the New Mexico Administrative Code and should be grouped by the funding categories identified in the Water Trust Board application (<http://my.nmfa.net/applications/>). Only strategies in either the conceptual, planning, or design phases should be included. For each of these strategies, the region should provide the following information:

- Applicant(s) or entity applying on behalf of applicants.
- Applicable regional water planning alternative for this strategy (some projects, programs, or policies may fall under more than one alternative).



- Regional dispersion
- Local effort
- Financial feasibility:
 - Cost-effectiveness of the project, program, or policy
 - Ability to pay
 - Ability to leverage federal funds
 - Cost per acre-foot of additional water (either new supply or conserved)
- Implementation schedule:
 - Readiness to proceed
 - Life of water project, program, or policy
- Physical, hydrologic, and environmental impacts

In evaluating projects, programs, and policies, and to obtain further guidance on the evaluation criteria, regions should consult the most recent Water Trust Board Project Management guidelines (<http://my.nmfa.net/NMFAInternet/GetDoc.aspx?docid=1337>).



September 23, 2014

Title:

Ordinance 14-05 Adopting a New Zoning Map

Summary:

Consideration and possible approval of Ordinance 14-05 adopting a new Official Zoning Map.

Background:

-Approved minutes from P&Z August 6, 2014 need to added (Should be approved at September 3, 2014 meeting of P&Z)

Attachments:

Click to download

- ☐ [Ordinance 14-05](#)
- ☐ [Zoning Map](#)
- ☐ [Staff Report](#)
- ☐ [Notification mailing list](#)
- ☐ [Map of 300ft buffer for 606 Camino de la Placita](#)
- ☐ [Map of 300 ft for 610 Paseo del Pueblo Norte](#)
- ☐ [Notification Letter for properties around 606 Camino de la Placita](#)
- ☐ [Notification Letter for property owners around 610 Paseo del Pueblo Norte](#)
- ☐ [Ordinance 88-9](#)
- ☐ [P&Z August 3, 1988 Minutes](#)
- ☐ [P&Z September 7, 2014 Minutes](#)
- ☐ [Town Council October 1988 Minutes](#)
- ☐ [Letters from property owners](#)



ORDINANCE 14-05

AN ORDINANCE ADOPTING A NEW ZONING MAP

WHEREAS, the Town of Taos Planning and Zoning Commission had been delegated the responsibility for review of all changes to the Zoning Map, which is approved as part of the Town Code Chapter 16, the Land Use Development Code and Ordinance of the Town of Taos;

WHEREAS, the Town Council approves a zoning map as amended from time to time with zone changes and are incorporated into the Land Use Development Code by reference and made part of the Code;

WHEREAS, a revised a map shall be produced by the code administrator and town clerk at the end of each fiscal year;

WHEREAS, the Town Council determined it is necessary to update the Town of Taos Official Zoning Map; and

WHEREAS the Town Council has considered the recommended changes, including the 16 acres on the corner of Camino de la Placita and Paseo del Pueblo Norte, and has decided to make 610 Camino de la Placita formally known as 610 Paseo del Pueblo Norte 2.41 acres owned by the Summers family and 606 Camino de la Placita .49 acres owned by Michael Sayre R-14 "Mult-Family Residential" and the remaining approximately 13 acres owned by the Mitchell family as R-A "Residential Agriculture" due to a previous error in the 2006 Official Zoning Map and input from property owners;

WHEREAS, the Town Council has considered the zoning that was part of the Extra Territorial Zoning from the 2006 Official Zoning Map, and is including that zoning with the annexed parcels;

WHEREAS, the Town Council has made other changes that it deems appropriate and in the best interest of the Town.

NOW THEREFORE BE IT ORDAINED by the Governing body of the Town of Taos, meeting in Regular Session, and after having held a public hearing on the matter that the following Zoning Map pursuant to Section 16.04.080.2 Maps is hereby adopted:

This Ordinance shall become effective as provided by law.

ORDAINED, ADOPTED, AND APPROVED this 9th of September, 2014 by the following vote:

Mayor Pro Tem Frederick A. Peralta

Councilmember Judith Cantu

Councilmember George “Fritz” Hahn
Councilmember Andrew T. Gonzales

TOWN OF TAOS

Daniel R. Barrone, Mayor

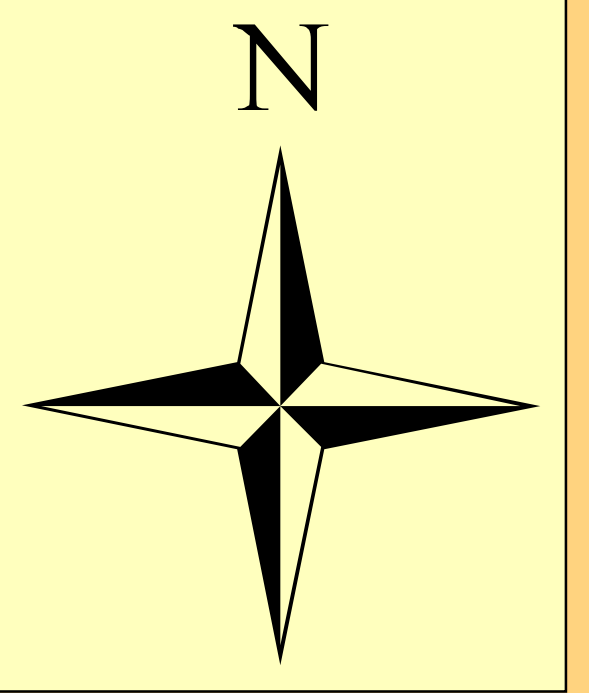
ATTEST:

APPROVED AS TO FORM:

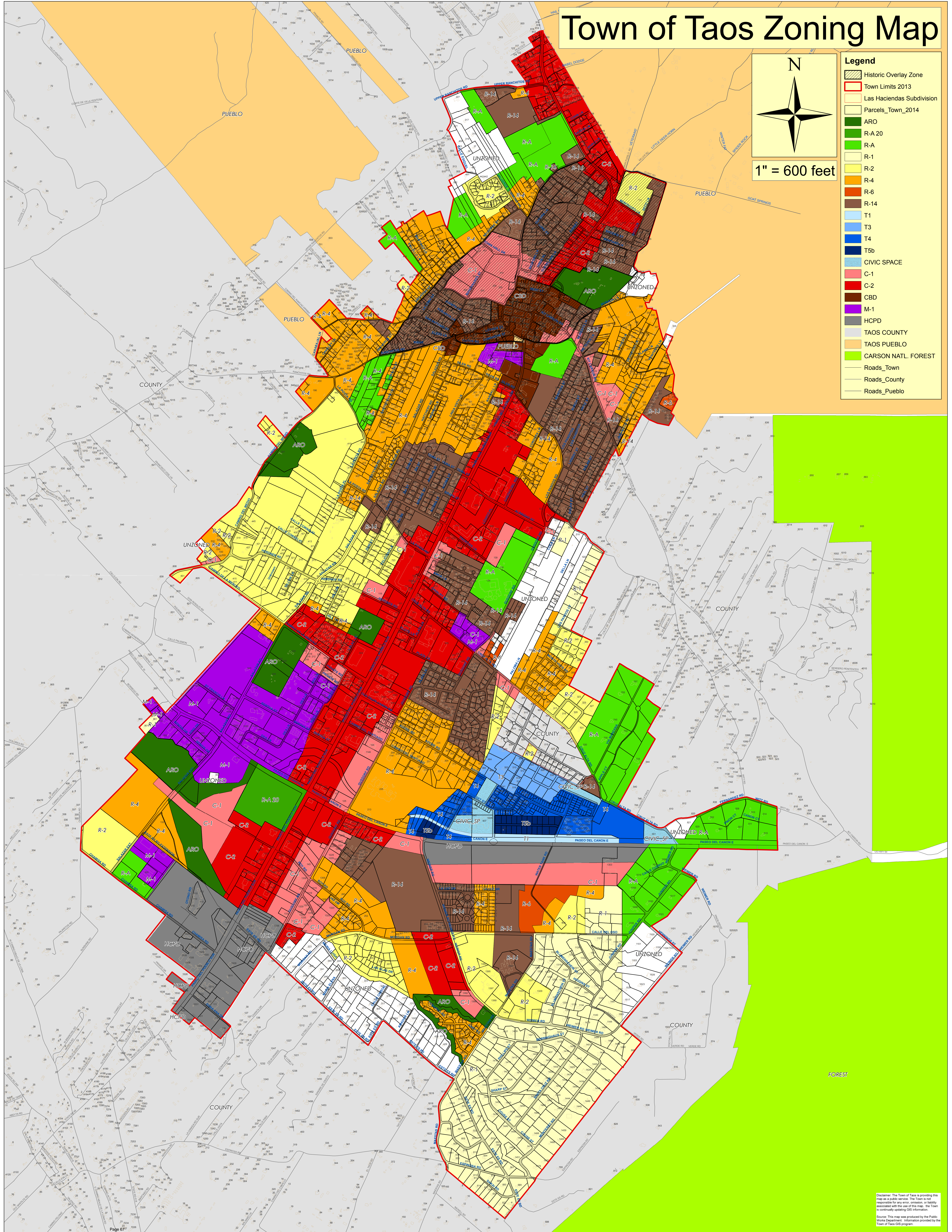
Renee Lucero, Town Clerk

Jacob Caldwell, Town Attorney

Town of Taos Zoning Map



- Legend**
- Historic Overlay Zone
 - Town Limits 2013
 - Las Haciendas Subdivision
 - Parcels_Town_2014
 - ARO
 - R-A 20
 - R-A
 - R-1
 - R-2
 - R-4
 - R-6
 - R-14
 - T1
 - T3
 - T4
 - T5b
 - CIVIC SPACE
 - C-1
 - C-2
 - CBD
 - M-1
 - HCPD
 - TAOS COUNTY
 - TAOS PUEBLO
 - CARSON NATL. FOREST
 - Roads_Town
 - Roads_County
 - Roads_Pueblo



Disclaimer: The Town of Taos is providing this map as a public service. The Town is not responsible for any error, omission, or liability associated with the use of this map. The Town is continually updating GIS information.

Source: This map was produced by the Public Works Department. Information provided by the Town of Taos GIS program.

Planning & Zoning Commission

Justin Lea, Chairman

Dennis Garcia

Eddie Lucero

Billy Romero

Jan Debay

James Pollard

John Durham

Historic Preservation Commission

Oscar Palacios

Marika Choma

William Christmas

David Henry

Paul Figueroa

**Town of Taos
Planning, Zoning & Building
Department**

400 Camino de la Placita

Taos, NM 87571

575-751-2016

fax 575-751-2026



**TOWN OF TAOS
TOWN COUNCIL
STAFF REPORT**

PUBLIC HEARING DATE: September 23, 2014

ORDINANCE NO: 2014-05

SUBJECT: Zone Map Update and Approval

AGENT: Town of Taos

PLANNING & ZONING RECOMMENDATION: Recommendation to APPROVE of the Zoning Map. A motion was made on August 6, 2014 to adopt staff findings and to have neighbors notified through mail about the zoning for 606 Camino de la Placita and 610 Paseo del Pueblo Sur.

STAFF RECOMMENDATION: Recommendation to APPROVE.

CASE SUMMARY: The proposed zoning map reflects the rezoning, and annexations that have occurred since 2006, the last time the map was adopted by ordinance.

BACKGROUND: The Official Zoning Map was last adopted in 2006 and included an Extra Territorial Zone (ETZ). In eight (8) years there have been zone changes, annexations, and the ETZ no longer exists.

Town Code Section 16.04.080 states that the zoning map will be amended from time to time with zone changes approved by the governing body and incorporated by reference and made part of the Land Use Development Code, Title 16. The revised zone map should be updated at the end of each fiscal year showing all of the amendments and changes that occurred. It is extremely important that the commission adopt an updated zoning map as soon as possible. The public needs to know what their land is zoned when contemplating new development and a base zoning map is needed to begin the process of zoning the recently annexed parcels.

Finally, the Code in Section 16.20.080 states that an approved planned unit development overlay zone shall become part of the zoning map of the town and designated by the symbol "PUD". Staff doesn't know where all of the PUDs are since the zoning map has not been updated officially since 2006, the current staff has not been working in the Planning since then, and staff cannot easily find what was approved.

In the December 16, 1981 version of the Land Use Development Code, the PUDs did not expire and were required for all developments over 2 acres with zone changes if required. This resulted effectively in the Council approving zone changes for specific projects, which is not legal.

It also resulted in some problems in the zoning map when staff began reviewing it. Town Council approved a C-2 “General Commercial” PUD for a hotel, provided the land owner gave the Town a 40 foot easement on Camino de la Placita. The hotel was never built. It’s been over 25 years. Staff asked the applicant about the zoning. He believed that if the project did not come to fruition, then the zoning reverted back.

Instead, the 2006 zoning map shows the land as C-2 without delineating it as a PUD as it does with other PUDs. This was a mistake, but makes the adoption of the proposed zoning map more complex than staff would have liked. The history of this project is outlined below.

P&Z August 3, 1988:

The Planning and Zoning Commission had a Preliminary Presentation for a Planned Unit Development (PUD) and a zone change for approximately 50.7 acres located at the corner of Paseo del Pueblo Norte and Camino de la Placita. The original application could not be located, but the minutes from the meeting are attached.

The property owner Chet Mitchell and Developer Mike Meredith presented plans for a PUD that would be constructed in phases, with the first phase being a 200 room Sheraton Hotel. The rezoning and annexation were tied to the specific project PUD. The Planning & Zoning Commission approved moving the application on to a formal Public Hearing.

P&Z September 7, 1988:

The Planning and Zoning Commission held a Public Hearing for an application for a PUD, rezoning and an annexation. Minutes from the meeting are attached. The Commission discussion items included the widening of Camino de la Placita, the addition of sidewalks along the road, and preservation of agricultural land and wetlands in the town. The Commission made a motion to approve the applicant’s requests. The motion was passed unanimously.

Town Council October 4, 1988:

The application for a zone change, annexation and PUD was presented to Town Council at a Special Meeting on October 4, 2014 under Matters from the Community Development Director. The minutes from the meeting are attached. The public’s comments included questions about traffic and the preservation of open space. The Council approved the PUD, annexation, and zoning change amending the zoning map.

Red Tail Surveying, Inc. November 2005:

Attached is the Property description from November 2005 that displays the three parcels that were designated as C-2 on the 2006 Official Zoning Map on the corner of Camino de la Placita and Paseo del Pueblo Norte. Red Tail Surveying, Inc’s survey for the 24.84

acre parcel and 2.41 acre parcel on the corner of Camino de la Placita and Paseo del Pueblo Norte notes the property as zoned R-A.

Town Council November 21, 2006:

Town Council adopted the Taos Official Zoning Map. The map displays the 24.84 acre parcel and 2.41 acre parcel on the corner of Camino de la Placita and Paseo del Pueblo Norte as C-2 “General Commercial” with the annexed property without the PUD overlay being designated.

Planning & Zoning August 6, 2014:

Michael Sayre property owner for 606 Camino de la Placita and Marion Summers property owner for 610 Paseo del Pueblo Norte each discussed the zoning for their respective properties. Each property owner is agreeable to the Town’s proposal to zone their respective properties R-14 “Multi-Family Residential” to fix an inconsistency in the zoning map.

The Commission had questions and concerns about the ability for the Town to initiate changes in zones and about the notification process. Interim Town Attorney Jacob Caldwell let the Commission know that the Town is within its power to propose zoning changes. Mr. Caldwell checked the state statute and read that mail notification needed to be sent to property owners within 100 feet of the parcels where changes are proposed.

P&Z Commission moved to approve the Zoning Map and adopt the staff findings of fact with the understanding that staff would notify surrounding property owners before the case moved on to Town Council.

Planning, Zoning and Buildings Department August 22, 2014:

Staff sent out Certified Mail notifications to property owners within 100 feet of each 606 Camino de la Placita and 610 Paseo del Pueblo Norte. Property owners within 300 feet of the two properties were sent notifications through regular mail. The list of the notified property owners is attached.

APPLICABLE LAW:

16.04.080: MAPS:

16.04.080.1: INCORPORATION BY REFERENCE:

All maps referred to in this title, including, but not limited to, the zone map as amended from time to time with zone changes approved by the governing body, are incorporated herein by reference and made a part of this title. (Ord. 99-05, 1999)

16.04.080.2: BOUNDARY INTERPRETATION:

Where uncertainty exists concerning the boundaries of any zone shown on the zone map, the following rules shall apply:

- A. If a boundary is on or in a street, alley, highway, road, or other public right of way, or follows a river, arroyo, streambed, or drainageway, then such a zone boundary

shall be the center of the street, alley, highway, road, other public right of way, river, arroyo, streambed or drainageway.

- B. If a boundary line follows lot or property boundary lines, then such lot or property lines shall be construed to be the zone boundaries.
- C. In the case of unsubdivided property, where a zone boundary divides a lot or parcel, the location of the zone boundary, unless precisely indicated on the zone map by dimensions or legal description, shall be determined by the use of the scale appearing on the zone map.
- D. Upon vacation or abandonment of any public street, alley, right of way, or any public easement, the area vacated or abandoned shall be included in the same zone as the property to which it reverts unless otherwise specified in the instrument of vacation or abandonment.
- E. Zone district boundaries shown as approximately parallel to and outside of a street, alley, highway, road, other public right of way or parallel to and outside the borders of ponds, lakes, or other similar bodies of water, or parallel to and outside an extension of streams, streambeds, arroyos, drainageways, or other similar waterways, shall be interpreted to be located parallel to the body of water or waterway or an extension of the waterway at, and for the distance, as shown on the zone map. Distances not specifically delineated on the zone map shall be determined by the scale of the zone map.
- F. The commission shall, by written decision, determine the location of any zone boundaries whose location is in dispute or uncertain. (Ord. 11-04, 2011: Ord. 99-05, 1999)

16.04.080.3: FILING AND INSPECTION OF ZONE MAP:

- A. The original zone map shall be kept on file in the office of the town clerk or his/her designee, and shall constitute the official map designating the location of zone boundaries.
- B. A copy of the zone map shall be available for public inspection in the office of the code administrator during normal business hours. (Ord. 99-05, 1999)

16.04.080.4: AMENDMENTS TO THE ZONE MAP:

- A. All amendments to and changes in the zone map shall be delineated on the zone map by the town clerk or the clerk's designee and shall also be noted by the code administrator or the administrator's designee no later than ten (10) working days after such amendment becomes effective.

- B. A revised zone map shall be produced by the code administrator and town clerk at the end of each fiscal year upon which are delineated all amendments and changes that occurred during that fiscal year. (Ord. 99-05, 1999)

16.12.020.2: COMMISSION, POWER AND DUTIES:

The powers and duties of the commission shall be as follows:

- A. To exercise all powers granted to a planning authority or zoning commission pursuant to articles 19, 20 and 21 of chapter 3 New Mexico Statutes Annotated, 1978, as amended, except to the extent that such powers are reserved to or retained by the town council;
- B. To hold public hearings;
- C. To review, modify, reverse, affirm, approve, or disapprove all applications with or without conditions, restrictions, or clarifications, in connection with the following matters pursuant to the requirements of this title: ... cluster overlay zone, neighborhood preservation district overlay zone, special use overlay zone and provisional permit applications; and rezoning applications...
- D. To hold public hearings and recommend changes to the town council concerning all amendments to this title;
- E. To approve, disapprove, modify, revise and update, as required, the town of Taos master plan for the town;
- F. To approve and adopt such forms as the commission deems advisable; and
- G. To carry out all duties, responsibilities, investigations and studies related to all planning and zoning activity as are assigned to the commission.

16.12.040.9: DECISION OF THE ZONING AUTHORITY, COMMISSION, HISTORIC PRESERVATION COMMISSION OR CODE ADMINISTRATOR

- A. Limitations: No zoning authority, DRC, commission, historic preservation commission or code administrator thereof shall:
 - 1. Participate in a final decision in a zoning adjudicatory proceeding unless that person has heard all of the evidence or read the record. A final decision or order in a zoning adjudicatory proceeding shall be in writing or stated in the record. A final or tentative decision shall include findings of fact and conclusions of law, separately stated. Findings of fact, if set forth in statutory ordinance language, shall be accompanied by a concise and explicit statement of the underlying facts supporting the findings. The code administrator, commission, historic preservation commission or zoning authority shall issue findings of fact within fifteen (15) days after the final decision. Parties shall be notified, either personally or by mail, of any decision or order. A copy of the decision or order shall be delivered or mailed forthwith to each party or to his attorney of record; or
 - 2. Impose any sanction or substantive rule or order except within the jurisdiction delegated to the commission or historic preservation commission and as authorized by law.

- B. Findings Of Fact: If a hearing officer has been designated to conduct a public hearing, the code administrator, DRC, commission, historic preservation commission or zoning authority may accept all or some of the recommendations, findings of fact and/or conclusions of law. After review of pertinent evidence considered at the public hearing, and after review of any additional evidence submitted pursuant to any supplemental hearing or supplemental proceeding conducted at the discretion of the code administrator, DRC, commission, historic preservation commission or zoning authority, the code administrator, DRC, commission, historic preservation commission or zoning authority may modify or reject all or some of the recommendations, findings of fact and/or conclusions of law.
- C. Modifications Or Rejection: Modifications or rejection of any findings of fact shall be in writing and shall state the reasons for modification or rejection.
- D. Conclusions Of Law: On the basis of the findings of fact approved or issued by the code administrator, commission, historic preservation commission or zoning authority, the code administrator, commission, historic preservation commission or zoning authority shall issue conclusions of law. The code administrator, commission or zoning authority may consider conclusions of law recommended by a hearing officer, if any, but shall not be bound by those recommendations.
- E. Decision: The code administrator, DRC, commission, historic preservation commission, or zoning authority shall, pursuant to the criteria for each individual application established in this title, approve, approve with conditions or modifications, or deny, applications. The code administrator, DRC, commission, historic preservation commission, or zoning authority may require or impose such conditions on the decision as will, in its judgment, be reasonably necessary to meet and secure the requirements and factors enumerated in this title, and to secure substantially the objectives of this title. The DRC, commission, or zoning authority may, for cause, and upon either the request of the code administrator or of its own motion, revoke, amend, modify or continue an approved variance, conditional use permit, or special use permit.
- F. Final Decision: A final decision shall become effective:
1. If it is a decision of the code administrator, the day it is put into writing or within ten (10) days of the public hearing or submission of recommendations, findings of fact and conclusions of law, by the hearing officer, whichever is later in time;
 2. If it is a decision of the commission or historic preservation commission, upon the vote of the commission or historic preservation commission;
 3. If it is a decision of the town council, upon the approval of the minutes of the meeting where the decision was made.
- G. Mailing Of Decision: The decision of the code administrator, commission, historic preservation commission, or zoning authority shall be filed with the code administrator and shall be mailed to the applicant. Any interested party may obtain a

copy of the decision from the code administrator upon payment of reasonable copying costs.

- H. Record Maintained: The code administrator shall maintain a record of all applications requested and those granted, and shall report such information to the town council upon its request. The code administrator shall issue certificates of variance, conditional use permits, special use permits, and certificates of nonconformity which include a property legal description, which shall be recorded with the Taos County clerk. For a plat vacation, filing with the Taos County clerk shall occur as provided in section 3-20-12C New Mexico Statutes Annotated 1978, as amended.
- I. Time Limit On Decisions: Approved variances, conditional use permits and special use permits for which construction has not begun within two (2) years from the date of approval are deemed revoked whereby an applicant would need to reapply. (Ord. 10-07, 2010: Ord. 09-19, 2009: Ord. 99-05, 1999)

16.12.060: AMENDMENTS TO THIS TITLE:

16.12.060.1: RULES AND PROCEDURES:

- A. No provision of this title may be amended except by action of the town council.
- B. Amendments to this title may be initiated by:
 - 1. The verified application of the owners of property to be changed, reclassified or otherwise affected by the proposed amendment;
 - 2. A request for approval of a planned unit development which requires a zone change;
 - 3. Resolution of the town council; or
 - 4. Resolution of the commission or historic preservation commission.
- C. In the event that an amendment to this title is initiated pursuant to subsection B3 or B4 of this section, then the code administrator shall perform all duties and meet all requirements of the applicant unless otherwise directed by the town council, commission, or historic preservation commission.
- D. No matter how an amendment to this title is initiated, no amendment to this title shall be enacted by the town council until the written recommendations of the commission or historic preservation commission either supporting or opposing the proposed amendment, with or without qualifications, are presented to the town council.
- E. The provisions of sections 16.12.040.5 through 16.12.040.11 of this chapter shall apply to a proposed amendment to this title. The hearing officer, if any, shall summarize the evidence received and issue a recommendation regarding the proposed code amendment to the commission.

- F. The commission shall issue its recommendation to the town council within ten (10) days of the public hearing or receipt of a recommendation by the hearing officer, if any, whichever is later in time.
- G. The town council may, in its discretion, hold additional public hearings regarding the proposed code amendment. If additional public hearings are called, then notice for public hearings shall be given and proof of notice filed as provided in subsections 16.12.040.5G through K of this chapter.
- H. The town council may remand the application to the commission or historic preservation commission for further hearings and recommendations before the town council takes final action on the proposed amendment.
- I. If the town council conducts one or more additional public hearings, then the provisions of section 16.12.040.7 of this chapter shall be applicable to each public hearing with the town council performing the functions assigned to the commission or historic preservation commission and the mayor performing the functions assigned to the chairperson.
- J. The town council may accept all, some, or none of the recommendations of the commission, historic preservation commission, or hearing officer, if any.
- K. The town council may issue written findings of fact and conclusions of law if such would be appropriate, given the type of code amendment being considered. (Ord. 10-07, 2010: Ord. 99-05, 1999)

16.12.060.2: CRITERIA FOR APPROVAL OF AN AMENDMENT TO THIS TITLE:

- A. The following criteria will be used by the commission or historic preservation commission for the review and approval of an amendment to this title for recommendation to the town council:
1. The amendment is consistent with the direction and intent of the existing town of Taos master plan;
 2. The amendment is consistent with the purpose and intent of town of Taos zoning regulations;
 3. The amendment to this title is consistent with the existing land use in the affected neighborhood;
 4. The benefit to the neighborhood will outweigh any potential adverse impact upon the surrounding properties;
 5. The amendment to this title will not create a danger to the public health, safety, or welfare, nor cause an extraordinary public expense, or create a nuisance; and
 6. The amendment is justified by the fact that the original zoning was in error, by change in condition in the vicinity, or by change in the town of Taos overall development policy. (Ord. 10-07, 2010: Ord. 99-05, 1999)

16.12.080: APPEALS:

Any final decision of the code administrator, commission, or historic preservation commission may be appealed as provided in this section 16.12.080. (Ord. 11-04, 2011)

16.12.080.1: WHO MAY APPEAL:

- A. Any person or public entity aggrieved by the decision of the code administrator, commission or historic preservation commission in the enforcement of these ordinances, resolutions, rules or regulations adopted pursuant to this section 16.12.080 may appeal to the commission or zoning authority. An appeal shall stay all the proceedings and furtherance of the action appealed unless the code administrator, commission, or historic preservation commission from whom the appeal is taken certifies that by reason of fact stated in the certificate, the stay would cause imminent peril of life or property. Upon certification, the proceedings shall not be stayed except by order of the district court after notice to the code administrator, commission, or historic preservation commission from whom the appeal is taken and due cause shown.
- B. When an appeal alleges that there is an error in any order, requirement, decision or determination by the code administrator, the commission or historic preservation commission in the enforcement of this title or any other ordinance, resolution, rule or regulation adopted pursuant to this section 16.12.080, the commission, historic preservation commission or zoning authority by a majority vote of all its members may:

1. Authorize, in appropriate cases and subject to appropriate conditions and safeguards, variances from the terms of this title not inconsistent with this title:
 - a. Which are not contrary to public interest;
 - b. Where, owing to special conditions, a literal enforcement of this title will result in unnecessary hardship; and
 - c. So that the spirit of this title is observed and substantial justice is done; or
2. In conformity with sections 3-21-1 through 3-21-14 New Mexico Statutes Annotated, 1978:
 - a. Reverse any order, requirement, decision or determination of the code administrator, the commission or historic preservation commission;
 - b. Decide in favor of the appellant; or
 - c. Make any change in any order, requirement, decision or determination of the code administrator, the commission or historic preservation commission.
 (Ord. 11-04, 2011: Ord. 99-05, 1999)

16.12.080.2: WHAT MAY BE APPEALED:

- A. Only final decisions of the code administrator, commission or historic preservation commission may be appealed. A final decision is a written decision or action filed with the code administrator which effectively disposes of a matter pending before the code administrator, commission or historic preservation commission.
- B. Notwithstanding the provisions of subsection A of this section, an applicant may appeal: a refusal to take action; a refusal to make a decision favorable to the applicant; the denial of any application; or the imposition of unacceptable conditions or modifications, if the decision to be appealed would, as a practical matter, effectively dispose of the application in a manner which is adverse to the interests of the applicant, even if other aspects of the application have not been finally acted upon. This subsection is intended to authorize appeals when further action by the commission, historic preservation commission, or the code administrator would be futile because a decision essential to ultimate approval of the application has been rendered in a manner which is adverse to the interests of the applicant. However, nothing herein shall be construed to prevent an applicant from proceeding through all administrative proceedings and waiting until all actions or decisions on the merits of the application have been issued or rendered before filing an appeal.
- C. In the event that an application requires multiple approvals, then a person or party aggrieved by an action or decision in favor of the applicant may not appeal until all actions or decisions regarding the merits of the application have been rendered or issued.
- D. No decision or action regarding the admissibility of evidence or the conduct of a hearing shall be deemed a final decision.
- E. No decision regarding a procedural matter shall be considered a final decision, unless such procedural action effectively disposes of a pending matter.

- F. Recommendations of a hearing officer, findings of fact and/or conclusions of law may not be appealed. Nothing herein shall prevent an aggrieved person or party from appealing a final decision accepting such recommendations, findings of fact or conclusions of law. (Ord. 11-04, 2011; Ord. 99-05, 1999)

16.12.080.3: HOW TO APPEAL:

- A. All appeals shall be initiated by filing a written notice of appeal with the code administrator on a form, the contents of which shall have been approved by the code administrator, and accompanied by the fee established pursuant to appendix A attached to ordinance 99-05 and available to the public at the office of the code administrator, in good funds.
- B. The written notice of appeal shall state specifically each and every decision from which an appeal is taken. (Ord. 99-05, 1999)

16.12.080.4: WHEN TO APPEAL:

A notice of appeal shall be filed with the code administrator within ten (10) working days of effective date of the decision as set forth in subsection 16.12.040.9F of this chapter. (Ord. 99-05, 1999)

16.12.080.5: APPEAL PROCEDURE:

- A. Upon the filing of a notice of appeal, the code administrator shall, within seven (7) working days:
1. Notify the chairperson of an appeal from any decision or failure to act of the code administrator; or
 2. Notify the mayor of an appeal from any decision or failure to act of the commission or the historic preservation commission.
- B. The commission, historic preservation commission, or zoning authority shall, upon receipt of a notice of appeal, schedule a public hearing on the appeal. The public hearing shall be held not less than thirty (30) days nor more than sixty (60) days after the date upon which the notice of appeal was filed.
- C. At the appellant's expense, notice of the public hearing on the appeal shall be given to all persons or parties who signed in at any of the prior public hearings, if any, and notice of the public hearing on the appeal shall be published in a newspaper of general circulation in the county. Notice shall be given and proven as provided in section 16.12.040.5 of this chapter with the appellant performing the duties assigned to the applicant, as follows:
1. Notice by publication shall be given per section 16.12.040.5 of this chapter;
 2. Notice by certified mail, return receipt requested shall be given to persons or parties who signed in at the public hearing;

3. Proof of notice shall be filed with the code administrator pursuant to section 16.12.040.5 of this chapter; and
4. The failure to give proper notice or file proper proof thereof, shall cause the appeal to be withdrawn, per subsection 16.12.040.5K of this chapter. (Ord. 11-04, 2011: Ord. 09-19, 2009: Ord. 99-05, 1999)

16.12.080.6: APPEAL HEARING:

- A. The following persons or parties may participate in the public hearing on an appeal:
 1. The appellant;
 2. The code administrator and any other interested town employee or member of any town board, agency or commission;
 3. Any aggrieved person or party who appeared and signed in at any of the prior public hearings, if any, in opposition to the appellant;
 4. Any person or party who did not appear at any prior public hearing, whose interests are adverse to the appellant, who would be aggrieved by a decision in favor of the appellant, who can demonstrate good cause for failing to appear at a prior public hearing, and who should be allowed to participate in the interests of justice; and
 5. If there were no prior public hearings regarding the matter raised on appeal, then any person or party who would be aggrieved by a decision in favor of the appellant.
- B. The appeal hearing shall be de novo. All evidence, hearing transcripts, findings of fact, conclusions of law, and other records and documents shall be delivered by the code administrator to the commission, historic preservation commission, or zoning authority prior to the commencement of the appeal hearing.
- C. The commission, historic preservation commission, or zoning authority may designate a hearing officer to conduct the appeal hearing.
- D. Additional evidence may be allowed at the discretion of the person presiding at the appeal hearing.
- E. Subsections 16.12.040.7A through C of this chapter shall apply to the appeal hearing, with the mayor performing the duties of the chairperson if the appeal is to the town council. (Ord. 11-04, 2011: Ord. 99-05, 1999)

16.12.080.7: DECISION ON APPEAL:

- A. Decisions on appeal shall be in writing. Any finding of fact or conclusion of law issued previously may be accepted by the commission, historic preservation commission, or zoning authority in its decision on the appeal. Any finding of fact or conclusion of law which is rejected or modified shall be accompanied by a written explanation of the rejection or modification. On appeal, the commission, historic preservation commission, or zoning authority shall have full and complete authority

to accept, modify or reject any and all prior actions and determinations rendered in connection with the matter on appeal.

- B. Except to the extent superseded by subsection A of this section, section 16.12.040.9 of this chapter shall govern appeals, with the town council performing the duties of the commission or historic preservation commission, if the appeal is before the town council. (Ord. 11-04, 2011)

16.12.080.8: APPEALS FROM CODE ADMINISTRATOR:

An appeal from a final decision of the code administrator as authorized in this section 16.12.080 shall be to the commission. All final decisions of the commission, including appeals from actions of the code administrator, may be appealed to the town council if in the town of Taos municipal limits or otherwise within the town's jurisdiction. (Ord. 09-19, 2009)

16.12.080.9: CONSOLIDATION:

If more than one appeal is filed on a matter, then appeals on the same matter may be consolidated by the commission, historic preservation commission, or zoning authority. Costs and other duties required of appellants hereunder shall be apportioned equitably among the appellants when appeals are consolidated. (Ord. 11-04, 2011)

16.12.080.10: JUDICIAL REVIEW:

Any final decision of the zoning authority may be appealed to a court of competent jurisdiction as allowed by law. A person aggrieved by a decision of the zoning authority may appeal the decision pursuant to section 39-3-1.1 New Mexico Statutes Annotated, 1978, as follows:

- A. This provision applies to all zoning appeals from final authorities as required by section 39-3-1.1 New Mexico Statutes Annotated, 1978, zoning appeals;
- B. Upon issuing a final decision, the zoning authority shall promptly:
1. Prepare a written decision that includes an order granting or denying relief and a statement of the factual and legal basis for the order;
 2. File the written decision with the official public records of the town; and
 3. Serve a document that includes a written decision and requirements for filing an appeal of the final decision on:
 - a. All parties whose rights are adjudged by the final decision, and
 - b. Every person who has filed a written request for notice of the final decision in that particular proceeding.
- C. Unless standing is further limited by a specific statute, a person aggrieved by a final decision may appeal the decision to district court by filing in district court a notice of appeal within thirty (30) days of the final decision.

- D. In a proceeding of judicial review of a final decision by the zoning authority, the district court may set aside, reverse or remand the final decision if it determines:
1. The zoning authority acted fraudulently, arbitrarily or capriciously;
 2. The final decision was not supported by substantial evidence; or
 3. The zoning authority did not act in accordance with law. (Ord. 99-05, 1999)

16.20.080: SITE DEVELOPMENT PLANS:

16.20.080.1: PLANNED UNIT DEVELOPMENT PRELIMINARY SCHEMATIC SITE DEVELOPMENT PLANS:

- A. Application for a planned unit development overlay zone shall include a preliminary schematic site development plan that, if approved as submitted or as modified, shall become part of the zoning map of the town and designated by the symbol "PUD". Such symbol shall be followed by an identifying serial number that shall be placed upon the approved preliminary site development plan for that property.
- B. Applicants are encouraged to discuss plans with adjacent and affected property owners and neighborhood residents. The applicants should schedule a predesign meeting with town planning staff to review and discuss submittal requirements and design standards, before preparing and submitting a preliminary schematic site development plan.
- C. A preliminary schematic site development plan shall be accompanied by: 1) a site threshold assessment (STH) form obtained from the code administrator; and 2) the applicant's narrative statement outlining, at a minimum, the following:
1. An enumeration of requested differences between the development and performance standards of the underlying zone or zones and the proposed plan;
 2. A detailed calculation of density. A statement of total floor area for all commercial and industrial structures shall be calculated. For residential, the density shall be calculated in accordance with section 16.16.190.4 of this title related to calculation of density for planned unit developments;
 3. The suitability of the planned unit development with existing infrastructure and services and its compatibility with adjoining land uses;
 4. A statement addressing the consistency (or lack of consistency) of the proposed plan with the policies of the town of Taos;
 5. A statement setting out any benefits or detriments that the plan will have concerning public health, safety or welfare.
- D. The preliminary schematic site development plan submitted for the commission's preliminary public hearing shall consist of at least two (2) parts, one of which shall reflect existing conditions, and one of which shall show proposed land form alterations, improvements and structures, utilities, circulation patterns, land uses and all other detail necessary to describe the proposed plan. The preliminary schematic site development plan shall contain the following basic information, where

applicable; provided, the code administrator may require additional information or more detail as is deemed reasonably necessary to properly interpret and evaluate such plan and zoning application:

1. Specifications: The preliminary schematic site development plan maps shall include an accurate true north arrow and shall be illustrated at a minimum scale of one inch equals twenty feet (1" = 20'), on a paper size not to exceed twenty four inches by thirty six inches (24" x 36"). If the subject parcel must be illustrated on more than one sheet of paper, then the applicant shall also include a complete site development plan at the largest scale possible so that the parcel can be illustrated on a single sheet of twenty four inch by thirty six inch (24" x 36") paper.
2. Existing Conditions:
 - a. A boundary survey with a legal description of all property in the development;
 - b. A description of existing topography with elevation contour lines at a maximum of four foot (4') intervals;
 - c. Location, size and names of existing public and private streets, public rights of way, public and private parking areas, alleys, walkways and trails, both on the property and within three hundred feet (300') of the property;
 - d. Location and description of all existing easements, noting purpose and grantee of the easement, both on the property and within three hundred feet (300') of the property;
 - e. A description of existing capacities of public utilities, including, but not limited to, sewer, water, gas, electric, telephone and cable;
 - f. A description of existing sizes, locations and arrangements of the buildings, structures, ingress/egress of existing parking areas, land uses, dedicated/reserved parks and open spaces, both on the property and within three hundred feet (300') of the property;
 - g. Location and size of existing signs, fences, walls and landscaped areas including a description of significant vegetation and other environmental features;
 - h. Locations and size of existing acequias and watercourses, including a description of existing drainage plan and any existing method of treatment or correction of flooding or erosion problems.
3. Proposed Changes:
 - a. If the application proposes any alterations to topography, a conceptual description of such proposed alterations;
 - b. A conceptual discussion of any proposed modifications to public utilities, including, but not limited to, sewer, water, gas, electric, telephone and cable;
 - c. A proposed conceptual landscape improvement and maintenance plan in conformance with the town of Taos landscape ordinance, including location, species and size of proposed shrub groupings and trees, with identification of any such trees or other significant environmental features that are proposed to be removed;
 - d. A conceptual description of any proposed method of treatment for storm drainage in conformance with the town of Taos storm drainage ordinance or correction of flooding or erosion problems, and documentation that acequia rights of way will be respected;

- e. If the application proposes to create new lots for sale, a conceptual description of proposed lot designs and building envelopes and if any variation from standard setbacks are requested. The final design for lots shall meet all subdivision regulations, requirements and obtain necessary subdivision approvals;
 - f. A conceptual description of the proposed sizes, locations and arrangements of the buildings, structures, land uses, dedicated/reserved parks and open spaces within the planned unit development;
 - g. The conceptual layout of and improvement standards for proposed private and public streets, parking areas, loading areas, and a conceptual plan for circulation of vehicles, goods and pedestrians on and off the site. The plan shall show the proposed arrangement of spaces and locations of ingress and egress points;
 - h. Location and size of any proposed signs, fences, and walls;
 - i. Conceptual description and location of all proposed public facilities including, but not limited to, any on site and off site traffic mitigation improvements (such as roadway, signalization, or other measures), public utility improvements (including, but not limited to, sewer, water, electric lines, telephones lines, gas lines, cable), schools, cultural centers, dedicated open spaces, trails, park sites and the like;
 - j. Pictures of the site and surrounding context, submitted as photographs, printed scanned images or in a digital format;
- E. Prior to the commission's final public hearing the following additional information, where applicable, shall be supplied provided the commission and/or code administrator may require additional information as is deemed reasonably necessary to properly interpret and evaluate the plan and planned unit development zoning application:
- 1. Preliminary building footprints, elevations and/or perspective drawings of all proposed improvements, in sufficient detail to suggest the architectural style and detail, screening and visual impacts of the project when completed;
 - 2. A completed traffic study as required by the "Town Of Taos Access Management Manual" and as requested by the code administrator. (Ord. 04-12, 2004)

16.20.080.2: PLANNED UNIT DEVELOPMENT OVERLAY ZONE FINAL SITE DEVELOPMENT PLAN:

A final site development plan shall conform to the preliminary site development plan for the development as approved by the town council. The final site development plan shall contain the following basic information, where applicable; provided, that the commission or town council may require additional information as is deemed reasonably necessary to properly interpret and evaluate such plan:

- A. The final site development plan map(s) shall include an accurate true north arrow and shall be illustrated at a minimum scale of one inch equals twenty feet (1" = 20'), on a paper size not to exceed twenty four inches by thirty six inches (24" x 36"). If the

subject parcel must be illustrated on more than one sheet of paper, then the applicant shall also include a site development plan at the largest scale possible so that the parcel can be illustrated on one sheet of twenty four inch by thirty six inch (24" x 36") paper. The final site development plan shall contain the following detail:

1. Surveyed boundaries or legal descriptions of all property included in the development;
2. The size (in square feet), location, arrangement and land uses of all property and all structures, buildings, and development;
3. If lots for sale are to be created, the final site development plan shall be accompanied by a proposed or approved subdivision map that meets all applicable subdivision regulations, requirements, and approvals;
4. The layout and improvement standards of private and public streets, pedestrian and bicycle ways, parking areas, loading areas and the proposed plan for circulation of vehicles, goods and pedestrians, including any on site or off site traffic mitigation measures. The plan shall show the detailed arrangement of parking and loading spaces and the locations and design improvements of ingress and egress points;
5. A lighting plan submitted in conformance with dark skies ordinance (chapter 15.28 of this code);
6. The final site plan shall contain an enumeration of all differences between the zoning ordinance standards of the underlying zone and the variations requested in the final site development plan;
7. The final site plan shall contain a detailed calculation of unit density. The calculation shall be made by dividing the number of acres into the total number of units;
8. The final site plan shall show all existing easements noting purpose, streets and public rights of way within three hundred feet (300') of the boundaries of the development including names and all public and private proposed streets, alleys, trails, pedestrian or bicycle ways, and rights of way within the boundaries of the development;
9. The final site plan shall contain a final landscape improvement and maintenance plan, completed by a certified professional landscape architect or a landscape designer and in conformance with the town of Taos landscape regulations (chapter 15.12 of this code) and bonding or other assurance for replacement and maintenance of landscaping that fails during the first two (2) years following issuance of occupancy permits for the project;
10. Drawings of the location, design and size of any proposed or existing signs, fences, and walls;
11. A detailed description and location of open spaces including proposed dedicated open spaces and park sites, and reserved open spaces, together with proposed instruments, such as irrevocable offers of dedication, deeds, improvement bonds, covenants, conditions and restrictions, or easements that will effectively implement such projects and/or dedications;
12. A utilities improvement plan containing detailed construction drawings and provisions for any required bonding or other financing for public utility

- improvements including, but not limited to, improvements to sewer, water, electric lines, telephones lines, gas lines, cable, drainage and walkways;
13. Engineered grading, drainage, erosion control and terrain management plan in conformance with the town of Taos storm drainage ordinance and flood damage prevention ordinance;
 14. Architectural plans including floor plans, and elevations at one-eighth inch ($\frac{1}{8}$ ") scale and exterior details of all improvements in accordance with the design standards of section 16.20.030 of this chapter;
 15. Final implementation plan for all proposed public facilities including, but not limited to, any on site and off site traffic mitigation improvements (such as roadway, signalization, or other measures), public utility improvements (including, but not limited to, sewer, water, electric lines, telephones lines, gas lines, cable), schools, cultural centers, dedicated open spaces, trails, park sites and the like. Such plan shall provide for any required bonding or other financing necessary to implement the plan. (Ord. 04-12, 2004)

16.20.080.3: MINOR AMENDMENTS TO A COMMISSION APPROVED PUD OVERLAY ZONE FINAL SITE DEVELOPMENT PLAN:

Minor amendments to a commission approved PUD overlay zone final site development plan may be initiated by the property owner or the owner's agent upon submittal of a written request. Minor changes to the commission approved final site development plan may be approved by the code administrator, with possible conditions, provided that changes do not involve:

- A. Allowing uses not otherwise permitted in the underlying zone or zones;
- B. Increasing the number of dwelling units or the density maximums approved in the final site development plan;
- C. A substantial relocation of structures and buildings;
- D. Increasing the building height, lot coverage, lot size, lot width or reducing building setbacks;
- E. Reduction in planned pedestrian or traffic circulation facilities, parking spaces, and/or open space set aside, including buffers;
- F. Alteration of any conditions attached to the final site development plan; or
- G. A significant change from the intent and purpose of the PUD overlay zone.

If the code administrator determines that the amendment request is not authorized by the express terms of this section, then the request shall be referred to the commission for public hearing. (Ord. 04-12, 2004)

Review Criteria

Included below are the six criteria in the Town's Land Use Development Code (LUDC) for a zone change or text amendment. The zoning map is amended from time to time with zone changes approved by the governing body and incorporated by reference and made part of the Land Use Development Code, Title 16.

In this staff report:

Code criteria and Master Plan are referenced in bold text.

Staff's response is in normal text.

Criteria 1. The amendment is consistent with the direction and intent of the existing town of Taos master plan;

The Vision 2020 Master Plan was adopted February 1999 with goals for seven elements:

- a. Land Use**
- b. Agricultural Lands and Open Space Preservation**
- c. Economic Development**
- d. Community Design**
- e. Infrastructure**
- f. Housing**
- g. Community Facilities**

Staff: Any changes to the Official Town of Taos Zoning Map should support the goals and objectives of the Vision 2020 Master Plan. The 2006 Official Zoning Map adopted under Ordinance 06-21 is the "base zoning map". Staff has pulled the Ordinances after the adopted November 2006 zoning map and made a list of the various rezoning and annexations. The GIS staff and Planning staff have verified the updates separately and cross-checked the work. These updates are included in the updated zoning map.

The goals and objectives below are from the Vision 2020 Master Plan, which are used when considering a rezoning and thus the update to the Town of Taos Official Zoning Map:

- Taos retains its small town character and sense of community.
- Taos encourages the use of community design that is traditional, sustainable, has little impact on the natural environment, and enhances the quality of life for residents.
- Neighborhoods are the building blocks for creating a town fabric unique to Taos and its region.
- Denser, higher impact non-residential development is directed to designated employment centers, where public services and infrastructure already exist, or where such development will have the least impact on the current and future inventory of open space and land under cultivation.

- Distinct, neighborhood commercial/mixed use centers are established throughout the planning area to better service the daily needs of neighborhood residents, reduce traffic congestion and dependence on the automobile, encourage a distinct identity for individual communities and neighborhoods within the planning area, and increase the inventory of affordable housing.
- Establish neighborhood commercial/mixed use centers in traditional neighborhood service areas or where adequate public services and infrastructure already exist.
- Industrial, commercial, and residential development protects and enhances the unique landscape and natural resources of Taos.
- The Taos economy combines a mixture of thriving tourist and local serving businesses, cottage industries and home businesses.
- All members of the Taos community take great pride in the appearance of their property, their neighborhoods, and their community as a whole.
- The Town of Taos ensures the concurrent availability of adequate public facilities, services, and infrastructure prior to approving new developments.
- Taos neighborhoods contain a mix of housing types affordable to all Taos residents.
- The Town of Taos provides adequate facilities to all residents for passive and active educational and recreational opportunities.

This Criterion is satisfied.

2. The amendment is consistent with the purpose and intent of town of Taos zoning regulations;

Staff: Each zoning request was heard at a public hearing in front of the Planning and Zoning Commission and the Town Council. There were multiple occasions for the community to voice concerns or provide support for the zonings and zone changes. Each zoning has to be consistent with the purpose and intent of the zoning regulations. Section 16.04.080.4 “Amendments to the Zone Map” describe how approved amendments and changes to the Zone Map should be noted on the zoning map annually at the end of the fiscal year. The map needs to be adopted by ordinance. Town Code Section 16.04.080 states that the zoning map will be amended from time to time with zone changes approved by the governing body and incorporated by reference and made part of the Land Use Development Code, Title 16.

This Criterion is satisfied.

3. The amendment to this title is consistent with the existing land use in the affected neighborhood;

Staff wants to adopt a zoning map that reflects prior zone changes and annexations, which have been approved and adopted by the Town Council as an amendment to the Land Use Development Code.

This Criterion is satisfied.

4. The benefit to the neighborhood will outweigh any potential adverse impact upon the surrounding properties;

Adopting a current zoning map will benefit neighborhoods by allowing them and Town staff to know what their land is zoned when contemplating new development. In addition, a base zoning map is needed to begin the process of zoning the recently annexed parcels. Some of the land that has been annexed is not zoned. Without zoning, then the neighbors in those neighborhoods may be negatively affected. It is really important to adopt an updated zoning map, so that the Town staff can begin zoning the annexed parcels.

This Criterion is satisfied.

5. The amendment to this title will not create a danger to the public health, safety, or welfare, nor cause an extraordinary public expense, or create a nuisance; and

Staff is updating the current map to reflect amendments and changes that have been approved by the Town Council. The updated Official Zoning Map will not create a danger to the public health, safety, or welfare, create an extraordinary public expense, or create a nuisance.

This Criterion is satisfied.

6. The amendment is justified by the fact that the original zoning was in error, by change in condition in the vicinity, or by change in the town of Taos overall development policy.

There have been zone changes in various vicinities of Taos and new portions of land have been annexed. These zone changes need to be reflected in an updated zoning map.

Staff researched the ordinances that amended the 2006 Official Zoning Map adopted under Ordinance 06-21 and found one error related to PUD, zone change, and annexation for approximately 50.7 acres located at the corner of Paseo del Pueblo Sur and Camino de le Placita for a hotel in 1988. Staff was unable to find a map showing the land that was annexed.

The C-2 “General Commercial” zoning should have reverted back to R-A “Residential Agriculture” after the hotel was not built. Staff believes that this error lead to the property owners Michael Sayre, Marion Summers, John Summers, and Chet Mitchell into believing that their property was zoned C-2. After meeting multiple times with the property owners, staff and the property owners, a consensus was proposed to zone Sayre’s approximately .49 acre lot and the Summers approximately 2.41 acre lot to R-14 “Multi-Family Residential” instead of the C-2 “General Commercial” shown on the 2006 zoning map, leaving the larger lot consisting of approximately 24.84 acres as R-A “Residential/Agricultural”. The current property owners wanted to preserve a zone that allowed the current residential uses on these properties and allow some additional options

that the property owners had felt had been already available to them based on the Town's 2006 Official Zoning Map.

This Criterion is satisfied.

Findings of Fact:

1. The last Official Zoning Map was adopted on November 21, 2006.
2. Town Code Section 16.04.080 states that the zoning map will be amended from time to time with zone changes approved by the governing body and incorporated by reference and made part of the Land Use Development Code, Title 16.
3. Town Code Section 16.04.080.4 states a revised zoning map shall be produced at the end of each fiscal year showing all of the amendments and changes that occurred.
4. Zoning changes from 2006 to the present have been accurately noted with staff reviewing all of the previous zoning ordinances since November 21, 2006.
5. Annexations into the Town from 2006 to the present have also been noted.
6. Town Section 16.20.080 states that approved planned unit development overlay zone shall become part of the zoning map of the town and designated by the symbol "PUD".
7. Staff doesn't know where all of the PUDs are as the map has not been updated since 2006 and the current staff cannot easily find what was approved, so the PUDs are not included in the updated zoning map.
8. Staff is working on a text amendment to change the requirement that PUDs be shown on the zoning map since PUD approval expires in a year if no further action is taken.
9. In the December 16, 1981 version of the Land Use Development Code, the PUDs did not expire and were required for all developments over 2 acres with zone changes if required. This resulted effectively in the Council approving zone changes for specific projects, which is not legal.
10. The land division survey produced by Red Tail Surveying, Inc. on November 7, 2005 lists the zoning as R-A.
11. An error on the 2006 zoning map relating to a PUD, annexation, and zoning for a hotel that was never constructed for approximately 50.7 acres located at the corner of Paseo del Pueblo Sur and Camino de la Placita was found. The zoning should revert back from C-2 "General Commercial" to an R-A "Residential Agriculture" zone.
12. The error on the 2006 zoning map relating the PUD, annexation, and zoning for a hotel allowed the property owners Michael Sayre, Marion Summers and John Summers to believe their .49 acre parcel and 2.41 acre parcel on corner of Camino de la Placita and Paseo del Pueblo was zoned C-2.
13. After meeting multiple times with the property owners and Chet Mitchell, the original applicant for the PUD, the staff and the property owners reached a consensus to zone Sayre's .49 acre lot (606 Camino de la Placita/Paseo de Pueblo Norte) and the Summers 2.41 acre lot (610 Camino de la Placita/Paseo de Pueblo Norte) R-14 "Multi-Family Residential" instead of C-2 "General Commercial", leaving the larger lot consisting of 24.84 acres on Camino de la Placita/Paseo de Pueblo Norte) as R-A "Residential/Agricultural" zoning.
14. The current property owners for 606 and 610 Camino de la Placita/Paseo de Pueblo Norte wanted to preserve a zone that allowed the current residential uses on these

properties and allow some additional options that the property owners had felt had been already available to them based on the Town's 2006 Official Zoning Map with the R-14 zoning.

Planning & Zoning Commission Approval:

X The Planning & Zoning Commission after hearing testimony, examination of the documents presented and the findings of fact finds the application MEETS the provisions of Sections et. seq. of the Town of Taos Land Use Development Code (LUDC) and APPROVES the request to adopt an updated Town of Taos Official Zoning Map including the zone change for the parcels addressed 606 and 610 Camino de la Placita/Paseo de Pueblo Norte to R-14 "Multi-Family Residential" with/without conditions:

1. Notification mailed to surrounding property owners within 100 feet of each 606 Camino de la Placita and 610 Paseo del Pueblo Norte.

or:

 The Planning & Zoning Commission after hearing testimony, examination of the documents presented and the findings of fact finds the application MEETS the provision of Section et. Seq. of the Town of Taos Land Use Development Code (LUDC) and APPROVES the request to adopt an updated Town of Taos Official Zoning Map including the parcels addressed 606 and 610 Camino de la Placita/Paseo de Pueblo Norte to R-A "Residential Agriculture" with/without conditions:

or:

 The Planning & Zoning Commission after hearing testimony, examination of the documents presented and the findings of fact finds the application FAILS to meet the provisions of Sections et. seq. of the Town of Taos Land Use Development Code (LUDC) and DENIES the request to adopt an updated Town of Taos Official Zoning Map.

VOTED Upon :

VOTE	AYE	NAY
Justin Lea	X	
Dennis Garcia	X	
Eddie Lucero	X	
Billy Romero	X	
John Durham	X	

Jan Debay	X	
James Pollard		

Commissioner Pollard was absent.

The motion is approved.

Chairman Signature Date

Town Council Approval:

___ The Town Council after hearing testimony, examination of the documents presented and the findings of fact finds the application MEETS the provisions of Sections et. seq. of the Town of Taos Land Use Development Code (LUDC) and APPROVES the request to adopt an updated Town of Taos Official Zoning Map including the zone change for the parcels addressed 606 and 610 Camino de la Placita/Paseo de Pueblo Norte to R-14 “Multi-Family Residential” with/without conditions

or:

___ The Planning & Zoning Commission after hearing testimony, examination of the documents presented and the findings of fact finds the application MEETS the provision of Section et. Seq. of the Town of Taos Land Use Development Code (LUDC) and APPROVES the request to adopt an updated Town of Taos Official Zoning Map including the parcels addressed 606 and 610 Camino de la Placita/Paseo de Pueblo Norte to R-A “Residential Agriculture” with/without conditions

or:

___ The Planning & Zoning Commission after hearing testimony, examination of the documents presented and the findings of fact finds the application FAILS to meet the provisions of Sections et. seq. of the Town of Taos Land Use Development Code (LUDC) and DENIES the request to adopt an updated Town of Taos Official Zoning Map.

Mailing List For 606 Camino del Placita mailing. (Address 3 times symbolizes certified mail, single address regular mail)
Orange are for 610 Paseo del Pueblo Norte mailing. (Address 3 times symbolizes certified mail, single address regular mail)

Chet Mitchell
PO Box 1705
Taos, NM
87571

Chet Mitchell
PO Box 1705
Taos, NM
87571

Chet Mitchell
PO Box 1705
Taos, NM
87571

Kevin Zangara
Alice Zangara
PO Box 1359
Taos, NM
87571

Kevin Zangara
Alice Zangara
PO Box 1359
Taos, NM
87571

Kevin Zangara
Alice Zangara
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Debra S. De La Torre
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Ranchos De Taos, NM
87557

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603 Placita LLC
603 Camino de la Placita
Taos, NM
87571

603 Placita LLC
603 Camino de la Placita
Taos, NM
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603 Placita LLC
603 Camino de la Placita
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John Summers
Marion Summers
PO Box 1705
Taos, NM
87571

Arriba Rojo Grande LLC
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Omaha, NE
68114

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Laura W Gruber
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Austin, TX
78746

Brock J Brown
Linda C Nicholas
107 Hill Drive
San Marcos, TX
78666

Richard Coffman
Gabrielle Coffman
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Marblehead, MA
01945

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Clark B Funk
401 Montaner St
Taos, NM
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Keith R Bisset
Wendy C Bisset
4652 NDCBU
Taos, NM
87571

George James
Merlinda James
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Chet Mitchell
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Louis Rivali
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87571

Sharon Rosenthal Trust and
Trustee
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Kailua Kona, HI
96740

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Debra De La Torre
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Robert & Betty Backer
Revoc Trust
315 Spruce Lane
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Virginia Spivey
Karen Spivey Escalante
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87501

Emilia Rivali
Louis Rivali
535 Paseo del Pueblo Norte
Taos, NM
87571

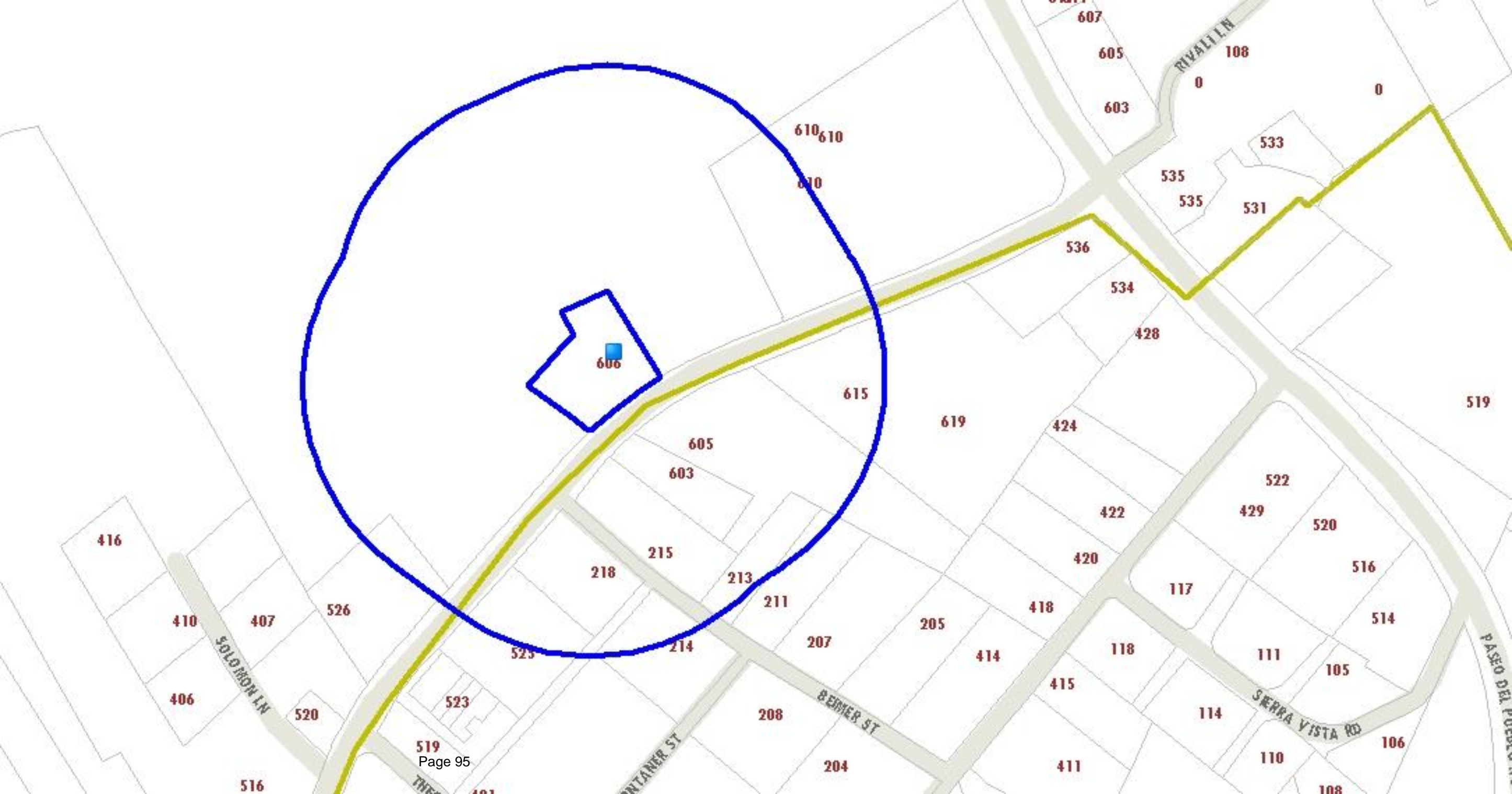
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96740

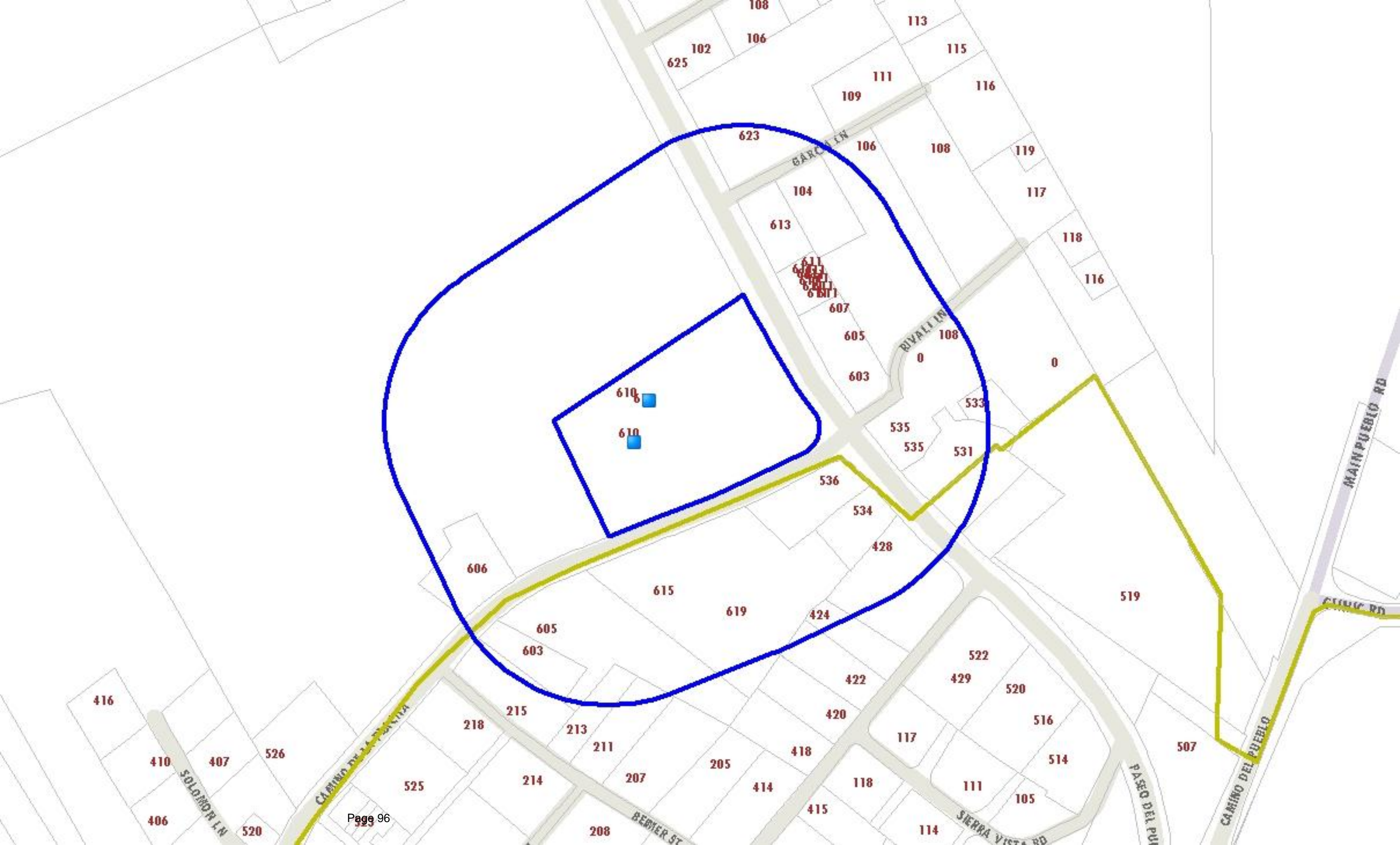
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Rosalie Clark
Andres Trujillo
Luis Trujillo
1572 Weimer Rd
Taos, NM
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Elizabeth Johnson
7102 NDCBU
Taos, NM
87571

Brock Brown
Linda Nicholas
107 Hill Drive
San Marcos, TX
78666





Planning & Zoning Commission

Justin Lea, Chairman

Dennis Garcia

Eddie Lucero

Billy Romero

James Pollard

Jan Debay

John Durham

Historic Preservation Commission

Oscar Palacios

Marika Choma

Paul Figueroa

David Henry

William Christmas



**Town of Taos
Planning, Zoning & Building
Department**

400 Camino de la Placita

Taos, NM 87571

575-751-2016

fax 575-751-2026

August 22, 2014

Dear Property Owner,

You are being notified that the Taos Town Council will be holding a Public Hearing on September 23, 2014 at 1:00pm for Ordinance 14-05 "Adopting a New Zoning Map" in Council Chambers at 120 Civic Plaza Drive, Taos.

While updating the map an inconsistency in the zoning map was found. To alleviate this inconsistency the Town of Taos is proposing to zone 606 Camino de la Placita R-14 "Multi-Family Residential Zone". This meeting will be a public hearing to consider the merits of the proposed ordinance. Copies of the full texts of the ordinance are available for inspection and/or copying at the Office of the Town of Taos Clerk, Town Hall, 400 Camino de La Placita during normal office hours.

The Town of Taos is ADA compliant. If you are in need of assistance or accommodations such as a reader, amplifier, qualified language interpreter, or any other form of auxiliary aid or service to attend and/or participate in the public hearing, please contact the Town Clerk 48 hours before the public hearing at 575-751-2005 during regular business hours.

Persons wishing to submit written comments may do so by sending or delivering them to the Town Clerk to be received no later than the commencement of the public meeting. Persons wishing to comment orally may do so in person at the public hearing.

Planning & Zoning Commission

Justin Lea, Chairman

Dennis Garcia

Eddie Lucero

Billy Romero

James Pollard

Jan Debay

John Durham

Historic Preservation Commission

Oscar Palacios

Marika Choma

Paul Figueroa

David Henry

William Christmas



**Town of Taos
Planning, Zoning & Building
Department**

400 Camino de la Placita

Taos, NM 87571

575-751-2016

fax 575-751-2026

August 22, 2014

Dear Property Owner,

You are being notified that the Taos Town Council will be holding a Public Hearing on September 23, 2014 at 1:00pm for Ordinance 14-05 "Adopting a New Zoning Map" in Council Chambers at 120 Civic Plaza Drive, Taos.

While updating the map an inconsistency in the zoning map was found. To alleviate this inconsistency the Town of Taos is proposing to zone 610 Paseo del Pueblo Norte R-14 "Multi-Family Residential Zone". This meeting will be a public hearing to consider the merits of the proposed ordinance. Copies of the full texts of the ordinance are available for inspection and/or copying at the Office of the Town of Taos Clerk, Town Hall, 400 Camino de La Placita during normal office hours.

The Town of Taos is ADA compliant. If you are in need of assistance or accommodations such as a reader, amplifier, qualified language interpreter, or any other form of auxiliary aid or service to attend and/or participate in the public hearing, please contact the Town Clerk 48 hours before the public hearing at 575-751-2005 during regular business hours.

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TOWN OF TAOS

ORDINANCES

YEAR: 1988

NUMBER: 88-9

88-9
82-19

TOWN OF TAOS
TAOS TOWN COUNCIL
AMENDMENT ORDINANCE 88-9

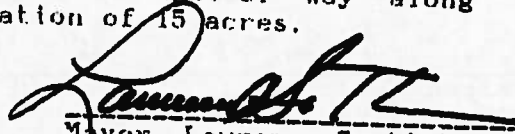
An ordinance approving the change to the zoning map which is part of Ordinance #81-13.

Pursuant to the Town of Taos Zoning Regulations, reference is made to the following as it pertains to action taken by the Taos Town Council on October 4, 1988.

Whereas, the Town of Taos Planning and Zoning Commission has been delegated the responsibility to review all proposed amendments to the official zoning map, and

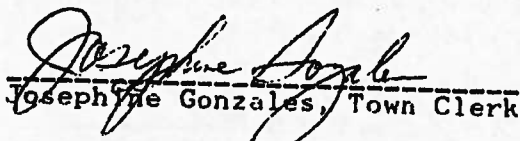
Whereas, the Town of Taos Planning and Zoning Commission did vote affirmatively to approve the zone change request from Chet Mitchell from R-A (Residential Agriculture) to C-2 (General Commercial) for 16 acres to locate a Sheraton Hotel at the Corner of Camino de La Placitas and State Road 522 and annexation of a 15 acre tract of land and including the dedication of 40 feet of right-of-way along Placitas for widening, then, therefore,

BE IT ORDAINED THAT, the Town of Taos Town Council does approve the zone change from R-A to C-2 for 16 acres for a Sheraton Hotel along with 40 feet of right-of way along Placitas for widening and annexation of 15 acres.


Mayor, Lawrence Santislevan

Date: October 4, 1988

ATTEST:


Josephine Gonzales, Town Clerk

TOWN OF TAOS
PLANNING AND ZONING COMMISSION

RESOLUTION 88-5

A Resolution approving the change to the Zoning Map which is part of Ordinance 81-13.

Pursuant to the Town of Taos Zoning Regulations, reference is made to the following as it pertains to action taken by the Town of Taos Planning and Zoning Commission September 7, 1988.

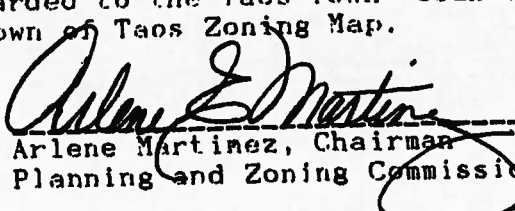
Whereas, the Town of Taos Planning and Zoning Commission has been delegated the responsibility to review all proposed developments in the Planning and Platting jurisdiction to promote orderly growth, and

Whereas, the Town of Taos Planning and Zoning Commission has reviewed and approved the request from Chet Mitchell to change the zoning from R-A (Residential Agriculture) to C-2 (General Commercial) for 16 acres to locate a Sheraton Hotel, and

Whereas, the Town of Taos Planning and Zoning Commission has also approved the request by Mr. Mitchell to annex a 15 acre tract of land to the Town of Taos, and

Whereas, The Town of Taos Planning and Zoning Commission did vote affirmatively to approve the zone change request and annexation request including the dedication of 40 feet of Right-Of-Way along Placitas for widening, then, therefore

BE IT RESOLVED, The Town of Taos Planning and Zoning Commission does approve the zone change from R-A to C-2 for a Sheraton Hotel on 16 acres at the Corner of Camino de La Placitas and State Road 522 and annexation of a 15 acre tract of land and that this action be forwarded to the Taos Town Council as a recommendation to amend the Town of Taos Zoning Map.


Arlene Martinez, Chairman
Planning and Zoning Commission

Date: September 7, 1988

TOWN OF TAOS
TAOS, NEW MEXICO

Notice of Adoption of Ordinance

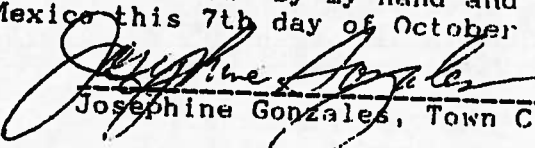
Notice is hereby given that the Town Council of the Town of Taos, New Mexico, at a Special Meeting on October 4, 1988 at 5:15 p.m. at the Town Hall Conference Room on Armory Street, Taos New Mexico, adopted the following Amendment Ordinance.

An Amendment Ordinance 88-9 approving the change to the Zoning Map which is part of Ordinance 81-13.

The Town of Taos Council has reviewed and approved the request from Chet Mitchell from R-A (Residential Agriculture) to C-2 (General Commercial) for 16 acres to locate a Sheraton Hotel at the Corner of Camino de La Placitas and State Road 522 and annexation of a 15 acre tract of land and including the dedication of 40 feet of right-of-way along Placitas for widening.

A copy of Amendment Ordinance 88-9 is on file at the office of the Town Clerk, Town Hall, Armory Street in Taos, New Mexico, and is available for inspection during the normal and regular business hours of the Town Clerk.

Witnessed by my hand and the seal of the Town of Taos, New Mexico this 7th day of October 1988.


Josephine Gonzales, Town Clerk

To be published one (1) time in the Taos News: 10/13/88



114 South Plaza • Taos, New Mexico 87571 • (505) 758-9292

Sept. 24, 1988

Town of Taos
Town Council
Taos, New Mexico

Dear Sirs:

The Planning and Zoning Committee easily approved the new Sheraton project. Pledges of land easements and water rights were made before the meeting. No public input was considered. It was, as they say, a "done deal."

This Tuesday the Town will have an opportunity to consider public input on the project. One would hope that, this time, public comment will be considered.

I suggest that environmental studies be made before our last important green-belt is destroyed. And I recommend that a "Green-Belt" area be established, as it is in many other cities, whereby it is not permissable for anyone to build on the llanos.

Let's not quickly surrender our children's future.

Sincerely yours,

Dick Schroeder

----- 4 a. -----
Agenda Item

September 29, 1988

DATE

SUBJECT: Amendment to Zoning Map for Zone Change
Request submitted by Chet Mitchell.

Please refer to the attached information regarding an application for a zone change from R-A to C-2 for the proposed Sheraton Hotel and annexation of 15 acres to the Town of Taos. This matter has been reviewed by the Planning and Zoning Commission in a Public Hearing on September 7. Please refer to the attached Resolution from the Planning and Zoning Commission.

This has been scheduled as an action item for the Special Meeting on October 5th at 5:15 p.m. at the Town Hall Conference Room.



Community Development Director

I have reviewed this application for amendment to the Zoning Map and I submit this for action by the Mayor and Council.

Town Administrator

PLANNING AND ZONING COMMISSION
Regular Meeting

Wednesday, August 3, 1988

Chairman, Arlene Martinez called this meeting to order at 5:15 p.m. at the County Commission Chambers, County Courthouse Complex off Albright Road. This is the Regular Meeting of the Planning and Zoning Commission.

The following persons were present:

Chairman
Members

Arlene Martinez
Steve Halmstad
Felix Trujillo
Erlinda Gonzales

Historic Preservation Members

Oscar Palacios
David Caffey

Town Planner
Code Enforcement Officer
Staff Secretary

Allen Vigil
Gary Beimer
Margaret A. Duran

Absent were:

Members

Frank Cruz
Andy Chavez
Marcus Trujillo

Historic Preservation Member

Gary Embler

Also present were:

Mike Meredith
Chet Mitchell
Bob Gherardi
Theodora Roth
Anita Catalina
Lawrence Ortega
Wilfred Gallegos
Gloria De La Cruz
Louise Martinez
Link Summer

2. APPROVAL OF AGENDA

Ms. Martinez: Are there any additions, deletions or corrections to the agenda?

(None noted).

The Chair will then entertain a motion to approve the agenda

as presented.

Mr. Halmstad: I move that we approve the agenda.

Mr. Mr. Felix Trujillo: I second that motion.

Ms. Martinez: The Chair has a motion and a second to approve the agenda as presented, all those in favor please say aye.

(Members vote aye verbally).

Motion carries unanimously.

3. APPROVAL OF MINUTES (July 6, 1988).

Ms. Martinez: Are there any additions, corrections or deletions to the minutes?

We had a very lengthy meeting last time so we have some very lengthy minutes.

I only have one thing to correct. On the approval of minutes it indicates "agenda". That should read are there any additions, deletions or corrections to the "minutes".

Mr. Palacios: I have one corrections. Where it makes reference to Allen Vigil reading the colors on the Chacon Mural, I think there was one very important thing left out and that should be that he also recited from Section 15.6.4 A,B and C. That should be noted.

Mr. Halmstad: I would like to make a motion that the minutes be approved as amended.

Ms. Gonzales: I second that motion.

Ms. Martinez: The Chair has a motion and a second to approve the minutes as amended, all those in favor please say aye.

(Members vote aye verbally).

Motion carries unanimously.

4. PUBLIC HEARINGS

1. Steve Vigil-Applicant is requesting a zone change from R-2 to C-1 with a Conditional Use Permit to locate a Professional Office and Residence on a 1 Acre Tract located off Paseo del Canon directly east of Ricky's Auto Parts-Public Hearing.

Ms. Martinez: Allen will you please give us some background

on this item?

Allen: Thank you Madam Chairman, as you mentioned this is a public hearing. At last months meeting of the Planning and Zoning Commission a Preliminary Presentation was made to the Commission therefore this item was scheduled for a Public Hearing tonight.

As part of the record the property owners within 100 feet were notified and that has been made a part of the record. The application as a I understand as submitted by Steve Vigil and Dr. Catalina still remains the same. The request is for a zone change from R-2 to C-1 to locate a single family home with a professional office and in that case the request also includes a Conditional Use Permit in that C-1 zone.

Since this is a public hearing I would go ahead and yield to the applicant to see if there's any questions or additions to the application I understand Mr. Art Coca is here now he will be representing Mr. Vigil at this meeting he had to be out of Town and couldn't attend.

In your packet you have an application signed by Steve Vigil, the reason it's in Steve Vigil's name is because he's the actual owner of the property he is intending to sell this property to Dr. Catalina. The application includes a general floor plan of the residence and the office, it includes a property description and the general location on a location map. The property is located directly East of Ricky's Auto Parts, the property is vacant it sits back about 400 feet.

Mr. Halmstad: Allen does this extend the C-1 right up against the school property.

Allen: No, it's about 500 feet away from the school property. It extends the C-1 zone westerly but it's approximately 250 feet from Ricky's Auto Parts.

(At this time Allen explains from the map the exact location of the proposed zone change).

Ms. Martinez: Mr. Coca is there anything else you'd like to add at this time.

Mr. Art Coca: I'd just like to say is that this property is all vacant and the State Police and Ricky's Auto Parts are adjacent to the property, I think the Junior High touches it a little on the back part of it.

Ms. Martinez: Is there access to it from the Highway?

Mr. Art Coca: Yes, there's a designated access right-of-way.

Ms. Martinez: Is that next to Ricky's?

Mr. Art Coca: No, it's further up.

(Allen then shows the access to Ms. Martinez from the map).

Ms. Martinez: This is a public hearing, are there any comments from anyone in the audience?

(None noted).

The Chair will then entertain a motion either to approve or deny this request.

Mr. Halmstad: Madam Chairman, I move that we grant this Zone Change from R-2 to C-1 and that will include the Conditional Use Permit for the Single Family Residence.

Mr. Felix Trujillo: I second that motion.

Ms. Martinez: The Chair has a motion and a second to approve this request, all those in favor please say aye.

(Members vote aye verbally).

Motion carries unanimously.

Allen: Madam Chairman and Commission Members what this will do then is forward this in terms of a Resolution to the Town Council, they will have to take final action since it is an amendment to the zoning map. Another public hearing will be scheduled before the Town Council.

2. Bob Gherardi-Applicant is requesting a Conditional Use Permit to locate an outdoor flea market in the C-2 Zone on 531 Paseo del Pueblo Sur (the old Winn's Bldg.)

Parking Lot-Public Hearing.

Ms. Martinez: Allen will you give us some background on this application.

Allen: Thank you Madam Chairman and Commission Members. I call your attention again to the application submitted by Robert Gherardi. This came before the Commission last month in a preliminary presentation and was given approval for a public hearing at tonight's meeting.

The application that has been submitted by Mr. Gherardi still remains the same there was some discussion at last months meeting about the particular site design and that was to be discussed tonight. The provision in the development code shows that under a C-2 zone you must come forward to this Commission for a Special Use Permit, therefore it's up to this commission in reviewing this application to place whatever conditions it deems necessary in granting this approval.

In this application you have a letter and then after that there is a site plan showing some proposed outside stands, driveway, parking lot etc. It is located right now in what was called the old TG&Y or Winn's Building. Up to this point the majority of his business has been inside and of course there has been some outside activity and staff took it upon its discretion to discuss this in a public hearing to see what he can do to expand the outdoor section and that's the reason he is here tonight. He wants to have permission from this commission to expand and plan to do a formal outdoor flea market.

I'll go ahead and yield to the commission members or Mr. Gherardi in case he has anything to add or to answer any questions.

Ms. Martinez: Mr. Gherardi, do you have anything to add to this?

Mr. Gherardi: No.

Ms. Martinez: Are there any questions from the Commission or comments?

Mr. Palacios: I would like to ask about setbacks. I don't see anything here that addresses setbacks like from the center line of the state road or from the adjacent neighbor. If you plan to put anything there of any kind you need to address the setbacks.

Mr. Gherardi: There's like a natural setback there. As the road goes down into the parking lot there's about 30 feet of grass that's go tree on it so there's a natural setback that can't be used it's a good 30 feet.

Mr. Palacios: But, if you were given permission to put these stands here it should jive with the setback requirement.

Allen: It's 35 feet in a C-2 zone from the highway right-of-way.

Mr. Palacios: I'm just saying you have to keep that corridor clear. I'm saying that there is going to be a little corridor that you'll have to keep your stands away from.

Ms. Martinez: Mr. Gherardi, you are planning to actually build stands there?

Mr. Gherardi: Basically what I'll be doing is allowing persons who will be emptying out garages to set-up their pick-up trucks for selling, that is basically their stand.

The outside is basically because people sometimes bring greasy things like old engines and they don't want to be inside the building so they use their truck as their stand.

Ms. Martinez: Are there anyother questions from the commission?

Are there any comments from the audience?

(None noted).

The Chair will then entertain a motion either to approve or deny this request.

Mr. Halmstad: Madam Chairman, I move that this application for a Conditional Use Permit within the setbacks outlined in the C-2 Zone be approved.

Ms. Gonzales: I'll second that motion.

Ms. Martinez: The Chair has a motion and a second to approve the conditional use request submitted by Mr. Robert Gherardi within the setback outlined in the C-2 Zone, all those in favor please say aye.

(Members vote aye verbally).

Motion carries unanimously.

Allen: Madam Chairman let me just remind Mr. Gherardi there is still the issue of the business license all though you've been given a conditional use permit for the operation, you still have to comply with all other Town Regulations. I believe Mr. Gherardi has been working with the Town Clerk to comply with the business license.

There is also the issue of the Sign Ordinance and Mr. Beimer and I have been talking about that in reference to the banners. We need to comply with that.

Mr. Gherardi: I have a question on signs. Because of the setback in that building it makes it very difficult to see the sign with the restrictions we do have.

In fact it's an informational sign and my impression of an informational sign is something giving information. If it says "open" or "Inside flea market open", I don't know if that's in compliance or not.

Gary: What we're referring to is the banner you have underneath your business sign.

Mr. Gherardi: The "Grand Opening" one?

Gary: The "Grand Opening" and the one on the South side under your business sign, what you're doing there is doubling the signage on your building.

Mr. Gherardi: I thought when I spoke to you-you said I

could put a sign that said "parking".

Gary: Yes, as long as you don't exceed 3 square feet.

Mr. Gherardi: Ok.

Allen: In order not to take the commission's time, we can go visit with you regarding the informational signs.

Mr. Gherardi: The problem there is you can't see anything from the road.

Allen: You might want to add some other signs on the front of the property, but we can talk about that at a later time.

That's all I have Madam Chairman.

At this time Mr. Beimer gives Mr. Gherardi a Final Notice regarding compliance of Sign Ordinance.

5. PRELIMINARY PRESENTATIONS

1. A request by Theodora Roth to locate a Professional Office at her home off Saavedra Lane in the R-3 Zone- Preliminary Presentation.

Ms. Martinez: Allen can we have some background on this item?

Allen: Yes Madam Chairman, again I refer you to the cover sheet on the application. You'll notice the application is a little different then the previous one, that's because at the time Ms. Roth came in with her request we had been revising our format basically the information is the same.

The reason this application comes before the commission is because it's a proposal to locate a professional office in the R-3 Zone. In the development code in the R-3 zone there is a provision for a professional office in the R-3 zone provided that it's under a Conditional Use Permit and subject to a public hearing. This is only a preliminary presentation tonight.

In reviewing the application, there's a description of the property, there's a letter from Theodora Roth to Mr. Fernandez and to myself which is pretty self explanatory. This type of office would not create a lot of traffic, much of the transactions are done by phone but it is going to be headquartered at that specific location, therefore it's subject to this conditional use permit.

The location is shown on the copy of the zoning map that you have in your packet it's in those new condominiums that are off Valverde road and Saavedra. I'll go ahead and yield at this time to Ms. Roth should the commission have any questions.

Ms. Martinez: Ms. Roth, are there any comments or any additions you'd like to place before the commission.

Ms. Roth: I would just like to say this is a very low key operation and it will not create any foot or automobile traffic, all my business is done over the telephone or by mail. I don't require any signage except for the fact that I am a New Mexico Real Estate Broker and the New Mexico Real Estate Commission requires me to place my name either on my front door or on a window adjacent to my front door. That is to comply with their regulations other than that I require no signage.

Ms. Martinez: Are there any questions for Ms. Roth from the Commissioners?

(None noted).

Allen are there any further comments.

Allen: No Madam Chairman.

Ms. Halmstad: Madam Chairman, I move that we schedule this for a Public Hearing on September 7.

Mr. Felix Trujillo: I'll second that motion.

Ms. Martinez: The Chair has a motion and a second to schedule this for a public hearing at our next regular meeting on September 7.

All those in favor please say aye.

(Members vote aye verbally).

Motion carries unanimously.

2. Chet Mitchell-Applicant is submitting an application for a Planned Unit Development for a 50 acre tract located at the intersection of Paseo Pueblo Norte and Camino de La Placita-Preliminary Presentation.

Ms. Martinez: Allen, will you give us some background on this item?

Allen: Yes Madam Chairman, this application is being submitted by Mr. Chet Mitchell. The Chet Mitchell property as you know is located at the intersection of what is now highway 522 right across from the Feed Bin.

There is a residence on the property now and some stables. This is a rather large parcel it's 50.67 acres. Chet Mitchell and his family are making plans to make some improvements on this property. There is a small drawing in the packet right past the legal descriptions which will give you a general outline of what Mr. Mitchell is proposing.

I think Mr. Mitchell and his associate Mr. Mike Meredith are prepared to expand on this a little bit and give you an idea of what their plans are to develop this property, I believe it will be in phases as I understand it. Currently that property is zoned Residential Agricultural it's one of the few residential agricultural tracts that we have in the city limits, you'll notice the city line goes right around there. I believe the entire 50 acres that's in question here encompasses not only part of that R-A pasture land, but part of that R-3 PUD that you see right above that, that was a 15 acre tract that was approved by the Planning and Zoning Commission about 4 years ago. That was to be a Planned Unit Development for a Residential Housing Development which did not develop or did not come about, there's also a portion of the property that's outside the city limits and I believe Mr. Mitchell wishes to annex that into the city. There is also a piece that goes easterly it's almost of this map and it goes all the way to Upper Ranchitos Road it used to be part of the Trujillo estate which the Mitchell's have acquired.

They have spoken to us at length and we felt this would be the appropriate time to start bringing this before the commission. It's a rather lengthy application since it will involve a zone change and annexation. I believe Mr. Meredith and Mr. Mitchell have some plans to show the commission and will answer questions the commission might have. This is a preliminary presentation, if this was to be scheduled for a continuation it would have to go to a public hearing before the Planning and Zoning Commission and the Town Council because it includes the two items a zone change and annexation.

I'll go ahead and yield to Mr. Mitchell and Mr. Meredith to make their presentation.

Mr. Chet Mitchell: Madam Chairman and Council Members, I'm Chet Mitchell and I would like to introduce to you Mike Meredith who's a developer with the Chamber Corporation out of Denver, he will do the presentation for us.

Mr. Mike Meredith: I've got some plans I'd like to pass out to make it easier to understand what I'm talking about. This plans are a concept and they still might change as time goes on.

I am the Vice-President of a company called Chamber Development out of Denver, we are Real Estate Developers and over the past 15 years I've been primarily working in office buildings and hotel projects in the Rocky Mountain Region. We're currently doing a hotel in Keystone Colorado with the Sheraton Franchise when Chet was looking for someone to assist him with a proposed hotel project on a 50 acre parcel Sheraton recommended my company to work with him, we've been working together for about the last nine months on this project and finally submitted an application for re-zoning and hopefully to build a hotel.

The proposed project is a hotel project with the Sheraton

franchise consisting of 200 rooms there will also be a courtyard area with a swimming pool, some small meeting areas and it could work very nicely in conjunction with your proposed convention facility also some casitas around the back of the courtyard for more private and more formal type of accommodations. Right now we're only planning on building on a 10 the PUD on the residential acreage would remain in place and at some future date it might make sense to look at that again.

We would propose to start development immediately after approval process. We have committed to Allen and to the Mayor that we will use as many local contractors, sub-contractors as possible it's by far smarter for us to use local people, it's also a benefit to your economy. Allen and I have also talked to the Mayor about the number of people this hotel will employ knowing the high employment rate due to the Mine closing.. I feel that will be of benefit too.

We're very serious about getting this done. Our market studies indicate that there is a market for this product. Sheraton again has committed to provide the franchise we look forward to working with all of you in the near future and making this project happen.

Ms. Martinez: Are there any questions from the Commission?

Mr. Palacios: On the entrance or road it looks a little tight with an already very busy corner there. You have Dr. Sharfin's entrance there.

Mr. Meredith: Perhaps Allen can explain a little more specifically regarding the highway.

Allen: It's actually quite interesting. Just recently the Town of Taos has been talking about making some improvements to Placitas Road. We have been working with the State Highway Department to get a traffic signal at this location.

This is right after we talked to Mike, he had already presented this conceptually to the Mayor. We thought about now that we're going in with this traffic signal is there any way that we can re-define this particular access?

We talked to the State Highway Department and we were able to work with Mr. Mitchell, in fact he was most agreeable to give workout and give us some additional right-of-way to widen this road for a right hand turn and re-locate the entrance.

There are some things that still need to be talked about here. We talked to Mike that eventually the entire property will have to have some conceptual traffic design. If he is given conceptual approval at this particular meeting what he's going to do is a preliminary development plan for the entire property. In fact we're going to talk about water, sewer and an entire network of roads that are going to be linked up for a long phase

development for this property.

Right now this is the main project for this first phase the 10 acre zone change for a proposed hotel. You're right this particular problem will have to be addressed now. There was a provision in the original 15 acres in the original R-3 PUD that they were supposed to provide an exit or alternative route which was to be a paved road to come here (shows location on map) unto Placitas Road.

Mr. Halmstad: Any idea when the state will install this signal? Are we within the same time frame as this development?

Allen: Yes, it happens that we are. It was real interesting about a week or two weeks after Mr. Mitchell had come in with this proposal, I got a call from the State that they wanted to speed this particular signal up as fast as possible. Mr. Roybal from the State was here about two weeks later, we visited with Mr. Mitchell we got him to sign a temporary construction permit, they're going to put this out to bid in the early part of September we may have the signal in by the end of September.

Mr. Halmstad: I don't care about the signal as long as the widen.

Allen: They'll be doing that as well. I do want to mention also that the Town is also advertising for a request for proposals for an engineer to do the entire length of Placitas from this intersection all the way to Kentucky Fried Chicken. So widening curb and sidewalks will be done for Placitas.

Mr. Meredith: This is just a conceptual plan without the benefit of any engineering study or input from Allen's staff. We are very willing and able to work with all departments and comply with the requests.

Ms. Martinez: So at this point the first phase would be the construction of the hotel?

Mr. Meredith: Yes.

Allen then shows the commission a copy of a survey for the property in questions and explains the entire proposal. This proposal includes a hotel which will be done immediately upon receiving the proper approvals and plans for future development of townhouses, a lake and an Indian Cultural Center along with a park with bike and jogging trails.

Ms. Martinez: On the annexation what is it we need to do?

Allen: From what I understand on the annexation looking at this we would have to come back to the commission with more site specific information.

At this point a very lengthy discussion follows regarding plans for utilization of water which is on the property as well as drainage etc.

Ms. Martinez: The chair will then entertain a motion to schedule this item for a public hearing.

Mr. Halmstad: Madam Chairman, I move that we schedule this for public hearing with regards to the annexation, re-zoning and also the zoning changes of the planned unit development.

Ms. Gonzales: I'll second that motion.

Ms. Martinez: The Chair has a motion and a second, all those in favor please say aye.

(Members vote aye verbally).

Motion carries unanimously.

Link Summer: Is this re-zoning and annexation tied to this project.

Allen: Yes it's tied to this particular application. We've dealt with this before, what if we do the re-zoning and the hotel doesn't happen?

The zone change is subject to that specific development.

6. OLD/NEW BUSINESS

Ms. Martinez: Allen do you have any old or new business?

Allen: No Madam Chairman.

7. COMMUNICATIONS

A. Reports from Staff

1. Building Permit Report-Gus Fernandez

Ms. Martinez: We don't seem to have Gus here tonight.

Allen: Mr. Fernandez is sick Madam Chairman, but I'll go ahead and hand out his report since it's not in your packets. I think the highlight on here is the "New Commercial Building" on the report form for a valuation of 3 million dollars, that's the new Holiday Inn. The Building Permit was issued to the Jaynes Company out of Albuquerque.

That's where the old Bill Miller property used to be. It's called the Don Fernando Hotel, but it's a Holiday Inn Franchise.

That's all I have on that Madam Chairman.

2. Code Enforcement Report-Gary Beimer

Gary: The last 3 pages in your packet are the Code Enforcement report for this month. In the month of July we're still coming up with violations to the Sign Ordinance it's continuance we almost have room enough for somebody to work on the Sign Ordinance all by themselves.

Also I've contacted quite a few of the neighborhoods in the area. The photograph you see in my report is a view from a lot of areas around Town specially when the shrubbery and hedges are growing. This picture is look out from my car and looking unto Camino de La Placitas where it turns in and goes into Valverde. These are very common in the area and we're trying to identify them and get them cut to what you call a clear site triangle, it means 25 feet back each direction on a 10 foot corner and not over 2 1/2 feet in height.

We have fences, shrubbery and things like this all over Town that people are complaining about near misses, accidents and things like that. The Police Department is working in cooperation with me on this we coordinate our efforts and try to get things done as quickly as possible. Some areas where we can't control for example is there's a permanent structure the Police Department is working on some type of traffic control such as a four way stop and that's like on Adobe and Gusdorf, there's been so many close misses there that it's now a four way stop.

That's basically why we're working on this. Gary then explains his report totals and how he arrived at them.

That's my report. If you have any questions I'll be happy to answer them.

Mr. Felix Trujillo: I have only one question. Are studies made of this four way stops before and after?

Gary: Yes.

Mr. Felix Trujillo: They are going to be studied?

Gary: Yes, the Police Department the Chief will be handling all that.

Mr. Felix Trujillo: The reason I asked that is because that's what I used to do with the Highway Department, all these stops, signal studies, traffic studies etc. I had to go in and not only see the Governor and the Mayor and the Police Department, but it had to be approved all the way down and make a study before and after. If it didn't warrant a signal or stop sign it would be taken of the list.

Gary: If it doesn't we need to try another approach.

Ms. Martinez: Anyone have any more comments?

Mr. Halmstad: I just want to say that 159 meetings is far too many.

Gary: That's from day one.

Allen: I just want to give you a little background. A couple of years ago we had a couple of public hearings having to do with the proposed one-way pairing when they were going to make the main highway 68 by the Kachina Lodge one-way and Placitas come back the other way. At that time there were some other hearing held regarding the proposed relief route and this whole thing got the entire community in an uproar about that.

What resulted out of that was that the legislature still decided to give the Town and the County \$350,000.00 to do a comprehensive traffic study. This is interesting to hear Mr. Trujillo make this comments because we can use him as a resource on this commission.

The State is going to give this money to the Town and the County to contract with an engineer to do this specific type of study it's going to be looking at traffic counts we right now at the Town do not have traffic counts for example if you ask how many cars travel La Lomita Street or La Loma or Valverde, I don't have traffic counts. This is very important for school districts because Marc Cowan is doing an appraisal for the school districts to determine bus routes and he was asking me if we had any traffic counts for Town roads and we don't. This is one thing we're going to be looking at to study critical intersections not only for signalization, but other safety improvements. There is another proposals that the Town is funding and that's for improvement and design for lighting on Placitas Road.

One very critical area is right behind the First State Bank and that's one of the major areas we're going to be looking at.

Mr. Halmstad: Can I ask one thing, if we're talking about getting easement and widening that why are we putting in Curb and Gutter?

Allen: The immediate drainage, between the time this all gets done a couple of people are getting flooded out. Curb and gutter is a lot cheaper then a lawsuit. The widening is going to take a little longer.

Mr. Halmstad: Don't send Mr. Beimer down there to count cars he's got enough to do.

Allen: That's all I have for now, we are going to be doing this comprehensive traffic study.

Ms. Martinez: Allen is anything happening in the Town as far as other streets that are being heavily traveled. For instance Gusdorf that street is being used by hundreds of people. It's kind of like Salazar now.

Everybody uses it, everything is going out to Paseo del Canon, even now the school district is planning to have parents drive in through Gusdorf to drop off their children which is that intersection you were talking about a minute ago that has been a very dangerous place.

What I'm saying is Gusdorf has already gotten like Salazar that is a very very traveled road because of how people use it for access all over Town.

Allen: I believe Gusdorf road is number 2 on the priority list, number one is Cruz Alta Road.

Ms. Martinez: All the way to Paseo del Canon or just to Gusdorf the way it is now?

Allen: No, all the way down to where it intersects with the main Paseo del Canon. Cruz Alta, Gusdorf Road, Camino de La Merced and Salazar.

Ms. Martinez: These are very heavily traveled roads.

Allen: This is the idea if we can pave these roads and improve them, we can at least get some traffic off the main highway.

Mr. Felix Trujillo: Why did you make Padre Lane and Guadalupe Plaza right in front of us at the Gas Company one-way in the same direction?

Allen: Because of visibility. If we were to make Padre Lane one-way going North you don't have the visibility. Don Fernando has a lot of school buses going West and you can't spot them in time.

Mr. Felix Trujillo: What happens is those big trucks come in there and they block everything there by Toby's. They park there until they unload and you have to go back and go against the traffic to get out.

Allen: That's a big problem, we've been talking about this with the Taos Tomorrow Committee about making some recommendations back to this Commission regarding prohibiting large trucks in the downtown area. This is a real problem everywhere in the downtown area.

That's what they've done in Santa Fe, they've reduced the size of truck that area allowed in the downtown area.

Mr. Palacios: What do you do then put them in smaller

trucks?

Gary: You have a port where everybody delivers and you go in a small pick-up and take it to each individual place.

B. Report from Chairman .

Ms. Martinez: I don't have anything to report.

8. ADJOURNMENT

Ms. Martinez: I will now entertain a motion to adjourn this meeting.

Mr. Halmstad: I make a motion that we adjourn this meeting.

Ms. Gonzales: I second that motion.

Ms. Martinez: The Chair has a motion and second to adjourn this meeting, all those in favor please say aye.

(Members vote aye verbally).

Motion carries unanimously.

Meeting adjourned at 7:30 p.m.

Before everyone left Mr. Link Summers mentioned to the Commission that Senator Cisneros is planning to get some legislation which would allow the Town and County to do a physical count of the type of housing that's exists in Taos County. He will be attempting to get between \$25 to \$35 thousand dollars for a study.

Minutes of 8/3/88 prepared by /s/ Margaret A. Duran
Margaret A. Duran

PLEASE SIGN IN
PLANNING AND ZONING COMMISSION

DATE: 8/3/68

NAME (Please Print)

ADDRESS

1. <u>MIKE MEREDITH</u>	<u>1810 Grant St</u> <u>Deming Co 80220</u>
2. <u>Chet Mitchell</u>	<u>Bx 1705 Taos</u>
3. <u>Bob Gherardi</u>	<u>Taos Rancheros. Taos</u>
4. <u>Theodora Roth</u>	<u>P.O. Box 3305, Taos</u>
5. <u>Anita Catalina</u>	<u>PO Box 390 Ranchos Taos</u>
6. <u>LAWRENCE A. ORTEGA</u>	<u>. P.O.B 2025 Taos, N.Mex.</u>
7. <u>Wifred Gallegos</u>	<u>L.A.O & Assoc. P.O. Box 2025 Taos</u>
8. <u>Linck Sumner</u>	<u>Taos mortgage</u>
9. _____	_____
10. <u>Present but Did not Sign In</u>	_____
11. <u>Gloria De la Cruz</u>	_____
12. <u>Louise Martinez</u>	_____
13. _____	_____
14. _____	_____
15. _____	_____
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25. _____	_____

Lawrence A. Santistevan, Mayor

Councilmen:

Arturo Archuleta
Eloy A. Jeantete
Espil Montoya
Bobby F. Duran

Gustavo Cordova, Town Manager



Taos Municipal Building
205 Armory Street

P.O. Drawer M
Taos, New Mexico 87571

(505) 758-4282

AM-Approved with Modifications

A-Approved

D-Denied

T-Tabled

**PLANNING AND ZONING COMMISSION
REGULAR MEETING**

Wednesday, August 3, 1988

Taos County Commission Chambers
County Courthouse Complex, Albright Road

Oscar - David

AGENDA

Felix, Steve, Erlinda, Arlene - Present
Marcus, Andy, Gary Embler

1. Roll Call
2. Approval of Agenda
3. Approval of Minutes (July 6, 1988) - include ammendments on page 21

4. PUBLIC HEARINGS

1. Steve Vigil-Applicant is requesting a zone change from R-2 to C-1 with a Conditional Use Permit to locate a Professional Office and Residence on a 1 Acre Tract located off Paseo del Canon directly east of Ricky's Auto Parts-Public Hearing.
2. Bob Ghirardi-Applicant is requesting a Conditional Use Permit to locate an outdoor flea market in the C-2 Zone on 531 Paseo del Pueblo Sur (the old Winn's Bldg) Parking Lot-Public Hearing.

5. PRELIMINARY PRESENTATIONS

1. A request by Theodora Roth to locate a Professional Office at her home off Saavedra Lane in the R-3 Zone-Preliminary Presentation.
2. Chet Mitchell-Applicant is submitting an application for a Planned Unit Development for a 50 acre tract located at the intersection of Paseo Pueblo Norte and Camino de La Placita-Preliminary Presentation.

6. OLD AND NEW BUSINESS

7. COMMUNICATIONS

A. Reports from Staff

1. Building Permit Report-Gus Fernandez
2. Code Enforcement Report-Gary Beimer

B. Report from Chairman

8. ADJOURNMENT

PUBLIC HEARING NOTICE
Planning and Zoning Commission
Town of Taos

Notice is hereby given that the Town of Taos Planning and Zoning Commission will conduct a Public Hearing on Wednesday, August 3, 1988 at 5:15 p.m. at the Taos County Commission Chambers Administration Building, County Courthouse Complex off Albirght Road.

The purpose of the hearing will be to consider the following:

1. Steve Vigil-Applicant is requesting a zone change from R-2 to C-1 with a Conditional Use Permit to locate a Professional Office and Residence on a 1 Acre tract located of the Paseo del Canon directly east of Ricky's Auto Parts.
2. Bob Gherardi-Applicant is requesting a Conditional Use Permit to locate an outdoor flea market in the C-2 zone on 531 Paseo del Pueblo Sur (the old Winn's Bldg.) parking lot.

All persons residing or owning property within 100 feet of the proposed locations are being notified of the Public Hearing. Any questions regarding the above may be directed to the Director of the Planning Department at 758-4282.

Josephine Gonzales by A/R
Josephine Gonzales, Town Clerk

To be published one (1) time in the Taos News: July 14, 1988

PLANNING AND ZONING COMMISSION
Regular Meeting

Wednesday, September 7, 1988

Chairman, Arlene Martinez called this meeting to order at 5:15 p.m. at Coronado Center on Armory Street. This is the Regular Meeting of the Planning and Zoning Commission.

The following persons were present:

Chairman
Members

Arlene Martinez
Steve Halmstad
Felix Trujillo
Frank Cruz
Marcus Trujillo

Historic Preservation Members

Oscar Palacios
Gary Embler

Town Planner
Code Enforcement Officer
Building Inspector
Staff Secretary
Street Addressing Coordinator

David Caffey
Allen Vigil
Gary Beimer
Gus Fernandez
Margaret A. Duran
Carmel Montoya

Absent were:

Members

Andy Chavez
Erlinda Gonzales

Also present were:

William R. Andrews
Theodora Roth
Ed Devlin
Pat Mitchell
Gary Chamer
Michael Meredith
C.E. Harrison
John Himes
Lucy Himes
Anne Kires
H. Elwood Cardon
James C. Farrell
Chet Mitchell
Vera Romero
Wendy Loots
John Brown
Roy Sharfin
Sharon Sharfin
Susan Vernon
Marian K. Alcorn
Thais Bullard
Hattie Stone
J.D. Carey

Tom McCarthy
Pat Habicht
Polly Raye
Mike Reynolds
Gus Gonzales
Larry Hadling
John Kimmey
Ron Kalom
Tony McGuire
Louise Morrison
David Fernandez

2. APPROVAL OF AGENDA

Ms. Martinez: Are there any additions, deletions or corrections to the Agenda?

Allen: No Madam Chairman.

Ms. Martinez: Any changes from the Commission?

(None noted).

The chair will then entertain a motion to approve the agenda as presented.

Mr. Marcus Trujillo: I move that we approve the agenda as presented.

Mr. Frank Cruz: I second that motion.

Ms. Arlene Martinez: The chair has a motion and a second to approve the agenda as presented, all those in favor please say aye.

(Members vote aye verbally).

Motion carries unanimously.

3. APPROVAL OF MINUTES (8/3/88)

Ms. Arlene Martinez: Are there any additions, deletions or corrections to the minutes as presented?

(None noted).

The chair will then entertain a motion to approve the minutes as presented.

Mr. Felix Trujillo: I make a motion that we approve the minutes as presented.

Mr. Frank Cruz: I second that motion.

Ms. Arlene Martinez: The chair has a motion and second to

approve the minutes as presented, all those in favor please say aye.

(Members vote aye verbally).

Motion carries unanimously.

4. PUBLIC HEARINGS

- A. Chet Mitchell-Applicant is submitting an application for a Planned Unit Development to include a zone change from R-A to C-2 for a 50.7 acre tract of land located at the corner of Placitas and State Road 522 to develop the property for commercial and residential purposes-Public Hearing.

Ms. Arlene Martinez: Allen will you please give us some background on this particular item?

Allen: Yes Madam Chairman. As you remember last month the Planning and Zoning Commission was approached by Mr. Chet Mitchell who owns the property at the location of State Highway 68 and La Placitas Road otherwise known as the Chet Mitchell properties.

Mr. Mitchell is making application to the Town of Taos for a zone change for a Planned Unit Development. Right now the property is zoned R-2 and I refer you to your packets and more specifically to a zoning map which is in your packet. There are two zoning maps there, one shows the current zoning of the property and one that shows the Mitchell survey on which I've sketched some C-2 designations it'll give you an idea of what the Mitchell's are requesting in this case.

The applicant is proposing to locate a Sheraton Hotel with 200 rooms at that corner at the intersection of Placitas Road and the State Highway.

Right now the property is zoned R-A, they are requesting a zone change from R-A to C-2 to accommodate this development. In this request they are specific in making it a Planned Unit Development therefore the zone change is subject only to that specific development for the hotel, it's not a blanket C-2 zone. A Planned Unit Development means that the zone change would be contingent upon the building of that particular hotel as submitted.

In our Planned Unit Development requirements we asked them to submit a development plan, those you have attached to your packet in addition to some of the maps you have. You have the application, you have a property description, you also have a brief description of the utility facilities, a brief description of the right-of-way that's going to be dedicated to the Town of Taos, proposed widening of State Road 68 and a narrative from the Engineering talking about sewer, water, soils and drainage there

is also some preliminary information on the inverts of the water lines and the sewer lines and there's also some background on the owners and the developers of the property I believe everyone got a topographic maps showing the size of the property and you also have a general land use plan which shows some proposed developments of the property which gives you some general idea which you've had some time to review.

At this time I will go ahead and yield to Mr. Mike Meredith and Mr. Chet Mitchell to expand on what I've just presented to you and to answer questions for the Commission.

Mr. Chet Mitchell: Madam Chairman and member of the board, I would like to introduce to everybody Mr. Mike Meredith and Gary Chamer with Chamer Development out of Denver Colorado. They have the plans where they can answer questions and give you some background on this project.

Mr. Mike Meredith: I'm Mike Meredith, I'm Vice-President of a company out of Denver called Chamer Development with me here tonight is Gary Chamer who is the President of the Company.

Very briefly I will explain to you what the plans for this parcel are. As Allen indicated you got a map that we had given, this is a colored up rendering of that map (shows on drawings). It states our uses for the site. Right now we're asking for C-2 zoning which would include a commercial area along highway 64 and 3 as well as the hotel parcel which is approximately 16 acres the balance will probably be developed over the next 10 years depending on what the market conditions would indicate.

We're presently asking for the re-zoning of approximately 16 acres from the current zoning to a C-2 use. Our data shows that the project is right for development now, we're asking indulgence for annexation for portions of it as well as for the building. Conceptually this plan shows the same as the other plan, but is more clearly defined.

The hotel in concept covers an 11 acre parcel, the commercial pod adjacent to the highway would be approximately a 5 acre parcel the hotel planned now will ultimately build out to a 200 room Sheraton Hotel it most likely would be phased with 100 rooms being built currently and 100 additional rooms being built when the market would allow that to happen. As you can see we conceptually have met or exceeded the Town's requirements both for open space and we have met or exceed the Town's parking requirements for planned uses. Since there is currently a certain amount of drainage that occurs across the site we are fully aware that we're going to have to detain some of that on site. The thing that makes the most sense is some kind of water feature pond or lake if that could be used by the entire development, it would probably have benches places to sit and have your lunch etc.

The hotel itself would most likely be centered around a

courtyard with a swimming pool, patio and dining area there will also be a plan to build casitas that would be more like the suites concept the nicer rooms that are more expensive those too would be phased. In concept we are fully aware that you have a very historic architectural flavor here it's part of the uniqueness of the area and part of the reason why the tourists come here, we fully intend to conform with those requirements and architectural styles. In concept we have rendered for you a conceptual drawing if you will of a proposed hotel. We are conforming with the 24 foot height requirement that the Town of Taos does now maintain. This hotel shows two story configuration with patio setbacks, shows a drop of point where your visitors come and check in have the bags taken out of the cars and as you can see it adheres to your architectural flavor.

I would just like to re-iterate one more time that this hotel would be a phase project. Once again we are asking for annexation of those pieces not currently in the Town of Taos as well as approval for a C-2 zoning request for that 16 acre parcel.

We are open for questions you might have at this time.

Ms. Martinez: Are there any questions for Mr. Meredith?

Mr. Marcus Trujillo: I'd like to withhold my comments until such time as we here from the audience.

Mr. Mitchell: I'd like to add that this will be built with all of the local labor that we can use which we think for the economy of the Town would be a big benefit.

At this time I'll just leave it open for discussion.

Mr. Meredith: Allen was good enough to give me a green book listing all the local contractors from various entities, architects and engineering firms.

We have committed to him that we will in fact use as much local labor as possible, we've already hired Lawrence Ortega who is in fact the Engineer on the project. We most likely will have a consulting architect to assist us with the design of this project so when it's complete it does reflect the architectural styles as well as the hotel itself will employ a very large number of people that will be hired from the community.

Ms. Arlene Martinez: What are you going to do with these areas that are not being developed at the present time, are they going to remain as is.

Mr. Meredith: They will remain as is and will be cared for.

Ms. Arlene Martinez: Let me understand this correctly, your access is going to be through Placitas and through State Road 3, where exactly are those going to be?

Mr. Meredith: What we have tried to do in conjunction with Lawrence Ortega's office and working with the Highway Department, as you are aware there is a road widening that is proposed for the highway as well as Placitas. They have strict requirements as to how far from intersections and how often access points can occur. We have planned our access points in conjunction with the highway department plans for those two streets. That's not to say that we're not willing to modify our access points if they come back to us and ask us.

Mr. Cruz: What have the comments been from the Highway Department?

Mr. Meredith: My understanding is that it's been favorable. Mr. Mitchell has met with the Highway Department as Allen has maybe they can better answer that question.

Mr. Mitchell: They were very favorable and they see no problems.

Allen: There's a signal planned for this intersection (Placitas and State Road 522) they will probably start construction this fall. The State Highway Department is going to be building that.

The Highway Department also contacted Mr. Mitchell for some additional right-of-way which Mr. Mitchell has given to the State Highway for an additional lane (shows location of additional lane) it would be a right hand turning lane from the highway onto Placitas Road.

In consideration of this development I had Mr. Mitchell if he would be willing to grant a 40 foot right-of-way for additional widening of Placitas at this particular area to accommodate the traffic and he said he would be willing to do that.

Mr. Felix Trujillo: Allen, would the widening on Placitas take place on both sides or just the Mitchell side?

Allen: Just the Mitchell side.

Ms. Arlene Martinez: Are there any other questions from any of the Commissioners before I open it up to the public?

(At this time there were no further comments from the Commission).

In order to allow everyone to speak I would like to say that I don't want repetitious things if you have something to say we will listen.

I will ask you to please identify yourselves for the record I will allow you to speak for 3 minutes if you represent yourself

and 5 minutes if you represent a group.

I would at this time like to see a show of hands of who would like to speak on this item tonight.

Those wishing to speak were: Charles Harrison, John Himes, Vera Romero, John Brown, Roy Sharfin, Larry Hodling, Ed Devlin and Thais Bullard.

Charles Harrison: I would like these gentlemen to answer me these questions. Could you explain to me what your criterion is for right for developmental, can you promise the use of local labor such as plumbing contractors and block layers and what procedures do you have for securing water rights when you add additional rooms?

Mr. Gary Chamer: First of all we've been involved in this project for about 2 years now. We had been doing a project in Keystone Colorado for the Sheraton Corporation and a gentlemen from the Sheraton Corporation came and talked to the Mitchell's it's been several years ago.

They got in touch with us because they felt that the architecture up here was very conducive to this area. One of the things that is very important to us is to go in and do a project we can be proud of using local labor. It is very economical for us to bring in people that are working in the local labor market. It's ridiculous to bring in contractors from Santa Fe or from Denver or anywhere else. We're not under union contract here so there's no union requirements about bringing union people from any of the large cities.

We've been monitoring what the occupancies are in the local hotel and what there room rates have been. When a community like this develops a certain occupancy level and generates a certain income level you can tell it's ready for another hotel to come on line.

Another factor that's a real key here is the development of a Convention Center. A Convention Center really does go hand in hand with this type of a hotel. One really helps the other it's a hand and glove situation.

As for the water lines we realize that some of the water lines may be under size for a project of this size. Our engineering firm from here from Taos are analyzing what our needs are and what's currently in place. There is a parallel line at the adjacent property. We're going to increase that line size along the property as well as currently as part of the 50 acre parcel there are some water taps that have been allocated for a project that probably won't be built for a while. The city has made those taps available through application we can transfer those taps to this development. Also the property does come with a certain amount of water rights that either could be sold or could be traded or somehow negotiated.

John Himes: I just want to say this looks like a very good project. I would like to wish Chet all the luck in the world in building it. Looks like it will be something that Taos needs.

I want to express my pleasure at the architecture that they're doing. I just hope that in 10 or 15 years Chet they don't build something next you and put you out of business like they did me.

Ed Devlin: I'm at the meeting because I own property down of Pueblo River on US 64. I've been in Taos for about 18 years and I've been watching the Town grow unfortunately without commitments early on to zoning and would like to see that I'm pleased to see that we do have zoning in effect.

I would like to echo John's sentiments in regard to the rendering that is available to us here tonight. I think they've done a good job and that architecturally it's going to be an asset to that entire area along the highway there which is virtually all commercial now.

Overall I think this is a good project.

Gus Gonzales: I'm President of Acequia de los Sanchez which would be impacted by this project. There's a drainage ditch that goes through the Mitchell property and drains into our ditch so we're worried about what this project might do to that.

Mr. Meredith: As I indicated we have to deal with getting water from where it flows now across the site to where it's going to go. That's why we put these water features in as a tension point and as a means to get water through the site under ground culvert to those locations underneath the site back to where it's supposed to be going.

Vera Romero: We own property across the street from the project. I think it's a good project, it's being done right the zoning is being requested properly and I like to see things done the right way.

I'm all in favor of this project.

John Brown: I would just like the Commission or Allen whether you have all the necessary documents filed under Section 12 of the PUD requirements so that you can make an educated decision on this?

Allen: Yes, Mr. Brown and for the benefit of the audience. Let me explain that when a Planned Unit Development application is submitted for a piece of property what it does it attaches certain restrictions and certain regulations to that specific property.

In this case Mr. Mitchell has submitted a planned unit

development plan and I'll go ahead and highlight some of those requirements.

Contents of the development plans shall include: Development Plan to scale north arrow, survey boundaries with a legal description site location of any proposed uses including any lots or structures, parking areas arrangements of any stalls, points of ingress and egress, any landscaping treatment, location of size of signs, public facilities including schools or park sites in this case there's not school, but there are some park sites located where the water feature if planned, public utilities including any sewer, water, drainage, streets and sidewalks.

We've talked a little bit about the streets, the widening and sidewalks to the property, drainage which would include that all surface drainage not impede any flows of any acequias on the property, all easements for roadways, any topographical features including existing topography and he did submit a topographic map which shows the building site for the hotel.

Elevations and exterior details of any proposed developments and this drawing satisfies that requirement and give us an idea of the type of architecture that will be used. I think the applicant has submitted what is required at this time for "a planned unit development zone change request". What's going to happen is that whatever decision this commission makes either to approve or deny will still be subject to Town Council review and approval. Secondly any plans that are submitted for building permit will be scrutinized all over again, but in more detail. At this stage the developer is not required to submit everything in detail to an engineering level but only to a conceptual level.

Roy Sharfin: I have a dental office across the street from this project. My concern is one, the status of my building and if you intend to widen Placitas Road utilizing Mr. Mitchell's land how far are you going?

Allen: Right now the Town does not have any money to do any widening for this road. There's some proposals for improving the drainage and getting some curbing and some sidewalks. Any right-of-way the Mitchell's can donate to this project for to put a development on this we're looking at a 40 foot right-of-way dedication from the Mitchell's to the Town of Taos so it would happen on the Mitchell property not on your property.

Larry Hodling: I lived in Taos for 20 years I moved away a few years ago and now I'm back. I own property nearby and my concern is the nature of development in Taos. We all recognize that in Taos rivers come down from the mountains and water fields. This particular piece of property is an extremely beautiful piece of property.

I feel if this property is cut-off by a hotel the unique character of Taos will be altered in a way that will not do Taos

any good. I understand the need for jobs in Taos, I also understand that short term jobs can be a short term solution to long term problems. If this project goes ahead something unique and beautiful about Taos as well as the cutting off of agriculture possibility of this field which I regret to say more and more agricultural fields are being taken out of agricultural zoning and are being turned into commercial development, if this project were on a piece of sagebrush that did not have agricultural potential I would say it was a good idea, but to put it on this field would I think be a mistake.

John Kimmey: I'm the Director of the Agricultural center in Arroyo Hondo. I would suggest to Allen and the City to in the future we might take more serious consideration of shifting agriculture lands out of agricultural designations. We have just gone through our first year of testing the growth of 104 food crops. We had our first frost the night before last I would say that 90% of this crops came to maturity for seed.

The implication of this is quite vast and as to the presently talking with 3 international marketing specialists who are doing some investigation internationally of seeds of the type that grow the best in our environment here we're finding that as soon as this next spring we might have some foreign contracts for seed production. This seed production is based on a national and international seed value. What farmers produce comes to an average of about a dollar a pound.

I would like to suggest to the Mitchells and others that have agricultural land to take some responsible consideration for the future of our agricultural lands. At this point we're so economically desperate that it's easy for us to sometimes bring those up as our last resort. I think in the future there is going to be some very large scale production. At the rate of about a dollar a pound 50 acres would yield \$150,000.00 a year. The Mitchell's might be able to participate in this over a 4 month period of the year.

You might waive that against your other financial considerations. I hope our officials will take some responsible consideration for this valuable agricultural lands.

Mr. Mitchell: I appreciate what you're saying. The first 27 acres right there is just a swamp. You can't even walk across it, there would be no-way that a person could develop that into agricultural land at the cost it would take to drain all that land.

The grass that grows there looks good, but it's not even good horse feed. You put your horses out there and you can't get them in because nobody can walk out there to bring them in because you sink all the way to your rear end in mud. I don't know what a person could raise there without spending all that money to drain it.

David Fernandez: I know that Mr. Mitchell has been giving all this a lot of thought for a long time. It's his property and apparently this arrangements have been made with the Town to enable this project to move forward so as far as that goes no-one has any question on Mr. Mitchell's right to do so he's the landowner and water rights owner and all of this.

The reason I'm here today is because I've been asked by a number of residents that live in the Upper Ranchitos area to find out more about this and make a statement. I think we should all take this decision very seriously. The matter of the swamp lands I believe also has to do with the natural feature and geography here. I'm quite certain that even if lands are swampy they serve a very vital purpose in helping conserve the green belt area here and we should look very carefully at that and determine what kind of effect a development like this would have on the overall water and resources of the entire Taos Valley.

I think that is something that should be taken very carefully into consideration.

(Mr. Fernandez goes on to say that some residents in the Ranchitos area are concerned about the widening of Placitas causing more traffic congestions and the possibility of the bypass question once again being brought up).

Ron Kalom: I just have one question, is the Commission considering approval or disapproval of everything we see or just 100 rooms?

Arlene: Our concern tonight is the zone change for 16 acres to C-2 and the annexation.

Ron Kalom: Those two pieces front on the highway. It looks to me that an approval of the zone change would pretty much close that end of the valley right, you wouldn't be able to run a bypass between those two buildings, am I right?

Allen: This is in the corner and the remainder will be phased in later too, but it's being considered right now. If this never gets build for example it would still leave this corridor open for some time to come.

Mr. Mitchell: The Town owns an entrance right here (shows location on map) if they wanted to ease a bypass or something like that they could come right on through on that road they already have there.

Mr. Kalom: So there is room there for a bypass if they ever decided to do it?

Thais Bullard: I've lived here in Taos 18 years. I own some residential property on Valverde Road and I would like to say that since this is a zoning hearing the main issue is how you want to zone agricultural land.

I'm sure you must have thought about this to some extent since it's already zoned that way. We have very little agricultural land in Taos. I don't understand why this hotel project has to be on that site. There are plenty of other places for commercial properties that don't interfere with this.

There is water on the surface of this property you have to ask yourself what effect this project will have on surface water. Many of us are using that water none of this has been thought of. The reason is because it's zoned agricultural. I feel this is a very bad mistake.

I feel this project will introduce the bypass issue all over again.

Susan Vernon: I just have a question. If the Town does not build the Civic Center or does not build it there will you continue with this project?

Mr. Meredith: Economically a hotel still makes sense. The hotel would probably help the civic center more than the civic center would help the hotel.

Louise Morrison: I'm here for a number of reasons. One I am an adjoining landowner to the Mitchell's I'm on Upper Ranchitos Road. The reason I'm on Upper Ranchitos is because I think it is so beautiful. I strongly feel we should preserve the beauty of Taos.

The Town has great power right now. In your ability to grant the zone change you can also acquire some things for the betterment of the Town. You're not going to stop development we need development Tourism is a non-polluting industry as opposed to Moly Corp and things like that.

If I ^{will} want on Planning and Zoning I would say ok Mr. Mitchell what are you going to do for the Town, what open space will remain. People are right when you drive in and you see that pasture it is so nourishing to the heart and soul and that's why people come to Taos it's because of the open green belt. I think that for the Mitchell's to take the corner and do their project and then to donate park land to the Town. For instance on the back of the property there is a Mill that I believe should be preserved.

We're developing everything in Town and I believe we need to preserve green space agriculture space. I think the Mitchell's are in perfect position to get what they want and to do something wonderful for the Town.

That's what I want to say.

Mr. Meredith: I would like to comment on a couple of things. I'm aware of the mill that is on that property. When I

first came to Town Chet told me about it. It is something that we'll be concerned about at a later date. We are not asking for re-zoning of that particular piece of property at this time.

Louise Morrison: I know but it will come to that and I say do it all as one deal don't piece-mill. When someone asked you what you plan to do with that other property you said nothing, that's not true because there's a whole retirement village planned. You have to tell people the truth you can't just give them little pieces of information and try to trick them into giving you what you want.

Mr. Meredith: I'm not trying to do that I'm just giving an indication as to where we might be going later. We're going to be back in here again having plans reviewed for landscaping criteria, architecture criteria all those things. All we're trying to do today is obtain zoning to tell us that in fact we can do what we plan to do and that will give us the go ahead to design something that's going to be picked apart and you'll be back here again reviewing those plans.

Louise Morrison: No I won't I have better things to do then come to this meetings.

Mr. Halmstad: After listening to everybody at this meeting tonight and in looking at this plan and the drainage that's going into that field, creating a lake and creating a place everyone can enjoy, I would like to move that the annexation and the zone change be approved.

Mr. Marcus Trujillo: I've been doing a lot of listening. Ms. Morrison your comment about having better things to do than coming to this meetings, I've got better things to do too.

It comes down to a little thing called community service. It's called being interested in what happens I'm glad there are some people here willing to voice that I wish there were more.

A lot of decisions get made because people speak up. A lot of concerns that were addressed here tonight should have been addressed to the Mitchells a long time ago.

The Mitchells own that property the question for us here tonight is the zone change and annexation not whether we are going to approve the building of this hotel or anything else.

Louise Morrison: The planning and zoning commission is in a unique situation to protect our environment. If we do not preserve what's there. This man gets up here and talks about landscaping. As far as I'm concerned god's already landscaped and we're going to alter everything god did that's ridiculous. I feel planning and zoning has a responsibility to the citizens.

Mr. Marcus Trujillo: That's right there are compromises made.

Ms. Martinez: The Chair does have a motion to grant this request do I hear a second.

Mr. Felix Trujillo: I second that motion.

Ms. Martinez: The chair has a motion and a second to approve this request, all those in favor please say aye.

(Members vote aye verbally).

Motion carries unanimously.

B. Theodora Roth-Conditional Use Permit request postponed until Ms. Roth returns.

5. ARCHITECTURAL REVIEWS

A. Pat Habicht-Applicant is submitting an application for Architectural Review in the Historic Zone to locate a New Residence on the corner of Valverde and Trujillo Lane-Public Hearing.

Allen: Madam Chairman, under the architectural guidelines it is required that any development in the historic zone be reviewed for architectural appropriateness.

(Then hands out the plans submitted by Ms. Habicht for the Commissions review).

I'll go ahead and yield to the applicant to answer any questions you might have.

Mike Reynolds: What we're proposing to build is a little solar studio basically. It's basically a berm studio so that not very much shows.

The north, east and west don't show anything except an earth berm. I realize it's in the historic zone so the elevations that do show conform to that. I would add that since it is a totally solar house it will not require any back-up heat so that in terms of energy and pollution it's something to be considered because if all this development keeps happening and it keep being wood burning or wood back up it doesn't matter where's it's at you won't be there to see it.

I say that to open the door for more unusual type buildings to be introduced to Taos. I understand that the elevations have to conform to the way things look in the historic zones. It's real low, it's in the ground about 4 feet and it does have a solar face that's in the courtyard.

We're submitting this for approval in the historic zone.

Ms. Arlene Martinez: Is there anyone here wishing to

comment on this application.

Mr. Himes: I would like to ask what the physical size of this thing is. I don't get any physical size there.

Mr. Reynolds: It's about 750 square feet two room studio.

Ms. Arlene Martinez: I would like to hear the comments of the Historic Preservation Commission at this time.

Gary Embler: I talked to Michael before he presented this to Allen and told him it was a pretty unusual request for the Historic Preservation Zone.

He made some changes to it. I didn't see anything in the historic district technically at this time that could stop it. It's so different that it's not something that historic review covers.

Mr. Halmstad: How about "green" for the color.

Mr. Embler: Yes there's a real question on a berm building whether it's the wall or the roof or the ground etc.

Mr. Reynolds: On our building I would say that anything that grows grass is landscaping and anything that's stucco is building.

Mr. Palacios: I don't have any trouble with the concept that it's solar or what this houses do for the owner.

The owner or somebody got this piece of land and it's in the Historic section and I think the conformity or what they're going for I was wondering if we can't just take it out of the historic zone if they bought into a zone there's value of that property that has to be considered. To come in with something as dynamic or different as this is kind of a start of a whole new ball game.

I think that what we need to see is how it fits in the neighborhood of a "historic" piece of land. I have a little trouble with it myself.

If you're asking if this fits in the historic zone as is my interpretation would be I don't think it does.

Mike Reynolds: My understanding is that in terms of the historic requirements they're all met.

Mr. Palacios: I guess what it is is that right now there is no criteria for an earth berm building. It's not either Victorian or Santa Fe Revival or whatever. My question is it's appropriateness in this specific zone.

John Himes: The thing that makes Taos unique I don't give a damn what you say is that we have copied the Pueblo out here.

That's basically what we've done in the historic zone. There has been some other deviations from that but that is what makes Taos different. When people drive into Town they see all these flat roofs, they see the corbels the earthtones and all this woodwork and Taos becomes unique.

When you drive out to the sagebrush now you see nothing but track houses with pitched roofs and what have you and that's unusual for Taos. You see it in Albuquerque. I don't think this fits here see but I don't see any reason for tearing this thing down, if you can approve that other one you can approve this one.

David Caffey: As I read the historic zone ordinance and the guidelines that are developed to go with it they really try to define acceptable architectural styles around pueblo revival and territorial. I think they go to some pains in defining the walls and window features and that sort of thing. Obviously they can't think of all the exceptions and variations and so forth that we can come up with. My feeling is that this doesn't conform with the intent of the historic zone code in defining those two types of buildings in that particular period of architecture.

I feel this really doesn't fit with the intent of the Historic Zone Ordinance.

Ms. Arlene Martinez: Will this require an impact statement?

Allen: It requires an impact statement from the state we haven't received that yet. We have to submit this plan to the State Historic Preservation Office we don't have their comments yet.

Ms. Arlene Martinez: We wouldn't get those then until either approval or denial by this Commission?

Allen: Exactly. You could withhold action until such time as we hear from the Historic Preservation Office, or you can disregard those comments. You have that prerogative.

A woman in the audience then states she sells real estate in this area and that she has noticed a lot of these houses around and that she would suggest they do the lawn and water it etc.

Mr. Reynolds: There are a lot of them that have been done this way most of them are on the Mesa where it's difficult to do lawns etc.

In areas like this there have been other done in Town and Canon without even trying the grass grows pretty lush and easy. In the Mesa it's hard to get a dirt hill to grow grass. In this particular area I feel it would be very easy it wouldn't be a problem if it was contingent.

Mr. Himes: You'd never be able to afford the water bill.

Mr. Reynolds: It's no more ground cover then is already there. One point I would like to make relative to the historic zone and the type of architecture a lot of building that will look and work for the historic zone without any question at all will be not necessarily of traditional materials inside.

A lot of the vigas will be phony. It will be modern day techniques sheet rock, plastic and such things whereas this building is real vigas, real mud, and real adobe floors.

Lucy Himes: Do you have to get state approval before this application is approved or denied?

Allen: It's optional. We submit it to them for their comments and we don't have those yet. We can listen to their comments and take them under advisement.

Mr. Halmstad: Madam Chairman, I'd like to make a motion that we table this item until we receive the impact statement from the State.

Mr. Cruz: I second that motion.

Ms. Arlene Martinez: Is there any discussion?

Allen: There is a section in the guidelines that talks about wall domination. I'd like to ask Mr. Reynolds to comment on that because that is something the State will ask about.

You said you'd try and comply with all our regulations. There is a section that talks about massing Section 15.6 1-A. It states that buildings should be designed to appear more as an aggregation of smaller buildings. Are you saying that your design is primary wall dominated.

Mr. Reynolds: In regard to what that says. That compares walls to roofs yes but it's such a smaller scale. In other words you do see two shades at the entrance which apply to that and you don't see any roof which implies to that.

In other words I'm considering the actual building that you see which is a very small part of it I'm not considering the earth berm as a wall or roof or building. It's landscaping going up to the building and you're not seeing a wall or a roof there you're seeing a hill.

Allen: Madam Chairman, on that basis this is the only thing that I would try to make sure we're meeting with the conformance because we've had so many other reviews in that particular area.

I would also recommend we wait until we get the comments from the state, I don't know if we can do this by the next

meeting.

Mr. Reynolds: The next meeting is a month away?

Allen: Yes, October 5.

Ms. Arlene Martinez: Is there anyother discussion?

Mr. Marcus Trujillo: When was this planned for completion?

Mr. Reynolds: We were hoping to get completed before the first of the year and build it this fall. Waiting a month on a project this small going into winter could present problems. Tabling it is a big problem for us.

Mr. Marcus Trujillo: That would be the concern I have in tabling this. I think if there's any kind of feeling amongst the commission as to which way they want to go on it I feel we should just vote on it.

If it's going to be disapproved they can go with another plan and still have time to do so.

Mr. Halmstad: My feeling is it doesn't fit in the Historic Preservation Zone.

Ms. Arlene Martinez: The Chair has a motion and a second to table this request until our next meeting October 5, 1988, all those in favor please say aye.

All members with the exception of Mr. Marcus Trujillo Vote aye.

Motion carried 3-1.

4. PUBLIC HEARING

B. Theodora Roth-Applicant is requesting a Conditional Use Permit to locate a Professional Office in her residence at the Corner of Valverde and Trujillo Lane-Public Hearing.

Ms. Martinez: Allen, will you please give us some background on this item.

Allen: Yes Madam Chairman as you recall this was presented to the Planning and Zoning Commission in preliminary presentation at that last meeting.

As a requirement of the R-3 zone home occupations require a Conditional Use Permit which are subject to a public hearing. We have notified the property owners within 100 feet and a copy of the narrative submitted by the applicant is in your packet.

I'll go ahead and yield to Ms. Roth at this time in case

there's anything she wishes to add.

Ms. Roth: The only thing I'd like to say is that this business requires no signage other than what is required by the State Real Estate Commission.

I have to have my name on my door in 2" letters because I am a real estate broker. It also will not create any traffic because all my business is done by telephone.

Any informational materials I use will contain only a telephone number.

Ms. Arlene Martinez: Since this is a public hearing I will now ask for comments from the audience.

Louis Morrison: I was under the impression that you could always have a business in your home in all zoning categories anyway.

I didn't feel she really needed approval from you.

Ms. Arlene Martinez: It does require a Conditional Use Permit.

Allen: As I just stated the R-3 zone requires a Conditional Use Permit for Home Occupations.

Ms. Arlene Martinez: The Chair at this time will entertain a motion either to approve or disapprove this request.

Mr. Felix Trujillo: I make a motion that we approve this request.

Mr. Frank Cruz: I second that motion.

Ms. Arlene Martinez: The chair has a motion and a second to approve the request all those in favor please say aye.

. (Members vote aye verbally).

Motion carries unanimously.

5. ARCHITECTURAL REVIEWS

B. Polly Raye-Applicant is submitting an application for Architectural Review in the Historic Zone for Alteration and repair to an existing building located on Quesnel Road-Public Hearing.

Ms. Arlene Martinez: Allen, will you give us some background on this item?

Allen: Thank you Madam Chairman. We have a reduce drawing of the project in your packet at this time I'll go ahead and give

you this larger drawing. Again this project is located on Quesnel and it is within the Historic District. As I understand the project will include some work done to the railing and some work done to the windows. I'll let Polly explain.

Ms. Polly Raye: This project is on Quesnel and DesGeorges Lane. (shows photograph of how the porch was).

Ms. Raye goes on to explain what she proposes to do, such as adding glass on to the porch.

Ms. Arlene Martinez: You're not really changing anything that's already there, you're just repairing it?

Ms. Raye: We've just repaired it and brought it back to the way it was with one change that being the use of glass.

I did talk to the State and she said that this building is contributing not significant, so she didn't see a problem with this.

Mr. Caffey: What's there now?

Ms. Raye: Just an open porch, and upstairs there's a balcony.

And every winter we've put in plastic just for heat, so we felt putting glass would be more of a permanent solution.

Gary Embler: My comments would be that the horizontal windows don't work real well, the single big piece doesn't work real well the window should be in a minimum of 3 feet from the edge of the porch. If they're going to detail it like a territorial porch then I think they're either going to stucco it in and go by that kind of massing or they're going to go with a completely different kind of look.

Oscar Palacios: I can see the direction they want to go I think glass is better than plastic.

Mr. Cruz then states that he doesn't see any problem with this proposal and that it's better than having to go through the process of putting plastic on the windows every winter.

Ms. Arlene Martinez: At this time the Chair will entertain a motion either to approve or deny this request.

Mr. Felix Trujillo: I move that approve the request.

Mr. Cruz: I second that motion.

Ms. Arlene Martinez: The Chair has a motion and second to approve this request, all those in favor please say aye.

(Members vote aye verbally).

Motion carries unanimously.

C. Tom McCarthy-ApPLICANT is submitting an application for Architectural Review in the Historic Zone for change of use and alteration and repair to building located on East Kit Carson Road-Public Hearing.

Ms. Arlene Martinez: Allen would you give us some background on this item?

Allen: Again Madam Chairman this is a similar type of application, it does require architectural review by this commission.

Mr. McCarthy is proposing to renovate the old Lewis Property located on East Kit Carson Road, he does have a site plan here I'll go ahead and yield to Mr. McCarthy at this time to further explain his project.

He's been doing some renovation to the inside of the building, that will not require architectural review. What will require architectural review is the portal and the parking.

(At this time Allen and Mr. McCarthy show the plans to both the Planning and Zoning and Historic Preservation Commissions after which a very lengthy discussion ensues).

Ms. Arlene Martinez: At this time the Chair will entertain a motion either to approve or deny this request.

Mr. Halmstad: I make a motion that we approve this request pending verification with staff regarding the parking spaces.

Mr. Cruz: I second that motion.

Ms. Arlene Martinez: The Chair has a motion and a second to approve this request, all those in favor please say aye.

(Members vote aye verbally).

Motion carries unanimously.

6. OLD AND NEW BUSINESS

A. H. Elwood Cardon-ApPLICANT is requesting a Special Use Permit for a Church on Adobe Road-Preliminary Presentation.

Ms. Arlene Martinez: Allen will you give us some background on this item?

Allen: Yes Madam Chairman, members of the Commission Mr. Cardon is here to present some preliminary plans for the location of the LDS Church on Adobe Road, as you know all churches require

a Special Use Permit.

This is a preliminary presentation only if you have any questions I'll yield to Mr. Cardon to answer them at this time.

At this time Mr. Cardon goes on to explain the plans in detail to the Commission. He also discussed the proposed parking etc.

Ms. Arlene Martinez: The Chair will now entertain a motion to schedule this for a public hearing at our next regular meeting October 5.

Mr. Felix Trujillo: So moved Madam Chairman.

Mr. Cruz: I second that motion.

Ms. Arlene Martinez: The Chair has a motion and a second to schedule this for public hearing October 5, all those in favor please say aye.

(Members vote aye verbally).

Motion carries unanimously.

B. William Andrews-Applicant is requesting a variance to Locate a Mobile Home in a C-2 Zone-Preliminary Presentation.

Ms. Arlene Martinez: Allen will you give us some background on this item.

Allen: Yes Madam Chairman, Commissioners the mobile home in questions is located on the Northside of Town next to the Pinch Penny Laundry. That property is zoned C-2 and because of the zoning requirements in the C-2 Zone a mobile home is not allowed.

Right now Mr. Andrews is in violation of the zoning ordinance. He asked me what his recourse was in terms of what avenues he had. I told him he could appeal this decision to the Planning and Zoning Commission he has gone ahead and submitted and paid for an application for a public hearing.

Form what I understand he is asking for a variance from the zoning. I'll go ahead and let him explain his application.

(At this time Mr. Andrews reads a letter which he submitted with his application. Basically he outlines the reasons why he asking for this variance and indicates that the mobile home will serve as an office and living area for him and also for storage area.

He also states that some persons have been prowling around in an old house that sits in the front of the mobile home, therefore someone must keep surveillance on the area.

Mr. Andrews also explains in detail the expenses that the laundry has incurred and what the monthly totals come to. He states that if he needed to move the mobile home at this time it would be even more expensive.

He request a one year variance at which time the mobile home will be converted and made to look like the Laundry building.

Ms. Arlene Martinez: We're dealing with something that's already happened. The thing is we're dealing with something that should not have been put there. Since this is just a preliminary presentation we could schedule it for our next regular meeting.

What is the pleasure of the commission.

Mr. Halmstad: I make a motion that we schedule this for a public hearing at our regular meeting October 5.

Mr. Cruz: I second that motion.

Ms. Arlene Martinez: The Chair has a motion and a second, all those in favor please say aye.

(Members vote aye verbally).

Motion carries unanimously.

7. COMMUNICATIONS

A. Reports from Staff

1. Building Permit Report-Gus Fernandez

Gus: Madam Chairman, Members of the Commission the report for construction activity for our jurisdiction is light again this month but it's accumulating.

Gus then reads the totals from his report, a copy of which is attached to the minutes.

2. Code Enforcement Report-Gary Beimer

Gary: Madam Chairman, Members of the Commission the major activities I've been involved in this month are the large numbers of mobile homes that have come in without complying with our zoning regulations.

We've also had a mobile home park come in without permits. Also a great amount of time is still being utilized with the Sign Ordinance as you can see by my report.

I have also been working with landowners to try and get weeds cleaned up and I have sent out about 20 to 25 notices of

violation. Our compliance rate now is running about 60 to 65% I haven't completed all the follow-ups yet, but we hope to get this settled before it gets too late.

At this time Gary explains his index codes etc. A copy of his report is attached to the minutes.

B. Report from Chairman

None.

8. ADJOURNMENT

Ms. Arlene Martinez: At this time the Chair will entertain a motion to adjourn this meeting.

Mr. Cruz: So moved Madam Chairman.

Mr. Halmstad: I second that motion.

Ms. Arlene Martinez: The Chair has a motion and a second to adjourn this meeting, all those in favor please say aye.

(Members vote aye verbally).

Motion carries unanimously.

Meeting adjourned at 8:10 p.m.

Minutes of 9/7/88 prepared by /s/ Margaret A. Duran
Margaret A. Duran

PLEASE SIGN IN

PLANNING AND ZONING COMMISSION

DATE: Sept 7, 1969

NAME (Please Print)

ADDRESS

1. William R Andrews
2. Theodora Roth
3. Ed Darlin
4. Pat Mitchell
5. JARY CHAMER
6. MICHAEL MEREDITH
7. C.E. HARRISON
8. John Himes
9. Larry J. Himes
10. David Laffey
11. Gene Kins
12. H. Elwood CARDON-ARCH.
13. JAMES C. FARRELL
14. Chet Mitchell
15. Vera Romero
16. Wendy Loots
17. JOHN BROWN
18. ROY SHARTIN
19. SHARON SHARTIN
20. Susan (VERNON)
21. Mariam K. Alcorn
22. THAIS BELLARD
23. Hattie Stone
24. JD Carey

- P.O. Box 763, EL PRADO
Box 3305, Taos
PO Box 1297, TAOS
PO Box 1705 TAOS
SOUTHERN 1800 CORANT
DENVER, COLO
Box 654 TAOS
700 Placita Rd, Taos
700 Placita Rd. Taos.
Historic Commission
Box 5608 Taos.
454 GRAND CANYON Los Alamos NM
87544
1204 PLACITAS ROAD, TAOS, N.M.
P.O. Box 1705 Taos, N. Mex.
PO Box 1092 Taos, NM
PO Box 2071 Taos,
Box 3146 TAOS
Box 370, SAN CRISTOBAL NM
Box 370 SAN CRISTOBAL NM
PO Box 2311, TAOS
P.O. Box 1705 Taos
PO Box 512
Quinta, NM
Box 2981 TAOS

PLEASE SIGN IN

PLANNING AND ZONING COMMISSION

DATE: _____

NAME (Please Print)

ADDRESS

1. John M. Carthy
2. Present but didn't sign in
3. Pat Habicht
4. Polly Raye
5. Mike Reynolds
6. Gus Gonzales
7. Larry Hadling?
8. John Kimney
9. Ron Kaloin
10. Tony Mc Guire
11. Louise Morrison
12. David Fernandez
13. _____
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21. _____
22. _____
23. _____
24. _____
25. _____

113 N. Plaza TAs

Lawrence A. Santistevan, Mayor

Councilmen:

Arturo Archuleta
Eloy A. Jeantete
Espil Montoya
Bobby F. Duran

Gustavo Cordova, Town Manager



Taos Municipal Building
205 Armory Street

P.O. Drawer M
Taos, New Mexico 87571

(505) 758-4282

AM-Approved with Modifications

A-Approved

D-Denied

T-Tabled

PLANNING AND ZONING COMMISSION
REGULAR MEETING
Wednesday, September 7, 1988
Bataan Recreation Center
Armory Street

AGENDA

MARCUS, FRANK, ARLENE, FELIX present

A
A
A
A
A
T
A

1. Roll Call
2. Approval of Agenda
3. Approval of Minutes (August 3, 1988)

4. PUBLIC HEARINGS - Steve - Frank -

- A. Chet Mitchell-Applicant is submitting an application for a Planned Unit Development to include a zone change from R-A to C-2 for a 50.7 acre tract of land located at the corner of Placitas and State Road 522 to develop the property for commercial and residential purposes-Public Hearing.
- B. Theodora Roth-Applicant is requesting a Conditional Use Permit to locate a Home Occupation in her residence at the corner of Valverde and Saavedra Lane in Unit #6 of the Valverde Condominiums-Public Hearing

5. ARCHITECTURAL REVIEWS

- A. Pat Habicht-Applicant is submitting an application for Architectural Review in the Historic Zone to locate a New Residence on the corner of Valverde and Trujillo Lane-Public Hearing.
- B. Polly Raye-Applicant is submitting an application for Architectural Review in the Historic Zone for alteration and repair to an existing building located on Quesnel Road-Public Hearing.

- C. Tom McCarthy-Applicant is submitting an application for Architectural Review in the Historic Zone for change of use and alteration and repair to building located on East Kit Carson Road-Public Hearing.

6. OLD AND NEW BUSINESS

- A. H. Elwood Cardon-Applicant is requesting a Special Use Permit for a Church on Adobe Lane-Preliminary Presentation.
- B. William Andrews-Applicant is requesting a variance to locate a Mobile Home in a C-2 Zone-Preliminary Presentation.
- C. Susan Vernon-Applicant is requesting an addition and revision to a previously approved R-3 P.U.D. for a Bed and Breakfast. The request is for 2 additional units-Preliminary Presentation.

7. COMMUNICATIONS

- A. Reports from Staff
1. Building Permit Report-Gus Fernandez
 2. Code Enforcement Report-Gary Beimer
- B. Report from Chairman

8. ADJOURNMENT

PUBLIC HEARING NOTICE
Planning and Zoning Commission
Town of Taos

Notice is hereby given that the Town of Taos Planning and Zoning Commission will conduct a Public Hearing on Wednesday, September 7, 1988 at 5:15 p.m. at the Bataan Recreation Center on Armory Street.

The purpose of the hearing will be to consider the following:

- OUT → 3.
1. Theodora Roth-Applicant is requesting a Conditional Use Permit to locate a Home Occupation in her residence at the corner of Valverde and Saavedra Lane in Unit #12 of the Valverde Condominiums.
 2. Chet Mitchell-Applicant is submitting an application for a Planned Unit Development to include a zone change from R-A to C-2 for a 50.7 acre tract of land located at the Corner of Placitas and State Road 522 to develop the property for commercial and residential purposes.
 3. Dana Shriver-Applicant is submitting an application for Architectural Review in the Historic Zone for an addition and alteration to an existing building located on Paseo del Norte directly West of the Brandenburg Law Offices.
 4. Pat Habicht-Applicant is submitting an application for Architectural Review in the Historic Zone to locate a New Residence on the corner of Valverde and Trujillo Lane.
 5. Polly Raye-Applicant is submitting an application for Architectural Review in the Historic Zone for alteration and repair to an existing building located on Quesnel Road.
 6. Tom McCarthy-Applicant is submitting an application for Architectural Review in the Historic Zone for change of use and alteration and repair to building located on East Kit Carson Road.

All persons residing or owning property within 100 feet of the proposed locations are being notified of the Public Hearing. Any questions regarding the above may be directed to the Director of the Planning Department at 758-4282.

Josephine Gonzales DR.
Josephine Gonzales Town Clerk

To be published one (1) time in the Taos News: 8/18/88

DATE: 9/15/84

ON THE ABOVE MENTIONED DATE I RECEIVED FROM Allen A

LEGAL ADVERTISEMENT ✓

CLASSIFIED ADVERTISEMENT

TO BE PUBLISHED IN THE TAOS NEWS ON THE FOLLOWING DATE(S) :

4/14/98

SIGNED: Carol Zapata

DESCRIPTION OF ADVERTISEMENT: Items to be considered at next regular meeting (9/1/46) of the Planning and Zoning Commission.

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TAOS TOWN COUNCIL MINUTES

OCTOBER

1988

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SPECIAL MEETING OF THE TAOS TOWN COUNCIL
CONFERENCE ROOM - TOWN HALL
ARMORY STREET
December 20, 1988
5:15 P.M.

AGENDA

1. Call to Order
2. Roll Call and Establishment of a Quorum.
3. Approval of the Agenda.
4. Approval of the Minutes.
 - a. Special Meeting October 04, 1988 5:15 p.m.
 - b. Special Meeting October 11, 1988 5:15 p.m.
 - c. Special Meeting October 13, 1988 5:15 p.m.
 - d. Special Meeting October 18, 1988 5:15 p.m.
 - e. Regular Meeting October 19, 1988 7:30 p.m.
 - f. Special Meeting October 27, 1988 5:15 p.m.
5. Matters from the Community Development Director: Mr. Allen Vigil
 - a. Consideration and approval of Budget Resolution 88-24 requesting a transfer of funds from the 02 Operating to the 03 Capital Outlay.
 - b. Consideration and approval of Amendment to Zoning Map for annexation and zone change request submitted by Louise Morrison for a 2.493 acre tract in Upper Ranchitos.
6. Matters from the Parks and Recreation Director. Ms. Gayle Martinez.
 - a. Consideration and action to approve Contract TT-77-029 between the Town of Taos and Gary Embler for repairs to the Swimming Pool.
7. Matters from the Town Clerk/Finance Officer. Ms. Josephine Gonzales.
 - a. Consideration and approval of Resolution 88-25 Budget Increase.
 - b. Consideration and approval of Resolution 88-26 Interfund Transfer.
8. Matters from the Town Manager:
 - a. Consideration and approval of Individual Services Agreement between the Town of Taos and Ancianos, Inc. TT 77-030.
 - b. Consideration and approval for a Public Relations Agreement TT 77-031.
9. Adjournment.

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REGULAR MEETING
TAOS TOWN COUNCIL
COUNCIL CHAMBERS - CORONADO CENTER
Wednesday, December 21, 1988
7:30 P.M.

AGENDA

1. Call to Order
2. Roll call and establishment of a Quorum.
3. Pledge of Allegiance.
4. Approval of the Agenda.*
5. Approval of the Minutes.*
 - a. Special Meeting November 01, 1988 5:10 p.m.
 - b. Bid Opening November 04, 1988 2:00 p.m.
 - c. Bid Opening November 08, 1988 2:00 p.m.
 - d. Special Mtg. Joint
Town Council/County November 09, 1988 12:00 Noon
 - e. Bid Opening November 14, 1988 2:00 p.m.
 - f. Bid Opening November 14, 1988 2:30 p.m.
 - g. Bid Opening November 14, 1988 3:00 p.m.
 - h. Bid Opening November 14, 1988 3:30 p.m.
 - i. Regular Meeting November 16, 1988 7:30 p.m.
 - j. Special Meeting November 22, 1988 5:15 p.m.
 - k. Special Meeting November 29, 1988 5:15 p.m.
6. Citizens Participation.
 - a. Presentation of Retirement Plaque to Nerio Avila.
 - b. Presentation of Awards to Yule Tide Participants
at Plaza.
 - c. Presentation of Awards to Ice Rink Volunteers.
7. Matters from the Fire Marshall: Mr. Jim Fambro.
8. Matters from the Personnel Director: Ms. Menice B. Santistevan
 - a. Grant Agreement Between the New Mexico Interstate
Steam Commission and the Town of Taos. TT-032
9. Matters from the Town Engineer.. Mr. Bob Maestas
10. Matters from the Town Manager.
11. Matters from the Mayor and Council.
 - a. Old Business
 - b. New Business
12. Matters from the Town Attorney.
13. Adjournment.

Mayor Lawrence A. SanListevan

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**MINUTES
SPECIAL COUNCIL MEETING
OCTOBER 4, 1988 - 5:15 PM**

The Special Council Meeting of the Taos Town Council was called to order at 5:15 p.m. by Mayor Pro-Tem Bobby Duran in the Town Hall Conference Room located on Armory Street, Taos, New Mexico, with the following people present:

**MAYOR PRO-TEM
COUNCILMAN
COUNCILMAN
TOWN MANAGER
TOWN CLERK/TREASURER**

**BOBBY DURAN
ARTURO ARCHULETA
ESPIL MONTOYA
GUSTAVO CORDOVA
JOSEPHINE GONZALES**

Absent from the meeting were:

**Mayor Lawrence Santistevan
Councilman Eloy Jeantete**

Also Present at the meeting were:

**Walter Vigil, Public Works Director - Town of Taos
Allen Vigil, Community Development Director - Town of Taos
Joseph Montoya, Town's Bookkeeper - Town of Taos
David Fernandez, Taos Citizens Planning Commission
Chet Mitchell, Mitchell Project
Pat Mitchell, Mitchell Project
Gary Chamer, Mitchell Project
Michael Meredith, Mitchell Project
Ed Devlin, Mitchell Project
Dick Behnke, Taos News
Lucy Himes, Plaza de Retiro
John Himes, Plaza de Retiro
Amy Barnett, Citizen**

ROLL CALL AND ESTABLISHMENT OF A QUORUM

The Mayor Pro-Tem asked the Town Clerk to call the roll and upon doing so, a required quorum was established.

APPROVAL OF THE AGENDA

Councilman Archuleta made a motion to approve the agenda as presented. Councilman Montoya seconded the motion. The motion passed unanimously.

MATTERS FROM THE COMMUNITY DEVELOPMENT DIRECTOR

Mayor Pro-Tem Duran called on Mr. Allen Vigil, Community Development Director to give his presentation.

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PAGE 2 MINUTES SPECIAL COUNCIL MEETING OCTOBER 4, 1988

A. Amendment to the Zoning Map for Zone Change Submitted by Chet Mitchell.

Mr. Allen Vigil stated that an application was presented by Mr. Chet Mitchell for a zone change from R-A (Residential-Agriculture) to C-2 (General Commercial) to construct a Hotel at the intersection of Camino de La Placita and Highway 522 going north. Also included in the application was a request for annexation of 15 acres.

A copy of the resolution for the zone change approved by the Planning & Zoning Commission and signed on September 7, 1988 by Ms. Arlene Martinez, Chairman of the Planning & Zoning Commission, was included in the packets. A copy of the draft amendment was also included and requires action by the Town Council. The amendment to the zoning map will reflect the approvals made by the Planning & Zoning Commission should the Council choose to approve the change. The applicants are present and are available to answer any questions.

Mayor Pro-Tem Duran asked if there were any questions from the Council concerning the zone change.

Councilman Archuleta stated that he had read the minutes that were sent to him from the Planning and Zoning Commission and he had no questions.

There were no other comments or questions at that time from the remainder of the Council.

Mayor Pro-Tem Duran asked if there was anyone in the audience that would like to comment on the issue at hand.

Mr. David Fernandez representing a group called the Taos Citizens Planning Commission, stated that he had attended the Planning & Zoning Commission meeting which was held regarding the proposed zone change for the Chet Mitchell property. The concern his Commission has should the zone change be approved is that one of the best Green Land Belts in the Taos Valley is located at this particular site. The Commission who is composed of an organization of Taos Town and County residents, feel that there is a likelihood that should a structure like this hotel be built in that area, at some point in time it will affect the hydrology of the area. Therefore, his suggestion was that as a qualification, any consideration for approval by the Council should include a requirement that an adequate hydrology survey of the area be conducted and included in the amendment.

Mayor Pro-Tem Duran thanked Mr. Fernandez for his comments and suggestions. Then he asked if there was anyone else who would like to comment.

Mr. David Bates stated that as a concerned citizen he questions how the Council is going to deal with traffic in that area should

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PAGE 3 MINUTES SPECIAL COUNCIL MEETING OCTOBER 4, 1988

the zone change occur and the hotel be built. He also asked what the purpose of the original zoning was and why zoning is so easily changed from its original zone designation.

Mr. Chet Mitchell addressed Mr. Bates comments by saying that he has lived in Taos forty (40) years and he is just as interested as anyone else in how his property is going to be used. His family is proud of his land and what people don't realize is that the pasture is marshy and by improving the land they will be helping the water flow. It will also be developed in a way the Town will be proud of.

Mr. Michael Meredith representing the Mitchell project, stated that the request for the zone change and annexation is for 15 acres of the 50 acre tract owned by Mr. Mitchell. They are aware that there is a fairly high water table in this area and since there is a ditch running across the property, they are prepared to maintain the flow of water and will not hinder anyone's ability to get water from this ditch. There are also plans to build a retention pond so that it can be enjoyed by the hotel guests as well as the community. There are no plans to divert the water at all.

Mr. Gary Chamer also representing the Mitchell project, stressed that by going through the proper channels of Planning & Zoning and Town Council, is not the end of the approval process. There are also requirements such as height, setback, architectural design, landscaping, parking and all other requirements. Therefore, this is just the beginning.

Mr. Meredith informed the Council that Mr. Mitchell and Mr. Allen Vigil had met with State Highway Department Personnel and Mr. Mitchell promised to dedicate property to widen the road to ease any traffic problem which should develop. The Highway Department will install a traffic light in this area which will also contribute to traffic control.

Mr. Mitchell stated that he had obtained the property in 1952 and at the time it was zoned R-A and was kept as such so the taxes would not be as high as C-2 property. Now if the zone change occurs, it will help the economy of the Town and County due to higher taxes.

Mr. Gustavo Cordova, Town Manager, added that back in the 1960's the land was zoned on what it was being used for. The Planning & Zoning Commission reviews all requests for zone changes on an individual basis. Upon studying the request and conducting a public hearing, the Planning & Zoning Commission makes a decision and then they give their recommendation to the Council for final approval.

Mr. Bates then stated that it was his understanding that zoning in most areas was intended to be designed for the future and in his opinion the zone changes are approved very easily.

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PAGE 4 MINUTES . SPECIAL COUNCIL MEETING OCTOBER 4, 1988

Mayor Pro-Tem Duran stated that Mr. Mitchell's property is very expensive and there are not many people that could afford to pay the asking price of the land. He then asked why keep the property agricultural which would be unfair to Mr. Mitchell when a project such as this one can make use of the property.

Mr. Bates replied that there has to be some middle ground by which people are constrained against certain rules otherwise zoning is meaningless.

Mr. Chamer then thanked everyone for their comments concerning the Mitchell property. He also added that the hotel will generate money and jobs which will add to the economy of Taos. A hotel of this size will have approximately seventy-five (75) to one hundred (100) people employed on a daily basis. To sum up the request, consideration should be given to this low impact, low scale development to be put on this one piece of property. We don't feel that it will be an intrusion of what Taos is all about. We will be very careful about the open space area and the water questions are going to be dealt with as the project progresses.

Mr. David Fernandez then informed the Council that he had to leave and extended an invitation to the Town Council to attend a meeting of the Taos Citizens Planning Commission on October 13, 1988 at the Kachina Lodge Cabaret Room at 7:00 p.m. The meeting is being held to discuss items such as this. They would like to work with all the locally elected officials jointly for the development of the Town.

Mayor Pro-Tem Duran then thanked Mr. Fernandez for his comments and invitation. He then called on Mr. Ed Devlin to address the Council on his comments concerning this project.

Mr. Devlin addressed Mr. Bates remarks on zoning. He felt that the concept in zoning is to designate the use of a property at a particular point in time and not perpetuate the use. It seems that Mr. Bates would prefer to see the open spaces and beautiful meadows. He agreed with him on that point but he didn't believe the approach for the acquisition of this property through zoning. He felt that different approaches for some compensation to land owners for their value of their properties.

Mayor Pro-Tem Duran asked if there was anyone else who would like to comment.

Ms. Amy Barnett stated that she also agreed with what Mr. David Fernandez had stated. She questioned the jobs that would be available and the minimum wages which would more than likely be paid to these workers. Her suggestion was for the Council to look into the direction the Town is going. What does Taos want for Taos? There are many other issues besides the water and traffic issue.

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Mayor Pro-Tem Duran then asked if there were any more comments.

Mr. Jim Farrell stated that he lives close by and has lived there since 1947. There is a smell that comes from the corrals located on the Mitchell property and that would be eliminated with the development. Therefore, he welcomes the change.

Mayor Pro-Tem Duran added that he also lives close by and when it rains the smell is bad, and he would rather see a Hotel than the corrals.

Councilman Archuleta commented that he has lived here in Taos since 1931 and he has seen changes and growth. Zoning in different areas have been changed to accommodate this growth and he felt that at this time there is a need for another hotel. He is in favor of this change. He also informed everyone present that the Town of Taos is presently working on a Traffic Study Plan.

Councilman Montoya made a motion to approve the amendment to the Zoning Map from R-A (Residential-Agriculture) to C-2 (General Commercial) as requested by Mr. Mitchell. Councilman Archuleta seconded the motion. The motion passed unanimously.

MATTERS FROM THE PARKS & RECREATION DIRECTOR.

Mayor Pro-Tem Duran called Ms. Gayle Martinez, Parks & Recreation Director to give her presentation.

A. Recommendation and action to approve Out-of-State Travel for two employees.

Ms. Gayle Martinez stated that she would like for the Council to approve out-of-state travel for Ms. Loretta Anaya and Mr. Ruben Martinez to attend the Southwest Turfgrass Conference in El Paso, Texas. In the past, staff has attended and it has been very beneficial. Monies are available in the budget for this request.

Councilman Archuleta made a motion to approve the Out-of-State travel request for Ms. Loretta Anaya and Mr. Ruben Martinez to attend the Southwest Turfgrass Conference in El Paso, Texas. Councilman Montoya seconded the motion. The motion passed unanimously.

B. Recommendation for approval and action on Contract TT 77-021.

Ms. Martinez stated that she would like to Contract with Ms. Margaret Gonzales to coordinate and schedule the officials for the Town of Taos Volleyball League.

Councilman Archuleta asked how the money (\$2,500.00) was going to be distributed?

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Ms. Martinez stated that Ms. Gonzales will submit to her a time sheet showing who and how many times the volleyball officials served.

Mr. Gustavo Cordova, Town Manager suggested that a checking account be opened and the monies be distributed from there. They should also be included in the Contract. Ms. Martinez agreed.

Mr. Cordova added that on the first paragraph of the contract, it should read The Town "and" Margaret Gonzales.

Councilman Archuleta made a motion to approve as amended Contract TT 77-021, along with the addition of the checking account and the "and" being inserted between The Town "and" Margaret Gonzales, pending the Attorney's review. Councilman Montoya seconded the motion. The motion passed unanimously.

MATTERS FROM THE PUBLIC WORKS DIRECTOR.

The Mayor Pro-Tem asked the Public Works Director if he would brief the Council.

A. Recommendation of Bid Award: Rehabilitation Well #3.

Mr. Walter Vigil stated that a bid opening was held on September 19, 1988 for the rehabilitation of Water Well #3. One bid was received from Rio Grande Well Supply in the amount of \$27,927.00. The bid is within budget. Staff recommends approval.

Councilman Montoya made a motion to award the Bid to Rio Grande Well Supply in the amount of \$27,927.00. Councilman Archuleta seconded the motion. The motion passed unanimously.

MATTERS FROM THE TOWN MANAGER.

Mayor Pro-Tem Duran asked the Town Manager if he would brief the Council.

Mr. Cordova stated that a change order from Muebles De Taos has been submitted. They asked that a podium base (steel) be deleted. They work only in wood.

Mr. Cordova added that he honored their request and had asked Penasco General Contractor, also working on the project if he would be able to build the podium under his contract. He agreed.

Mr. Cordova stated that the original contract completion date for Penasco General Contract be adjusted to October 30, 1988 in order to complete the project. Total cost of the adjustment is \$225.00.

Councilman Archuleta made a motion to approve the change order. Councilman Montoya seconded the motion. The motion passed unanimously.

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Mr. Cordova stated that on his October Calendar of events, he would like to add a Joint Meeting with the County Commission for a selection of an Engineer for The Traffic Master Plan to be held on October 13, 1988 at 5:15 p.m.

Mr. Cordova stated that the next item was the Credit Adjustment on the faulty Ramada Inn Water Meter.

Discussion followed with emphasis on the fact that the Ramada Inn water meter was faulty and the Town was charging them for water that was never used. Ramada Inn has installed their own water meter as of this time and assumes all responsibility in connection with the meter. After discussion, it was agreed by the Council to make a credit adjustment to the Ramada Inn Water bill in the amount of \$47,600.34. The adjustment will be posted to their account.

Councilman Archuleta made a motion to approve a credit adjustment to Ramada Inn in the amount of \$47,600.34. Councilman Montoya seconded the motion. The motion passed unanimously.

Mr. Cordova stated that the next item was the response to Steve Natelson on the proposed golf course where in a prior meeting the Council was not able to make a legal comment regarding the proposed golf course.

Mr. Cordova added that a letter from the State Engineering office was received on September 23, 1988 regarding the Town's proposal to utilize a portion of the effluent for irrigation purposes on a proposed golf course. (a copy of the letter is attached to the official minutes.)

Mr. Cordova added that the Town drafted a letter to Mr. Natelson on September 27, 1988, stating that the Council would keep its options open until a firm plan is presented for its consideration. (a copy of the letter is attached to the official minutes.)

The next item was the ICMA Retirement option for the Town Manager and Contractual Employees.

Mr. Cordova informed the Council he felt, after talking with other City Managers across the State, that the ICMA Retirement plan is far superior to the PERA Trust for Managers and Contractual Employees.

Councilman Archuleta stated that he would like for the Attorney to review this ICMA Retirement Plan.

Mr. Cordova stated the next item was the Taos Civic Center. The preliminary investigation and schematic design is scheduled from September 1, 1988 through October 10, 1988. The design development phase is from October 11, 1988 through November 7,

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1988. The construction documents phase is from November 21, 1988 through March 6, 1989. Bidding phase from March 6, 1989 through April 6, 1989. Well Construction Phase will begin April 17, 1989. Projected end of completion is ten (10) months after construction has begun.

Mr. Cordova stated the next item was EID Waste Water Construction loan application. During the Town's budget preparation process, the Town wanted to borrow 1.2 million dollars on the Waste Water Construction Loan for improvements on the sewage treatment facility to our collection line. EID wants us to pay for the Construction on our own and then they would lend us the money. I involved Mr. Bill Folgenettiss with the Municipal League concerning this problem. Since it applies to every city in the state, we hope to resolve with the State Board of Finance their fears of giving us the money. The reason the State Board of Finance fears giving us the money is because it deals with a bond issue and they inform us that we are not supposed to make interest on bond money. What we have informed them is that we can keep track of the interest that is made and it can be paid back to them.

Mr. Cordova then explained that there is a draft ordinance that needs to be reviewed by the Town Attorney and adopted by the Council before the money is loaned to the Town. All documents will be submitted to the Council at a later date.

The next item was for an Airport Exploratory Water Well for the Town Airport.

Mr. Cordova informed the Council that some time in the month of September, 1988 we submitted an application for a grant for \$15,000 to drill an Exploratory Well at the Airport. Mr. Harvey Judges went on behalf of the Town before the Interstate Stream Commission. We were towards the bottom of their list at that time and there was only \$12,000 of grant money left. Upon Mr. Harvey Judges presentation, the Interstate Stream Commission was so impressed that they awarded the full \$12,000 to us. Mr. Judges did an excellent job in obtaining this funding on behalf of the Town and he is commended for it.

Mr. Cordova then informed the Council that he had met with the Cafeteria Plan Advisory board. They interviewed the Three Proposals submitted. One was disqualified, not a true Cafeteria Plan. The other two were good.

Mr. Cordova added that they were looking for an Administrator in order for this plan to work for the employees. He stressed the importance that this person not be insurance agent. The person will administer the plan and bid out locally for insurance agents. We don't need to go out of town for these services.

The last item was the Traffic Study Advisory Committee guidelines.

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Mr. Cordova submitted copies of the Traffic Study Guidelines to the Council so that they could study it before they meet with the County Commission concerning this matter.

ADJOURNMENT

Councilman Montoya made a motion to adjourn the meeting. Councilman Archuleta seconded the motion. The motion passed unanimously.

There being no further business to discuss, the meeting ended at 7:30 p.m.

APPROVED:

Bobby F. Duran
MAYOR PRO-TEM



ATTEST:

Joseph Lopez
TOWN CLERK

DATE:

12-20-88

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SPECIAL COUNCIL MEETING

DATE: 10-4-88 TIME: 5:15
FOR: SEE ATTACHED COPIES OF THE Agenda

PLEASE SIGN IN:

NAME: PLEASE PRINT

REPRESENTING: PLEASE PRINT

<u>DAVID FERNANDEZ</u>	PRINT	<u>TAOS CITIZENS PLANNING</u>
<u>Chet Mitchell</u>	PRINT	<u>Commission</u>
<u>Pat Mitchell</u>	PRINT	<u>Mitchell Project</u>
<u>GARY CHAMBER</u>	PRINT	<u>Mitchell Project</u>
<u>MICHAEL MEREDITH</u>	PRINT	<u>CHAMBER DEN</u>
<u>James C. Garfield</u>	PRINT	<u>Mitchell Project</u>
<u>Ed Denlin</u>	PRINT	<u>Mitchell Property</u>
<u>Dale Beluk</u>	PRINT	<u>TAOS NEWS</u>
<u>DAVID BATES</u>	PRINT	<u>CITIZEN</u>
<u>D.W. Hgd</u>	PRINT	<u>Let Public Works</u>
<u>Edney Hoon</u>	PRINT	<u>0/1020 de 206120</u>
<u>John Hoon</u>	PRINT	<u>1. 1. 1.</u>
<u>Amy BARNETT</u>	PRINT	<u>CITIZEN</u>
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MINUTES
SPECIAL COUNCIL MEETING
OCTOBER 11, 1988 - 5:15 PM

The Special Council Meeting of the Taos Town Council was called to order at 5:15 p.m. by Mayor Lawrence Santistevan in the Town Hall Conference Room located on Armory Street, Taos, New Mexico, with the following people present:

MAYOR	LAWRENCE SANTISTEVAN
COUNCILMAN	ARTURO ARCHULETA
COUNCILMAN	FLOY JEANTETE
COUNCILMAN	ESPIL MONTOYA
TOWN MANAGER	GUSTAVO CORDOVA
TOWN CLERK/TREASURER	JOSEPHINE GONZALES

Absent from the meeting was:

Mayor Pro-Tem Bobby Duran

Also Present at the meeting were:

Betty Martinez, Housing Authority Director - Town of Taos
Joseph Montoya, Town's Bookkeeper - Town of Taos

ROLL CALL AND ESTABLISHMENT OF A QUORUM

Mayor Santistevan asked Ms. Josephine Gonzales, Town Clerk to call roll and upon doing so, a quorum was established.

APPROVAL OF THE AGENDA

Councilman Montoya made a motion to approve the agenda as presented. Councilman Jeantete seconded the motion. The motion passed unanimously.

MATTERS FROM THE HOUSING DIRECTOR.

Mayor Santistevan asked Ms. Betty Martinez, Town of Taos Housing Director to brief the Council.

A. Recommendation and action to approve Modernization Project Grant Amendment to 1988 Contract for the Town of Taos Housing Department.

Ms. Martinez stated that the Town of Taos Housing Department has received a grant for the Modernization Project. The Grant is an amendment to the 1988 Contract in the amount of \$72,640. It will be used to fix up the sidewalks and foundations at the Camino de Cervantes Housing Project which is in very bad shape. Also included is \$10,000.00 to purchase a new Computer.

Mayor Santistevan asked Ms. Martinez if she had received funding for fencing.

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PAGE 2 MINUTES SPECIAL COUNCIL MEETING OCTOBER 11, 1988

Ms. Martinez replied that funding was not approved but she is hoping it will be approved next year.

Councilman Montoya asked if the computer was included with the \$72,640.00.

Ms. Martinez replied that it was.

Councilman Jeantete asked Ms. Martinez if the Housing Department was going to advertise for bids.

Ms. Martinez replied that they were.

Councilman Archuleta made a motion to approve the Modernization Project Grant Amendment to 1988 Contract in the amount of \$72,640 for the Housing Department of the Town of Taos. Councilman Jeantete seconded the motion. The motion passed unanimously.

Mayor Santisteven then asked Ms. Martinez if there was going to be any problems with the heating system for the Housing Units.

Ms. Martinez replied that they had replaced quite a few heating systems and the others should be repaired before the cold months set in.

MATTERS FROM THE TOWN MANAGER.

A. Review from the Economics Research Associates. Sid White & Jill McCarthy.

Mayor Santistevan asked Mr. Gustavo Cordova, Town Manager to brief the Council.

Mr. Cordova introduced Mr. Sid White & Jill McCarthy who are the Contractors working on the management and planning study for the Town's Civic Center.

Ms. McCarthy stated that according to their contract, the first step they took was interviews with stakeholders. Approximately twenty (20) people were interviewed which lasted two (2) days.

Ms. McCarthy summarized what they were going to focus on to satisfy some of the concerns. She stressed the major concern of the people is that they lack the understanding of what the Center is really going to be used for. Quite a large segment of the community thinks that the facility is going to be a convention center rather than a community center. If it is going to be used as a convention center, the concerns it raises include the site and funding. It was conveyed in the interviews that it is indeed going to be a community center. The driving force will be to get something in Taos for convention groups so that Taos can be established as a convention destination but its primary use will be for the community.

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PAGE 3 MINUTES SPECIAL COUNCIL MEETING OCTOBER 11, 1988

Mayor Santistevan asked if there was a need for confirmation from the governing body that it will not only be a Convention Center but primarily a Community Center.

Mr. White answered that the people interviewed felt it was primarily a Convention Center not a Community Center and that is where the confusion lies.

Ms. McCarthy went on to brief the Council on the concerns raised and the possible solutions.

Mayor Santistevan then stated that the location also stirred a lot of concerns. The landowner who donated the property specified that the Town has to build this facility within ten (10) years and presently four (4) years have gone by. Funding for the facility has been zero and even if we do acquire funding he felt they would not be able to build it in time. This problem should also be brought up for those concerned with the location.

Councilman Jeantete added that even if we do get the funding and build, the Community could not support it.

Mayor Santistevan stated that the Chamber of Commerce voiced some concerns that the Town was not spending the Lodgers Tax money which has been set aside for the Community Center very wisely. If we would have gone with the prior Community Center site, the Town would not have been able to contribute as much as we do now and the project would have gone under.

Mayor Santistevan stated that not to many convention can be held here in Taos. We can handle only about 300 to 400 persons. The VFW held their convention here and they came in with over 500 persons. The proposed facility would handle a crowd this size.

Mayor Santistevan commented that he still feels it is a good project. A Blue Ribbon committee was set up to determine the needs of the Community. When they found out about the convention center they leaked it out to the the news media who in turn printed it in a negative context.

Councilman Jeantete stated that it doesn't matter if it is called a convention center, civic center or community center. The primary users are going to be the residents from Taos. If we had not set up the Blue Ribbon Committee which started out with good intention, we would have already begun construction on the facility. There were also rumors that the Town was going to build a hotel.

Councilman Jeantete stated that the economic impact is not minimal and money is being lost. Title Seven (VII) held their meetings here in Taos this summer with 300 people in attendance. Last year they brought 500 people and there wasn't enough facilities to take care of their needs. Because Taos does not

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have facilities to accomodate the large amount of people, the attendance was lower this year. I believe that I could go on and on but there still is going to be opposition from some people.

Ms. McCarthy stressed that it is a multi-purpose facility and priorities will be established.

Councilman Jeantete stated that the community should be made aware that it is not solely a convention center but will be available for other purposes and it is not going to have an impact on their pocket book.

Mayor Santistevan added that there are three (3) persons on the Blue Ribbon Committee in opposition. One owns a hotel, the other owns a retirement home and the other one is a key member for the Chamber of Commerce and the Lodgers Tax Board.

Mayor Santistevan stated that the first one was afraid we were going to be in competition with her hotel. The second one did not want anything built close to his business. The third one and most important one brought the Chamber of Commerce and the Lodgers Tax into the picture. The Chamber thinks the Town is going to cut their funding and the Lodgers Tax Board wants to use the money for something else.

Mr. White stated that they don't want to subsidize the facility.

Discussion follows.

Town Manager Gustavo Cordova then asked that the Town's Bookkeeper be dismissed since this was basically a study session.

ADJOURNMENT

Councilman Jeantete made a motion to adjourn the meeting. Councilman Archuleta seconded the motion. The motion passed unanimously.

There being no further business to discuss, the meeting ended at 7:20 p.m.



ATTEST

TOWN CLERK

DATE:

APPROVED:

MAYOR

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AGENDA ITEM 4 c.

MINUTES
SPECIAL MEETING
JOINT TOWN COUNCIL/COUNTY COMMISSION
TOWN CONFERENCE ROOM
OCTOBER 13, 1988 5:15 P.M.

The Special Town of Taos Council/County Commission meeting was called to order at 5:15 p.m. by Mayor Pro Tem Bobby Duran in the Town Hall Conference Room, Armory Street, Taos, New Mexico with the following people present:

MAYOR PRO-TEM	BOBBY DURAN
COUNCILMAN	ARTURO ARCHULETA
COUNCILMAN	ELOY A. JEANTETE
COUNCILMAN	ESPIL MONTOYA
TOWN MANAGER	GUSTAVO CORDOVA
TOWN CLERK/TREASURER	JOSEPHINE GONZALES
COMMISSIONER	TELESFOR GONZALES
COMMISSIONER	RICHARD TAFOYA
COMMISSIONER	LAWRENCE GALLEGOS
COUNTY MANAGER	SAM MONTOYA

Absent from the meeting was:

Mayor Lawrence Santistevan

Also present at the meeting were:

Joseph Montoya, Town's Bookkeeper - Town of Taos
Lawrence Ortega, Lawrence Ortega & Associates
Wilfred Gallegos, Lawrence Ortega & Associates
Richard Catanach, Tierra Engineering Consultants
Allen Vigil, Community Development Director - Town of Taos
Walter Vigil, Public Works Director - Town of Taos
Mike Holling, JHK & Associates
Bill Reilly, JHK & Associates
Daniel R. Gonzales, Native Sons Adventures
Pete Pointer, JHK Consultant Team
Michael Horan, Bicicletas Corporation
David Bates, Citizen
Roy P. Burns, HW Lochner Inc.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

Mayor Pro-Tem Bobby Duran asked Ms. Josephine Gonzales, Town Clerk to call roll and upon doing so, a quorum was established.

APPROVAL OF THE AGENDA

Councilman Jeantete made a motion to approve the agenda as presented. Councilman Montoya seconded the motion. The motion passed unanimously.

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PAGE 2 MINUTES SPECIAL TOWN COUNCIL/COUNTY COMMISSION MEETING
OCTOBER 13, 1988

**CONSIDERATION AND ACTION TO SELECT A TRAFFIC ENGINEER FOR
COMPREHENSIVE TRAFFIC PLAN.**

Mayor Pro-Tem Bobby Duran asked the representatives from JHK & Associates to give their presentation to the Town Council and the County Commissioners.

Mr. Bill Reilly, Mr. Mike Holling, Mr. Richard Catanach, Mr. Pete Pointer proceeded to give a presentation on the proposed Comprehensive Traffic Plan.

Mr. Reilly informed the Council and the Commissioners that their main plans were for roadways but also included are pedestrian facilities such as bikeways, walkways and parking. What is being looked at is an overall plan not just the study of one or two roads. The issues indicated in the proposal are public involvement, transportation modeling, civil engineering and drainage aspects of the work to be done. Two things that are of interest in the early study over the nine month project period is that the intention is to perform traffic counts, parking studies and traffic lights. One technique that is planned is for the use of aerial surveys of parking needs.

Mr. Mike Holling then informed the Council and the Commissioners that there was some outstanding graphics included in the proposal. They are really an asset to the user in that anyone using the program doesn't necessarily have to be computer literate. In the years to come, the graphics program can be used to the Town and County's advantage and the database is incorporated with them. In the database, information that could be stored are number of lanes on a roadway, length of roadway segment, type of traffic control and its ability to work with the capital improvements program for traffic forecasts. He then asked if there were any questions.

Mr. Allen Vigil, Community Development Director asked if what Mr. Holling was saying is that a database was going to be created as part of the project. Also, would Mr. Holling's staff be doing the ground work while inventorying all the streets which would include traffic counts.

Mr Holling replied, "yes, it would be necessary to do all that work."

Mr. Reilly then added that the database key will be physical data which would include land use and historic data. It will be entered by our company and then the Town and County will have an ongoing tool to use not only for this project but for other projects as well.

Mr. Vigil asked if with the use of the database, could there be programs to make coalations to enter different scenarios at different times.

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OCTOBER 13, 1988

Mr. Reilly answered that yes, it could be used for different project. It can be tailored for whatever use it is needed for. Mr. Reilly then called Mr. Richard Catanach forward.

Mr. Catanach informed the Council and the Commissioners that the combination of JHK and Tierra Engineering was very thought out. JHK feels that Tierra Engineering is one of the best engineering firms in this part of the United States. Another reason that they chose them is that they are a National consultant firm and also because of their knowledge of the area. Tierra Engineering firm has done work for the Town before so the engineering problems which may occur will be able to be handled by them.

Mr. Pete Pointer came forward to inform the Council of his credentials as an engineering consultant which included environmental studies. He then summarized everything that JHK proposed to do for the comprehensive traffic plan.

Discussion followed with the Town Council, County Commissioner and Town Staff asking questions of JHK & Associates Representatives.

Mayor Pro-Tem Duran thanked JHK & Associates representatives for their presentation.

Mayor Pro-Tem Duran then asked the representatives from Lawrence Ortega & Associates to give their presentation to the Town Council and County Commissioners.

Mr. Lawrence Ortega, Mr. Wilfred Gallegos and Mr. Ray Burns proceeded with a their presentation on the proposed comprehensive traffic plan.

Mr. Ortega showed a map to the Council with the areas where their proposed traffic plan is to take place. The next item he covered was the approach to the project which was detailed in the proposal that was submitted. The primary tasks and projects that are included are preliminary research to include data gathering which will be the initial step. This will include a summary of the existing conditions based on all the information that will be gathered, staff review, and public meetings.

The second phase will consist of traffic models which will be developed and alternative strategies will be performed.

The third phase will be the implementation plan and time needed for improvements. Included will be short and long range plans of which there will be a prioritization of each range.

The fourth phase will be the draft transportation plan which will be submitted to the Town and County Staff plus the public input to the elected officials.

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PAGE 4 MINUTES SPECIAL TOWN COUNCIL/COUNTY COMMISSION MEETING
OCTOBER 13, 1988

The last phase will be the final plan in its final form. Mr. Wilfred Gallegos was then called forward to explain each phase further. Following each phase, staff will have the opportunity to review and comment as the project progresses.

Mr. Gallegos stated that the four phases will begin in November starting with the preliminary research with plans to start with the traffic modeling in December. This will be done upon all the data being gathered. This phase will go from January until the end August, 1989. The implementation plan will start just before the traffic modeling and the timeframe is approximately three months. The final plan which will be the review and the revision of all the data which will be received up to that point and it should take approximately three months also.

All four phases should be completed by the end of December, 1989. When preparing the proposal, it was decided that at least fourteen months were needed in order to prepare a good plan. Part of the reason is that time is needed to be set aside for public involvement which is at least four or five months. We feel that public involvement is a very important part of the four phases. There is also time set aside for staff review in between phases. The twelve months will give us the different seasonal traffic patterns and how special events impact the traffic. The fourteen months are needed because basically the first and last months are for startup and completion.

Mr. Ortega then called Mr. Pat Burns of H.W. Lochner & Company to come forward.

Mr. Burns explained that the company he is with has forty-four years of general experience in the field of traffic studying. They have offices nationwide and while their office is located in Santa Fe, the work on this project will basically be done in Taos. Mr. Ortega will provide office space here and we will work out of his office here in Taos. We have done this on many other jobs. Our engineers are very highly skilled and our company has done quite a few jobs all over New Mexico. We plan on doing the traffic study in sections. There will also be a study done on widening of the streets, acquiring right-of-ways and installing continuous left turn lanes such as the lanes from Ranchos de Taos. Our study will be give you information so that the Town can plan for a long range of time to begin immediately upon completion of the study. We will be bringing experts in to work closely with the local people. The timeframe of phases cannot be reviewed in two or three days. Time has to be allowed for public comments.

Mr. Ortega then summarized the presentations stating that at the onset of the project, public meetings will be held to get the communities views. Then they would meet with committees concerned with this particular project and keep them informed as well. Taos Pueblo Officials will be kept abreast to the extent that is required. Mr. Ortega asked if there were any questions.

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Councilman Archuleta voiced his concern with keeping Taos Pueblo informed of the project since it will not affect them and they do not pay any taxes to the Town anyway. He asked if they really did need to be involved in this project.

Mr. Ortega answered that he did not really know and he did not think so. He had mentioned that they could be informed only to the extent that the Council and County Commission would like them to be. His suggestion was to have a meeting to discuss this situation.

Councilman Montoya asked Mr. Burns if he was going to have a staff in Taos all the time.

Mr. Burns answered that staff would be here in Taos as needed.

Councilman Jeantete asked Mr. Ortega if he intended to have meetings with the Town Council and the County Commissioners separately.

Mr. Ortega answered that he would be flexible to meet with the Town Council and the County Commissioners as they saw fit.

Commissioner Gonzales then voiced his concerns with informing Taos Pueblo being that they border the Town. The traffic problems do involve the Pueblo since they generate at least twenty percent of the tourist industry and tourists do contribute to the traffic. He felt that Taos Pueblo does play a definite role in the study and they should be informed. Their involvement should be through public forums and open meetings which will be held, not necessarily to be in our joint contract.

Discussion followed with the Town Council, County Commissioners, and Staff. One of the main concerns from both the Town Manager and the County Manager was the availability of the software once the project is completed.

Mr. Ortega stated that the inventory data will be provided and is part of the project and will be in software form.

Mayor Pro-Tem Duran thanked the firm of Lawrence Ortega and Associates for their presentation.

Councilman Jeantete made a motion to go into an Executive Session with the County Commissioners and Town Staff to discuss which of the two firms would be granted the position of Traffic Engineer for the Comprehensive Traffic Plan. Councilman Montoya seconded the motion. The motion passed unanimously.

Councilman Jeantete made a motion to come out of Executive Session. Councilman Archuleta seconded the motion. The motion passed unanimously.

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OCTOBER 13, 1988

Mayor Pro-Tem Duran asked what was the pleasure of the Council and County Commissioners?

Commissioner Telesfor Gonzales moved that the firm of Lawrence Ortega & Associates be awarded the proposal in the amount of \$200,000.00 pending the stipulations discussed during the Executive Session. The stipulations were that the Town Manager and the County Manager would negotiate with the Engineers to ensure that the schedule of deliverables listed in Attachment A would be provided as part of the Engineer's scope of work. If the Managers' are successful in their negotiations, they will report back to the Mayor and the Chairman of the County Commission, respectively, for awarding of the project. The actual contract however, would still be subject to approval by the Town Council. Councilman Archuleta seconded the motion. The motion passed unanimously.

ADJOURNMENT

Councilman Montoya made a motion to adjourn the meeting. Commissioner Gonzales seconded the motion. The motion passed unanimously.

There being no further business to discuss the meeting ended at 8:10 p.m.



APPROVED: _____

MAYOR

ATTEST: _____
TOWN CLERK

DATE: 12-20-88

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EXHIBIT "A"

TOWN AND COUNTY OF TAOS
TRAFFIC MASTER PLAN

**STUDY
PHASE**

SCHEDULE OF DELIVERABLES

- IV - Approved Traffic Master Plan
- IV - Calibrated Transportation Planning Model
- IV - *Enhanced Computer Hardware: Two (2) Personal Computers utilizing the T-Model 2 Database developed by Professional Solutions
- I - Roadway Inventory
- I - Traffic Control Device Inventory
- I - Right of Way Inventory
- I - Land Use Inventory
- I - Coordinated Utility Records Files
- I - Current Traffic Volume Records
- I - Parking Inventory
- I - Vehicle Classification Inventory
- I - Accident Records System
- I - Bicycle Routes Inventory
- I - Pedestrian Safety Improvements
- I - Hydrologic, Flood Data File
- I - "As-Built" Plan File
- II - Area Video Log
- I - Projected Land Use File
- I - Demographic File
- I - Roadway and Capacity Analyses
- I - Safety Analyses
- I - Environmental Analyses
- I - List of System Deficiencies
- II - Projected Future Traffic Volumes
- II - Traffic Master Plan Alternative
- III - Benefit/Cost Comparisons
- III - Funding Sources
- I, II, III, & IV - { Public Meetings
Public Hearings
- III - Specific Project Programs and Budgets
- IV - Final Implementation Plan

* Per established procedure between all parties

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SPECIAL COUNCIL MEETING

DATE: October 13, 1988 TIME: 5:15 p.m.
FOR: SEE ATTACHED COPIES OF THE Agenda

PLEASE SIGN IN:

NAME: PLEASE PRINT

REPRESENTING: PLEASE PRINT

<u>MIKE HOLLING</u>	PRINT	<u>JHK : ASSOCIATES</u>
<u>BILL KELLY</u>	PRINT	<u>JHK : ASSOCIATES</u>
<u>Alvin Vigil</u>	PRINT	<u>Taos Public Works</u>
<u>ALLEN VIGIL</u>	PRINT	<u>Town of Taos - Planning</u>
<u>Richard ATANACH</u>	PRINT	<u>Tierra ENR. Consul.</u>
<u>Daniel R. Gonzales</u>	PRINT	<u>Native So. s Adventures</u>
<u>PETE POINTNER</u>	PRINT	<u>JHK CONSULTANT TEAM</u>
<u>LAWRENCE C GALLEGOS</u>	PRINT	<u>TAOS County Comm.</u>
<u>Telefor R. Gonzales</u>	PRINT	<u>Taos County Comm.</u>
<u>Sam Montoya</u>	PRINT	<u>County MANAGER</u>
<u>RICHARD TAFUZA</u>	PRINT	<u>County Comm. CHAIRMAN</u>
<u>MICHAEL HORAN</u>	PRINT	<u>BICICLETAS CORPORATION</u> <u>P.O. BOX 3262, TAOS 87571</u>
<u>DAVID BATES</u>	PRINT	
<u>Wilfred Gallegos</u>	PRINT	<u>Lawrence Ortiz & Assoc</u>
<u>Roy P BURNS</u>	PRINT	<u>HW LORCHER INC</u>
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INTEREST: BICICLE LINES

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MINUTES
SPECIAL COUNCIL MEETING
OCTOBER 18, 1988 - 5:15 PM

The Special Council Meeting of the Taos Town Council was called to order at 5:15 p.m. by Mayor Lawrence Santistevan in the Town Hall Conference Room located on Armory Street, Taos, New Mexico, with the following people present:

MAYOR	LAWRENCE SANTISTEVAN
MAYOR PRO-TEM	BOBBY DURAN
COUNCILMAN	ELOY JEANTETE
COUNCILMAN	ARTURO ARCHULETA
COUNCILMAN	ESPIL MONTOYA
TOWN ADMINISTRATOR	GUSTAVO CORDOVA

Absent from the meeting was:

Town Clerk/Treasurer Josephine Gonzales

Also Present at the meeting were:

Walter Vigil, Public Works Director - Town of Taos
David Caffey, Harwood Library - Town of Taos
Jose Lucero, Chief of Police - Town of Taos
Joseph Montoya, Town's Bookkeeper - Town of Taos
Ken Blair, Taos Lodge Resorts, Inc.
Cal Loving, Taos Lodge Resorts, Inc.
Louise Blair, Taos Lodge Resorts, Inc.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

Mayor Santistevan asked Mr. Joseph Montoya, Town Bookkeeper to call roll and upon doing so, a quorum was established.

APPROVAL OF THE AGENDA

Councilman Jeantete made a motion to approve the agenda as presented. Councilman Archuleta seconded the motion. The motion passed unanimously.

PUBLIC HEARING: CONSIDERATION AND ACTION ON TRANSFER OF OWNERSHIP ON LIQUOR LICENSE DISPENSER NO. 644.

Mayor Santistevan asked the Town Manager if he would brief the Council.

Mr. Cordova stated that Mr. Blair has submitted an application for Liquor License transfer and ownership of a liquor license to the Taos Lodge from Steve Jorns.

Mr. Cordova stated that they met all the requirements from the Planning & Zoning Director. The Police Department made a record check on the proposed new owner and nothing was on file.

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Mr. Ken Blair said that he is currently remodeling the Taos Lodge and currently owns the Sagebrush Inn who has a liquor license and he has been running it for 14 years and has a clean record and asked that the application be approved.

Mayor Santistevan asked how far along was he on the remodeling.

Mr. Blair stated that the facility has 99 rooms and to date he replaced all the carpeting, drapes, beds, furniture on 20 of the units. Hopefully by December 15, 1988 will have all the units completed.

Councilman Archuleta asked if the Liquor License was transferred from Quality Inn or from Steve Jorns.

Mr. Cordova replied that the owner is Steve Jorns and would make the correction.

Councilman Archuleta moved to approve the transfer and ownership of liquor license #644. Mayor Pro-Tem Duran seconded the motion. The motion passed unanimously.

MATTERS FROM THE COMMUNITY DEVELOPMENT DIRECTOR.

Mayor Santistevan asked the Community Development Director if he would brief the Council.

A. Easement exchange between the Town of Taos and Polly Raye and Paul Adams.

Mr. Allen Vigil stated that early this summer, Ms. Polly Raye built an establishment on the Dunn property. When they did their survey it was discovered that their property goes in the middle of Schuerich Lane.

Mr. Vigil stated that we are proposing a traffic easement for a parking and landscaping. Through a series of charts he showed where the easement exchange would be.

Mayor Santistevan then asked Mr. Vigil if the Town was leasing any parking areas.

Mr. Vigil replied we would be leasing three parking areas for \$1.00 a year.

Mayor Pro-Tem Duran stated that he was asked to put a fence along her property line and it was in the middle of the road.

Mr. Cordova added that he would be putting in curb and gutter and with the exchange the alley would be widen in allowing the curb and gutter.

Mayor Santistevan asked what was the status on Juan Largo.

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PAGE 3 MINUTES SPECIAL COUNCIL MEETING OCTOBER 18, 1988

Mr. Cordova replied that Juan Largo be made a one-way street and allow three or four, 15 minute loading zones. The Town will also improve the street and sidewalk.

Mayor Santistevan asked if property owners on the back end of each building were going to improve their properties since the Town will be improving the street.

Mr. Vigil replied that he had talked to some of the property owners and they are willing to improve their properties. The Main street project is also following up on this.

Mayor Pro-Tem Duran made a motion to approve the easement exchange between the Town of Taos and Polly Raye and Paul Adams. Councilman Montoya seconded the motion. The motion passed unanimously.

Councilman Jeantete asked if this agreement included the parking areas.

Mr. Cordova replied that it did.

Mr. Vigil added that he would get together with the Town Attorney to make sure this is our understanding.

MATTERS FROM THE HARWOOD LIBRARY DIRECTOR.

Mayor Santistevan asked David Caffey, Harwood Library Director to brief the Council.

A. Request for Part-Time Staff.

Mr. David Caffey stated that he needs one or two persons to be added to the substitute roster, making them available for on-call or occasional work, never amounting to 20 hours per week. Formerly we simply nominated someone, without posting.

Mr. Caffey added that there would be no change in the budget and in view of the new employment policy 10b, he would be posting the Job advertisements in the Town Hall and the Harwood Library. He then asked for authorization to do so.

Mayor Santistevan stated that Policy 10b was enacted in order for the Council to be aware that a Department is hiring someone. In the past part-time employees were hired without the Council being aware of it.

Councilman Jeantete said that it was just a matter of posting the job opening and there is no change in the budget.

Mayor Pro-Tem Duran made a motion to approve the request for a part time employee for the Harwood Library. Councilman Jeantete seconded the motion. The motion passed unanimously.

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MATTER FROM THE PARKS & RECREATION DIRECTOR

Mayor Santistevan asked Ms. Gayle Martinez, Parks & Recreation Director to brief the Council.

A. Request for part-time Lifeguard.

Ms. Gayle Martinez stated that effective October 4, 1988, Ann Braun resigned from her position. She would like to replace this position as soon as possible.

Mayor Santistevan asked if Ms. Martinez if she had someone qualified to fill this position right away.

Ms. Martinez replied that they pull from the applications that are already on file and interview those they feel are qualified.

Councilman Archuleta added that whoever is hired should not be related to anyone in that Department.

Councilman Jeantete made a motion to approve the request for a part-time lifeguard. Councilman Montoya seconded the motion the motion passed unanimously.

MATTERS FROM THE TOWN MANAGER

Mayor Santistevan stated that the Council has to go into an Executive Session to discuss matters from the Town Manager.

Mayor Pro-Tem Duran made a motion to go into an Executive Session. Councilman Montoya seconded the motion. The motion passed unanimously.

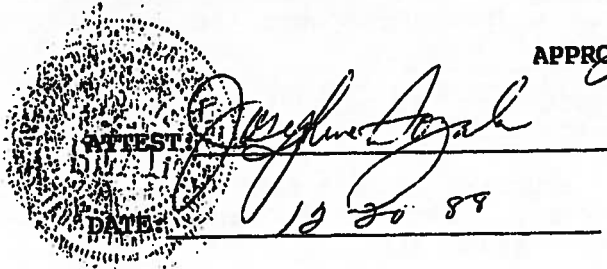
Councilman Jeantete made a motion to come out of Executive Session. Councilman Archuleta seconded the motion. The motion passed unanimously.

ADJOURNMENT

Councilman Montoya made a motion to adjourn the meeting at 7:20 p.m. Mayor Pro-Tem Duran seconded the motion. The motion passed unanimously.

APPROVED: _____

MAYOR



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MINUTES
REGULAR COUNCIL MEETING
OCTOBER 19, 1988 - 7:30 P.M.

The Regular Council Meeting of the Taos Town Council was called to order at 7:30 p.m by Mayor Lawrence Santistevan at the Coronado Council Chamber, located on Armory Street, with the following people present:

MAYOR
MAYOR PRO-TEM
COUNCILMAN
COUNCILMAN
COUNCILMAN
TOWN MANAGER
TOWN ATTORNEY

LAWRENCE SANTISTEVAN
BOBBY DURAN
ELOY JEANTETE
ARTURO ARCHULETA
ESPIL MONTOYA
GUSTAVO CORDOVA
EUGENE WEISFELD

Absent from the meeting was:

Town Clerk/Treasurer Josephine Gonzales

Also Present at the meeting were:

Menice Santistevan, Personnel/Grants Director - Town of Taos
Allen Vigil, Community Development Director - Town of Taos
Walter Vigil, Public Works Director - Town of Taos
David Caffey, Harwood Library Director - Town of Taos
Jose G. Lucero, Chief of Police - Town of Taos
Gayle L. Martinez, Parks & Recreation Director- Town of Taos
Jim Fambro, Fire Marshall - Town of Taos
Joseph Montoya, Town's Bookkeeper - Town of Taos
Gary Beimer, Code Enforcement Officer - Town of Taos
Deborah Nason, Parks & Recreation - Town of Taos
Carmen D. Medina, Harwood Literacy Project - Town of Taos
Dick Behnke, Taos News
Bill Knief, Taos Local Television
Page Rodriguez, Citizen
Robert J. Sturtzman, Mainstreet Program
Lisa Shafer, Citizen
David Leidy, The Recycling Center
Bob Maestas, Maestas & Associates
Mary Alice Winter, Taos Schools
Jim Ulmer, Citizen
Mary Spears, Brownie Troop 322
Jamie Spears, Brownie Troop 322
Ernest S. Romero, Citizen
Norris Romero, Citizen

ROLL CALL AND ESTABLISHMENT OF A QUORUM

Mayor Santistevan asked the Town's Bookkeeper if he would read the roll. Mr. Joseph Montoya read the roll and a quorum was established.

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PAGE 2 MINUTES REGULAR COUNCIL MEETING OCTOBER 19, 1988

PLEDGE OF ALLEGIANCE

Mayor Santistevan asked Councilman Jeantete if he would lead the audience in the pledge of allegiance.

APPROVAL OF THE AGENDA

Councilman Archuleta made a motion to approve the agenda as presented. Mayor Pro-Tem Duran seconded the motion. The motion passed unanimously.

APPROVAL OF THE MINUTES

September 7, 1988 - Special Council Meeting - Councilman Montoya made a motion to approve the minutes as presented. Councilman Jeantete seconded the motion. The motion passed unanimously.

September 13, 1988 - Special Council Meeting - Mayor Pro-Tem Duran made a motion to approve the minutes as presented. Councilman Montoya seconded the motion. The motion passed unanimously.

September 14, 1988 - Special Council Meeting - Councilman Jeantete made a motion to approve the minutes as presented. Councilman Archuleta seconded the motion. The motion passed unanimously.

September 21, 1988 - Regular Council Meeting - Councilman Jeantete, on page 7, fifth paragraph from the bottom. "Councilman Archuleta asked if they had any plans to pave Cruz Alta Road up to the Raton By-Pass". It should read from Cruz Alta Road "down Gusdorf Road" to the Raton By-Pass. Also page 11, last paragraph, "Mr. Cordova added that they are trying to administer a loan program to have the same requirements as they did with a grant." This did not make sense to him.

Mr. Weisfeld suggested an addition on page 7, fifth paragraph. Which read, "The Town Attorney asked who was going to pay for it". Sixth paragraph - "Mr. Maestas replied, the Town of Taos".

Mr. Weisfeld added, the problem had nothing to do with the contractor (Mr. Trujillo) who attempted to repair the leaks. The problem had been building up for years and should be noted in the minutes that it had nothing to do with Mr. Trujillo's project.

Councilman Archuleta made a motion to approve the the minutes as presented along with the addition suggested by the Town Attorney and the corrections suggested by Councilman Jeantete. Councilman Montoya seconded the motion. The motion passed unanimously.

CITIZEN PARTICIPATION

Mayor Santistevan asked if there were anyone wishing to address the Council on any items that may be of some concerns to them.

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PAGE 3 MINUTES REGULAR COUNCIL MEETING OCTOBER 19, 1988

Mr. Ernest Romero stated that he wanted to express his appreciation to the Mayor and the Members of the Council for the good work they have done on the Coronado Building and everything else that you have been doing for the the Town of Taos. He commended them and stated that he felt the Mayor and Council is doing a great job. He said he remembered being here twelve years ago, meeting in a room no more than 10 X 10. The Town has come a long way since then.

Mayor Santistevan thanked Mr. Romero for his comments.

A. Awards to the Beautification Committee for the Fall Clean-up Program.

Mayor Santistevan asked the Parks and Recreation Director if she would brief the Council.

Ms. Gayle Martinez stated that last month Fall Clean-up Project had been a success and was originated by the Town of Taos and the Chamber of Commerce and at this time would like to give out some special awards to those people and groups who helped out.

Ms. Martinez added that the following Groups and Individuals would receive the CERTIFICATE OF APPRECIATION from the Town of Taos and if they would please come up to the podium to accept the award:

Brownie Troop #322
The Recycling Center
Mr. Gary Beimer - Code Enforcement Officer
Century 21
Taos Optimist Club
VFW
Kiwanis
Lions Club
Main Street Project
Community Correction
Public Works Department
Senior Citizens & Ancianos
National Guard
Chamber of Commerce
National Sanitary Supply
Fire Department

A round of applause greeted each and everyone of the groups and individuals as they accepted their Certificate of Appreciation.

Ms. Gayle Martinez thanked everyone involved.

Mayor Santistevan thanked everyone for giving of their time to help out and in trying to keep our Town as clean as possible.

B. Proclamation on Red Ribbon Campaign.

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PAGE 4 MINUTES REGULAR COUNCIL MEETING OCTOBER 19, 1988

Mayor Santistevan stated that the Red Ribbon Campaign is one of the most important activities that has been going on, not only in our Community, but State wide and Nation wide. Everyone is up in arms on the issue on Drugs.

Mayor Santistevan added that here in Taos we had some outstanding members of the Community, that are involved and have been appointed by the Governor of New Mexico to represent us in the Red Ribbon Campaign. He, himself is a member of the Kiwanis Club and Ms. Teresa Montoya was invited to speak to the Club. She explained what the Red Ribbon Committee was doing, their function, and plans for the future. Everyone was impressed and willing to make the campaign a success.

Mayor Santistevan presented Ms. Teresa Montoya with a Proclamation From the Office of the Mayor. The Mayor went on to read the proclamation. A round of applause greeted Ms. Montoya.

Ms. Teresa Montoya accepted the Proclamation on behalf of her Committee, which consisted of the following individuals:

Mr. Eloy Jeantete

Mr. Gus Cordova

Ms. Gayle Martinez

Ms. Rosemary Korman

Chief Jose Lucero

Mr. Ray Garcia

Mr. Michael Knight

Ms. Montoya added that the Red Ribbon Committee was started in the Governor's Office by the Substance Abuse Committee. The reason was that we have a problem with Drugs and its use by our youth.

Ms. Montoya stated that our youth who use Drugs are taking a chance of not reaching the potential limits that they have to be good citizens.

Ms. Montoya added that this is why the Red Ribbon Committee was established, so that our youth could become aware of the drug problem and grow up to become good citizens and above all to enjoy their lives to the best of their potential.

Ms. Montoya stated that she brought along a cake, baked by the FHA Club from the Taos High School, which read "The choice for them is drug free."

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PAGE 5 MINUTES REGULAR COUNCIL MEETING OCTOBER 19, 1988

Ms. Montoya added that the Kiwanis have been very helpful in obtaining materials for Red Ribbons, that will be passed on to the Schools. Some of the students have made posters proclaiming that the choice for them is drug free.

KKIT Radio Station and Local Banks will be participating the Red Ribbon Campaign also.

A Magic Show will be held as a benefit to raise money for the Program and a Halloween Party Carnival is also planned. The Halloween Party Carnival is Sponsored by the Parks & Recreation Department for all children ages 6 through 12, built around "The choice for me is Drug free"

Ms. Montoya stated that she appreciated the Mayor having this particular time set aside for the Red Ribbon Committee to make this information available to the public.

Mayor Santistevan thanked Ms. Montoya for her presentation. A round of applause greeted Ms. Montoya.

Mayor Santistevan asked the members of the Committee to please step forward to be recognized. He commended the work this Committee was doing and stated that the hours that have been set aside to save our children is fantastic and unbelievable.

Mayor Santistevan added that a Reach America Program is also being sponsored and will be held at the Teen Center. All schools throughout the State are being invited to participate.

Councilman Archuleta stated that he would like to pass on some information that he obtained when he attended a Seminar on Drug Abuse. This drug-free program started in 1985 and has been very successful. More than one fourth of the youth have quite taking drugs in communities that have this program going. Our Community, in its efforts, will be very helpful to our Children. In seeing all the posters from our youth, they may in turn educate adults.

Mayor Santistevan asked the Parks & Recreation Director who sponsored the poster contest, to show the audience the poster of the finalist.

Ms. Gayle Martinez stated that she had asked the Elementary and Middle Schools to participate. Ten finalist were selected and the Town Council chose the top three posters. First place was a huge Teddy Bear and along with first place, Second and Third place winners are receiving Ribbons, as well as a T-shirt.

Ms. Martinez went on to show the top winning three Posters.

Third place winner was:	Ms. T. Sanchez - age 10
Second place winner was:	Ms. C. Espinoza - age 8
First place winner was:	Ms. S. Paine - age 7

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PAGE 6 MINUTES REGULAR COUNCIL MEETING OCTOBER 19, 1988

Ms. Martinez informed everyone that a benefit dance for the drug-free program is planned for Saturday, October 22, 1988. Three of the best local bands will play for the teens to listen and dance to.

Mayor Santistevan thanked Ms. Martinez for her presentation.

MAIN STREET PROJECT UPDATE.

Mayor Santistevan asked Mr. Robert Sturtzman to brief the Council.

Mr. Sturtzman stated that the first thing he would like to do was to thank the Mayor and Council for their confidence and for the monies marked for the Main Street Project.

Mr. Sturtzman added that the first thing he was going to talk about was the newsletter which were included in the packet distributed to the Council. The Newsletter informs the Public as to what we are doing in the Community. Much of the text is written by Ms. Menice Santistevan and he thanked her for her efforts.

Mr. Sturtzman went on to explain the items projected on the Main Street Packet. (Copy of the packet available from Ms. Menice Santistevan in the Town Hall).

Councilman Jeantete stated that he would like to take a walking tour of the lighting problems within the Town.

Mr. Sturtzman replied that he would set up another tour which would include the Council Members as to the specific problems.

Mayor Santistevan asked that he set up a time, date and place with the Town Manager for the walking tour.

Mayor Santistevan asked that they coordinate with Allen Vigil, Community Development Director to make sure they are not duplicating any programs the Town is undergoing.

Mr. Sturtzman stated that the last item on the packet. describes the expenditures to date.

Mayor Santistevan stated that he would like for him to relay the Councils appreciation for the work they have doing for the Main Street Project.

MATTER FROM THE HARWOOD LIBRARY DIRECTOR.

Mayor Santistevan asked the Harwood Library Director if he would brief the Council.

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Mr. David Caffey stated that that he likes the Council's choice on the winning poster for the Red Ribbon Campaign which read "Get Hooked on Books not Drugs". Two good ideas.

Mr. Caffey added that the Harwood Library has received a grant Application in the amount of \$17,700.00 under the LSCA Title VI, Library Literacy Programs.

Mr. Caffey stated that the grant budget is intended to cover all out-of-pocket costs of the literacy program and would like to introduce the person selected for this position.

Mr. Caffey asked Ms. Carmen Medina if she would stand up to be recognized.

Ms. Caffey added that he is recommending the Council authorize the Mayor to apply for next year's application for the LSCA Title VI, Literacy Program Funding. The amount requested will be \$16,576.00 for the term of the grant, October 1, 1989 through September 30, 1990. Favorable action by the Council is recommended.

Councilman Jeantete made motion to authorize the Mayor to apply for the LSCA Title VI, Literacy Program Funding. Mayor Pro-Tem Duran seconded the motion.

Mr. Weisfeld asked that before the question is called. He had reviewed the application and the Town has no problem in the Town applying for any grants submitted by the Harwood Library.

Mr. Cordova replied that the Harwood Library has a clean record in applying for grants.

The Question was called for.

The Motion passed unanimously.

Mayor Santistevan asked if he would discuss the possibility of a membership program the Town is trying to initiate.

Mr. Caffey replied that the Mayor expressed the possibility of identifying a person from time to time who participated in the program and made progress for possible part-time employment with the Town. This could provide publicity for others to do the same for people who are up-grading their skills and be able to enter the work force.

Mayor Santistevan thanked Mr. Caffey for his presentation

MATTERS FROM THE PUBLIC WORKS DIRECTOR.

Mayor Santistevan asked the Public Works Director if he would brief the Council.

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PAGE 8 MINUTES REGULAR COUNCIL MEETING OCTOBER 19, 1988

A. Review and approval of Budget Transfer Resolution 88-21.

Mr. Walter Vigil stated that he is requesting a transfer of monies from the 02 budget (operating expenses) to the 01 budget (Salary).

Mr. Vigil added the reason for the above request is to provide a fee basis salary for the Town Engineer and the only requirement is approval from the governing body of the Town of Taos. The amount is \$45,000.00 from Professional Services (02) to Fee Basis Salaries (01).

Councilman Jeantete made a motion to approve Resolution No. 88-21. Councilman Archuleta seconded the motion. The motion passed unanimously.

B. Review and approval of budget increase Resolution 88-22.

Mr. Vigil stated that the reason for the above request is to to authorize the complete renovation of Well # 3.

MR. Vigil added that the fund would be transferred from the Water/Sewer Income Fund to the Water/Sewer Maintenance fund.

Councilman Montoya made a motion to approve Resolution 88-22. Mayor Pro-Tem Duran seconded the motion. The motion passed unanimously.

MATTERS FROM THE TOWN ENGINEER.

Mayor Santistevan asked the Town Engineer if he would brief the Council.

Mr. Bob Maestas stated that the first project was the Chamisa Road Sewer line. The designs are scheduled for November and December. Bids will go out January and February. Construction scheduled for March, April, May and June.

Next project was the Salazar Road Extension, which begins by the Raton By-Pass (Paseo del Pueblo Sur)and ends up on Ranchitos Road State Road 240 and up SR 240 to the First State Bank.

Mr. Maestas added that the first phase would be done by the staff of the Town of Taos.

Next project was Randall Lane, designs are currently in progress and should be completed by the middle of December and bids will be advertised by the middle of February and construction by the first part of April and should be completed by the last week in August.

The next project was the Dunn Parking lot. This project will fill up the pot holes on the lot and include the paving of the street between the Bataan Recreational Center and the Forest Building.

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The next project was the Paseo de Placitas, it is currently under design and they would be working on it until Mid-January. Advertisement will run for about two months. Construction should begin around March. Completion date by September or October.

The next project was the Armory Street extension on to Kit Carson Park allowing access to the TCA parking lot. This is still in the study process.

Next project was the new access Road to the Taos Elementary School. Mr. Cordova and himself had ask an easement from the Schools and feels that they had made some head way.

Next project was the Metal Building at the Town of Taos yard. A 40 X 100 foot building would house equipment to get them out of the elements. Bids will be opened on November 14, 1988.

Next project was the Bataan Recreation Center Roof. Bids will be opened on September 7, 1988.

Next project was the Street Lighting project. Needs to meet with Ms. Menice Santistevan (Main Street Project), Mr. Allen Vigil (Town of Taos), Mr. Luis Reyes (Kit Carson Electric). Designs by December through mid January. Advertising by Mid-January to end of February and Construction this coming Summer.

Next project was the 1988-89 Seal Coating Project. This project will seal coat - Siler Road, Morada Road, Gusdorf Road, from Albright Road onto Los Pundos Road. Also Martyrs Lane and the Swimming pool parking lot. Bids openings will be held September 11, 1988.

Next project is the "B" Line Sewer Improvements, along Paseo del Pueblo Sur. Pre-conference is scheduled for tomorrow and the contractor will be given a notice to proceed.

Mr. Maestas added that he had a minor problem, one of the property owners on Peralta Road stated it was a private road, and no easement rights were obtained for the sewer line. Mr. Walter Vigil (Public Works Director) has been maintaining it as as public road.

Mayor Santistevan asked that the Town Attorney should be advised of this.

Councilman Jeantete stated that he thinks, it is a private road and should talk to Ms. Eloisa Cisneros who should know if it is a private or public road?

Mr. Maestas replied that he would follow up on it.

Next project was the Kit Carson Skating Rink. The Town of Taos Staff will have this project working before the winter months.

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Mayor Santistevan stated that he likes to see the Town Staff working together (Park & Recreation, Public Works and the Fire Department) to have a winter skating rink available for everyone to enjoy.

The last project was the renovation of well 3. Rio Grande Well Supply will come in Monday for a pre-conference meeting and will issue the notice to proceed.

Mayor Santistevan thanked Mr. Maestas for his presentation.

MATTERS FROM THE POLICE CHIEF.

Mayor Santistevan asked Police Chief Lucero if he would brief the Council.

A. Reorganization of the Department

Chief Lucero stated that the last promotion was nine years ago. The officers are questioning this. One of our citizens made mention of this in a prior meeting.

Chief Lucero stated that he would like the Council to consider the following:

A. Patrolman First Class	2 years
B. Corporal	3 years
C. Sergeant	5 years
D. Staff Sergeant	7 years
E. 2nd Lieutenant	9 years
F 1st Lieutenant	11 years

Chief Lucero stated that this would give the Officers an incentive to excel in their position.

Mayor Santistevan stated that Mr. Page Rodriguez was the one who brought up the question as to when was the last time the Police Department had a promotion within the ranks.

Mr. Page Rodriguez commends the Chief on his reorganization of the Department which is a long time in coming. He also asked the Chief how was he going to determine the promotions. Some of the Officers have over ten years of service.

Chief Lucero stated that they are presenting the proposal to the Mayor and Council for their approval.

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Mr. Rodriguez then asked who was going to make the decision as to who would get the promotions.

Chief Lucero replied through a series of test as outlined by the Personnel Department so it would be independent from the Police Department.

Councilman Jeantete stated that this is a long time in coming, however, just because they meet the time frame, does not mean they are going to get a automatic promotion.

Councilman Archuleta asked if the promotions will be done within the Department.

Chief Lucero replied that the promotions will be within the Department.

Councilman Montoya stated that he is in favor and it is an incentive for the Officers.

Mayor Pro-Tem Duran also stated that it was a long time in coming and was glad Mr. Rodriguez comments promoted the idea.

The Town Administrator stated that Chief Lucero has an organization Chart that the public is welcome to look at.

Councilman Archuleta made a motion to approve the Reorganization of the Police Department. Councilman Montoya seconded the motion. The motion passed unanimously.

B. SHIFT DIFFERENTIAL PAY POLICY.

Chief Lucero stated that he is going to request a shift differential pay policy for the Officers.

Chief Lucero added that this shift differential pay is already being used throughout the State. We are proposing \$25.00 a month for swing shift. \$50 increase for Grave Shift and felt it was well deserving and recommends approval.

Mayor Santistevan asked if they are currently on a straight salary.

Chief Lucero replied they are on straight salary.

Mayor Santistevan asked the Town Manager if the Town can stand the budget increase?

Mr. Cordova replied the Town could but it would require a budget increase sometime in the future. Once it is determine how much will be needed.

Chief Lucero added that it is also an incentive and will cut down on sick leave and this is a State wide problem.

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Councilman Jeantete made a motion to authorize the Manager, Chief and the Personnel Director to look into the Shift Differential pay Policy and arrive at a figure and come back before the Council for the approval. Mayor Pro-Tem Duran seconded the motion. The motion passed unanimously.

C. Vehicle Replacement Schedule.

Chief Lucero stated that he is planning on replacing three vehicles, The Animal Control Officers truck this is within the existing budget. The Captain and Lieutenant vehicle will be replaced once the Purchasing Agent makes the arrangement. Also within the budget.

Chief Lucero added that in next years budget he plans on lease purchasing seven Vehicles at one time. Which will leave eight vehicles to be replaced the following year. Average life span of a vehicle is seven years.

Mr. Page Rodriquez stated that he has to leave soon and would like to congratulate the Mayor and Council for a job well done.

Mayor Santistevan thanked Mr. Rodriquez for his comments.

Councilman Archuleta asked if the life span is seven years or are you going by the years or mileage?

Chief Lucero replied by the years, some of the vehicle now have over 100 thousand miles.

Mr. Cordova stated that new vehicles will add to the professional appearance and also a boost to the moral of the officers. Previously they were getting the hand-me downs from the State.

Councilman Jeantete stated that in buying new vehicles the Officers will be in better shape because they know they have a dependable vehicle.

Councilman Archuleta made a motion to approve the Vehicle Replacement Schedule. Councilman Montoya seconded the motion. The motion passed unanimously.

MATTERS FROM THE TOWN MANAGER.

Mayor Santistevan asked the Town Manager if he would brief the Council.

Mr. Cordova stated that he will be out of Town all of next week, attending the International City Management Conference. Ms. Menice Santistevan will be acting Town Manager.

MATTERS FROM THE MAYOR AND COUNCIL.

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PAGE 13 MINUTES REGULAR COUNCIL MEETING OCTOBER 19, 1988

A. Old Business - There was none.

B. New Business. - There was none.

MATTERS FROM THE TOWN ATTORNEY.

Mayor Santistevan asked the Town Attorney if he would brief the Council.

Mr. Gene Weisfeld stated that the Council should have by now received the current status report.

Mr. Weisfeld stated that there is a correction needed on page one. It read Ms. Ursula Trujillo and it should be Ursula Montoya.

Mr. Weisfeld stated that the only other matter was the pending lawsuit and if the Council wishes, he could discuss it in an executive session.

Mayor Santistevan asked when the hearing was going to be held?

Mr. Weisfeld replied Friday morning.

Mayor Santistevan stated that he did not feel an executive session was needed on the subject.

Councilman Jeantete stated that all the Council needed was a briefing.

Mr. Weisfeld stated that a hearing will be held Friday morning at 10:00 a.m. to determine if the temporary restraining order that is now in affect will continue.

Mr. Weisfeld added that a note of commendation should go to Mr. Allen Vigil and Gary Beimer for preparing the documentation needed for the hearing.

Councilman Archuleta asked who was required to attend the meeting.

Mr. Weisfeld replied that no one is required by law to attend.

Mayor Santistevan thanked the Town Attorney for his presentation.

ADJOURNMENT

Councilman Montoya made a motion to adjourn the meeting. Mayor Pro-Tem Duran seconded the motion. The motion passed unanimously.

There being no further business to discuss, the meeting ended at 9:43.

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PAGE 14 MINUTES REGULAR COUNCIL MEETING OCTOBER 19, 1988

APPROVED:

MAYOR

ATTEST:

TOWN CLERK

DATE:

12-20-88

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REGULAR COUNCIL MEETING

DATE: Sept 19, 1988

TIME: 7:30

FOR: See ATTACHED Copies of Agenda

PLEASE SIGN IN:

NAME: PLEASE PRINT

REPRESENTING: PLEASE PRINT

<u>Gayle Martinez</u>	PRINT	<u>T of T Parks & Rec</u>
<u>Bill Brief</u>	PRINT	<u>Tans Local Television</u>
<u>Greg Brimmer</u>	PRINT	<u>T of T Code Enf. Division</u>
<u>Page Brady</u>	PRINT	<u>Tans WPT -</u>
<u>Edward Winters</u>	PRINT	<u>TRANSIST ^{BOOSTER} ALTA AMERICA</u>
<u>Robert J. Stuntman</u>	PRINT	<u>MAINST.</u>
<u>Alvin</u>	PRINT	<u>T of T Public Works</u>
<u>Lisa Shaffer</u>	PRINT	<u>Citizen</u>
<u>David Leidy</u>	PRINT	<u>Re Recycling Center</u>
<u>Bob Maestas</u>	PRINT	<u>MAESTAS & ASSOCIATES</u>
<u>Mary Alice Winters</u>	PRINT	<u>Tans Schools</u>
<u>Wain Wilson</u>	PRINT	<u>Jim Ulmer</u>
<u>Deborah Mason</u>	PRINT	<u>^{PTIC} Deborah Mason</u>
<u>Clarence Maduen</u>	PRINT	<u>Harwood Literacy Project</u>
<u>David Caffey</u>	PRINT	<u>T of T Public Library</u>
<u>Mary Jane Spears</u>	PRINT	<u>Brownie Troop 322</u>
<u>Ernest S. Romero</u>	PRINT	<u>Ernest S. Romero</u>
<u>Tom Fambro</u>	PRINT	<u>T of T FD</u>
<u>Denise B. Santistevan</u>	PRINT	<u>T of T</u>
<u>Doris Romero</u>	PRINT	<u>NORRIS Romero</u>

THE FOLLOWING ORIGINAL(S) PHOTOGRAPHED
ON THIS MICROFILM WAS NOT COMPLETELY
LEGIBLE, THEREFORE THE MICRO IMAGES
ARE NON-READABLE.

MINUTE
BID OPENING
OCTOBER 20, 1988 - 2:00 P.M.

AGENDA ITEM
#5/F

The Bid Opening for Financing the Town of Taos Computers was called to order by the Town Manager, in the Payroll Clerk's office, Town Hall, Taos, New Mexico with the following people present:

Gustavo Cordova, Town Administrator - Town of Taos
Ruth Gonzales, Payroll Clerk- Town of Taos
Joseph Montoya, Town's Bookkeeper - Town of Taos

Mr. Cordova proceeded to open the bids which were as follow:

First State Bank
Taos, New Mexico

Town's Computer = 9.25%
Utility Billing = 8.00%

Centinel Bank
Taos, New Mexico

Town's Computer = 9.30%
Utility Billing = 9.30%

Mr. Cordova stated that following a review of the bids, a recommendation will be given at a later date.

There being no further business to discuss the meeting, was adjourned at 2:11 p.m.



APPROVED

MAYOR

ATTEST

TOWN CLERK

DATE

10-26-88

Director of Planning
Town of Taos
Taos, NM 87571

July 25, 2014

Re: Proposed changes to Town zoning map affecting, inter alia, 606 Camino de la Placita

Director:

I understand that you intend to present a revised Town zoning map to the Taos Planning Commission and Council for approval. Among the proposed changes is a re-classification of my property at 606 Camino de la Placita from its current C-2 zoning to R-14 zoning.

Although I believe that the traffic volume and changing uses along Camino de la Placita better justify a C-1 or C-2 zoning for all properties abutting that road, I would not object to a re-classification of my property from C-2 to R-14 zoning at this time. I would, however, object to a re-classification of my property from its current C-2 zoning to any zoning more restrictive than R-14.

Respectfully,



C. Michael Sayre
770-5823

Marion Summers
PO Box 1304
El Prado, NM 87529
575-776-2556
cf@taosnet.com

July 24, 2014

Town of Taos
Planning, Zoning & Buildings Dept.
400 Camino de la Placita
Taos, NM 87571

Attention: MARTHA PERKINS

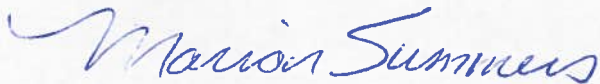
RE: 610 Paseo del Pueblo Norte zoning
(fka: Camino de la Placita)

I respectfully request the zoning of the above referenced property be changed from R-A to R-14.

This request comes due to confusion over how the property was purported to have been Commercially zoned.

Supporting documents: Warranty Deed, Property Description, Land Division Survey, Special Power of Attorney and Order for name change are attached.

Thank you,



Marion Summers

WARRANTY DEED

TAOS COUNTY
ELAINE S. MONTANO, CLERK
000313089
Book 525 Page 637
1 of 3
12/09/2005 03:31:46 PM
BY DOLORES

ELAINE M. OLSON, acting in her capacity as General Partner of SLADE PROPERTIES LIMITED PARTNERSHIP, a New Mexico limited partnership formed November 1, 2000, for consideration paid, grants to JOHN SUMMERS, a married man dealing in his sole and separate property, MARION STURGES, a married woman dealing in her sole and separate property, SANDRA BOSTIAN, a married woman dealing in her sole and separate property, and WESLEY SUMMERS, a single man, whose address is 1061 Pen Road, Santa Fe, New Mexico 87501, as tenants-in-common in the following described real estate in Taos County, New Mexico:

See Exhibit "A" attached hereto and incorporated herein by reference.

With warranty covenants.

SUBJECT TO: Restrictions, reservations and easements of record.

WITNESS my hand and seal this 14 day of November, 2005.

Elaine M. Olson
ELAINE M. OLSON, General Partner

TAOS COUNTY
ELAINE S. MONTANO, CLERK
000323657
Book 569 Page 305
4 of 6
09/22/2006 02:56:10 PM
BY DYNAD

Property Description
Tract A

TAOS COUNTY
ELAINE S. MONTANO, CLERK
000313089
Book 525 Page 639
3 of 3
12/09/2005 03:31:46 PM
BY DOLORES

A tract of land in the Town of Taos, Taos County, New Mexico, within the Taos Pueblo Grant; shown on the Taos County Property ID Maps within the NE 1/4 of Section 8, Township 25 North, Range 13 East, NMPM; described as part of Exception 71, Private Claim 150, Parcel 3 and part of Exception 46, Private Claim 325, Parcel 1 of the 1932 survey of the Private Claims within Section 8 within the Taos Pueblo Grant; also described as part of Tracts 68 and 69, Map 9, Survey 2 of the 1941 Taos County Reassessment Survey, and more particularly described as follows:

BEGINNING at the Westerly corner of this tract, a 1/2" rebar set with a cap stamped NMPS #11770, from whence "Shannon", a 1973 State Engineer Office brass cap monument found, bears N 58° 44' 57" W, 7286.23 ft. distant, thence:

N 56° 59' 32" E, 401.59 ft. to the northerly corner of this tract,
a 1/2" rebar set on the westerly right-of-way of U.S. Highway 64, thence along
said right-of-way:

An arc distance of 273.45 ft. along a curve concave to the east, having a
radius of 1949.85 ft., through a central angle of 08° 02' 07", the chord of
which bears S 31° 36' 04" E, 273.22 ft. to the easterly corner of this tract, a
1/2" rebar set on the northerly right-of-way of Placitas Road, thence leaving
said U.S. 64 right-of-way and along said Placitas Road right-of-way:

An arc distance of 37.91 ft. along a curve concave to the northwest, having a
radius of 35.00 ft., through a central angle of 62° 03' 08", the chord of which
bears S 33° 09' 04" W, 36.08 ft. to a 1/2" rebar set, thence:
S 64° 10' 46" W, 211.54 ft. to a 1/2" rebar set, thence:

An arc distance of 31.39 ft. along a curve concave to the north, having a
radius of 1893.86 ft., through a central angle of 00° 56' 58", the chord of
which bears S 64° 39' 16" W, 31.39 ft. to a 1/2" rebar set, thence:

An arc distance of 74.00 ft. along a curve concave to the south, having a
radius of 1164.40 ft., through a central angle of 03° 38' 29", the chord of
which bears S 69° 31' 35" W, 73.99 ft. to a 1/2" rebar set, thence:

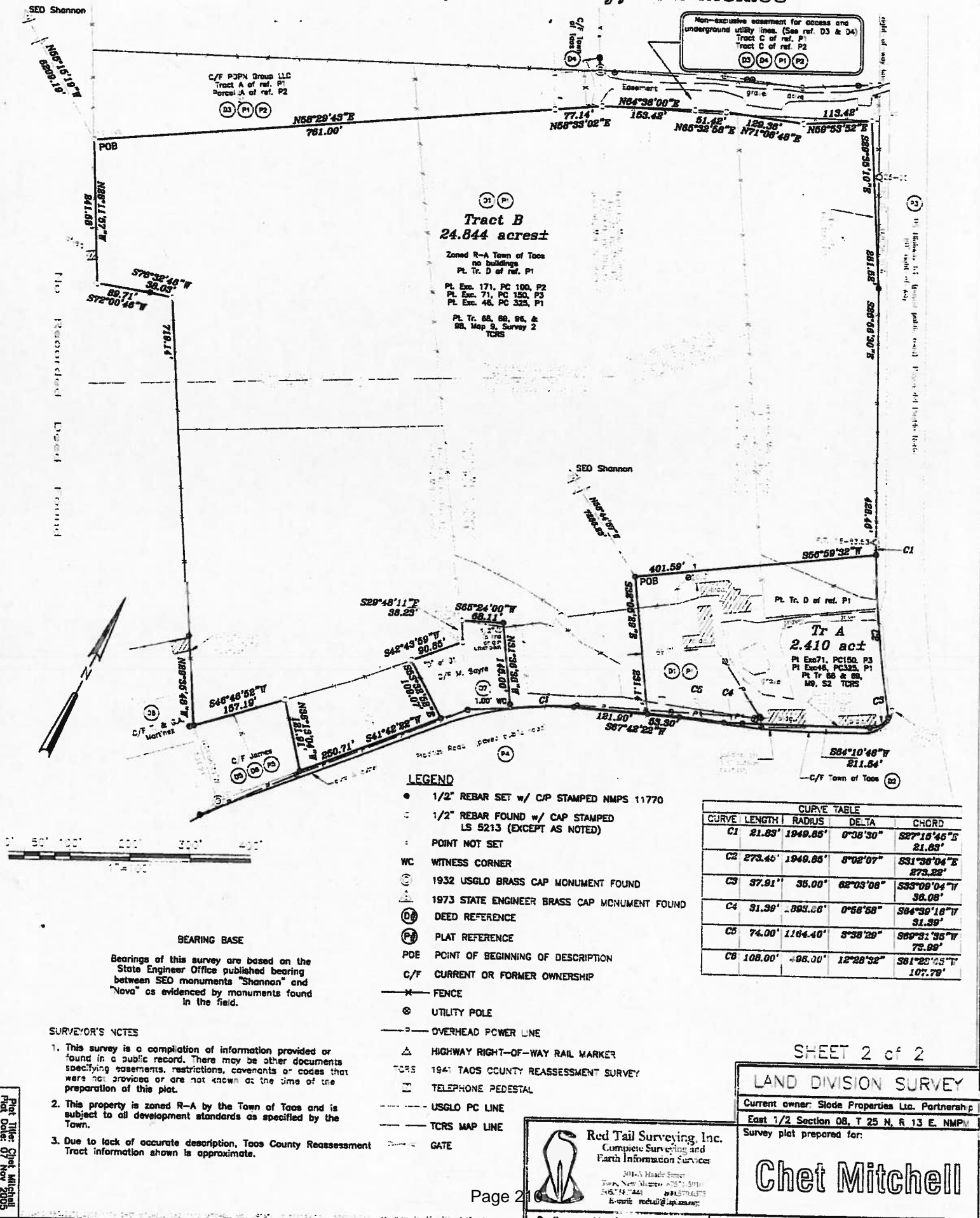
S 67° 42' 22" W, 53.30 ft. to the southerly corner of this tract,
a 1/2" rebar set, thence leaving said right-of-way:

N 32° 05' 29" W, 231.14 ft. to the POINT OF BEGINNING.

This tract contains 2.410 acres, more or less, as shown on Red Tail Surveying, Inc.
plat no. 1179 entitled Chet Mitchell, dated 07 Nov 2005, prepared by Robert A. Wadby,
NMPS #11770.



Located within the Taos Pueblo Grant; in the Town of Taos, Taos County, New Mexico



Special Power of Attorney

I, John Summers, of 1536 County Rd. G, Lamar Colorado, 81052, do by this means appoint Marion Sturges of 1001 County Rd. G, Lamar Colorado, 81052, my lawful attorney in fact for me and in my name, place and stead, and for my use and benefit, to oversee the development, trade and/or sale of property fully describe in the attached Warrantee Deed labeled as Exhibit A.

I further give and grant to my attorney in fact full power and authority to do and perform every act necessary and proper to be done in the exercise of any of the powers stated above as fully as I might or could do if personally present, with full power of substitution and revocation, ratifying and confirming all that my attorney shall lawfully do or cause to be done by virtue of this means.

All power and authority granted above shall in any event terminate upon the final disposition of the property referenced above or upon receipt of my written request.

Executed 4-4-, 2006 in Lamar Colorado.

John Summers
John Summers

STATE OF Colorado)
COUNTY OF Prowers)ss

This instrument was acknowledged before me this 4th day of April, 2006.

William M. Crist
Notary Public

12-15-09
My commission expires:

Special Power of Attorney

I, Wesley Summers, of 1572 Airway SW, Albuquerque NM 87105, do by this means appoint Marion Sturges of 1001 County Rd. G; Lamar Colorado, 81052, my lawful attorney in fact for me and in my name, place and stead, and for my use and benefit, to oversee the development, trade and/or sale of property fully described in the attached Warrantee Deed labeled as Exhibit A.

I further give and grant to my attorney in fact full power and authority to do and perform every act necessary and proper to be done in the exercise of any of the powers stated above as fully as I might or could do if personally present, with full power of substitution and revocation, ratifying and confirming all that my attorney shall lawfully do or cause to be done by virtue of this means.

All power and authority granted above shall in any event terminate upon the final disposition of the property referenced above or upon receipt of my written request.

Executed 4/11/2006, 2006 in Albuquerque New Mexico.

Wesley Summers
Wesley Summers

STATE OF New Mexico)
COUNTY OF Bernalillo)ss

This instrument was acknowledged before me this 4/11, 2006.

[Signature]
Notary Public

10/24/07
My commission expires:

Special Power of Attorney

I, Sandra Bostian, of P.O. Box 1304 El Prado, NM 87529 do by this means appoint Marion Sturges of 1001 County Rd. G, Lamar Colorado, 81052, my lawful attorney in fact for me and in my name, place and stead, and for my use and benefit, to oversee the development, trade and/or sale of property fully describe in the attached Warrantee Deed labeled as Exhibit A.

I further give and grant to my attorney in fact full power and authority to do and perform every act necessary and proper to be done in the exercise of any of the powers stated above as fully as I might or could do if personally present, with full power of substitution and revocation, ratifying and confirming all that my attorney shall lawfully do or cause to be done by virtue of this means.

All power and authority granted above shall in any event terminate upon the final disposition of the property referenced above or upon receipt of my written request.

Executed 4-18, 2006 in ^{TAOS, NM} ~~Lamar Colorado~~.

Sandra Bostian
Sandra Bostian

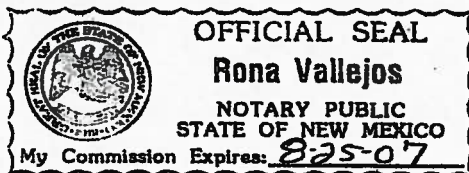
Deceased: 5-26-07

STATE OF NEW MEXICO)
)ss
COUNTY OF TAOS)

This instrument was acknowledged before me this April 18th, 2006.

Rona Vallejos
Notary Public

8-25-07
My commission expires:



EIGHTH JUDICIAL DISTRICT COURT
COUNTY OF TAOS
STATE OF NEW MEXICO

IN THE MATTER OF A PETITION FOR
CHANGE OF NAME OF

MARION RENEE STURGES

Date of Birth 5-30-1968

SSN 525-47-4867

FILED IN MY OFFICE
EIGHTH JUDICIAL DISTRICT COURT
TAOS COUNTY, NEW MEXICO

2009 MAY 15 AM 10:36

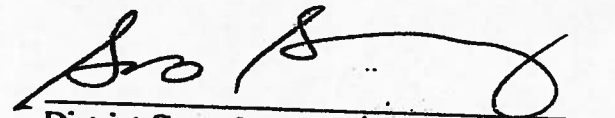
BERNABE P. STRUCK
CLERK OF THE
DISTRICT COURT
CV 2009-129

ORDER FOR CHANGE OF NAME

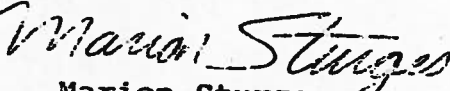
THIS MATTER having come before the Court for a hearing upon a Petition for Change of Name. The Court examined the matter pursuant to sections 40-8-1 NMSA 1978, et seq. And, being fully advised in the premises, **FINDS:**

1. The Petitioner has complied with all the requirements of the law for a change of name.
2. No sufficient cause has been shown why the name of the Petitioner should not be changed.

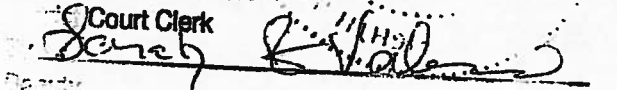
IT IS THEREFORE ORDERED that the named of the Petitioner be and hereby is **CHANGED** to be MARION RENEE SUMMERS.


District Court Judge
SAM B. SANCHEZ

Submitted by:


Marion Sturges
Petitioner, Pro Se

Address: P.O. Box 1304
El Prado, NM 87529
Phone Number: 575-779-3046

I hereby certify that this is a true and correct copy of same which has been filed on the 15th day of May, 2009. At this 15th day of May, 2009.
BERNABE P. STRUCK
Court Clerk




September 23, 2014

Title:

911 Communications Center update

Summary:

At the request of the Mayor, the 911 Director will provide an update on issues related to the operation and transfer of the Communications Center.

Background:

Submitted by: Amity Bishop 911 Director

Attachments:

[Click to download](#)

No Attachments Available



September 23, 2014

Title:

Eco Park Locker Rooms Update

Summary:

Discussion, direction to staff and possible action regarding the procurement and installation of locker rooms for Eco Park.

Background:

Update on status of locker rooms for Eco Park.

Attachments:

[Click to download](#)

No Attachments Available



September 23, 2014

Title:

FY 2014 Justice Assistance Grant

Summary:

Presentation and discussion regarding the Fiscal 2014 Edward Byrne Memorial Justice Assistance Grant submitted by the Taos Police Department on September 11, 2014. This non-matching grant application requests \$119,280 for Records Management and Computer Aided Dispatch upgrades, police officer training, and twenty (20) in-car computers.

Background:

\$22,000.00 is requested to upgrade the computer systems. Upgrading these systems should accomplish four goals: (1) "clean up" the data already in the system, thus making the eventual move to Spillman more effective. (2) re-train users in correct data entry, (3) make the data more reliable for evaluation, (4) which will allow TPD to begin its efforts to become a data driven organization in earnest.

\$13,680.00 (tuition, per diem) to be used for street level crime interdiction training, which will help the officers to learn what is useful crime data, what is not, latest street crime trends, and officer safety.

\$83,600.00 to be used for in car computers, stands, and docking stations to replace antiquated computers and assist officers in receiving "real time" crime data, and to assist them with more accurate data collection.

Attachments:

Click to download

- ☐ [FY 2014 JAG grant application](#)
- ☐ [Traffic data](#)

DEPARTMENT OF PUBLIC SAFETY
GRANTS MANAGEMENT BUREAU
FY 2014 JAG PROGRAM APPLICATION

TITLE PAGE

TOWN OF TAOS - TAOS POLICE DEPARTMENT

SUB-GRANTEE (FIDUCIARY/FISCAL AGENT):

Town of Taos

400 Camino de la Placita

Taos County, Town of Taos, New Mexico, 87571

LEAD AGENCY:

TOWN OF TAOS - TAOS POLICE DEPARTMENT

PROGRAM PURPOSE AREA:

Law Enforcement Program

CERTIFICATION:

I hereby certify that the information presented in this application is true and correct to the best of my knowledge.

David B. Weaver

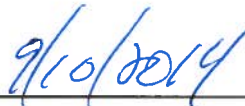
Sub-Grantee Official's Name



Sub-Grantee Official's Signature

Chief of Police

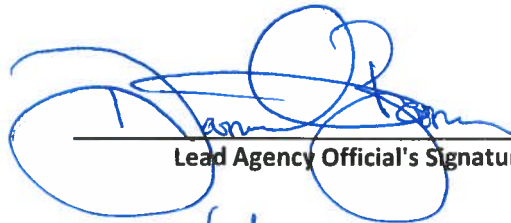
Sub-grantee Official's Title



Date

Daniel Barrone

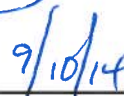
Lead Agency Official's Name



Lead Agency Official's Signature

Mayor

Lead Agency Official's Title



Date

DEPARTMENT OF PUBLIC SAFETY
GRANTS MANAGEMENT BUREAU
FY 2014 JAG PROGRAM APPLICATION

COVER SHEET

TOWN OF TAOS - TAOS POLICE DEPARTMENT

SUB-GRANTEE (FIDUCIARY/FISCAL AGENT):

Town of Taos
400 Camino de la Placita
Taos County, Town of Taos, New Mexico, 87571

LEAD AGENCY:

TOWN OF TAOS - TAOS POLICE DEPARTMENT
0

COUNTY/COUNTIES SERVED:

Taos

CONGRESSIONAL DISTRICT:

NM-001

SUB-GRANTEE CONTACT:

Marietta Fambro

Title:	Finance Director
Phone:	575-751-2024
Email:	mfambro@taosgov.com

LEAD AGENCY CONTACT:

David B. Weaver

Title:	Chief of Police
Phone:	575-758-4656
Email:	dweaver@taosgov.com

PROGRAM PURPOSE AREA:

Law Enforcement Program

FFY 2014 JAG FUNDING REQUEST:

\$ 119,280

PARTICIPATING AGENCIES: to be supported/demonstrated with letters of commitment, JPAs, MOUs ...

Enter Agencies in these boxes

**DEPARTMENT OF PUBLIC SAFETY
GRANTS MANAGEMENT BUREAU
FY 2014 JAG PROGRAM APPLICATION**

GENERAL PROGRAM OVERVIEW

TOWN OF TAOS - TAOS POLICE DEPARTMENT

PROGRAM DESCRIPTION:

The Taos Police Department's 5 year strategic plan includes a commitment to becoming a data driven organization using evidenced based methodologies. In line with that goal, the Taos Police Department was recently accepted by the Department of Justice, National Training and Technology Center and was evaluated by Washington College GIS program. This organization interviewed thirteen (13) local law enforcement agencies, to include Tribal, Local, County and State agencies. As a result, it recognized there is not a standardized data collection method or procedures for these regional agencies. This report also recognized the Taos Police Department has laid the groundwork for the relationship building and networking that needs to exist for a regional crime analysis program. The program has several facets to it: (1) Upgrading the Records Management System (RMS) and the Computer Aided Dispatch (CAD) software, (2) Training of dispatchers and Taos PD officers on proper data collection methods and procedures, (3) Obtain training for TPD officers on street level narcotic interdiction techniques using newly implemented internal training (4) Train key players in 28CFR, (5) Upgrade, and install computers in police vehicles. Once these steps are taken, the Taos Police Department will be able to more accurately collect, evaluate, and disseminate data so this agency can balance it's 911 approach with more proactive activities to "hot spot" or problem areas. With this collected and evaluated data we will be able to apply research-to-practice principles. The Town of Taos has seen an increase in the distribution of Methamphetamine and Heroin. We are also keeping a close eye on firearms being used in commission of crimes. Specifically we have purchased metal detectors for use in the school system. We have also had trainings in the school district to work on active shooter situations. This training will continue in Taos. The Taos Police Department has just recently become aware of what we believe to be a direct correlation between Illicit Narcotics and Crimes against Property. The Department has recently become proactive with this topic. Taos Police Department assigned a Detective to the FBI Regional task force, and has increased its connections with other agencies. Funding will allow Taos PD to cooperate more fully with our partner agencies, and allow us the capability to become a data driven organization.

PROGRAM PROBLEM STATEMENT:

The problem being addressed by this program is our inability to accurately collect, analyze and distribute data. Due to this lack of capability, our agency remains reactive instead of proactive. Funding will allow us to better correlate crimes against persons/property with the influx of Heroin and Methamphetamine, and to formalize a plan to limit the damage these drugs are doing to our community. Intuitively we know there are firearms being used in the commission of these crimes, however, due to our inability to accurately track data we do not fully know the degree of danger our community is facing from this topic.

PROGRAM PARTICIPANTS:

QTY	TITLE/POS.	AGENCY	JAG FUNDED	FULL TIME	PART TIME
1	Chief of Police	Taos PD	NO	YES	NO
1	Director of Dispatch	Town of Taos	NO	YES	NO
20	Taos PD officers	Taos PD	NO	YES	NO
11	Taos Dispatch	Town of Taos Dispatch	NO	YES	NO

Funding under this application will allow the sub-grantee to:

(1) Upgrading the Records Management System and our Computer Aided Dispatch software, (2) Training dispatchers and Taos PD officers on proper data collection methods and procedures, (3) Train local law enforcement on street level narcotic interdiction techniques (4) Train key players in 28CFR, (5) Upgrade, and install computers in police vehicles.

--

Without continued funding, what quantifiable effects may be felt by the stakeholders served by the program?
--

If the Taos Police Department does not received funding, the Taos Police department will continue to be ineffective in dealing with the increase of illegal drugs in our community and the increase of crimes against property/persons will continue to increase.

If full funding is not achieved, the sub-grantee will make the following modifications to its program:

This program builds upon the foundation of the CAD/RMS upgrade and training. Therefore, if the program is partially funded we will still be on the path to becoming a data driven organization, and will adjust our research upon the resources we have available. The cost of training will be taken on by the Town of Taos. Currently the Taos Police department is enrolled with online training provided by V-Academy. A large portion of these trainings are accredited by the New Mexico Department of Public Safety. Our department views the upgared of RMS and CAD and the equipment to implement this programs as a priority.

Statement of Sustainment: If no funding is received, what plans are in place?
--

The current plan is for the CAD and RMS to <i>possibly</i> being upgraded in September of 2015. Consequently, if funding is not located, regional law enforcement agencies will continue to work in a reactive manner. This will allow the Heroin/Methamphetamine issue to become stronger, and will undoubtly lead to a higher crimes against person, crimes against property, and unfortunately overdose deaths.
--

**DEPARTMENT OF PUBLIC SAFETY
GRANTS MANAGEMENT BUREAU
FY 2014 JAG PROGRAM APPLICATION**

PRIOR YEARS' OUTCOMES

TOWN OF TAOS - TAOS POLICE DEPARTMENT

JAG ACTUAL OUTPUTS/OUTCOMES

Enter Type of Measurement	2008	2009	2010	2011	2012	2013	TOTAL	Average
Enter Type of Measurement	0	0	0	0	0	0	0	0
Enter Type of Measurement	0	0	0	0	0	0	0	0
Enter Type of Measurement	0	0	0	0	0	0	0	0
DRUG SEIZURES (Measurement)-If Applicable	2008	2009	2010	2011	2012	2013	TOTAL	Average
Cocaine (g)	3	19	38	0	1	69.11	129.62	21.60333333
Crack Cocaine (g)	0	2	0	0	0	0	2	0.33333333
Ecstasy (D.U.)	0	0	0	0	0	0	0	0
Hashish (g)	0	0	1	0	0	0	1	0.16666667
Heroin (g)	0	2	5	0	32	0	39	6.5
Marijuana (g)	146	64.8	1,186	138.3	217.88	213.29	1966.27	327.7116667
Marijuana (outdoor) (g)	0	0	0	0	0	8921	8921	1486.833333
Synthetic cannabis (e.g. K2, Spice) (g)	0	0	0	0	0	0	0	0
Methamphetamine (g)	0	0	1	0	0	0	1	0.16666667
Oxycontin (D.U.)	0	0	1	0	0	0	1	0.16666667
Prescription Drugs (D.U.)	0	0	14	90	0	14	118	19.66666667
Psilocybin (D.U.)	0	0	0	0	0	19.4	19.4	3.23333333
Psilocybin (g)	0	0	0	0	0	0	0	0
Other (Specify) ➡ LSD	0	0	0	1	0	0	1	0.16666667
CLANDESTINE LABORATORY CASES-If Applicable	2008	2009	2010	2011	2012	2013	TOTAL	Average
Meth Labs Dismantled	0	0	0	0	0	0	0	0
Laboratory Dump Sites Seized	0	0	0	0	0	0	0	0
Chemical/Glassware/Equipment Seized	0	0	0	0	0	0	0	0

**DEPARTMENT OF PUBLIC SAFETY
GRANTS MANAGEMENT BUREAU
FY 2014 JAG PROGRAM APPLICATION**

GOALS AND OBJECTIVES

TOWN OF TAOS - TAOS POLICE DEPARTMENT

Goal 1.	To upgrade Sleuth RMS / CAD from version 9 to 10, and receive user training.		
Objective:	Upgrades to the computer system will allow us to more accurately evaluate the crime data. The upgrade of these systems will incorporate new training for all of the users.		
Expected Output / Outcome	Output/Outcome Measure	Questions:	2014 Expected Output/Outcomes
Increase the accuracy of data entry and evaluation.	The number of duplicate data entries will decrease.	How much data is being duplicated?	Identify # of duplication names and addresses.
			Reduce duplication of data by 50%.
	Location, name, date, time of occurrence will be more accurately and efficiently entered into the system.	Where are the "hot spots" for crimes against property.	Be able to accurately plot crime "hot spot".

Goal 2.	Train line officers on street level narcotic interdiction and intel gathering.		
Objective:	Increase line officers ability to accurately collect and disseminate crime data for trend and hot spot evaluation.		
Expected Output / Outcome	Output/Outcome Measure	Questions:	2014 Expected Output/Outcomes
More accurate data collection	Increase in lawfully acquired field interview reports.	How many field interview reports were conducted 2013?	80
		How many interviews were collected unlawfully?	0
		Increase field interviews by 100%	160
		What % of reports do not list a crime occurrence window?	Measure the % of reports without this data.

**DEPARTMENT OF PUBLIC SAFETY
GRANTS MANAGEMENT BUREAU
FY 2014 JAG PROGRAM APPLICATION**

GOALS AND OBJECTIVES

targeted towards illegal narcotic activity and crimes against property/persons; involving firearms.	More detailed reports, indicating more precise information on time/day of criminal activity.	Increase the % of reports with a crime occurrence window data.	Generate reports with crime occurrence window.
	Detailed reports involving firearms.	How many crimes have firearm associated?	Track firearm association data.

Goal 3.	Upgrade / Install mobile computers in patrol vehicles.		
Objective:	Increase the officers effectiveness by having more data available and making it more efficient to enter data.		
Expected Output / Outcome	Output/Outcome Measure	Questions:	2014 Expected Output/Outcomes
More data collected and entered into RMS, along with an ability to access crime data in the field.	Timely data entry	What are the # of reports not completed by shift end?	Decrease outstanding reports by 50%
	Increase time on the street	How much time is spent in the office entering reports?	Decrease this time by 50%
	Better, more focused, data collection.	Are the reports more accurate as to date/time/location?	Data is capable of being tracked and plotted.

**DEPARTMENT OF PUBLIC SAFETY
GRANTS MANAGEMENT BUREAU
FY 2014 JAG PROGRAM APPLICATION**

TIMELINE

TOWN OF TAOS - TAOS POLICE DEPARTMENT

Milestone	Oct '14	Nov	Dec	Jan '15	Feb	March	April	May	June	July	August	Sept '15
Prepare for Sleuth upgrade	X											
Upgrade Sleuth		X										
Train Sleuth Users		X										
Purchase and install computers		X										
Street level narcotic interdiction techniques training			X	X	X							
Evaluation of Data entry - Goal #1			X	X	X	X	X	X	X	X	X	X
Evaluating accuracy of data collection -Goal #2				X		X		X		X		X
Evaluation of field effectiveness - Goal #3					X		X		X		X	X
"Enter Here"												
"Enter Here"												
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**DEPARTMENT OF PUBLIC SAFETY
GRANTS MANAGEMENT BUREAU (GMB)
FY 2014 JAG PROGRAM APPLICATION**

BUDGET DETAIL WORKSHEET

TOWN OF TAOS - TAOS POLICE DEPARTMENT

1. 200 CATEGORY COSTS -

1a. Personnel - 200 – List each position by title. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. MJTF Coordinator Annual Salary cannot exceed \$60,000 of grant funds provided by the Department of Public Safety.

Name/Position	Salary	Per	% of time	Yrs/Mo/PP/Hrs	Grant Funds
					\$ -
					\$ -
					\$ -
					\$ -

1a. Sub-Total Personnel \$ -

1b. Fringe Benefits - 200 – Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for those listed in the personnel budget category and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation, and Unemployment Compensation.

Type	Base	Rate	Grant Funds
			\$ -
			\$ -
			\$ -
			\$ -

1b. Sub-Total Fringe Benefits \$ -

Justification Personnel and Fringe Benefits:

Total 200 Category \$ -

2. 300 CATEGORY COSTS

2a. Contractual Services - 300 – For each contractor, enter the name, if known, service to be provided, hourly or daily fee, and estimated time on the project. Consultant fees in excess of \$650 per day or \$81.25 per hour require additional justification and prior approval.

Name of Contractor & Service Provided	Amount	Per	Quantity	Grant Funds
Sleuth, upgrad Records Management System and Computer Aided Dispatch	\$11,000.00		2	\$ 22,000
Training of line officers and Dispatchers on Sleuth upgrade	Included			\$ -
				\$ -
				\$ -
				\$ -

					\$ -
2a. Sub-Total Contractual Services \$ 22,000					
Justification Contractual Services: The upgrade of the RMS and CAD, along with the user training, is crucial for us to begin the process of collecting meaningful data to make decisions in response to reacting proactively.					
Total 300 Category \$ 22,000					
3. 400 CATEGORY COSTS					
3a. Travel - 400 – For Purposes of the Grant application budget, enter the total budgetary costs for travel anticipated for the grant term. Travel expenses include staff trainings, field interviews, advisory group meetings, airfare, lodging, subsistence etc. Identify the location of travel, if known. Registration Fees should be included in the "Other Costs Category" not the "Travel Costs Category".					
Purpose	Location	Amount	Basis	Quantity	Grant Funds
Per diem/3 day course (\$95/day/3 days)	Santa Fe	\$285.00	Training	20	\$ 5,700
Street Level Narcotic Interdiction Seminar/Training	Santa Fe	\$399.00	Training	20	\$ 7,980
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
3a. Sub-Total Travel					\$ 13,680
Justification Travel: Monies to be used for travel per diem for the street level enforcement training. The street level crimes seminar is critical in order for the officers to be more cognizant of threats the community, and to be able to safely respond to those situations.					
3b. Equipment – 400 – List non-expendable items that are to be purchased. <u>Equipment is tangible property valued at \$1,500 or more OR having a useful life of more than one year, AND any Information Technology items (e.g., computers, tablets, printers, etc.).</u> Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. All equipment will be bar-coded by the GMB for tracking purposes.					
Item		Amount		Quantity	Grant Funds
In car computer system		\$2,880.00		20	\$ 57,600
In car computer stands/mounts		\$300.00		20	\$ 6,000
Docking station		\$500.00		20	\$ 10,000
Franklin air cards		\$500.00		20	\$ 10,000
3b. Sub-Total Equipment					\$ 83,600
Justification Equipment: This system will be critical for the 5 year strategic plan of becoming a data driven organization. With this equipment officers will be able to access the RMS and CAD from the field. Will allow more accurate doata entry since it is being done on scene. Allow more time on the street for the officers because they will not be required to return to the office to do reports.					
3c. Supplies – 400 – List items by type (office supplies, postage, training materials, etc.) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.					
Supply Item		Amount	Per	Quantity	Grant Funds
					\$ -
					\$ -

				\$ -
				\$ -
				\$ -
3c. Sub-Total Supplies				\$ -

Justification Supplies:

3d. Confidential Funds – 400 – Confidential funds are those monies allocated to: **Purchase of Service (P/S)**, including efforts to create or establish the appearance of affluence for undercover purposes, within reasonable limits; **Purchase of Evidence (P/E)** for purchase of evidence and/or contraband, such as narcotics; and/or **Purchase of Information (P/I)**, including payments to an informant for specific information.

Description	Amount	Per	Quantity	Grant Funds
				\$ -
				\$ -
				\$ -

3e. Sub-Total Confidential Funds \$ -

Justification Confidential Funds:

3e. Other Costs – 400 – List items (e.g., telecommunication, vehicle maintenance, equipment maintenance, janitorial or security services, registration fees) by major type and the basis of the computation. For example, telecommunication costs, provide number of phone lines, monthly cost, and number of months.

Description	Amount	Per	Quantity	Grant Funds
				\$ -
				\$ -
				\$ -

3f. Sub-Total Other Costs \$ -

Justification Other Costs:

Total 400 Category \$ 97,280

BUDGET SUMMARY

Budget Category	Grant Funds	Costs	Grant Funds Only
Personnel Services -200	\$ -	\$ -	0%
Fringe Benefits - 200	\$ -	\$ -	0%
200- Category Total	\$ -	\$ -	0%
Contractual Services - 300	\$ 22,000	\$ 22,000	18%
300 - Category Total	\$ 22,000	\$ 22,000	18%

Travel - 400	\$ 13,680	\$ 13,680	11%
Equipment - 400	\$ 83,600	\$ 83,600	70%
Supplies - 400	\$ -	\$ -	0%
Confidential Funds - 400	\$ -	\$ -	0%
Other Costs - 400	\$ -	\$ -	0%
400 - Category Total	\$ 97,280	\$ 97,281	82%
Total Application Request	\$ 119,280		100%

OTHER FUNDING SOURCES FOR PROGRAM:

HIDTA	OCDEF	OTHER	TOTAL
		"Specify Here"	
"Enter Amount Here"	"Enter Amount Here"	"Enter Amount Here"	\$ -

PROGRAM PARTICIPANTS:

QTY	TITLE/POS.	AGENCY	JAG FUNDED	FULL TIME	PART TIME
1	Chief of Police	Taos PD	NO	YES	NO
1	Admin Assist	Taos PD	NO	YES	NO
1	Finance Director	Taos PD	NO	YES	NO
1	Procurement officer	Taos PD	NO	YES	NO

**DEPARTMENT OF PUBLIC SAFETY
GRANTS MANAGEMENT BUREAU (GMB)
FY 2014 JAG PROGRAM APPLICATION**

COST BENEFIT ANALYSIS

TOWN OF TAOS - TAOS POLICE DEPARTMENT

Type of Costs Incurred	Reason for Incurring the Cost
Sleuth Upgrade / Training users	Improvement of data collection and entry.
Street level narcotic interdiction techniques training	Train officers in latest trends in concealment of firearms, illegal narcotics, and fugitive apprehension. Along with improving officer survival skills.
In car computer system	Supply officers with up to date information, and allow easier and more accurate data entry.

Alternative Options:

Alternative 1: None proposed

Alternative 2:

Alternative 3:

Conclusion: There are no other funds available to make these improvements. Thus, this grant is vital in order for us to be able to make data driven decisions.

Costs

	Category	Item	Qty	Price	Total
200	Personnel				\$ -
	Benefits				\$ -
300	Contractual	Sleuth upgrade / with user training	2	\$11,000	\$ 22,000.00
	Contractual	Street crimes seminar	20	\$399	\$ 7,980.00
400	Travel	Per Diem (3day/\$95 per day)	20	\$285	\$ 5,700.00
	Equipment	Computers	20	\$2,880	\$ 57,600.00
	Equipment	Computer stands	20	\$300	\$ 6,000.00
	Equipment	Docking stations	20	\$500	\$ 10,000.00

Equipment	Franklin air cards	20	\$500	\$ 10,000.00
			Total Cost:	\$ 119,280.00

Benefits / Direct (Tangible)

Decrease travel to office 20 officers, \$3.25/gallon, 1.8 gallons, 182 days per officer	\$ 21,294.00
Increase in Crime cost from 2012 to 2013	\$ 1,380,000.00
	\$ -
	\$ -
	\$ -
Total:	\$ 1,401,294.00

Benefits / Indirect (Intangible)

	\$ -
	\$ -
Total:	\$ -

Total Benefits:	\$ 1,401,294.00
------------------------	------------------------

Net Benefit:	\$ 1,282,014.00
---------------------	------------------------

Benefits and Impacts
1 - Allows for officers to spend more time on the street.
2 -Data evalaution will allow TPD to more accurately allocate resources
3 -Training will help TPD officers be more effective interviewing and location of weapons/drugs etc.
4 -Training to dispatchers and officers will allow data to be accruately entered and evaluated
Feasibility
1 - This program is highly feasible.
2 -
3 -
4 -
Alternatives
1 - There are no alternatives at this time.
2 -
3 -
4 -
Assumptions
1 - Currently installed in car computers have lasted 9 years, we expect the same for the new ones.
2 -The members of TPD are highly motivated to accept data driven decisions
3-This grant is in line with recommendations from DOJ NTTAC
4 -

**DEPARTMENT OF PUBLIC SAFETY
GRANTS MANAGEMENT BUREAU (GMB)
FY 2014 JAG PROGRAM APPLICATION**

RETURN ON INVESTMENT

TOWN OF TAOS - TAOS POLICE DEPARTMENT

Program Cost (Investment): **\$ 119,280.00**

Program Gains (Benefits): **\$ 1,401,294.00**

$$\text{Calculation: } \frac{\$ 1,282,014.00}{\$ 119,280.00} = \underline{\underline{1074.8\%}} \quad \text{Return on Investment}$$

Example

ROI is frequently derived as the "Return" (incremental gain) from an action divided by the cost of that action.

$$\text{Simple ROI Example } \frac{\text{Gains - Investment Costs}}{\text{Investment Costs}} = \% \quad \text{Return on Investment}$$

Example: To determine the ROI for a new marketing program that is expected to cost \$500,000 (implementation costs) over the next five years and deliver an estimated \$700,000 in increased profits (benefits) during the same time frame, we would calculate as follows:

$$\text{Simple ROI Example } \frac{\$700,000 - \$500,000}{\$500,000} = 40.0\% \quad \text{Return on Investment}$$

**New Mexico Department of Public Safety
Grants Management Bureau
Fiscal Agent Certifications**

CERTIFIED ASSURANCES

The applicant hereby assures that, if an award is received under the 2014 JAG Program, the following requirements will be met:

Drug-Free Workplace Requirements (State Agencies Only)

The applicant certifies that it will provide a drug-free workplace for its employees in accordance with the Federal Anti-Drug Abuse Act of 1988 (Public Law 100-690). This certification is a material representation of the fact upon which reliance will be placed when the grantor agency determines to award a grant. False certification or violation of the certification shall be grounds for suspension of payment, suspension of termination of grants, or government wide suspension and debarment.

Debarment, Suspension, Ineligibility, and Voluntary Exclusion

The applicant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

Disclosure of Lobbying Activities Requirements (Exception: Indian tribes, organizations, or agencies)

The applicant certifies that no Federal appropriation funds have been paid or will be paid to any persons for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal grant, the making of any Federal grant, and the extension continuation, renewal, amendment, or modification of any Federal grant

The applicant further certifies that it will provide a "Disclosure of Lobbying Activities" form if and when any non-Federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the JAG Program.

Disclosure of Federal Participation Requirement (This applies only to sub-grantees that receive \$500,000 or more in the aggregate)

The applicant agency certifies that when issuing statements, press releases, requests of proposal, bid solicitations, and other documents describing projects or programs funded in whole or part with Federal money, it shall clearly state: 1) the percentage of the total cost of the program or project which will be financed with Federal money, and 2) the dollar amount of Federal funds for the project or program.

General Financial Requirements

The applicant certifies that it will comply with the provisions of 28 CFR Part 66, Common Rule, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, and the Office of Management and Budget (OMB) Circulars applicable to financial assistance. These

Circulars must be followed along with additional information and guidance contained in the current edition of the Office of Justice Programs Financial Guide.

Audit Requirement

The applicant agency certifies that if it expends \$500,000 or more in federal funding (from all sources, to include pass-through sub-awards) in its fiscal year, a single organizational audit must be conducted in accordance with the provisions of OMB Circular A-133. If the applicant does not expend \$500,000 or more in Federal funds in its fiscal year, but contracted with a certified public accountant to perform an audit, these costs may not be charged to the grant.

Confidential Funds Requirement (Law Enforcement Agencies Only)

The applicant certifies that they have read, understand, and agree to abide by all the conditions for confidential funds set forth in the current edition of the Office of Justice Programs Financial Guide. The applicant also certifies that if it receives grant funds that are used to conduct law enforcement undercover operations, it will develop and formalize specific policies and procedures to protect the confidentiality of the operations. These policies and procedures must be submitted to the grantor agency prior to expending any confidential funds.

Civil Rights Requirement

The applicant certifies that it will comply with the non-discrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended; Title II of the American with Disabilities Act of 1990, 42 USC 12131; Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973, as amended; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; and the Department of Justice Non-Discrimination Regulations, 28 CFR Part 25 and 42, Sub-parts C, D, E, and G; and Executive Order 11246, as amended by Executive Order 11375, and their implementing regulations, 41 CFR Part 60.1 et. Seq., as applicable to construction contracts.

This applicant further certifies that if a Federal or State court or administrative agency makes a finding of discrimination, it will immediately forward a copy of the findings to the grantor agency.

UNIFORM CRIME REPORTING

On behalf of the applicant, I, as the Certifying Official, certify that I have read, understand, and agree to abide by all the conditions set forth in New Mexico State Statute 29-3-11 Uniform Crime Reporting System, below. If funding is provided and DPS-GMB later finds that the applicant is not following these conditions, DPS-GMB may not reimburse further expenditures until reporting is caught up.

29-3-11. Uniform crime reporting system established: duties of department.

- A. The department of public safety shall develop, operate and maintain a uniform crime reporting system and shall be the central repository for the collection, storage, retrieval and analysis of crime incident and arrest reports generated by all law enforcement agencies in this state. The system shall be operational as of January 1, 2008.
- B. The department shall:
 - (1) compile statistical data and forward such data as required to the federal bureau of investigation or the appropriate department of justice agency in accordance with standards and procedures of the national system;
 - (2) provide forms, standards and procedures and related training to state and local law enforcement agencies as necessary for the agencies to report incident and arrest activity for inclusion in the statewide system;
 - (3) in conjunction with the New Mexico sentencing commission, annually publish a report on the nature and extent of crime in New Mexico and submit the report to the governor and to the legislature;
 - (4) maintain the privacy and security of information in accordance with applicable state and federal laws; and
 - (5) establish rules as necessary to implement the provisions of this section.
- C. Every law enforcement agency in the state shall:
 - (1) submit crime incident reports to the department of public safety on forms or in the format prescribed by the department;
 - (2) submit any other crime incident information as may be required by the department of public safety; and
 - (3) use the state uniform statutory charge codes for the automated fingerprint identification system and use uniform crime incident reporting as provided by the department for all incidents and arrests.
- D. The annual report and other statistical data reports generated by the department shall be made available to state and local law enforcement agencies and the general public.

SUPPLANTING CERTIFICATION

On behalf of the applicant, I hereby certify that I understand that any Federal funds received as a result of this application must be used to supplement existing funds for program activities and must not supplant those funds that have been appropriated for the same purpose, as funds set forth in the current edition of the Office of Justice Programs Financial Guide. Further, supplanting shall be reviewed during the application process, post-award monitoring, and project close-out.

If the Grants Management Bureau believes, based upon factual data, that supplanting may have occurred, then the Sub-recipient shall be required to supply documentation demonstrating that the reduction of non-Federal resources occurred for reasons other than the receipt or expected receipt of Federal funds.

Town of Taos

Name of Applicant / Fiscal Agent



Signature of Certifying Official

Daniel Barrone

Printed Name of Certifying Official

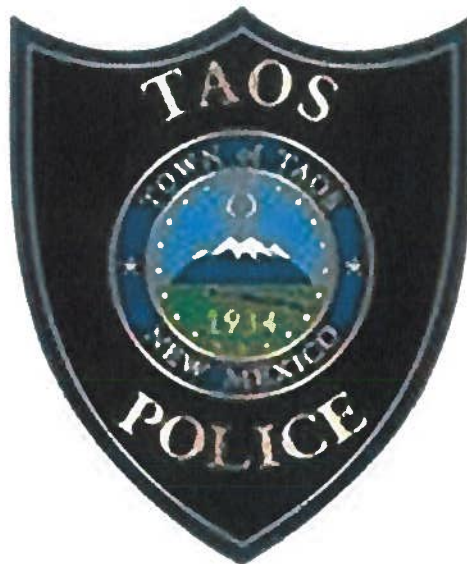
Mayor

Title of Certifying Official

9/10/14

Date

Taos Police Department



Strategic Plan 2013-2017

Executive Summary

In August 2013, the five year strategic process was started. The interviews conducted for this project ranged from members of the Taos Police Department, Elected Officials, appointed officials, and local business leaders.

We also took a look at the Department using SWOT (Strengths, Weaknesses, Opportunities, and Threats) and from that we put together what was thought to be the best direction for this Department.

What might appear to be a simple document in actuality required extensive time and commitment from the staff of the Taos Police Department to take an extensive list of ideas and turn them into four goals.

We also recognize that this is a living document and we have allowed ourselves the ability to create new goals as we successfully complete the initial four listed in this document.

Strategic Plan 2013-2017

Taos Police Department

Mission statement

The mission of the Taos Police Department is to prevent and deter crime, protect life, property and the rights of individuals by upholding the U.S. Constitution, and by fairly enforcing the laws of the State of New Mexico and the ordinances of the Town of Taos.

Vision

The members of the Taos Police Department will be a progressive leader in the Taos area, and strive to reinforce our commitment to the law abiding community.

Strategic Plan 2013-2017

Goal #1: Provide staff with required training and leadership in order to maintain a highly motivated and competent Police workforce.

Objectives:

- Complete required NMDPS required biennium training by using online training resource, thus reallocating tuition and per diem money to expand our existing training program.
- TPD will create a program which allows rotation of interested members of the Patrol staff experience in different areas of operation.

Goal #2: To provide staff with training, mentorship, and leadership to empower them to solve problems as they arise.

Objectives:

- Push decisions making to the lowest level possible.
- Supervision training will be offered to all members of the Taos Police Department, regardless of their rank or desire to be promoted.

Goal #3: Increase the use of technology to become a data driven organization in order to become reactive to the needs of our community.

Objectives:

- Consistently research new technology and ideas
- Actively pursue alternative funding sources to increase technology usage.

Goal #4: Improve community trust, interaction, involvement, and accountability.

Objectives:

- Obtain New Mexico Municipal League law enforcement accreditation by fiscal year 2015-2016.
- Increase attendance at community events and meetings.
- Transparency by maintaining an open dialogue about the operation of the Department.



**TAOS POLICE DEPARTMENT
INTRA-DEPARTMENTAL CORRESPONDENCE**

DATE: 09/15/2014

FROM: Chief Weaver

THRU:

TO: Town of Taos Council

SUBJECT: Data evaluation to be used to allocate resources

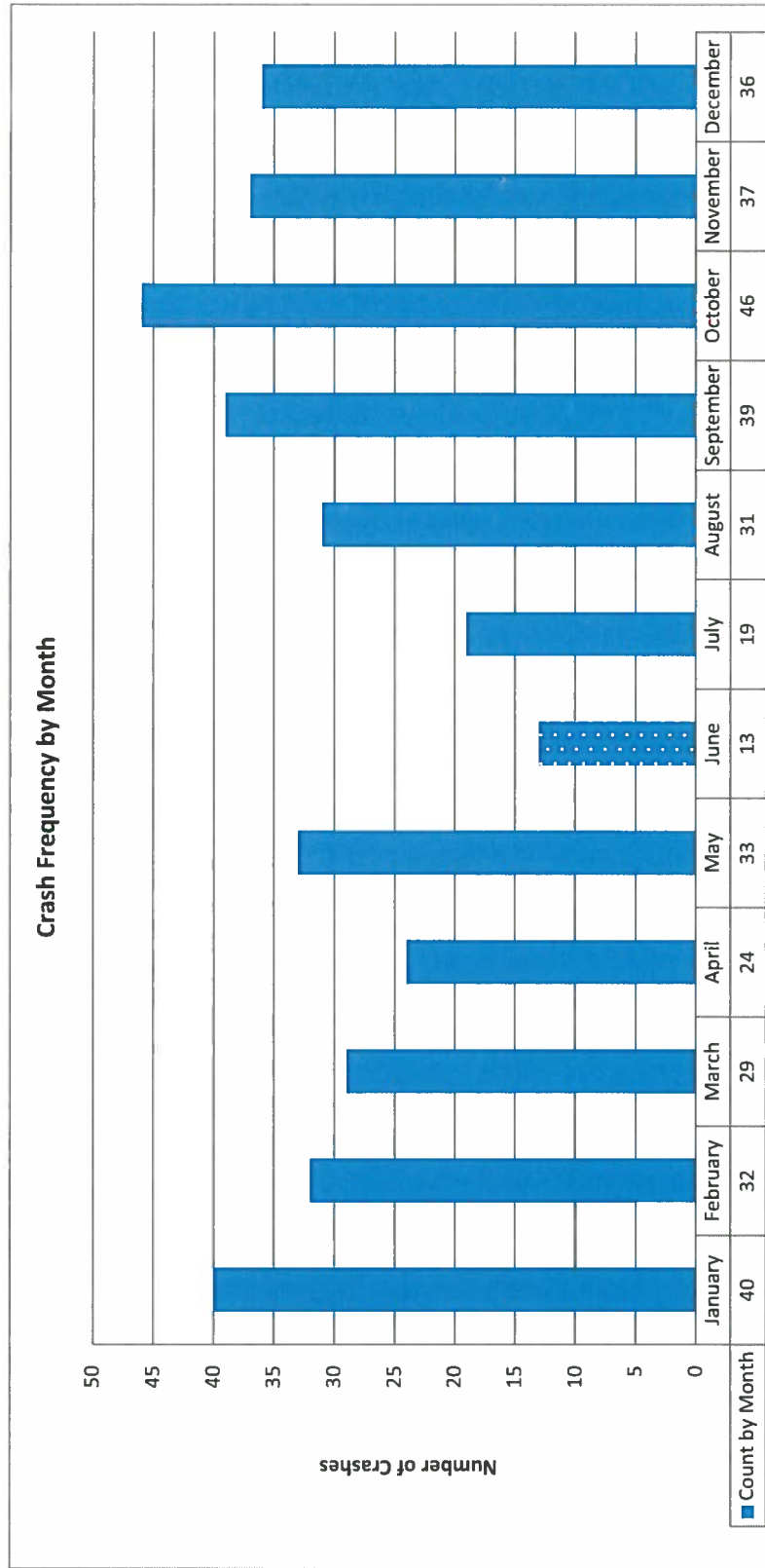
Following are examples of using data to allocate resources.

Frequency of crash's are listed by month, day of week, time of day, which is followed by a map showing the locations of the crashes, which is followed by "hot spot" depictions which show the area with the highest crash clusters.

If we were able to accurately manipulate the data from the RMS and CAD, we would be able to do the same for any crime which occurs in the Town of Taos.

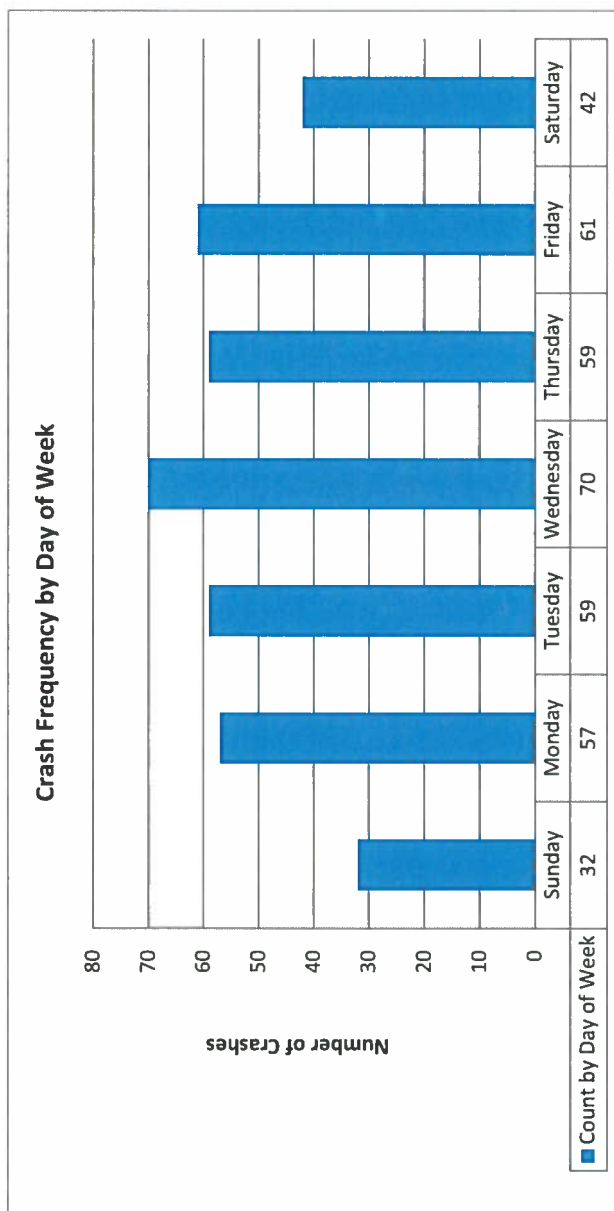
Traffic Accidents by Month, Day of the Week, and Time of Day for Taos, New Mexico

7/1/2013 – 6/11/2014



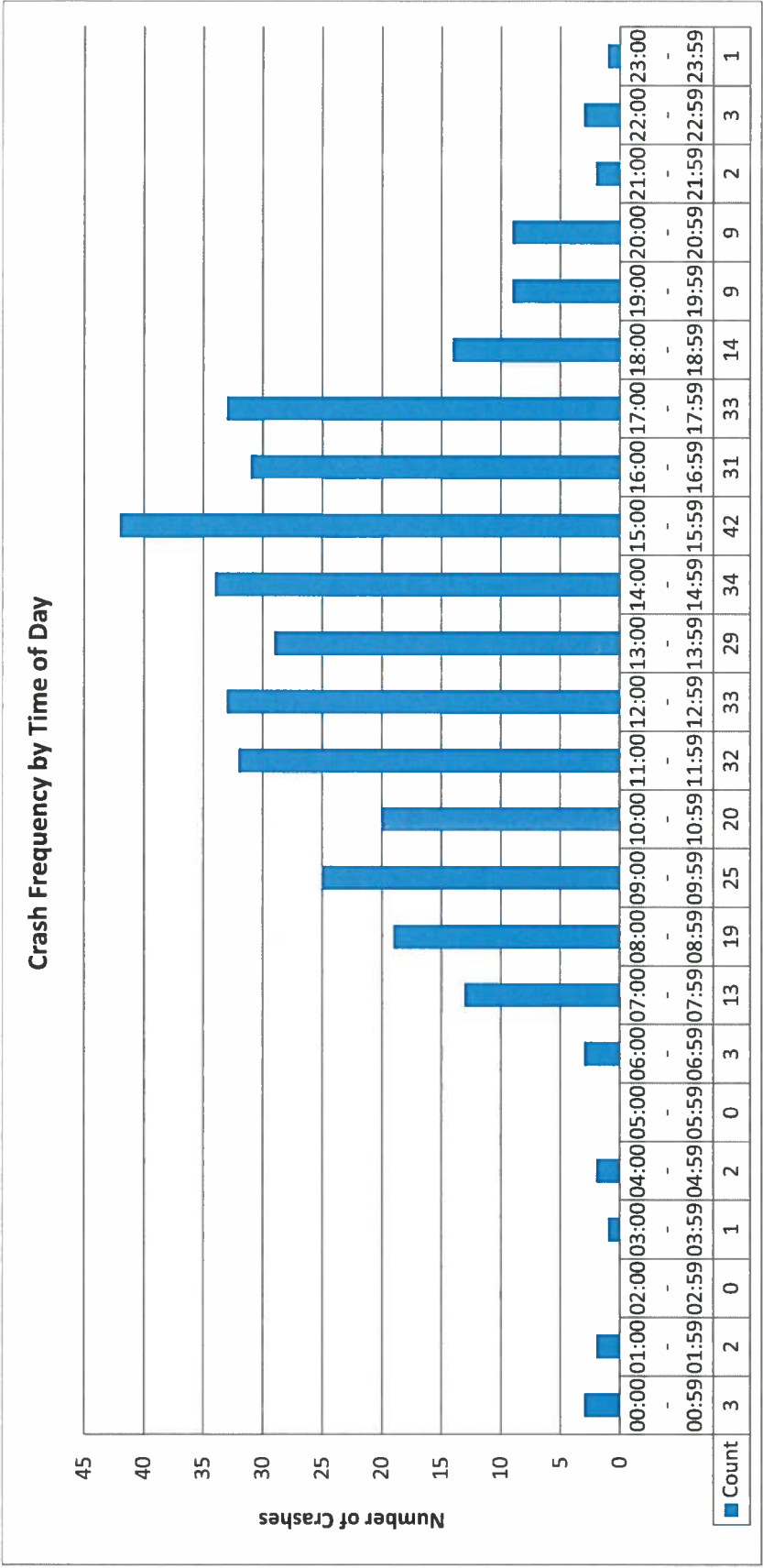
Traffic accidents reported by Taos Police Department were pulled from the eCrash system to create these graphs. June is not a full month of data, and should be considered incomplete.

Data Source: eCrash
Data Extracted: June 12, 2014



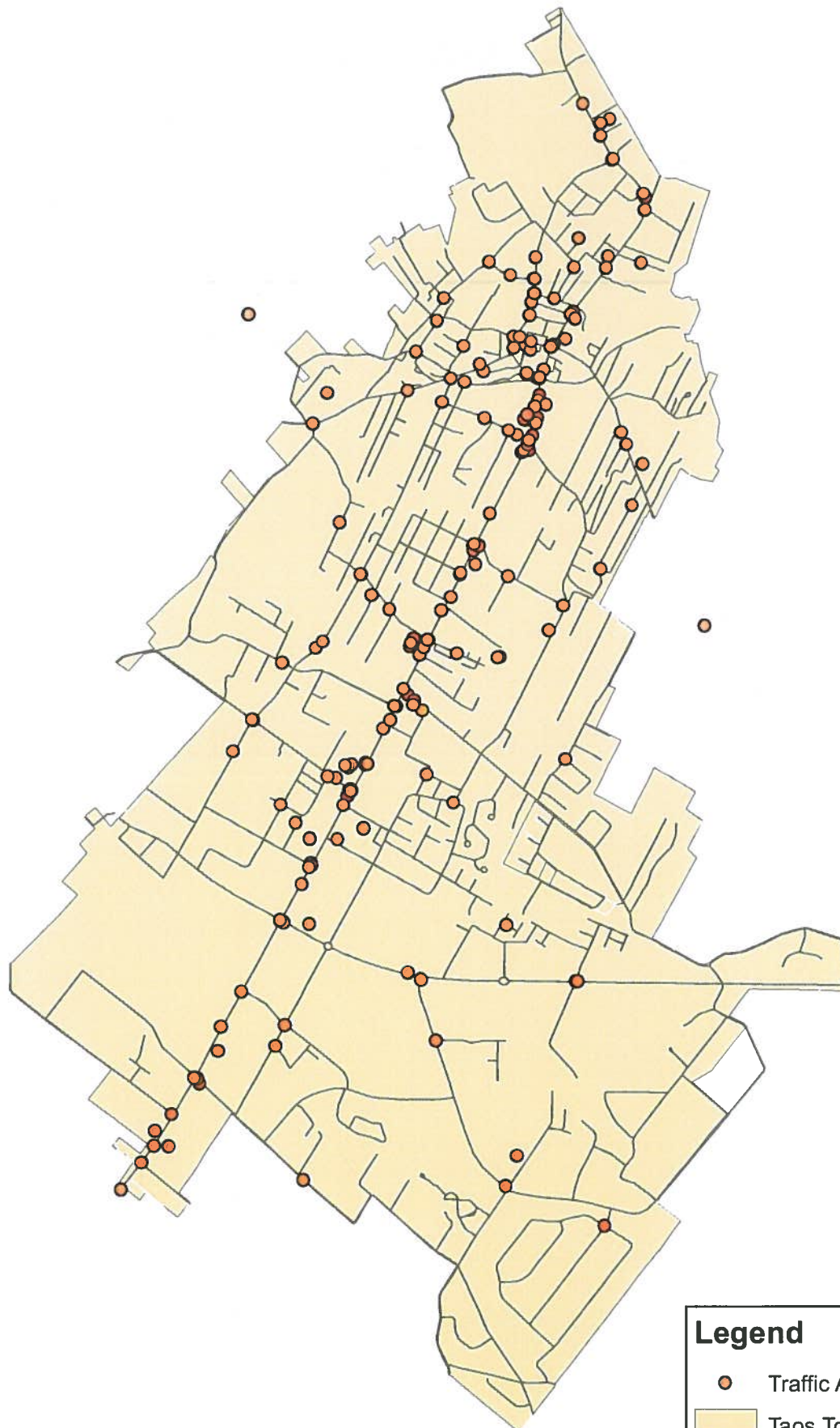
These graphs may be used to determine trends and patterns in traffic accidents, and can be used to focus enforcement on certain days of the week or certain months of the year. Typically 3-5 years of data is used to determine long term trends or patterns, and one year of data is used to determine short term trends or to compare to long term trends to find changes.

Data Source: eCrash
Data Extracted: June 12, 2014



Time of the day graphs can be combined with day of the week graphs to increase enforcement in high crash zones during peak times using a data driven approach.

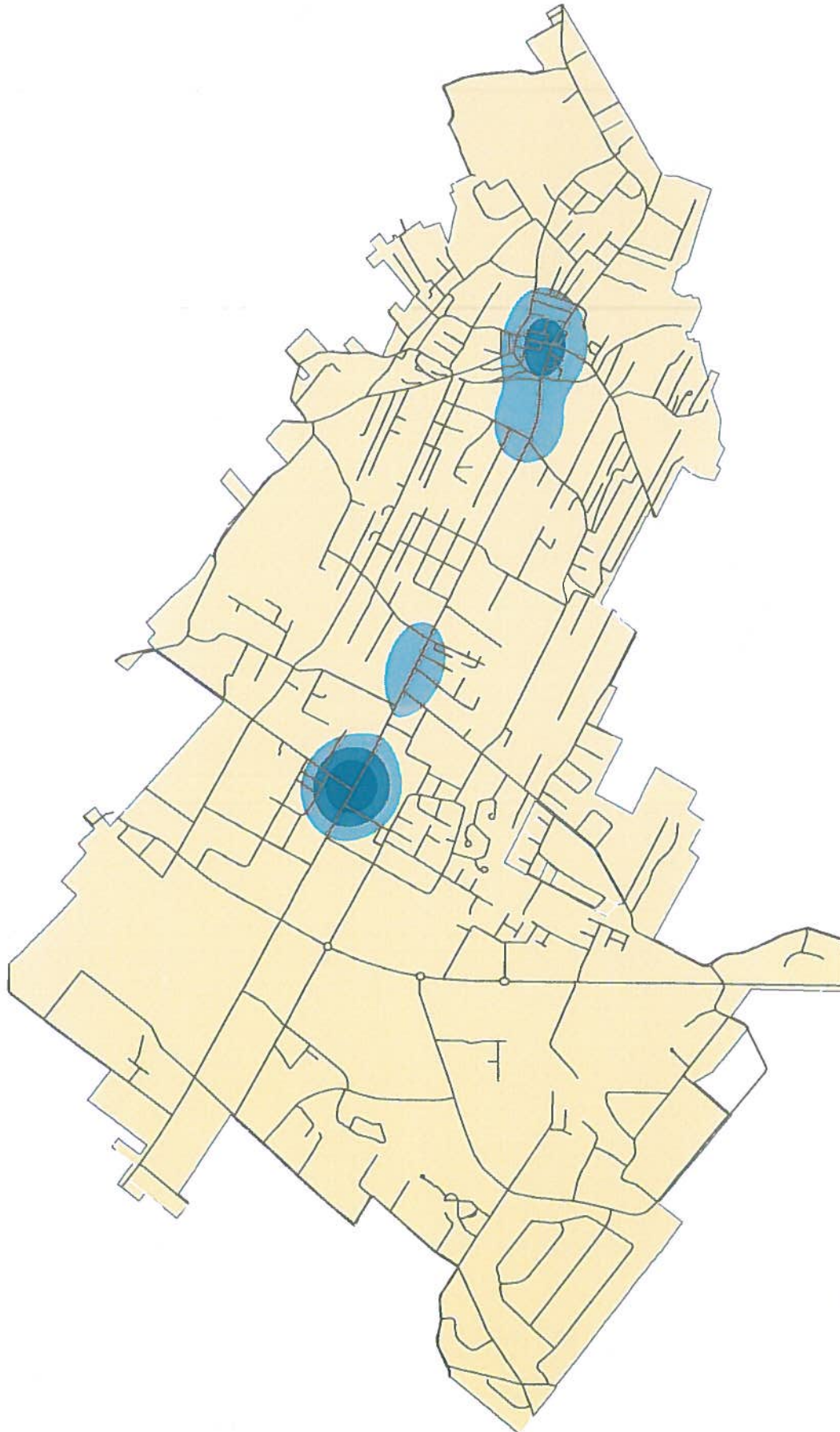
**Taos Traffic Accidents
7/1/2013 - 6/11/2014**



Legend

- Traffic Accidents - 380
- Taos Town Limits

Taos Traffic Accidents - High Crash Areas
7/1/2013 - 6/11/2014





September 23, 2014

Title:

Transfer of Housing and Urban Development Grant to Community Against Violence

Summary:

Consideration and approval to transfer the Housing and Urban Development (HUD) Grant NM0038L6B011303 to the Community Against Violence in the amount of \$139,702 for the purpose of providing emergency residential shelter services for displaced or homeless victims of domestic violence in Taos County, contingent upon approval from HUD.

Background:

This transfer is being requested in order to eliminate the process as the Town of Taos being the fiscal agent, where in this case, Community Against Violence (CAV) is allowed to received the grant directly. This is contingent upon approval from HUD and CAV having a executed lease for the property that was originally purchase for this program and can not be used for any other use under the original grant agreement.

Attachments:

Click to download

- 📎 [Grant Agreement 2013](#)
- 📎 [Grant Application](#)
- 📎 [Continuum of Care Awards](#)

Tax ID Number: 85-6000178
Grant Number: NM0038L6B011303
DUNS Number: 122866882

EXHIBIT 2
SCOPE OF WORK for FY2013 COMPETITION

1. This Agreement is governed by the Continuum of Care program Interim Rule attached hereto and made a part hereof as Exhibit 1a. Upon publication for effect of a Final Rule for the Continuum of Care program, the Final Rule will govern this Agreement instead of the Interim Rule. The project listed on this Exhibit at 3., below, is also subject to the terms of the FY2013 Notice of Funds Availability.
2. The Continuum that designated Recipient to apply for grant funds is not a high-performing community.
3. Recipient is not a Unified Funding Agency and was not the only Applicant the Continuum of Care designated to apply for and receive grant funds and is not the only Recipient for the Continuum of Care that designated it. HUD's total funding obligation for this grant is \$139702 for project number NM0038L6B011303. In accordance with 24 CFR 578.105(b), Recipient is prohibited from moving more than 10% from one budget line item in a project's approved budget to another without a written amendment to this Agreement. The obligation for this project shall be allocated as follows:

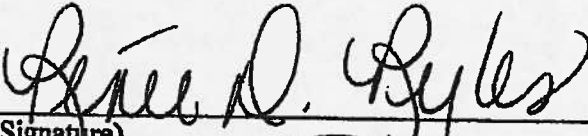
a. CoC Planning cost	\$ 0
b. Acquisition	\$ 0
c. New construction	\$ 0
d. Rehabilitation	\$ 0
e. Leasing	\$ 0
f. Rental assistance	\$ 0
i. Tenant-based rental assistance	\$
ii. Project-based rental assistance	\$
iii. Sponsor-based rental assistance	\$
g. Supportive services	\$ 37698
h. Operating costs	\$ 97004
i. HMIS	\$ 0
j. Administration	\$ 5000

4. No funds for new projects may be drawn down by Recipient until HUD has approved site control pursuant to §578.21 and §578.25 and no funds for renewal projects may be drawn down by Recipient before the end date of the project's final operating year under the grant that has been renewed.
5. Nothing in this grant agreement shall be construed as creating or justifying any claim against the federal government or the grantee by any third party.

This agreement is hereby executed on behalf of the parties as follows:

**UNITED STATES OF AMERICA,
Secretary of Housing and Urban Development**

By:


(Signature)

Renee D. Byles, Acting CDD Director
(Typed Name and Title)

July 14, 2014

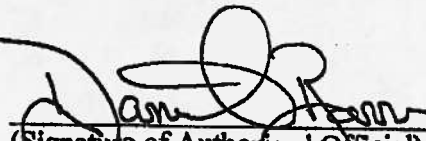
(Date)

RECIPIENT

Town of Taos

(Name of Organization)

By:


(Signature of Authorized Official)

DANIEL BARRIOS Mayor
(Typed Name and Title of Authorized Official)

7/16/14
(Date)

Before Starting the Project Application

To ensure that the Project Application is completed accurately, ALL project applicants should review the following information BEFORE beginning the application.

Things to Remember

- Additional training resources can be found at on the OneCPD Resource Exchange at <https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/> - Program policy questions and problems related to completing the application in e-snaps may be directed to HUD the OneCPD Ask A Question.
- Project applicants are required to have a Data Universal Numbering System (DUNS) number and an active registration in the Central Contractor Registration (CCR)/System for Award management (SAM) in order to apply for funding under the Continuum of Care (CoC) Program Competition. For more information see the FY 2013 CoC NOFA.
- To ensure that applications are considered for funding, all sections of the FY 2013 CoC Program NOFA and the FY 2013 General Section NOFA, including the General Section Technical Correction, should be read carefully, and all requirements and criteria met.
- Carefully review each question in the Project Application. Questions from previous competitions may have been changed or removed, or new questions may have been added, and information previously submitted may or may not be relevant. Data from the FY 2012 Project Application will not be imported into the FY 2013 Project Application, therefore applicants will be required to enter information into all required fields.
- Before completing the project application, all project applicants must complete or update (as applicable) the Project Applicant Profile in e-snaps.
- Shelter Plus Care projects requesting renewal funding for the first time under 24 CFR part 578, and rental assistance projects can only request the number of units and unit size as approved in the final HUD-approved Grant Inventory Worksheet (GIW).
- Supportive Housing Projects requesting renewal funding for the first time under 24 CFR part 578, transitional housing, permanent supportive housing with leasing, rapid re-housing, supportive services only, renewing safe havens, and HMIS can only request the Annual Renewal Amount (ARA) that appears on the HUD-approved GIW. If the ARA is reduced through the CoC's reallocation process, the final project funding request must reflect the reduction.
- Before completing the project application, all project applicants must complete or update (as applicable) the Project Applicant Profile in e-snaps.
- HUD reserves the right to reduce or reject any new or renewal project that fails to adhere to the CoC Program interim rule (24 CFR part 578) and application requirements set forth in the FY 2013 CoC Program NOFA.

1A. Application Type

Instructions:

Type of Submission: This field is pre-populated and cannot be changed.

Type of Application: This field is pre-populated and cannot be changed.

Date Received: This field is pre-populated with the date on which the application is submitted and cannot be edited.

Applicant Identifier: Field intentionally left blank, cannot edit.

Federal Entity Identifier: Field intentionally left blank, cannot edit.

Federal Award Identifier: This is a required field for all renewal project applicants. Enter the correct expiring grant number as identified on the final HUD-approved GIW.

Date Received by State: Field intentionally left blank, cannot edit.

State Application Identifier: Field intentionally left blank, cannot edit.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

1. Type of Submission:

2. Type of Application: Renewal Project Application

If "Revision", select appropriate letter(s):

If "Other", specify:

3. Date Received: 01/07/2014

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier: NM0038L6B011202

6. Date Received by State:

7. State Application Identifier:

1B. Legal Applicant

Instructions:

The information on this form is pre-populated from the Project Applicant Profile. If there are any discrepancies, or errors, click on "View Applicant Profile" from the left-menu bar, place the Project Applicant Profile in "edit" mode to correct the information.

When the update/correction has been completed, place the Project Applicant Profile in "complete" mode before clicking on "Back to FY 2013 Renewal Project Application" from the left-menu bar.

For further instructions on updating the Project Applicant Profile, review the "Project Applicant Profile" training document on the OneCPD Resource Exchange.

8. Applicant

a. Legal Name: Town of Taos

b. Employer/Taxpayer Identification Number (EIN/TIN): 85-6000178

	c. Organizational DUNS:	122866882	PL US 4	
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d. Address

Street 1: 400 Camino de la Placitas

Street 2:

City: Taos

County: Taos

State: New Mexico

Country: United States

Zip / Postal Code: 87571

e. Organizational Unit (optional)

Department Name: Town of Taos

Division Name: Town of Taos

**f. Name and contact information of person to
be
contacted on matters involving this
application**

Renewal Project Application FY2013	Page 3	01/07/2014
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Prefix: Ms.

First Name: Malinda

Middle Name:

Last Name: Williams

Suffix:

Title: Executive Director

Organizational Affiliation: Community Against Violence

Telephone Number: (575) 758-8082

Extension:

Fax Number: (575) 751-4051

Email: malindaw@taoscav.org

1C. Application Details

Instructions:

The information on this form is pre-populated from the Project Applicant Profile. If there are any discrepancies, or errors, click on "View Applicant Profile" from the left-menu bar, place the Project Applicant Profile in "edit" mode to correct the information.

When the update/correction has been completed, place the Project Applicant Profile in "complete" mode before clicking on "Back to FY 2013 Renewal Project Application" from the left-menu bar.

For further instructions on updating the Project Applicant Profile, review the "Project Applicant Profile" training document on the OneCPD Resource Exchange.

9. Type of Applicant: C. City or Township Government
If "Other" please specify:

10. Name of Federal Agency: Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Title: CoC Program
CFDA Number: 14.267

12. Funding Opportunity Number: FR-5700-N-31B
Title: Continuum of Care Homeless Assistance Competition

13. Competition Identification Number:
Title:

1D. Congressional District(s)

Instructions:

Areas Affected By Project: This field is required. Select the State(s) in which the proposed project will operate and serve the homeless.

Descriptive Title of Applicant's Project: This field is populated with the name entered on the Project form when the project application was initiated. To change the project name, click return to the Submission List and click on "Projects" on the left hand menu. Click on the magnifying glass next to the project name to edit.

Congressional District(s):

a. **Applicant:** This field is pre-populated from the Project Applicant Profile. Project applicants cannot modify the pre-populated data on this form. However, project applicants may modify the Project Applicant Profile in e-snaps to correct an error.

b. **Project:** This field is required. Select the congressional district(s) in which the project operates. For new projects, select the district(s) in which the project is expected to operate.

Proposed Project Start and End Dates: In this required field, indicate the operating start date and end date for the project. For new project applications, indicate the estimated operating start and end date of the project.

Estimated Funding: Fields intentionally left blank, cannot edit.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

14. Area(s) affected by the project (State(s) only): New Mexico
(for multiple selections hold CTRL key)

15. Descriptive Title of Applicant's Project: Community Against Violence DV/SA Housing Project 2013

16. Congressional District(s):

a. **Applicant:** NM-003
(for multiple selections hold CTRL key)

b. **Project:** NM-003
(for multiple selections hold CTRL key)

17. Proposed Project

a. **Start Date:** 07/01/2014

b. End Date: 06/30/2015

18. Estimated Funding (\$)

a. Federal:

b. Applicant:

c. State:

d. Local:

e. Other:

f. Program Income:

g. Total:

1E. Compliance

Instructions:

Is Application Subject to Review by State Executive Order 12372 Process: In this required field, select the appropriate dropdown option that applies to the Applicant applying for homeless assistance funding. Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process.

Click the following link to access the lists of those States that have chosen to participate in the intergovernmental review process: http://www.whitehouse.gov/omb/grants_spoc

If the applicant is located in a state or U.S. territory that is required review by State Executive Order 12372, enter the date this application was made available to the State or U.S. territory for review.

Is the Applicant Delinquent on any Federal Debt: In this required field, select the appropriate dropdown option that applies to the project applicant. This question applies to the project applicant's organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans, and taxes.

If "Yes" is selected an explanation is required in the space provided on this screen.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 19. Is the Application Subject to Review By State Executive Order 12372 Process?** b. Program is subject to E.O. 12372 but has not been selected by the State for review.

If "YES", enter the date this application was made available to the State for review:

- 20. Is the Applicant delinquent on any Federal debt?** No

If "YES," provide an explanation:

1F. Declaration

Instructions:

The authorized person for the project applicant organization must agree to the declaration statement in order to proceed to the project application. The list of certifications and assurances are contained in the FY 2013 CoC Program NOFA (Section VI.A.1.b) and in the e-snaps Project Applicant Profile.

Authorized Representative: The authorized representative's information is pre-populated on this form from the Project Applicant Profile. A copy of the governing body's authorization for this person to sign the project application as the official representative must be on file in the applicant's office.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

All forms, 1A – 1F must be completed in full before the project applicant will have access to the Project Application in e-snaps

By signing and submitting this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

I AGREE: ☒

21. Authorized Representative

Prefix: Mr.

First Name: Darren

Middle Name:

Last Name: Cordova

Suffix:

Title: Town of Taos Mayor

Telephone Number: (575) 751-2000
(Format: 123-456-7890)

Applicant: Town of Taos

29075366

Project: Community Against Violence DV/SA Housing Project 2013

096496

Fax Number: (575) 751-2026
(Format: 123-456-7890)

Email: rlucero@taos.org

Signature of Authorized Representative: Considered signed upon submission in e-snaps.

Date Signed: 01/07/2014

2A. Project Subrecipients

This form lists the subrecipient organization(s) for the project. To add a subrecipient, select the  icon. To view or update subrecipient information already listed, select the view  option.

Total Expected Sub-Awards: \$139,702

Organization	Type	Sub-Award Amount
Community Against Violence, Inc. (CAV)	M. Nonprofit with 501(c)(3) IRS Status (Other than Institution of Higher Education)	\$139,702

2A. Project Subrecipients Detail

Instructions:

Enter the contact information for the person designated by the subrecipient who has the authority to act on the subrecipient's behalf.

Organization Name: This field is required. Enter the legal name of the organization that will serve as the subrecipient.

Organization Type: This field is required. Select the type of business organization that best describes the subrecipient. Nonprofit applicant types (both public and private) are required to submit to HUD one of the following sources documenting nonprofit status: (1) IRS letter or ruling showing 501(c)(3) status; (2) Documentation showing certified United Way agency status; (3) Certification from a licensed CPA (see 24 CFR part 578); or (4) Letter from an authorized state official showing that the applicant is organized and in good standing as a public nonprofit organization.

If Other, please specify: Enter the other type of business organization that best describes the subrecipient.

Tax ID or EIN: This field is required. Enter the Employer or Taxpayer Identification Number (EIN or TIN) as assigned by the Internal Revenue Service. If your organization is not in the US, enter 44-4444444.

DUNS Number: This field is required. Enter the organization's DUNS or DUNS+4 number received from Dun and Bradstreet. Information on obtaining a DUNS number may be obtained at <http://www.dnb.com>.

Address: Enter the street address, city, state, and zip code (required); county, province, and country (optional). If the mailing address is different from the street address, enter the mailing address.

Congressional District(s): This field is required. Select the congressional district(s) in which the subrecipient is located.

Faith Based Organization: This field is required. Select "Yes" or "No" if the subrecipient is a faith based organization.

Prior Federal Grant Recipient: This field is required. Select "Yes" or "No" to indicate if the subrecipient has ever received a federal grant.

Contact person: Enter the prefix, first name, last name, and title (required); middle name and suffix (optional). Enter the person's organizational affiliation if affiliated with an organization other than the subrecipient. Enter the person's telephone number and email (required); alternate number, extension, and fax number (optional).

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

a. Organization Name: Community Against Violence, Inc. (CAV)

b. Organization Type: M. Nonprofit with 501(c)(3) IRS Status (Other than Institution of Higher Education)

If "Other" specify:

c. Employer or Tax Identification Number: 85-0285504

	* d. Organizational DUNS:	940672629	PL US 4	
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e. Physical Address

Street 1: 945 Salazar Road

Street 2: P.O. Box 169

City: Taos

State: New Mexico

Zip Code: 87571

f. Congressional District(s): NM-003
(for multiple selections hold CTRL key)

g. Is the subrecipient a Faith-Based Organization? No

h. Has the subrecipient ever received a federal grant, either directly from a federal agency or through a State/local agency? Yes

i. Expected Sub-Award Amount: \$139,702

j. Contact Person

Prefix: Ms.

First Name: Malinda

Middle Name:

Last Name: Williams

Suffix:

Title: Executive Director

E-mail Address: malindaw@taoscav.org

Confirm E-mail Address: malindaw@taoscav.org

Phone Number: 575-758-8082

Extension: 117

Fax Number: 575-758-4051

Documentation of the subrecipient's nonprofit status is required with the submission of this application.

3A. Project Detail

Instructions:

The selections made on this form will determine which additional forms will need to be completed for this project application.

Expiring Grant Number: This field is pre-populated with the expiring grant number entered on form "1A. Application Type."

CoC Number and Name: Select the number and name of the CoC to which the project application will be submitted for the local competition review process. This is the CoC that will submit the CoC Consolidated Application to HUD by the designated submission deadline. Applicants with projects that do not belong to a CoC should select "No CoC".

CoC Applicant Name: Select the name of the CoC Applicant, also known as the Collaborative Applicant, from the dropdown. In most cases, there will only be one name from which to choose; however, in the case of a Competing CoC, there may be more than one name from which to choose. The project applicant should choose the name of the CoC Applicant to which they intend to submit this project application.

Project Name: This is pre-populated from the "Project" form and cannot be edited.

Project Status: The default selection is "Standard", indicating that the applicant is submitting the application to the Collaborative Applicant for consideration in the FY 2013 competition. The selection should only be changed to "Appeal" in the event that the project application is rejected by the Collaborative Applicant (either formally in e-snaps or outside of e-snaps) and the project applicant wants to appeal this decision directly to HUD by submitting a solo application. For additional information on the appeal process, see the Appeals Notice that is published by HUD after the FY 2013 CoC Program NOFA is published.

Component Type: This is a required field. Select the component type that identifies the renewal project application type.

Energy Star: this field is required. Select "Yes" or "No" to indicate if Energy Star is being used in this project at one or more properties that will receive funding in this CoC Program Competition.

Title V: This field is required. Select "Yes" or "No" to indicate if one or more properties being served by this project were acquired under Title V.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

1. Expiring Grant Number: NM0038L6B011202

(e.g., the "Federal Award Identifier" indicated on form 1A. Application Type)

2a. CoC Number and Name: NM-501 - New Mexico Balance of State CoC

2b. CoC Applicant Name: New Mexico Coalition to End Homelessness

3. Project Name: Community Against Violence DV/SA Housing Project 2013

4. Project Status: Standard

5. Component Type: TH

6. Is Energy Star used at one or more of the proposed properties? Yes

7. Does this project use one or more properties that have been conveyed through the Title V process? No

3B. Project Description

Instructions:

ALL PROJECTS

Provide a description that addresses the entire scope of the proposed project: This field is required. The project description should address the entire scope of the project, including a clear picture of the target population(s) to be served, the plan for addressing the identified needs/issues of the CoC target population(s), projected outcome(s), and coordination with other source(s)/partner(s). The narrative is expected to describe the project at full operational capacity. The description should be consistent with and make reference to other parts of this application.

Does your project participate in a CoC Coordinated Assessment System: This is a required field. Select "Yes" if the project is currently participating in a coordinated assessment system. If a coordinated assessment system does not exist in the CoC or if the project does not participate, select "No."

Does your project have a specific population focus: This is a required field. Select "Yes" if your project has special capacity in its facilities, program designs, tools, outreach or methodologies for a specific subpopulation or subpopulations. This does not necessarily mean that the project exclusively serves that subpopulation(s), but rather that they are uniquely equipped to serve them. If "Yes" is selected, select the relevant checkbox(es) to identify the project's population focus.

PH PROJECTS ONLY

Does the project follow a "Housing First" model: This is a required field for PH projects only. Select "Yes" if the project currently follows a housing first approach that allows the homeless to enter without barriers such as income, sobriety, etc. Select "No" if the project does not follow a housing first approach.

Does the PH project provide PSH or RRH: This is a required field. If PSH is selected, a follow up field will appear with the following pre-populated, "Unlimited Assistance". If RRH is selected, a follow-up field will appear in which the applicant will need to "

Indicate the maximum length of assistance". RRH projects may provide assistance to participants for a period of up to 24 months but may choose from 3, 12, 18, and 24 month periods. There is no time limit for PSH projects. Therefore, when PSH is selected, "Unlimited Assistance" will automatically populate and will be read only. TH AND SSO PROJECTS ONLY:

Do you plan on serving homeless households with children and youth defined as homeless under other federal statutes (Paragraph 3 of the definition of homeless found at 24 CFR 578.3)? Please note that no project is permitted to serve this population unless the CoC has requested and is approved to do so: This is a required field. Projects are only permitted to serve households with children and youth defined as homeless under other federal statutes (Paragraph 3 of the definition of homeless found at 24 CFR 578.3), if the CoC has requested and is approved to use funds for such a purpose. CoCs that wish to request that projects within the CoC be permitted to use funds to serve this population had to identify the specific project(s) that would use funding for this purpose (up to 10 percent of CoC total award) by submitting an attachment with the CoC Application. HUD will only consider TH and SSO projects for approval under the above conditions.

TH PROJECTS ONLY:

Indicate the maximum length of assistance: This is a required field. The maximum length of assistance allowed for TH projects is 24 months.

PH AND TH PROJECTS ONLY:

If applicable, indicate the type of rental assistance: This is a required field. If requesting rental assistance, select the type, PRA, SRA, or TRA, from the dropdown menu. Each type has unique requirements and applicants should refer to 24 CFR 578.51 before making a selection. If not requesting rental assistance in this project application, select N/A.

Describe the method for determining the type, amount, and duration of rental assistance that participants can receive. If the project is requesting rental assistance, describe the method or process the applicant will use to determine the type, amount, and duration of rental assistance that participants can receive

For SHP projects renewing under the CoC Program for the first time, is the project budget being revised to rental assistance from leasing? (This change must have been listed on the final HUD-approved GIW. See 24 CFR 578.49(b)(8)); This is a required field. "Yes" should only be selected if the change from leasing to rental assistance was approved by HUD during the GIW process.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

1. Provide a description that addresses the entire scope of the proposed project.

Community Against Violence, Inc. (CAV) proposes to continue the successful Transitional Shelter project for adults and their children who are victims of domestic or sexual violence and whose need for safety is part of the considerations in addressing their homelessness. During their time in this program, participants access services to support their trauma recovery while empowering them to reach programmatic goals of permanent housing, obtain/increase employment or income (or increased stability in this area), further education, and connections to other mainstream resources.

Program participants have full access to comprehensive "transitional" support and recovery services geared to ensure permanent housing stability success such as assistance and advocacy for the following areas: legal services, medical services, housing, public assistance (including TANF, Medicaid, SSI, SSDI, Food Stamps, and general assistance), educational resource assistance, necessary transportation, individual counseling and support groups, skills and knowledge coaching and referrals (for example: budgeting, credit debt reduction, job skill building, employment-readiness services and referrals), safety planning, parenting skills coaching and classes, furnishings and personal supplies for housing readiness.

2. Does your project participate in a CoC Coordinated Assessment System? Yes

3. Does your project have a specific population focus? Yes

3a. Please identify the specific population focus. (Select ALL that apply)

Chronic Homeless	<input type="checkbox"/>	Domestic Violence	<input checked="" type="checkbox"/>
Veterans	<input type="checkbox"/>	Substance Abuse	<input type="checkbox"/>
Youth (under 25)	<input type="checkbox"/>	Mental Illness	<input type="checkbox"/>
Families	<input checked="" type="checkbox"/>	HIV/AIDS	<input type="checkbox"/>

Other (Click 'Save' to update)	<table border="1"><tr><td>X</td></tr></table>	X
X		

Other: Sexual assault victims

4. Do you plan on serving homeless households with children and youth defined as homeless under other federal statutes (Paragraph 3 of the definition of homeless found at 24 CFR 578.3)? Please note that no project is permitted to serve this population unless the CoC has requested and is approved to do so. No

5. Indicate the maximum length of assistance: Up to 24 months

6a. If applicable, indicate the type of rental assistance: N/A

4A. Supportive Services for Participants

Instructions:

ALL PROJECTS EXCEPT HMIS

Are the proposed project policies and practices consistent with the laws related to providing education services to individuals and families: This is a required field. Select "Yes," "No," or "N/A" to indicate whether the project policies provide for educational and related services to individuals and families experiencing homelessness, and if the policies are consistent with local and federal educational laws, including the McKinney-Vento Act. Only projects that do not serve families with children or unaccompanied youth should select "N/A." If "No" is selected, the project applicant will be required to answer an additional question.

Does the proposed project have a designated staff person to ensure that children are enrolled in school and receive educational services, as appropriate: This is a required field. Select "Yes," "No," or "N/A" to indicate whether the project has a designated staff person responsible for ensuring that children and youth are enrolled in school and connected to the appropriate services within the community, including early childhood education programs such as Head Start, Part C of the Individuals with Disabilities Education Act, and McKinney-Vento education services. Only projects that do not serve families with children or unaccompanied youth should select "N/A." If "No" is selected, the project applicant will be required to answer an additional question.

Describe the manner in which the project applicant will take into account the educational needs of children when youth and/or families are placed in housing: This is a required field if a response of "No" is given for either one of the two preceding questions. Use this space to explain how the project will plan to meet the educational needs of children and youth participants according to the requirements specified under section 426.B.4 of the McKinney-Vento Act as amended by HEARTH.

For all supportive services available to participants, indicate who will provide them, how they will be accessed, and how often they are provided. This field is required and at least one value must be entered. Complete each row of drop down menus for supportive services that will be available to participants, using the funds requested through the application, and funds from other sources. If more than one Provider or mode of Access is relevant for a single service, please select the provider and mode of access that corresponds to the highest frequency.

- Provider: select one of the following: "Applicant" to indicate that the applicant will provide the service directly; "Subrecipient" to indicate that a subrecipient will provide the service directly; "Partner" to indicate that an organization that is not a subrecipient of project funds but with whom a formal agreement or MOU has been signed will provide the service directly; or, "Non-Partner" to indicate that a specific organization with whom no formal agreement has been established regularly provides the service to clients. If more than one provider offers the service at the same frequency, choose the provider closest to the grant funds (i.e. Applicant, then Subrecipient, then Partner, and lastly, non-Partner).

- Access: Select the most common method of access for participants. If more than one mode is equally common, choose the most convenient.

- Frequency: Select the most common interval of time for which the service is accessible to participants. If two frequencies are equally common, choose the interval with the highest frequency.

Applicants may leave dropdown menus as "—select—" when services are not applicable.

To what extent are most community amenities available to project participants: This field is required. Select the answer that best fits the accessibility of community amenities such as: Schools, libraries, houses of worship, grocery stores, laundromats, doctors, dentists, parks or recreation facilities. If accessibility varies significantly by amenity, choose the level that best describes most of the amenities or the average accessibility of amenities.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

1a. Are the proposed project policies and practices consistent with the laws related to providing education services to individuals and families? Yes

1b. Does the proposed project have a designated staff person to ensure that the children are enrolled in school and receive educational services, as appropriate? Yes



**2. For all supportive services available to participants, indicate who will provide them, how they will be accessed, and how often they will be provided.
Click 'Save' to update.**

Supportive Services		Provider	Access	Frequency
Assessment of Service Needs		Subrecipient	Onsite	Daily
Assistance with Moving Costs		Subrecipient	Onsite	Weekly
Case Management		Subrecipient	Onsite	Daily
Child Care		Subrecipient	Onsite	Daily
Education Services		Non-Partner	Program van	Daily
Employment Assistance and Job Training		Subrecipient	Onsite	Daily
Food		Subrecipient	Onsite	Daily
Housing Search and Counseling Services		Subrecipient	Onsite	Daily
Legal Services		Subrecipient	Onsite	Daily
Life Skills Training		Subrecipient	Onsite	Daily
Mental Health Services		Subrecipient	Onsite	Daily
Outpatient Health Services		Partner	Program van	Daily
Outreach Services		Subrecipient	Onsite	Daily
Substance Abuse Treatment Services		Partner	Program van	Daily
Transportation		Subrecipient	Program van	Daily
Utility Deposits		Non-Partner	Onsite	Daily

3. How accessible are most community amenities to project participants?

Most Community Amenities	Access
Schools, libraries, houses of worship, grocery stores, laundromats, doctors, dentists, parks or recreation facilities.	Somewhat accessible: Minor transportation barriers, requires effort for participants.

4B. Housing Type and Location

The following list summarizes each housing site in the project. To add a housing site to the list, select the  icon. To view or update a housing site already listed, select the  icon.

Total Units: 2

Total Beds: 6

Total Dedicated CH Beds: 0

Total Non-Dedicated CH Beds: 6

Housing Type	Units	Beds	CH Beds	Non-CH Beds
Shared housing	2	6	0	6

4B. Housing Type and Location Detail

Instructions:

ALL PROJECTS EXCEPT HMIS

A unique detail form should be completed for each structure. In the case of clustered apartments, a single complex with multiple addresses may be entered on one detail form. In the case of scattered-site apartments, all scattered-site units within a single FMR area may be entered on one detail form.

Housing Type: This is a required field. Select the proposed Housing Type from the dropdown menu. Refer to the Project Application Detailed Instructions for a definition of each Housing Type.

Indicate the maximum number of units and beds available for project participants at the selected housing site: This is a required field. Indicate the number of units and beds that will be served by this project.

How many of the total beds entered in "b. Beds" are dedicated to the chronically homeless: This is a required field. Based on the number of beds listed in the above question, how many, if any, of the beds are dedicated for the chronically homeless. "Dedicated" chronically homeless beds can ONLY be used by chronically homeless persons. If none of the beds are dedicated for the chronically homeless, enter "0."

How many of the total beds entered in "b. Beds" are not currently dedicated for the chronically homeless but will be used to assist the chronically homeless when turnover occurs: This is a required field. In this field, indicate the number of beds that are not dedicated to the chronically homeless but where the chronically homeless will have priority for admission when a bed becomes available through turnover.

Address: This is a required field. Enter the physical address for this proposed project. For Scattered-site housing, programs should enter the address where the majority of beds are located or where most beds are located as of the application submission. For scattered-site apartments or clustered apartments with different addresses, applicants may also choose to enter an administrative address.

Select the geographic area(s) associated with the address: This is a required field. Select the geographic location(s) of the selected Housing Type.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

1. Housing Type: Shared housing

2. Indicate the maximum number of units and beds available for project participants at the selected housing site.

a. Units: 2

b. Beds: 6

c. How many of the total beds entered in "b. Beds" are dedicated to the chronically homeless? 0

d. How many of the total beds entered in "b. Beds" are not dedicated to the chronically homeless but will still be used to assist the chronically homeless? 6

3. Address:

Street 1: 945 Salazar Road

Street 2: P.O. Box 169

City: Taos

State: New Mexico

ZIP Code: 87571

4. Select the geographic area(s) associated with the address: 359055 Taos County
(for multiple selections hold CTRL Key)

4C. HMIS Participation

Instructions:

ALL PROJECTS EXCEPT HMIS

Does this project provide client level data to the HMIS at least annually: This is a required field. Select "Yes" or "No" from the drop down menu.

If "No" was selected, indicate the reason for non-participation in the HMIS by selecting one or more of the following reasons for not participating in the CoC's HMIS: Federal law prohibits, State law prohibits, New project not yet operating, and other. If "Federal/State prohibition" cite the applicable law in the text box provided. For "Other" provide an explanation in the text box.

If "Yes" was selected:

Indicate the number of clients served from 1/1/2012 – 12/31/2012: Enter the number of participants reported in the HMIS, only positive integers will be accepted. This should be a cumulative yearly count of clients served.

Of the clients served from 1/1/2012 – 12/31/2012, indicate the number reported in the HMIS: Enter a number that is smaller than or equal to the answer in the above question. Only positive integers will be accepted.

Indicate in the grid below the percentage of HMIS client records with 'null or missing values' or 'unknown values.' Please add a value for each cell below. If there are no values to report for a cell, please enter "0." At least one value must be entered into the grid. Enter a number in the applicable fields that represents the percentage of each data element that have null or missing values, and a number that represents the percentage of each data element were reported as "Don't Know or Refused."

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

1. Does this project provide client level data to HMIS at least annually? No

2a. Indicate the reason for non-participation in the HMIS. Federal law prohibits, State law prohibits

Click on the "Save" button below to enter additional information.

2b. For Federal/State prohibition, cite applicable law. For "Other", provide explanation.

Violence Against Women Act Section 605 Amendment to the McKenney-Vento Homeless Assistance Act and the New Mexico Stat. 31-25-1 to -6 "Victim Counselor Confidentiality Act"

5A. Project Participants - Households

Instructions:

ALL PROJECTS EXCEPT HMIS

In each non-shaded field list the number of households or persons served at maximum program capacity. The numbers here are intended to reflect a single point in time at maximum occupancy and not the number served over the course of a year or grant term. Dark grey cells are not applicable and light grey cells will be totaled automatically.

Households: Enter the number of households under at least one of the categories: Households with at least One Adult and One Child, Adult Households without Children, or Households with Only Children.

Households with at least One Adult and One Child: Enter the total number of households with at least one adult and one child. To fall under this column and household type, there must be at least one person at or above the age of 18, and at least one person under the age of 18.

Adult Households without Children: Enter the total number of adult households without children. To fall under this column and household type, there must be at least one person at or above the age of 18, and no persons under the age of 18.

Households with Only Children: Enter the total number of households with only children. To fall under this column and household type, there may not be any persons at or above the age of 18, and only persons under the age of 18.

Characteristics: Enter the total number of homeless that fall under one of the characteristics listed.

Persons in Households with at least One Adult and One Child: Enter the number of persons in households with at least one adult and on child for each demographic row. To fall under this column and household type, there must be at least one person at or above the age of 18, and at least one person under the age of 18.

Adult Persons in Households without Children: Enter the number of persons in households without children for each demographic row. To fall under this column and household type, there must be at least one person at or above the age of 18, and no persons under the age of 18.

Persons in Households with Only Children: Enter the number of persons in households with only children for each demographic row. To fall under this column and household type, there may not be any persons at or above the age of 18, and only persons under the age of 18.

Totals: All fields in the "Total Number..." and "Total Persons" rows will automatically calculate when the "Save" button is clicked.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

Households	Households with at Least One Adult and One Child	Adult Households without Children	Households with Only Children	Total
Total Number of Households	2	2	0	4

Characteristics	Persons in Households with at Least One Adult and One Child	Adult Persons in Households without Children	Persons in Households with Only Children	Total
Disabled Adults over age 24	1	0		1
Non-disabled Adults over age 24	1	2		3
Disabled Adults ages 18-24	0	0		0
Non-disabled Adults ages 18-24	0	0		0
Accompanied Disabled Children under age 18	0		0	0
Accompanied Non-disabled Children under age 18	2		0	2
Unaccompanied Disabled Children under age 18			0	0
Unaccompanied Non-disabled Children under age 18			0	0
Total Number of Adults over age 24	2	2		4
Total Number of Adults ages 18-24	0	0		0
Total Number of Children under age 18	2		0	2
Total Persons	4	2	0	6

Click Save to automatically calculate totals

5B. Project Participants - Subpopulations

Instructions:

ALL PROJECTS EXCEPT HMIS

*This form can only be completed once form "5A. Project Participants – Households" has been completed and saved.

In each non-shaded field enter the number of persons served at maximum program capacity according to their age group, disability status, and the extent in which persons served fit into one or more of the subpopulation categories. The numbers here are intended to reflect a single point in time at maximum capacity and not the number served over the course of a year or grant term. Dark grey cells are not applicable and light grey cells will be totaled automatically.

Complete each of the three charts on the form according to household types.

Persons in Households with at Least One Adult and One Child chart: Enter only persons in households with at least one adult and one child. To be listed on this chart, a person must be part of a household with at least one person at or above the age of 18, and at least one person under the age of 18.

Persons in Households without Children chart: Enter only persons in adult households without children. To be listed on this chart, a person must be part of a household with at least one person at or above the age of 18, and no persons under the age of 18.

Persons in Households with Only Children chart: Enter only persons in households with only children. To be listed on this chart, a person must be part of a household with no persons at or above the age of 18, and only persons under the age of 18.

Total Persons: All fields in the "Total Persons" rows will calculate automatically when the "Save" button is clicked.

Describe the unlisted subpopulations referred to above: This field is visible and mandatory if a number greater than 0 is entered into the column "Persons not represented by listed subpopulations." Enter text that describes the person(s) identified in this column and explains how they do not fall under the other categories in columns 1 through 9.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

Persons in Households with at Least One Adult and One Child

Characteristics	Chronic ally Homeles s Non- Veterans	Chronic ally Homeles s Veterans	Non- Chronic ally Homeles s Veterans	Chronic Substan ce Abuse	Persons with HIV/AID S	Severely Mentally Ill	Victims of Domesti c Violence	Physical Disabilit y	Develop mental Disabilit y	Persons not represen ted by listed subpopu lations
Disabled Adults over age 24				1			1			
Non-disabled Adults over age 24							1			
Disabled Adults ages 18-24										
Non-disabled Adults ages 18-24										
Disabled Children under age 18										
Non-disabled Children under age 18							2			

Total Persons	0	0	0	1	0	0	4	0	0	0
---------------	---	---	---	---	---	---	---	---	---	---

Click Save to automatically calculate totals

Persons in Households without Children

Characteristics	Chronic ally Homeles s Non- Veterans	Chronic ally Homeles s Veterans	Non- Chronic ally Homeles s Veterans	Chronic Substan ce Abuse	Persons with HIV/AID S	Severely Mentally Ill	Victims of Domesti c Violence	Physical Disabilit y	Develop mental Disabilit y	Persons not represen ted by listed subpopu lations
Disabled Adults over age 24										
Non-disabled Adults over age 24							2			
Disabled Adults ages 18-24										
Non-disabled Adults ages 18-24										
Total Persons	0	0	0	0	0	0	2	0	0	0

Click Save to automatically calculate totals

Persons in Households with Only Children

Characteristics	Chronic ally Homeles s Non- Veterans	Chronic ally Homeles s Veterans	Non- Chronic ally Homeles s Veterans	Chronic Substan ce Abuse	Persons with HIV/AID S	Severely Mentally Ill	Victims of Domesti c Violence	Physical Disabilit y	Develop mental Disabilit y	Persons not represen ted by listed subpopu lations
Accompanied Disabled Children under age 18										
Accompanied Non-disabled Children under age 18										
Unaccompanied Disabled Children under age 18										
Unaccompanied Non-disabled Children under age 18										
Total Persons	0			0	0	0	0	0	0	0

5C. Outreach for Participants

Instructions:

ALL PROJECTS EXCEPT HMIS

Enter the percentage of project participants that will be coming from each of the following locations: This is a required field. Enter the percentage (between 0% and 100%) of participants that will be coming from each of the following locations:

- Directly from the street or other locations not meant for human habitation
- Directly from emergency shelters
- Directly from safe havens
- From transitional housing and previously resided in a place not meant for human habitation or emergency shelters, or safe havens
- Persons at imminent risk of losing their night time residence within 14 days, have no subsequent housing identified, and lack the resources to obtain other housing (only applicable to TH and SSO projects)
- Homeless persons as defined under other federal statutes (TH and SSO only and HUD approval REQUIRED)
- Persons fleeing domestic violence

Total of above percentages: The percentages entered will automatically sum when all required fields are entered and the "Save" button is clicked. A warning message will appear if the total is greater than 100%.

If the total is less than 100 percent, identify how the persons meet HUD's definition of homeless and the project type eligibility requirements.

AND/OR

If "Persons at imminent risk..." is greater than 0 percent, identify the project as either an SSO or TH project and verify that persons served will be within 14 days of losing their housing and becoming literally homeless: This field is required if the total percentage calculated above is less than 100 percent or if a number greater than 0 was entered in the "Persons at imminent risk of losing their nighttime residence" field. If both apply, the project applicant must provide a response to both questions in this field.

If the total percentage calculated above is less than 100 percent, explain where the unaccounted for participants will come from. All participants served in CoC Program funded projects must meet eligibility criteria set forth in the CoC Program interim rule and the FY 2013 CoC Program NOFA.

If the field for "Persons at imminent risk of losing their nighttime residence within 14 days, have no subsequent housing identified, and lack the resources to obtain other housing" contains a percentage greater than 0, the project applicant must indicate how these persons meet the eligibility criteria for the project component being requested (may only be TH or SSO).

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

1. Enter the percentage of project participants that will be coming from each of the following locations.

	Directly from the street or other locations not meant for human habitation.
100%	Directly from emergency shelters.
	Directly from safe havens.
	From transitional housing and previously resided in a place not meant for human habitation or emergency shelters, or safe havens.
	Persons at imminent risk of losing their night time residence within 14 days, have no subsequent housing identified, and lack the resources to obtain other housing (TH and SSO projects only)
	Homeless persons as defined under other federal statutes (TH and SSO only and HUD approval REQUIRED)
	Persons fleeing domestic violence.
100%	Total of above percentages

2. If the total is less than 100 percent, identify how the persons meet HUD's definition of homeless and the project type eligibility requirements

AND/OR

If "Persons at imminent risk..." is greater than 0 percent, identify the project as either an SSO or TH project and verify that persons served will be within 14 days of losing their housing and becoming literally homeless.

6A. Standard Performance Measures

Instructions:

ALL PROJECTS EXCEPT SSO and HMIS

Housing Measures: This is a required field. Persons remaining in permanent housing as of the end of the operating year or exiting to permanent housing (subsidized or unsubsidized) during the operating year: Count each participant who is still living in your units supported by your facility, or clients who have exited your units and moved into another permanent housing situation

Income Measure: This is a required field where at least one option must be chosen by the project applicant.

- a. Persons age 18 and older who maintained or increased their total income (from all sources) as of the end of the operating year or program exit: Not applicable for youth below the age of 18. Total income can include all sources, public and private.
- b. Persons age 18 through 61 who maintained or increased their earned income as of the end of the operating year or program exit: Not applicable for youth below the age of 18. Earned income should only include income from wages and private investments, and not public benefits.

For each measure, enter a number in the blank cells according to the following instructions:

Universe (#): Enter the total number of persons about whom the measure is expected to be reported. The Universe is the total pool of persons that could be affected.

Target (#): Enter the number of applicable clients from the universe who are expected to achieve the measure within the operating year. The Target is the total number of persons from the pool that are affected.

Target (%): This field will be calculated automatically when all required fields are entered and saved. For example, if 80 out of 100 clients are expected to remain in the permanent housing program or exit to other permanent housing, the target % should be "80%."

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

1. Specify the universe and target for the housing measure. Click 'Save' to calculate the target percent (%).

Housing Measure	Target (#)	Universe (#)	Target (%)
a. Persons exiting to permanent housing (subsidized or unsubsidized) during the operating year.	5	6	83%

2. Choose one income-related performance measure from below, and specify the universe and target numbers for the goal. Click 'Save' to calculate the target percent (%).

Income Measure	Target (#)	Universe (#)	Target (%)
a. Persons age 18 and older who increased their total income (from all sources) as of the end of the operating year or program exit.	3	4	75%
OR			
b. Persons age 18 through 61 who increased their earned income as of the end of the operating year or program exit.	1	4	25%

6B. Additional Performance Measures

Use this form to submit additional measures on which the project will report performance in the Annual Performance Report (APR).

Proposed Measure
Increased Housing...
Accessing Support...

6B. Additional Performance Measures Detail

Instructions:

For each additional measure, fill in the blank cells according to the following instructions:

Performance Measure: Provide a name for the additional performance measure. This name will populate the list on the parent additional performance measures form.

Universe (#): Enter the total number of persons/units/items about whom/which the measure is expected to be reported. The Universe is the total pool of persons/units/items that could be affected.

Target (#): Enter the number of applicable persons/units/items from the universe who/that are expected to achieve the measure within the operating year. The Target is the total number of persons/units/items from the pool that are affected.

Target (%): This field will be calculated automatically when all required fields are entered and saved. For example, if 80 out of 100 clients are expected to remain in the permanent housing program or exit to other permanent housing, the target % should be "80%."

Data Source (e.g., data recorded in HMIS) and method of data collection (e.g., data collected by the intake worker at entry and case manager at exit) proposed to measure results: (required) Use the text box provided to provide as much detail concerning the data systems and methods as possible.

Specific data elements and formula proposed for calculating results: (required) Use the text field provided and be specific.

Rationale for why the proposed measure is an appropriate indicator of performance for this program: (required) Use the text field provided to describe the appropriateness of the measure given the nature of the program.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

1. Specify the universe and target goal numbers for the proposed measure.

a. Proposed Measure	b. Target (#)	c. Universe (#)	d. Target (%) (Calculated)
Increased Housing Stability	13	15	87%

2. Data Source (e.g., data recorded in HMIS) and method of data collection (e.g., data collected by the intake worker at entry and case manager at exit) proposed to measure results

Data to be collected by intake worker at entry and case manager at exit.

3. Specific data elements and formula proposed for calculating results

Program participants enter program from emergency shelter program and are considered homeless. During their enrollment and participation in the transitional housing program staff work with them multiple times weekly on this goal and log progress by notations in the participants' individual files. At their exit from the program, housing successes are recorded in file on departure forms and entered into data tracking program to calculate overall program successes. Formula: # of Target / # Universe = Outcome (%)

4. Rationale for why the proposed measure is an appropriate indicator of performance for this program

Increased housing stability is an important performance indicator because survivors of domestic/sexual violence often find themselves and their children homeless without sufficient resources to be in anything but a precarious housing situation. Setting this as a priority goal with CAV ensures it is a priority in providing supportive and skill-building services to enable the highest successes possible for future stability. Additionally, this has become an even harder goal for success in Taos County with the embezzlement our local housing authority personnel committed, the high poverty rates, and higher median housing costs of our area of service. The successes our participants are able to accomplish are a testament to our agency's belief in the importance of this measurement.

6B. Additional Performance Measures Detail

Instructions:

For each additional measure, fill in the blank cells according to the following instructions:

Performance Measure: Provide a name for the additional performance measure. This name will populate the list on the parent additional performance measures form.

Universe (#): Enter the total number of persons/units/items about whom/which the measure is expected to be reported. The Universe is the total pool of persons/units/items that could be affected.

Target (#): Enter the number of applicable persons/units/items from the universe who/that are expected to achieve the measure within the operating year. The Target is the total number of persons/units/items from the pool that are affected.

Target (%): This field will be calculated automatically when all required fields are entered and saved. For example, if 80 out of 100 clients are expected to remain in the permanent housing program or exit to other permanent housing, the target % should be "80%."

Data Source (e.g., data recorded in HMIS) and method of data collection (e.g., data collected by the intake worker at entry and case manager at exit) proposed to measure results: (required) Use the text box provided to provide as much detail concerning the data systems and methods as possible.

Specific data elements and formula proposed for calculating results: (required) Use the text field provided and be specific.

Rationale for why the proposed measure is an appropriate indicator of performance for this program: (required) Use the text field provided to describe the appropriateness of the measure given the nature of the program.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

1. Specify the universe and target goal numbers for the proposed measure.

a. Proposed Measure	b. Target (#)	c. Universe (#)	d. Target (%) (Calculated)
Accessing Supportive Services	15	15	100%

2. Data Source (e.g., data recorded in HMIS) and method of data collection (e.g., data collected by the intake worker at entry and case manager at exit) proposed to measure results

Program participants enter program and are assessed by an advocate/case manager with what strengths and challenges the participant presents as well as what goals they want to accomplish during the time they are in the program. Whatever areas (job skills, increased education-higher or GED, financial, etc.) set as goals, become the areas the advocate works with the participant on accessing services and resources for and are then measured quarterly, and again at participants' departure from program.

3. Specific data elements and formula proposed for calculating results

Staff work with them multiple times weekly on meeting their goals and log progress made by notations in the participants' individual files. At their exit from the program, goal achievements are recorded in their files on "Survivor Support Plan" and on departure forms and entered into data tracking programs to calculate overall program successes. formula: # of Target / # Universe = Outcome (%)

4. Rationale for why the proposed measure is an appropriate indicator of performance for this program

Our program has seen an increased ability to achieve goals and maintain housing and self-sufficiency that is directly proportionate to the amount of supportive services participants access while in the program. Because of this, CAV works to engage participants in as many ways possible and encourage the accessing of all services available internally as well as externally.

7A. Funding Request

Instructions:

ALL PROJECT APPLICATIONS

The fields that must be completed on this form will vary based on the project type, program type, and component type selected earlier in the project application.

Do any of the properties in this project have an active restrictive covenant: This is a required field. Select "Yes" or "No" to indicate whether or not one or more of the project properties are subject to an active restrictive covenant.

Was the original project awarded as either a Samaritan Bonus or Permanent Housing Bonus project: This is a required field. Indicate if this project previously received funds under either the Samaritan Housing or Permanent Housing Bonus initiative. If yes, then the project must continue to meet the requirements of the initiative, as specified in the Homeless Assistance Grants NOFA for the year in which funds were originally awarded, in order to continue to receive renewal funding under the CoC Program Competition.

Are the requested renewal funds reduced from the previous award as a result of reallocation?: This is a required field. Select "Yes" or "No" to indicate whether the renewal project is reduced through the reallocation process. The response will be compared to the reallocation responses in the CoC Application.

Does this project propose to allocate funds according to an indirect cost rate? This is a required field. Select 'Yes' or 'No' to indicate whether the project either has an approved indirect cost plan in place or will propose an indirect cost plan by the time of conditional award. For more information concerning indirect costs plans, please consult OMB circulars A-122 and A-87 and contact your local HUD office.

Select a grant term: This field is pre-populated with a one-year grant term.

Select the costs for which funding is being requested: This is a required field. All project applications must identify the eligible cost budget for which funding is being requested. The choices available will depend on the component and project type selected at the beginning of this project application. The following eligible costs may be listed: leased units, leased structures, short-term/medium-term rental assistance, long-term rental assistance, supportive services, operations, and HMIS. Indicate only those activities listed on the final HUD-approved FY2013 GIW.

If you do not see the funding budgets that you expected, you may need to return to form "3A. Project Detail" to review the "Component Type" and/or "3B. Project Description" to review the type of project selected. For example, a rental assistance project that does not see the "Long-term rental assistance" budget may have incorrectly identified as a rapid re-housing project on form "3B. Project Description." See the FY2013 CoC Program NOFA for additional guidance.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

1. Do any of the properties in this project have an active restrictive covenant? No

2. Was the original project awarded as either a Samaritan Bonus or Permanent Housing Bonus project? No

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3. Are the requested renewal funds reduced from the previous award as a result of reallocation? No

4. Does this project propose to allocate funds according to an indirect cost rate? No

5. Select a grant term: 1 Year

6. Select the costs for which funding is being requested:

Leased Units	<input type="checkbox"/>
Leased Structures	<input type="checkbox"/>
Short-Term/Medium-term Rental Assistance	<input type="checkbox"/>
Supportive Services	<input checked="" type="checkbox"/>
Operations	<input checked="" type="checkbox"/>
HMIS	<input type="checkbox"/>

7F. Supportive Services Budget

Instructions:

Enter the quantity and total budget request for each supportive services cost. The request entered should be equivalent to the cost of one year of the relevant supportive service.

Eligible Costs: The system populates a list of eligible supportive services for which funds can be requested. The costs listed are the only costs allowed under 24 CFR 578.53.

Quantity AND Description: This is a required field. Enter the quantity in detail (e.g. 1 FTE Case Manager Salary + benefits, or child care for 15 children) for each supportive service activity for which funding is being requested. Please note that simply stating "1FTE" is NOT providing "Quantity AND Detail" and limits HUD's understanding of what is being requested. Failure to enter adequate 'Quantity AND Detail' may result in conditions being placed on an award and a delay of grant funding.

Annual Assistance Requested: This is a required field. For each grant year, enter the amount of funds requested for each activity. The amount entered must only be the amount that is DIRECTLY related to providing supportive services to homeless participants. The request should match the budget amounts identified on the HUD-approved GIW.

Total Annual Assistance Requested: This field is automatically calculated based on the sum of the annual assistance requests entered for each activity.

Grant Term: This field is populated with the value "1 Year" and will be read only.

Total Request for Grant Term: This field is automatically calculated based total amount requested for each eligible cost multiplied by the grant term.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

A quantity AND description must be entered for each requested cost. Any cost without a quantity and a description will be removed from the budget.

Eligible Costs	Quantity AND Description (max 400 characters)	Annual Assistance Requested
1. Assessment of Service Needs		
2. Assistance with Moving Costs		
3. Case Management	Apprx. 1.25 FTE case management (portions 5 Advocates, ave of \$22,480)=\$22,100 + PR Tax @ \$2,248 + Health Ins. portions @ \$7,350	\$37,698
4. Child Care		
5. Education Services		
6. Employment Assistance		
7. Food		
8. Housing/Counseling Services		
9. Legal Services		
10. Life Skills		
11. Mental Health Services		
12. Outpatient Health Services		

Applicant: Town of Taos

29075366

Project: Community Against Violence DV/SA Housing Project 2013

096496

13. Outreach Services		
14. Substance Abuse Treatment Services		
15. Transportation		
16. Utility Deposits		
Total Annual Assistance Requested		\$37,698
Grant Term		1 Year
Total Request for Grant Term		\$37,698

Click the 'Save' button to automatically calculate totals.

7G. Operating Budget

Instructions:

Enter the quantity and total budget request for each operating cost. The request entered should be equivalent to the cost of one year of the relevant operations activity.

Eligible Costs: The system populates a list of eligible operating costs for which funds can be requested. The costs listed are the only costs allowed under 24 CFR 578.55.

Quantity AND Detail: This is a required field. Enter the quantity in detail (e.g. .75 FTE hours and benefits for staff, utility types, monthly allowance for supplies) for each operating cost for which funding is being requested. Please note that simply stating "1FTE" is NOT providing "Quantity AND Detail" and restricts understanding of what is being requested. Failure to enter adequate "Quantity AND Detail" may result in conditions being placed on the award and a delay of grant funding.

Annual Assistance Requested: This is a required field. For each grant year, enter the amount of funds requested for each activity. The amount entered must only be the amount that is DIRECTLY related to operating the housing or supportive services facility. The request should match the budget amounts identified on the HUD-approved GIW

Total Annual Assistance Requested: This field is automatically calculated based on the sum of the annual assistance requests entered for each activity.

Grant term: This field is populated with the value "1 Year" and will be read only.

Total Request for Grant Term: This field is automatically calculated based on the total amount requested for each eligible cost multiplied by the grant term.

All total fields will be calculated once the required field has been completed and saved.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

A quantity AND description must be entered for each requested cost. Any cost without a quantity and a description will be removed from the budget.

Eligible Costs	Quantity AND Description (max 400 characters)	Annual Assistance Requested
1. Maintenance/Repair	General Maintenance (locks, doors, heating, etc.)	\$550
2. Property Taxes and Insurance	Workers' Comp, Liability	\$6,903
3. Replacement Reserve		
4. Building Security	3 SH Mngrs, 1 Mntc, ave @ 21,078 + 3 FTE (2.5 portions SH Mng/.5 Mntc person) = \$63,234 + PR tax \$5,059 + health ins portion @ \$12,258	\$80,551
5. Electricity, Gas, and Water	Gas, Electricity, Water, Sanitation/Disposal, Telephone	\$9,000
6. Furniture		
7. Equipment (lease, buy)		
Total Annual Assistance Requested		\$97,004
Grant Term		1 Year
Total Request for Grant Term		\$97,004

Click the 'Save' button to automatically calculate totals.

7I. Sources of Match/Leverage

The following list summarizes the funds that will be used as Match or Leverage for the project. To add a Matching/Leverage source to the list, select the icon. To view or update a Matching/Leverage source already listed, select the icon.

Summary for Match

Total Value of Cash Commitments:	\$36,000
Total Value of In-Kind Commitments:	\$0
Total Value of All Commitments:	\$36,000

Summary for Leverage

Total Value of Cash Commitments:	\$617,195
Total Value of In-Kind Commitments:	\$177,224
Total Value of All Commitments:	\$794,419

Match/ Leverage	Type	Source	Contributor	Date of Commitment	Value of Commitments
Leverage	In-Kind	Private	Jami McFerren Vol...	09/25/2013	\$22,620
Leverage	Cash	Private	Cash Donations & ...	09/25/2013	\$92,000
Match	Cash	Government	Cash Grants	09/25/2013	\$36,000
Leverage	In-Kind	Private	Board of Director...	09/25/2013	\$18,000
Leverage	Cash	Government	Government Grant ...	07/12/2013	\$521,895
Leverage	In-Kind	Private	CAV Thrift Store	09/25/2013	\$8,496
Leverage	In-Kind	Private	Consulting Services	09/06/2013	\$3,000
Leverage	In-Kind	Private	Serra & Garrity PC	09/25/2013	\$2,000
Leverage	Cash	Private	Malinda Williams	09/25/2013	\$1,800
Leverage	In-Kind	Private	Support Services	09/06/2013	\$14,560
Leverage	In-Kind	Private	Jean Rael	09/06/2013	\$7,280
Leverage	In-Kind	Private	Marge Perry	09/25/2013	\$5,000

Leverage	In-Kind	Private	Annette Bowden, A...	09/25/2013	\$2,600
Leverage	In-Kind	Private	Unicorn School Su...	09/06/2013	\$600
Leverage	In-Kind	Private	NM Legal Aid	09/12/2013	\$61,355
Leverage	In-Kind	Private	Northern NM Women...	09/06/2013	\$1,200
Leverage	In-Kind	Government	Town of Taos Spac...	09/06/2013	\$28,713
Leverage	In-Kind	Private	Mari Tara Wellnes...	09/10/2013	\$1,800
Leverage	Cash	Private	Enterprise Cash G...	09/08/2013	\$1,500

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

1. Will this commitment be used towards Match or Leverage? Leverage

2. Type of Commitment: In-Kind

3. Type of Source: Private

4. Name the Source of the Commitment: Jami McFerren Volunteer Services Coordinator
(Be as specific as possible and include the office or grant program as applicable)

5. Date of Written Commitment: 09/25/2013

6. Value of Written Commitment: \$22,620

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

1. Will this commitment be used towards Leverage
Match or Leverage?

2. Type of Commitment: Cash

3. Type of Source: Private

4. Name the Source of the Commitment: Cash Donations & Cash Grants
(Be as specific as possible and include the office or grant program as applicable)

- 5. Date of Written Commitment:** 09/25/2013
6. Value of Written Commitment: \$92,000

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.


Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 1. Will this commitment be used towards Match or Leverage?** Match 
- 2. Type of Commitment:** Cash
- 3. Type of Source:** Government

4. Name the Source of the Commitment: Cash Grants
(Be as specific as possible and include the office or grant program as applicable)

5. Date of Written Commitment: 09/25/2013

6. Value of Written Commitment: \$36,000

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

1. Will this commitment be used towards Leverage
Match or Leverage?

2. Type of Commitment: In-Kind

3. Type of Source: Private

4. Name the Source of the Commitment: Board of Directors Volunteer Supportive Services
(Be as specific as possible and include the office or grant program as applicable)

5. Date of Written Commitment: 09/25/2013

6. Value of Written Commitment: \$18,000

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 1. Will this commitment be used towards Match or Leverage?** Leverage
- 2. Type of Commitment:** Cash
- 3. Type of Source:** Government
- 4. Name the Source of the Commitment:** Government Grant for Supportive Services
(Be as specific as possible and include the office or grant program as applicable)
- 5. Date of Written Commitment:** 07/12/2013
- 6. Value of Written Commitment:** \$521,895

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 1. Will this commitment be used towards Match or Leverage?** Leverage
- 2. Type of Commitment:** In-Kind
- 3. Type of Source:** Private
- 4. Name the Source of the Commitment:** CAV Thrift Store
(Be as specific as possible and include the office or grant program as applicable)
- 5. Date of Written Commitment:** 09/25/2013
- 6. Value of Written Commitment:** \$8,496

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 1. Will this commitment be used towards Match or Leverage?** Leverage
- 2. Type of Commitment:** In-Kind
- 3. Type of Source:** Private
- 4. Name the Source of the Commitment:** Consulting Services
(Be as specific as possible and include the office or grant program as applicable)
- 5. Date of Written Commitment:** 09/06/2013
- 6. Value of Written Commitment:** \$3,000

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 1. Will this commitment be used towards Match or Leverage?** Leverage
- 2. Type of Commitment:** In-Kind
- 3. Type of Source:** Private
- 4. Name the Source of the Commitment:** Serra & Garrity PC
(Be as specific as possible and include the office or grant program as applicable)
- 5. Date of Written Commitment:** 09/25/2013
- 6. Value of Written Commitment:** \$2,000

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 1. Will this commitment be used towards Match or Leverage?** Leverage
- 2. Type of Commitment:** Cash
- 3. Type of Source:** Private
- 4. Name the Source of the Commitment:** Malinda Williams
(Be as specific as possible and include the office or grant program as applicable)
- 5. Date of Written Commitment:** 09/25/2013
- 6. Value of Written Commitment:** \$1,800

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 1. Will this commitment be used towards Match or Leverage?** Leverage
- 2. Type of Commitment:** In-Kind
- 3. Type of Source:** Private
- 4. Name the Source of the Commitment:** Support Services
(Be as specific as possible and include the office or grant program as applicable)
- 5. Date of Written Commitment:** 09/06/2013
- 6. Value of Written Commitment:** \$14,560

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 1. Will this commitment be used towards Match or Leverage?** Leverage
- 2. Type of Commitment:** In-Kind
- 3. Type of Source:** Private
- 4. Name the Source of the Commitment:** Jean Rael
(Be as specific as possible and include the office or grant program as applicable)
- 5. Date of Written Commitment:** 09/06/2013
- 6. Value of Written Commitment:** \$7,280

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 1. Will this commitment be used towards Match or Leverage?** Leverage
- 2. Type of Commitment:** In-Kind
- 3. Type of Source:** Private
- 4. Name the Source of the Commitment:** Marge Perry
(Be as specific as possible and include the office or grant program as applicable)
- 5. Date of Written Commitment:** 09/25/2013
- 6. Value of Written Commitment:** \$5,000

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 1. Will this commitment be used towards Match or Leverage?** Leverage
- 2. Type of Commitment:** In-Kind
- 3. Type of Source:** Private
- 4. Name the Source of the Commitment:** Annette Bowden, A& C Services
(Be as specific as possible and include the office or grant program as applicable)
- 5. Date of Written Commitment:** 09/25/2013
- 6. Value of Written Commitment:** \$2,600

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 1. Will this commitment be used towards Match or Leverage?** Leverage
- 2. Type of Commitment:** In-Kind
- 3. Type of Source:** Private
- 4. Name the Source of the Commitment:** Unicorn School Supply
(Be as specific as possible and include the office or grant program as applicable)
- 5. Date of Written Commitment:** 09/06/2013
- 6. Value of Written Commitment:** \$600

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 1. Will this commitment be used towards Match or Leverage?** Leverage
- 2. Type of Commitment:** In-Kind
- 3. Type of Source:** Private
- 4. Name the Source of the Commitment:** NM Legal Aid
(Be as specific as possible and include the office or grant program as applicable)
- 5. Date of Written Commitment:** 09/12/2013
- 6. Value of Written Commitment:** \$61,355

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 1. Will this commitment be used towards Match or Leverage?** Leverage
- 2. Type of Commitment:** In-Kind
- 3. Type of Source:** Private
- 4. Name the Source of the Commitment:** Northern NM Women's Health & Birth Center
(Be as specific as possible and include the office or grant program as applicable)
- 5. Date of Written Commitment:** 09/06/2013
- 6. Value of Written Commitment:** \$1,200

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 1. Will this commitment be used towards Match or Leverage?** Leverage
- 2. Type of Commitment:** In-Kind
- 3. Type of Source:** Government
- 4. Name the Source of the Commitment:** Town of Taos Space Rental/Admin Support
(Be as specific as possible and include the office or grant program as applicable)
- 5. Date of Written Commitment:** 09/06/2013
- 6. Value of Written Commitment:** \$28,713

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 1. Will this commitment be used towards Match or Leverage?** Leverage
- 2. Type of Commitment:** In-Kind
- 3. Type of Source:** Private
- 4. Name the Source of the Commitment:** Mari Tara Wellness Services
(Be as specific as possible and include the office or grant program as applicable)
- 5. Date of Written Commitment:** 09/10/2013
- 6. Value of Written Commitment:** \$1,800

Sources of Match/Leverage Detail

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement; however, the determination of the CoC's leveraging score will be calculated using data from this form. Please review the CoC Program interim rule and the FY2013 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible. A CoC may receive a higher leveraging score if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

Name the Source of the Commitment: Be as specific as possible (e.g. HHS PATH Grant, Community Service Block Grant, Hilton Foundation Grant to End Chronic Homelessness) and include the office or grant program as applicable. Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution

The values entered on each detailed Match/Leverage form will populate the summary form. The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

- 1. Will this commitment be used towards Match or Leverage?** Leverage
- 2. Type of Commitment:** Cash
- 3. Type of Source:** Private
- 4. Name the Source of the Commitment:** Enterprise Cash Grant
(Be as specific as possible and include the office or grant program as applicable)
- 5. Date of Written Commitment:** 09/08/2013
- 6. Value of Written Commitment:** \$1,500

7J. Summary Budget

Instructions:

The system populates a summary budget based on the information entered into each preceding budget form. Review the data and return to the previous forms to correct any inaccurate information. All fields are read only with exception to field "8. Admin (Up to 10%)."

Admin (Up to 10%): Enter the amount funds of requested administration funds. The request should match the amount identified on the HUD-approved GIW. The grant will not fund greater than 10% of the request listed in the field "Sub-Total Eligible Costs Request." If an ineligible amount is entered, the system will report an error and prevent application submission when the form is saved.

Total Assistance plus Admin Requested: This field is automatically populated based on the amount of funds requested on the various budgets completed by the project applicant and Admin costs requested. This is this is the total amount of funding the project applicant will request in the FY 2013 CoC Program Competition.

Cash Match: This field is automatically populated. If it needs to be changed, return to form "7I. Sources of Match/Leverage" to make changes to this field.

In-Kind Match: This field is automatically populated. If it needs to be changed, return to form "7I. Sources of Match/Leverage" to make changes to this field.

Total Match: This field will automatically calculate the total combined value of the Cash and In-Kind Match. The total match must equal 25% of the request listed in the field "Total Eligible Costs Request" minus the amount requested for Leased Units and Leased Structures. There is no upper limit for Match. If an ineligible amount is entered, the system will report an error and prevent application submission. To correct an inadequate level of match, return to form "7I. Sources of Match/Leverage" to make changes..

Cash and In-Kind Match entered into the budget must qualify as eligible program expenses under the CoC program regulations. Compliance with eligibility requirements will be verified at grant agreement.

The Total Budget automatically calculates when you click the "Save" button.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

The following information summarizes the funding request for the total term of the project. However, the appropriate amount of cash and in-kind match and administrative costs must be entered in the available fields below.

Eligible Costs	Annual Assistance Requested (Applicant)	Grant Term (Applicant)	Total Assistance Requested for Grant Term (Applicant)
1a. Leased Units	\$0	1 Year	\$0
1b. Leased Structures	\$0	1 Year	\$0
2. Short-term/Medium-term Assistance	\$0	1 Year	\$0
3. Long-term Rental Assistance	\$0	1 Year	\$0

Renewal Project Application FY2013	Page 69	01/07/2014
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Applicant: Town of Taos

29075366

Project: Community Against Violence DV/SA Housing Project 2013

096496

4. Supportive Services	\$37,698	1 Year	\$37,698
5. Operating	\$97,004	1 Year	\$97,004
6. HMIS	\$0	1 Year	\$0
7. Sub-total Costs Requested			\$134,702
8. Admin (Up to 10%)			\$5,000
9. Total Assistance plus Admin Requested			\$139,702
10. Cash Match			\$36,000
11. In-Kind Match			\$0
12. Total Match			\$36,000
13. Total Budget			\$175,702

8A. Attachment(s)

Instructions:

Subrecipient Nonprofit Documentation: Documentation of the subrecipient's nonprofit status must be uploaded, if the applicant and project subrecipient are different entities, and the subrecipient is a nonprofit organization.

Other Attachment(s): Attach any additional information supporting the project funding request. Use a zip file to attach multiple documents.

If indicated on Forms 3A and/or 3B, the following additional attachment screens may be visible that should be used instead of Form 8A. Attachments:

CoC Rejection Letter: Projects that are applying for CoC funds and that have been rejected for the competition by their CoC (Solo Projects) must submit documentation from the CoC verifying and explaining why the project has been rejected.

Commitment Letter: SHP projects that are converting from Leasing to Rental Assistance and are non-profits must attach a commitment letter from the state, instrumentality of local government, or PHA that will administer the rental assistance. Please see the FY 2013 CoC Program NOFA for more additional information.

Certification of Consistency with Consolidated Plan: Each applicant that is not a State or unit of local government is required to have a certification by the jurisdiction in which the proposed project will be located confirming that the applicant's application for funding is consistent with the jurisdiction's HUD-approved consolidated plan. The certification must be made in accordance with the provisions of the consolidated plan regulations at 24 CFR part 91, subpart F. For most projects, the certification is attached to the CoC Application with a list of all associated projects. However, for projects that selected "No CoC" on form 3A, a form HUD-2991 must be obtained and signed by the certifying official for the applicable jurisdiction, indicating that the proposed project will be consistent with the Consolidated Plan. If the Solo Applicant is a State or unit of local government, the jurisdiction must certify that it is following its HUD-approved Consolidated Plan.

Additional Resources can be found at the OneCPD Resource Exchange:

<https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

Document Type	Required?	Document Description	Date Attached
1) Subrecipient Nonprofit Documentation	No	IRS CAV 501c3 doc	12/31/2013
2) Other Attachment	No		
3) Other Attachment	No		

Attachment Details

Document Description: IRS CAV 501c3 doc

Attachment Details

Document Description:

Attachment Details

Document Description:

8B. Certification

A. For all projects:

Fair Housing and Equal Opportunity

It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and regulations pursuant thereto (Title 24 CFR part I), which state that no person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance, and will immediately take any measures necessary to effectuate this agreement. With reference to the real property and structure(s) thereon which are provided or improved with the aid of Federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer, transferee, for the period during which the real property and structure(s) are used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.

It will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and with implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion, sex, disability, familial status or national origin.

It will comply with Executive Order 11063 on Equal Opportunity in Housing and with implementing regulations at 24 CFR Part 107 which prohibit discrimination because of race, color, creed, sex or national origin in housing and related facilities provided with Federal financial assistance.

It will comply with Executive Order 11246 and all regulations pursuant thereto (41 CFR Chapter 60-1), which state that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of Federal contracts and shall take affirmative action to ensure equal employment opportunity. The applicant will incorporate, or cause to be incorporated, into any contract for construction work as defined in Section 130.5 of HUD regulations the equal opportunity clause required by Section 130.15(b) of the HUD regulations.

It will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701(u)), and regulations pursuant thereto (24 CFR Part 135), which require that to the greatest extent feasible opportunities for training and employment be given to lower-income residents of the project and contracts for work in connection with the project be awarded in substantial part to persons residing in the area of the project.

It will comply with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and with implementing regulations at 24 CFR Part 8, which prohibit discrimination based on disability in Federally-assisted and conducted programs and activities.

It will comply with the Age Discrimination Act of 1975 (42 U.S.C. 6101-07), as amended, and implementing regulations at 24 CFR Part 146, which prohibit discrimination because of age in projects and activities receiving Federal financial assistance.

It will comply with Executive Orders 11625, 12432, and 12138, which state that program participants shall take affirmative action to encourage participation by businesses owned and operated by members of minority groups and women.

If persons of any particular race, color, religion, sex, age, national origin, familial status, or disability who may qualify for assistance are unlikely to be reached, it will establish additional procedures to ensure that interested persons can obtain information concerning the assistance.

It will comply with the reasonable modification and accommodation requirements and, as appropriate, the accessibility requirements of the Fair Housing Act and section 504 of the Rehabilitation Act of 1973, as amended.

Additional for Rental Assistance Projects:

If applicant has established a preference for targeted populations of disabled persons pursuant to 24 CFR 582.330(a), it will comply with this section's nondiscrimination requirements within the designated population.

B. For non-Rental Assistance Projects Only.

20-Year Operation Rule.

For applicants receiving assistance for acquisition, rehabilitation or new construction: The project will be operated for no less than 20 years from the date of initial occupancy or the date of initial service provision for the purpose specified in the application.

1-Year Operation Rule.

For applicants receiving assistance for supportive services, leasing, or operating costs but not receiving assistance for acquisition, rehabilitation, or new construction: The project will be operated for the purpose specified in the application for any year for which such assistance is provided.

C. Explanation.

Where the applicant is unable to certify to any of the statements in this certification, such applicant shall provide an explanation.

Name of Authorized Certifying Official Darren Cordova

Date: 01/07/2014

Title: Town of Taos Mayor

Applicant Organization: Town of Taos

PHA Number (For PHA Applicants Only):

I certify that I have been duly authorized by the applicant to submit this Applicant Certification and to ensure compliance. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties . (U.S. Code, Title 218, Section 1001).

X

9B. Submission Summary

Page	Last Updated
1A. Application Type	12/31/2013
1B. Legal Applicant	No Input Required
1C. Application Details	No Input Required
1D. Congressional District(s)	12/31/2013
1E. Compliance	12/31/2013
1F. Declaration	12/31/2013
2A. Subrecipients	12/31/2013
3A. Project Detail	12/31/2013
3B. Description	01/06/2014
4A. Services	12/31/2013
4B. Housing Type	12/31/2013
4C. HMIS Participation	12/31/2013
5A. Households	01/06/2014
5B. Subpopulations	No Input Required
5C. Outreach	12/31/2013
6A. Standard	01/06/2014
6B. Additional Performance Measures	12/31/2013
7A. Funding Request	12/31/2013
7F. Supp. Svcs. Budget	12/31/2013
7G. Operating	12/31/2013
7I. Match/Leverage	12/31/2013
7J. Summary Budget	No Input Required
8A. Attachment(s)	12/31/2013
8B. Certification	12/31/2013



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248674159
May 18, 2011 LTR 4168C E0
85-0285504 000000 00
00023109
BODC: TE

COMMUNITY AGAINST VIOLENCE INC
PO BOX 169
TAOS NM 87571-0169



55128

Employer Identification Number: 85-0285504
Person to Contact: Ms. Ozepy
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your May 09, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(03) of the Internal Revenue Code in a determination letter issued in OCTOBER 1980.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(2).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248674159
May 18, 2011 LTR 4168C E0
85-0285504 000000 00
00023110

COMMUNITY AGAINST VIOLENCE INC
PO BOX 169
TAOS NM 87571-0169

If you have any questions, please call us at the telephone number
shown in the heading of this letter.

Sincerely yours,



S. A. Martin, Operations Manager
Accounts Management Operations

**Fiscal Year 2013
Continuum of Care Competition
Homeless Assistance Award Report**

State

CoC Name

Project Name

PROGRAM

Awarded Amount

New Mexico

NM-500 - Albuquerque CoC

ACCESS-SSO	CoCR	\$183,817
Bridges Transitional Housing Program	CoCR	\$24,233
Crossroads Chronic 2013	CoCR	\$127,300
Crossroads Non-Chronic 2013	CoCR	\$214,379
Cuidando los Ninos	CoCR	\$211,095
Downtown @ 700 2nd	CoCR	\$62,658
Dual Diagnosis Outreach	CoCR	\$92,700
Mesa House	CoCR	\$107,931
Partners in Housing	CoCR	\$251,023
Pathways Supported Housing Program	CoCR	\$129,730
Proyecto La Luz-SHP	CoCR	\$206,557
Proyecto La Luz-SSO	CoCR	\$52,350
R.I.S.E. SSO	CoCR	\$42,898
Renee's Project	CoCR	\$92,835
Rental Assistance - AHCH/SMHC/Hogares	CoCR	\$1,242,052
Rental Assistance - TLS	CoCR	\$393,545

State

CoC Name

Project Name

	<u>PROGRAM</u>	<u>Awarded Amount</u>
Sevagram Supportive Housing	CoCR	\$197,901
Social Transition and Resource Services (STARS)	CoCR	\$127,641
Sundowner	CoCR	\$42,800
Transitional Housing - City of Albuquerque	CoCR	\$761,996

NM-500 Total :

\$4,565,441

NM-501 - New Mexico Balance of State CoC

Abode-PH	CoCR	\$53,915
Casa Cerrillos Permanent Housing for Homeless Disabled	CoCR	\$74,098
Casitas Transitional Living Program	CoCR	\$109,425
Chuska	CoCR	\$27,285
Community Against Violence DV/SA Housing Project 2013	CoCR	\$139,702
El Camino Real Shelter Plus Care 2013	CoCR	\$304,038
Esperanza Shelter for Battered Families, Inc.	CoCR	\$93,897
Homeless Services SSO	CoCR	\$93,090
La Casa Scattered Sites Transitional Housing	CoCR	\$75,363
La Vida Nueva Transitional Housing Program	CoCR	\$108,698
Life Link La Luz PRA	CoCR	\$246,366
Life Link S+C AB	CoCR	\$430,226
Life Link S+C C	CoCR	\$135,563
Mesilla Valley Transitional Housing Program	CoCR	\$105,761

State

CoC Name

Project Name

NM HMIS (1) 2013

PROGRAM
CoCR

Awarded Amount
\$29,603

NM HMIS Expansion (2) 2013

CoCR

\$134,111

S+C Community Housing Connection I

CoCR

\$127,748

Sandoval Shelter + Care B

CoCR

\$114,258

Sandoval Shelter + Care A

CoCR

\$224,440

Sandoval SHP

CoCR

\$197,551

Shelter Plus Care

CoCR

\$143,645

Shelter Plus Care (S+C)

CoCR

\$110,722

SJCP/SSO

CoCR

\$68,047

Sonrisa Family Supportive Living Program

CoCR

\$64,403

Supportive Housing Program

CoCR

\$95,008

SWNHS Eastern New Mexico PH

CoCR

\$168,209

Transitional Housing Project (2013)

CoCR

\$65,725

NM-501 Total :

\$3,540,897

New Mexico Total :

\$8,106,338



September 23, 2014

Title:

Resolution 14-48 Budget Adjustment Request

Summary:

Consideration and possible approval of Resolution 14-48 Budget Adjustment Request to: 1) Municipal Road Gas Tax and State Shared Gas Tax Fund - Reallocating the Transfers out to 2001 NMFA PPRF Disadvantaged Program - Streets Fund in the amount of \$30,000 and the same to the 1999 Gas Tax Acquisition Fund to cover the required amount for debt service payments and cash flow on a monthly basis, 2) Transfer from Street Repair/Maintenance project to Chamisa Area Improvements Phase 3 in the amount of \$34,000 to cover the bid award for construction.

Background:

Town of Taos Policy requires Council approval on all budget transfers that transfer funds between cost categories, (ie. Personnel, Operating Expenses and Capital Outlay), **interfund transfers**, budget increases, project to project and new projects.

When preparing the budget I only used one the two revenue funds associated with the Street Fund Debt Service account as a transfer in not realizing that on a monthly basis that one fund did not generate enough revenue to cover the schedule debt service cost. This adjustment will correct this situation.

Submitted by Marietta Fambro, Finance Director

Attachments:

Click to download

📎 [Resolution 14-48](#)



**TOWN OF TAOS, NEW MEXICO
RESOLUTION 14-48**

WHEREAS the Town of Taos has adopted its operating budget for the fiscal year ending June 30, 2015, and

WHEREAS the governing body of the Town of Taos, meeting in Regular Session this 23rd day of September, 2014 wishes to amend its operating budget inclusive of all previous adjustments for the fiscal year ending June 30, 2015.

NOW, THEREFORE be it resolved that the governing body of the Town of Taos, meeting in Regular Session this 23rd day of September, 2014, adopts this budget adjustment and respectfully requests approval from the Local Government Division of the Department of Finance and Administration to effect this budget adjustment.

General State Shared Gasoline Tax Income Fund (13)

Expenditures and other Financing Uses:

Interfund Transfer out to Fund 42	(\$30,000)
Interfund Transfer out to Fund 59	\$30,000

(To adjust the State Shared Gasoline Income Fund, this budget adjustment will re-allocate the Interfund Transfer amount to a different fund which was originally budgeted to cover the monthly cost for NMFA PPRF Debt Service Street Fund.)

Municipal Road Gasoline Tax Fund (31)

Expenditures and other Financing Uses:

Interfund Transfer out to Fund 59	(\$30,000)
Interfund Transfer out to Fund 42	\$30,000

(To adjust the Municipal Road Gasoline Tax Fund, this budget adjustment will re-allocate the Interfund Transfer amount to a different fund which was originally budgeted to cover the monthly cost for NMFA PPRF Debt Service Street Fund.)

2011 NMFA PPRF Disadvantaged Program - Streets Fund (42)

Revenues and Other Sources:

Interfund Transfer in from Fund 13	(\$30,000)
Interfund Transfer in from Fund 31	\$30,000

(To adjust the 2011 NMFA PPRF Disadvantaged Program - Streets Fund, this budget adjustment will re-allocate the Interfund Transfer in amount from a different fund which was originally budgeted to cover the monthly debt service cost for this Fund.)

1999 Gas Tax Acquisition Fund (59)

Revenues and Other Sources:

Interfund Transfer in from Fund 31	(\$30,000)
Interfund Transfer in from Fund 13	\$30,000

Expenditures and other Financing Uses:

Street Repair/Maintenance – Capital Outlay (59-37)	(\$34,000)
Chamisa Area Improvements Phase 3 – Town Match (59-25)	\$34,000

(To adjust the 1999 Gas Tax Acquisition Fund, this budget adjustment will re-allocate the Interfund Transfer in amount from a different fund which was originally budgeted. It will also cover the bid award amount for Chamisa Area Improvements – Phase III.)

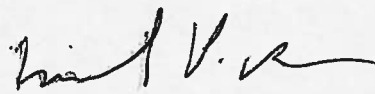
PASSED, APPROVED, AND ADOPTED THIS 23rd DAY OF SEPTEMBER 2014.

Mayor Pro-Tem Frederick A. Peralta _____
Councilmember Judith Y. Cantu _____
Councilmember Andrew T. Gonzales _____
Councilmember George "Fritz" Hahn _____

TOWN OF TAOS

Daniel R. Barrone, Mayor

ADMINISTRATIVE APPROVAL:

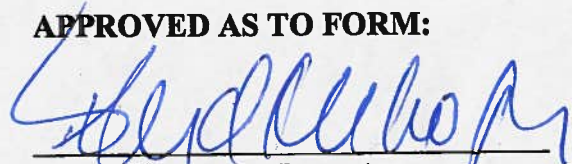


Richard Bellis, Town Manager

ATTEST:

Renee Lucero, Town Clerk

APPROVED AS TO FORM:



Floyd W. Lopez, Town Attorney

APPROVED:

Department of Finance and Administration

Date: _____



Town of Taos
BUDGET TRANSFER /ADJUSTMENT REQUEST FORM

Department Name: Finance
Date Prepared: 09/19/2014
Funds Affected: State Shared Gas Tax Fund (13)
Municipal Road Gas Tax Fund (31)
1999 Gas Tax Acq Fund (59)
2011 NMFA DS Streets Fund (42)

FROM (Budget to be Decreased)		TO (Budget to be Decreased)		JUSTIFICATION
Line Item Detail	AMOUNT	Line Item Detail	AMOUNT	
State Shared Gas Tax (Decrease)		2011 NMFA Debt Service Streets (Decrease)		This budget adjustment will decrease \$30,000 from the current
13-00-47101	\$ 30,000.00	42-00-39001	\$ 30,000.00	State Shared Gas Tax revenue and increase it by the same
Interfund Transfer Out		Interfund Transfer In		amount from the Municipal Road Gas Tax revenue source.
				This adjustment is needed for monthly cash flow to cover Street
				the 2011 NMFA Debt Service - Streets Fund.
State Shared Gas Tax (Increase)		1999 Gas Tax Acquisition Fund (Increase)		
13-00-47101	\$ 30,000.00	59-00-39001	\$ 30,000.00	
Interfund Transfer Out		Interfund Transfer In		
Municipal Road Gas Tax (Decrease)		1999 Gas Tax Acquisition Fund (Decrease)		
31-00-47101	\$ 30,000.00	59-00-39001	\$ 30,000.00	
Interfund Transfer Out		Interfund Transfer In		
Municipal Road Gas Tax (Increase)		2011 NMFA Debt Service Streets (Increase)		
31-00-47101	\$ 30,000.00	42-00-39001	\$ 30,000.00	
Interfund Transfer Out		Interfund Transfer In		
TOTAL	\$ 120,000.00	TOTAL	\$ 120,000.00	

☐ Disapproved ☒ Approved

☐ Disapproved ☒ Approved

☐ Disapproved ☒ Approved

DEPARTMENT HEAD SIGNATURE _____ DATE _____ TOWN MANAGER SIGNATURE *Art V. V.* DATE *9/19/14* FINANCE DIRECTOR SIGNATURE *Maritza J. Sanchez* DATE *9/19/14*

ACCOUNTANT SIGNATURE _____ DATE _____

BATCH # _____

Council Approval Required	
<input checked="" type="checkbox"/> Yes	Resolution # 14-48
<input type="checkbox"/> No	Date Approved 09/23/2014

Town of Taos

	6/30/2012 FISCAL YEAR ACTUAL	6/30/2013 FISCAL YEAR ACTUAL	FY 2014 FINAL BUDGET 6/30/2014	VARIANCE FY 2013-2014 INC/DEC %	FY 2015 BUDGET REQUEST	VARIANCE FY 2014-2015 INC/DEC %
Interfund Transfers: In (Out)						
General Fund (11)						
General State Shared Gross Receipts Tax Income Fund	4,423,562	4,396,953	4,326,451	(1.60%)	4,492,971	3.85%
General State Shared Gasoline Tax Income Fund	0	0	0	0.00%	0	0.00%
2008 Series Shared GRT RB Reserve Fund (Not Requi	0	0	0	0.00%	0	0.00%
Local Government Correction Fund	(110,493)	(104,048)	0	(100.00%)	0	0.00%
Community Grants	(188,378)	(110,884)	(283,000)	137.18%	(202,000)	(23.19%)
Municipal Road Gasoline Tax Fund	0	0	0	0.00%	0	0.00%
1/4 ¢ GRT Capital Improvements Fund	73,588	80,942	0	(100.00%)	0	0.00%
Communications Fund	(287,227)	(262,891)	0	(100.00%)	0	0.00%
General 1/12th Reserve Fund	0	0	0	0.00%	(881,248)	0.00%
General Additional Reserve Fund	0	0	0	0.00%	(988,165)	0.00%
Facilities Improvement Fund	(90,339)	(15,205)	(29,000)	90.73%	0	(100.00%)
Capital Projects Fund	0	(48,714)	0	(100.00%)	0	0.00%
Airport Construction Fund	0	0	(21,305)	#DIV/0!	0	0.00%
Capital/Maintenance/Operating Fund	0	0	0	0.00%	(316,504)	0.00%
Severance Pay Fund	0	0	0	#DIV/0!	(100,000)	0.00%
Lodger's Tax Promotional Fund	(181,825)	(181,825)	0	(100.00%)	0	0.00%
Civic Center Fund	156,085	113,232	0	(100.00%)	0	0.00%
Public Transportation	0	0	0	0.00%	0	0.00%
Vehicle Replacement Fund	(50,000)	0	0	0.00%	0	0.00%
	3,785,155	3,888,980	4,013,148	3.78%	2,006,066	(50.04%)
General State Shared Gross Receipts Tax Income Fund (12)						
General Fund	(4,423,562)	(4,396,953)	(4,326,451)	(1.60%)	(4,492,971)	3.85%
General 1/12 Required Reserve Fund (101)						
General Fund	0	0	0	0.00%	881,248	0.00%
General Additional Reserve Fund (102)						
General Fund	0	0	0	0.00%	988,165	0.00%
General State Shared Gasoline Tax Income Fund (13)						
General Fund	0	0	0	0.00%	0	0.00%
1999 Gas Tax Acquisition Fund (59)	0	0	(113,018)	100.00%	(18,077)	100.00%
2011 NMFA PPRF Disadvantaged Program Streets Fd	(188,118)	(171,278)	(70,872)	(58.56%)	(185,913)	133.77%
	(188,118)	(171,278)	(183,890)	0	(183,990)	
Recreation Fund						
Community Grants Fund	0	0	0	0	0	
Lodger's Tax Fund (23)						
Lodger's Tax Promotional Fund-Marketing	(381,287)	(348,500)	(312,740)	0.00%	(468,998)	48.98%
Lodger's Tax Promotional Fund-Visitor Center	(352,788)	(216,335)	(244,555)	13.04%	(281,398)	15.07%
Public Transportation Fund	(158,370)	(184,221)	(158,370)	(4.78%)	(187,598)	18.97%
Civic Center Fund	(78,185)	(87,125)	(78,185)	(10.26%)	0	(100.00%)
	(918,608)	(816,181)	(781,850)	(2.88%)	(937,992)	18.48%
Lodger's Tax Promotional Fund (24)						
Lodger's Tax Fund Visitor Center	352,788	216,335	244,555	13.04%	281,398	15.07%
Lodger's Tax Fund Marketing	381,287	348,500	312,740	(10.26%)	468,998	48.98%
Capital Improvements Fund	0	21,247	0	0.00%	0	0.00%
General Fund	181,825	181,825	0	(100.00%)	0	0.00%
	845,878	747,707	557,295	(23.17%)	750,394	34.85%
Local Government Correction Fund (25)						
General Fund	110,493	104,048	0	(100.00%)	0	0.00%
Civic Center Fund (27)						
Lodger's Tax Fund	78,185	87,125	78,185	(10.23%)	0	(100.00%)
General Fund	(156,085)	(113,232)	0	0.00%	0	0.00%
Public Transportation Fund	0	0	0	0.00%	0	0.00%
	(77,900)	(26,107)	78,185	(389.48%)	0	(100.00%)
Public Transportation Fund (29)						
Lodger's Tax Fund	158,370	184,221	158,370	(4.78%)	187,598	18.97%
Capital Improvements Fund	0	35,193	23,100	0.00%	0	0.00%
General Fund	0	0	0	0.00%	0	0.00%
	158,370	189,414	179,470	(10.00%)	187,598	4.53%
Community Grants Fund (30)						
General Fund	188,378	110,884	283,000	0.00%	202,000	(23.19%)
General Fund	0	0	0	0.00%	0	0.00%
Capital Improvements Fund	0	0	0	0.00%	0	0.00%
	188,378	110,884	283,000	0.00%	202,000	(23.19%)
Municipal Road Gasoline Tax Fund (31)						
2001 NMFA PPRF Disadvantage Program Street Improvements	(105,840)	(80,923)	0	(100.00%)	0	0.00%
"1999 Gas Tax Acquisition Fund	0	0	(111,879)	0.00%	(114,117)	0.00%
	(105,840)	(80,923)	(111,879)	38.25%	(114,117)	2.00%
1/4 ¢ GRT Capital Improvements Fund (32)						
2009 NMFA PPRF Disadvantaged Program (Eco Park)	(180,808)	(180,755)	(180,757)	0.00%	(180,757)	0.00%
2008 Shared Gross Receipts Tax RB Retirement (Town	(490,820)	(491,425)	(495,824)	0.00%	(494,825)	(0.24%)
2007 NMFA PPRF Disadvantaged Program (Land Purc	(113,718)	(113,734)	(113,742)	0.00%	(113,748)	0.01%
Facilities Improvement Fund	(13,000)	(13,000)	(78,800)	0.00%	0	0.00%
Vehicle Replacement Fund	(18,402)	0	0	0.00%	0	0.00%
General Fund	(73,588)	(80,942)	0	0.00%	0	0.00%
1999 Gasoline Tax Acquisition Fund	0	0	0	0.00%	0	0.00%
Camino Real Building Payment	0	0	(18,000)	0.00%	(18,000)	0.00%
Capital Projects Fund	(76,231)	(56,137)	(28,138)	(49.88%)	(144,275)	412.78%
	(868,345)	(915,993)	(916,258)	0.03%	(951,408)	3.84%

Town of Taos

	6/30/2012 FISCAL YEAR ACTUAL	6/30/2013 FISCAL YEAR ACTUAL	FY 2014 FINAL BUDGET 6/30/2014	VARIANCE FY 2013-2014 INC/DEC %	FY 2015 BUDGET REQUEST	VARIANCE FY 2014-2015 INC/DEC %
Interfund Transfers: In (Out)						
Communications (34)						
General Fund	287,227	282,891	0	(100.00%)	0	0.00%
E911 Enhanced Fund (53)	0	25,309	0	0.00%	0	0.00%
	287,227	288,000	0	(100.00%)	0	0.00%
2009 NMFA PPRF Disadvantaged Program Eco Park Fund (40)						
1/4 ¢ GRT Capital Improvements Fund	180,808	180,755	180,757	0.00%	180,757	0.00%
Capital Projects Fund	0	0	0	0.00%	0	0.00%
	180,808	180,755	180,757	0.00%	180,757	0.00%
2008 Gross Receipts Tax Revenue Bond Retirement Fund (41)						
1/4 ¢ GRT Capital Improvements Fund	490,820	491,425	495,824	0.00%	494,825	0.00%
General Fund	0	0	0	0.00%	0	0.00%
2008 GRT Revenue Bond Reserve Fund	0	0	0	0.00%	0	0.00%
	490,820	491,425	495,824	0.00%	494,825	(0.24%)
2011 NMFA PPRF Disadvantaged Program Streets Fund (42)						
Municipal Road Gasoline Tax Fund (13)	105,840	80,923	0	0.00%	0	0.00%
1999 Gas Tax Acquisition Fund (58)	189,118	(183,210)	0	0.00%	0	0.00%
General State Shared Gasoline Tax Income Fund (13)	23,005	171,278	70,972	0.00%	165,913	133.77%
	297,961	68,991	70,972	0	165,913	133.77%
1999 Gasoline Tax Revenue Bond Retirement Fund (43)						
1999 Gasoline Tax Revenue Bond Reserve Fund	172,016	0	0	#DIV/0!	0	0.00%
General State Shared Gasoline Tax Income Fund	0	0	0	#DIV/0!	0	0.00%
	172,016	0	0	#DIV/0!	0	0.00%
Camino Real Building						
1/4 ¢ GRT Capital Improvements Fund	0	0	18,000	0.00%	18,000	0.00%
1999 Gasoline Tax Revenue Bond Reserve Fund (46)						
1999 Gasoline Tax Revenue Bond Retirement Fund	(195,021)	0	0	#DIV/0!	0	0.00%
NMFA PPRF Disadvantaged Program (47)						
1/4 ¢ GRT Capital Improvements Fund	113,716	113,734	113,742	0.01%	113,749	0.01%
2001 Gross Receipts Tax Revenue Bond Retirement Fund	0	0	0	0.00%	0	0.00%
	113,716	113,734	113,742	0.01%	113,749	0.01%
1993 Gross Receipts Tax Revenue Bond Reserve Fund (48)						
1993 GRT Revenue Bond Retirement Fund	0	0	0	0.00%	0	0
1994 Gross Receipts Tax Revenue Bond Reserve Fund (49)						
1994 GRT Revenue Bond Retirement Fund	0	0	0	0.00%	0	0.00%
Facilities Improvement Fund (50)						
General Fund/Lodger's Tax Promotional	90,339	15,205	29,000	90.73%	0	(100.00%)
Capital Improvements Fund	329,975	433,976	49,000	(88.71%)	339,000	0.00%
Capital Improvements Fund	0	0	0	#DIV/0!	0	0.00%
Capital/1/4 GRT Capital Projects Fund	13,000	13,000	79,800	0.00%	0	0.00%
	433,314	462,181	157,800	(95.86%)	339,000	114.20%
Capital Projects Fund (51)						
General Fund	0	49,714	0	0.00%	0	0.00%
Facilities Improvement Fund	(329,975)	(433,976)	(49,000)	0.00%	(339,000)	568.80%
Lodger's Tax Promotion Fund	0	(21,247)	0	100.00%	0	0.00%
Transportation Fund	0	(35,193)	(23,100)	0.00%	0	0.00%
Airport Construction Fund	(17,257)	(75,246)	(361,000)	100.00%	(413,000)	8.40%
2008 GRT Revenue Bond Retirement Fund (41)	0	0	0	0.00%	0	0.00%
1/4 ¢ GRT Capital Improvements Fund	76,231	58,137	28,138	(48.78%)	144,275	412.78%
1999 Gasoline Tax Acquisition Fund (59)	(293,202)	0	0	0.00%	0	0.00%
Vehicle Replacement Fund	(2,564)	(190,000)	0	0.00%	0	0.00%
	(568,767)	(649,811)	(424,864)	(34.80%)	(606,725)	42.77%
Airport Construction Fund (52)						
General Fund	17,257	75,246	21,305	(71.69%)	0	(100.00%)
Capital Projects Fund (51)	0	0	381,000	0.00%	413,000	0.00%
	17,257	75,246	402,305	434.86%	413,000	2.86%
1999 Gasoline Tax Acquisition Fund (59)						
Municipal Road Gas Tax (31)	0	183,210	111,879	0.00%	114,117	0.00%
General State Shared Gasoline Tax (13)	0	0	113,018	0.00%	18,077	0.00%
2011 NMFA PPRF Disadvantaged Program Sta Fund (4)	0	0	0	0.00%	0	0.00%
Capital Projects Fund	293,202	0	0	0.00%	0	0.00%
	293,202	183,210	224,897	22.75%	132,194	(11.21%)
Vehicle Replacement Fund (54)						
Capital Improvements Fund	2,564	190,000	0	0.00%	0	0.00%
General Fund	50,000	0	0	100.00%	0	0.00%
1/4 GRT Capital Improvement Fund	18,402	0	0	0.00%	0	0.00%
	70,966	190,000	0	0.00%	0	0.00%
Capital/Maintenance/Operating Fund (53)						
General Fund	0	(25,309)	0	(100.00%)	316,504	0.00%



Department Name:	Public Works
Date Prepared:	09/19/2014
Funds Affected:	1999 Gas Tax Acq Fund (59)

☐ Disapproved ☒ Approved

☐ Disapproved ☒ Approved

☐ Disapproved ☒ Approved

DEPARTMENT HEAD SIGNATURE

DATE

TOWN MANAGER SIGNATURE

DATE

FINANCE DIRECTOR SIGNATURE

DATE

BATCH #

Council Approval Required.	
<input checked="" type="checkbox"/> Yes	Resolution # 14-48
<input type="checkbox"/> No	Date Approved 08/23/2014

FOR THE MONTH ENDING: SEPTEMBER 30TH, 2014

59 -99 GAS TAX CONSTRUCTION
EXPENSES

37-STREET REPAIR/MAINTEN

ACCOUNT	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	PERC. BUDGET	BUDGET BALANCE	Y-T-D ENCUMBERED	ENCUMBERED BALANCE
<u>OPERATING EXPENSES</u>							
<u>CAPITAL OUTLAY</u>							
37-45003 UTILITY PLANT IN SERVICE	83,374.00	0.00	0.00	0.00	83,374.00	0.00	83,374.00
CATEGORY TOTAL	83,374.00	0.00	0.00	0.00	83,374.00	0.00	83,374.00
DEPARTMENT TOTALS	83,374.00	0.00	0.00	0.00	83,374.00	0.00	83,374.00

Camino de la Merced Res #14-39 \$ - 10,000

Bal \$ 73,374.00



September 23, 2014

Title:

Financial Update

Summary:

Presentation of the monthly financial report for the period ending August 31, 2014.

Background:

Submitted by (Marietta Fambro)

Attachments:

Click to download

- ☐ [August 2014 Financial Report](#)
- ☐ [August Monthly GRT Report](#)
- ☐ [July - Sept GRT Report](#)
- ☐ [July - Sept GRT Classifications](#)

AUGUST 2014 FINANCIAL REPORT

General Fund

Revenues - Gross Receipts Tax - August's tax distribution (June's activity) was down 13.24% over 2013-2014. The most significant categorical decreases were in Accommodation & Food Services at \$101,730 (44.45%) and Retail Trade at \$26,600 (8.44%). The most significant categorical increases were in Unclassified Establishments at \$12,484 and Health Care & Social Assistance at \$10,684 (22.33%). A couple of notable revenue sources up through August includes Franchise Taxes which includes amounts from last fiscal year and Pool/Recreation revenues. The 13.24% decrease is reflective of the 13.99% increase from last June where Mumford and Sons were in Town. Some businesses contribute the increase of gross receipts to the concert while others have different opinions, such as Carson National Forest being the only forest open at the time. Included in September's report and along with October's gross receipts tax, will be projections as how the fiscal year will end. Overall General Fund revenues are down 6.8% from last year this time.

Expenditures - For the month of August, most departments are close to last years expenditures with the exception of Executive, Finance and Police which had some changes in personnel due to eliminations and vacancies. Any of these vacancy savings will offset decreases in revenues so there are no savings at this time. Overall General Fund expenditures are down 7.3% from last year this time.

Ending Balance - Our reserves remain the same, state mandate of 1/12th reserves along with an additional 54 days of a reserve balance. With the year-to-date gross receipts down 8.82% the reserve will also go down once our projection is made. It is important at this time to keep the reserve in place as a conservative plan.

Capital Projects

The month of August we had only one major expense which was payment for the replacement of the Library HVAC System in the amount of \$34,870. Encumbrances included the a section of the Library Roof replacement, the Airport roof replacement and engineering costs for La Posta Sewer Crossing. The advertisement and bid opening for the Airport Construction Phase I was done during August along with pre-bid meetings.

<u>Projects</u>	<u>Budget</u>	<u>Spent YTD</u>	<u>Open PO's</u>	<u>Complete</u>
Facilities Fund 50	602,598	34,870	39,314	6%
Capital Projects Fund 51	659,405	1,290	-	0%
Airport Construction Fund 52	24,439,662	-	1,400	0%
Vehicle Replacement Fund 54	64,000	-	-	0%
Affordable Housing Fund 56	8,994	-	-	0%
1999 Gas Tax Acquisition Fund 59	3,506,591	-	-	0%
Utility Construction Fund 81	3,116,677	-	20,377	0%
Totals	32,397,927	36,161	61,091	0%

Debt Service

All debt service transfers and accounts are on schedule to be paid in accordance with their respective covenant agreements.

	<u>Outstanding</u>			
	<u>Principal</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>
	<u>July 1, 2014</u>	<u>Payments</u>	<u>Payments</u>	<u>& Interest*</u>
Rural Utility Service Revenue Bond	2,186,600	54,000	113,368	-
New Mexico Finance Authority Loans - Utility, Streets & Landfill	2,911,058	370,086	53,666	-
New Mexico Finance Authority Loans - Land & Eco Park	1,973,952	238,850	58,920	-
New Mexico Environmental Department Loan - WWTP-6-2031	1,140,000	60,000	-	-
Town Hall Bonds	4,965,000	290,000	204,626	-
TOTALS	13,176,610	1,012,936	430,580	-

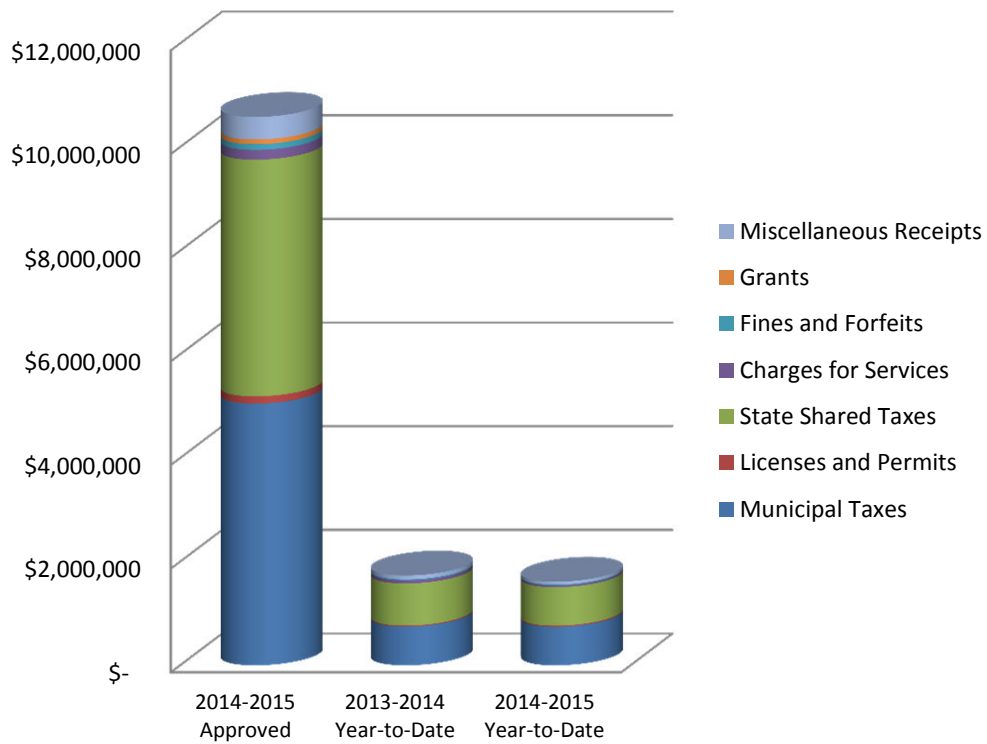
*Principal and/or interest amounts due within the next 30 days

Retirement of Loans: Eco Park - May 2025; Town Hall - June 2025; Streets -May 2022; 20 Acres of land - May 2017; Rural Utility Services Revenue Bonds June 2031, 2029, 2022, 2021, 2040, 2033, 2035; Landfill 2018

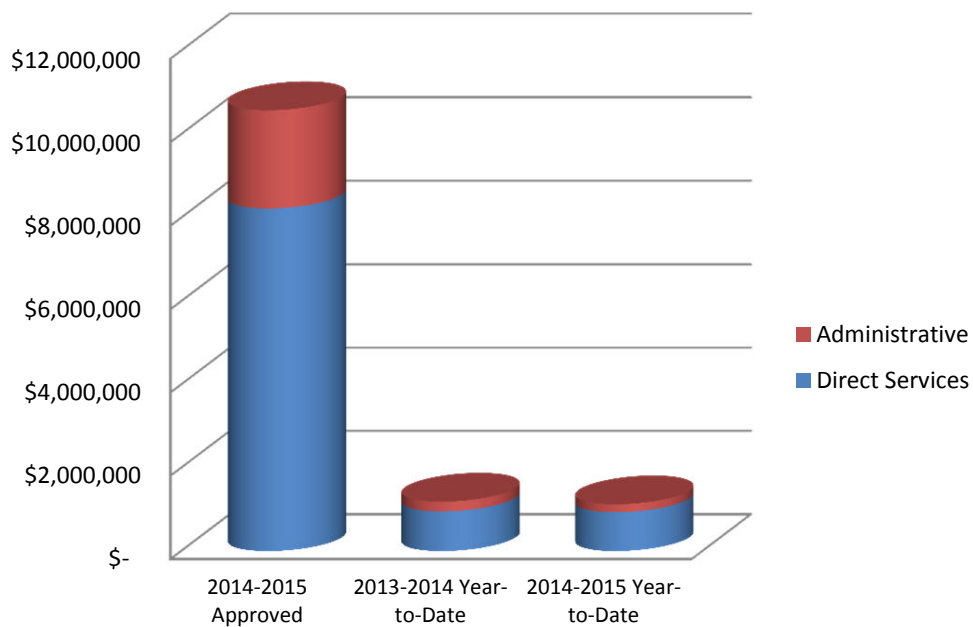
FY 2014-2015 GENERAL FUND OPERATING BUDGET - Revenues-Expenditures YTD through - August 31, 2014

	FY 2014-2015 Approved Budget	FY 2013-2014 Year-to-Date Actuals	FY 2014-2015 Year-to-Date Actuals	FY 2014-2015 Projected Year End
Revenues				
Beginning Balance July 1, 2014	\$ 2,480,356	\$ 1,761,601	\$ 2,480,356	\$ 2,480,356
Revenues				
Property Taxes	1,005,921	21,192	18,334	1,005,921
Franchise Taxes	378,101	74,880	132,641	378,101
Gross Receipts Tax (1 ¢)	3,667,732	653,913	596,179	3,667,732
Licenses & Permits				
Business Registrations	45,329	1,765	2,130	45,329
Building Permits	67,877	11,645	14,494	67,877
All Other	26,871	5,442	3,527	26,871
State Shared Taxes				
Auto License Dist 60/40	72,751	11,265	11,724	72,751
State Shared Gross Receipts Tax (1.225 ¢)	4,492,971	801,044	730,319	4,492,971
Charges for Services				
Parking Meter Fees	0	528	0	-
Swimming Pool/Recreation	74,274	7,066	21,352	74,274
Civic/Convention Center Revenues	0	-	781	-
Library Fees	0	8,941	0	-
All Other	114,915	46,336	15,319	114,915
Fines & Forfeits				
Court Fines	85,667	13,798	10,074	85,667
Library Fines	25,995	4,291	4,133	25,995
Grants				
State/Federal Grants	90,000	-	0	90,000
Miscellaneous Receipts				
Administration Fees	298,294	51,217	49,678	298,294
All Other	135,808	21,554	4,621	135,808
Total Revenues	\$ 10,582,506	\$ 1,734,877	\$ 1,615,305	10,582,506
Transfers: In (Out)				
Community Grants (i.e. Eco Park)	(202,000)	-	-	(202,000)
Severance Pay Fund	(100,000)	-	-	(100,000)
General 1/12th Reserve Fund	(881,246)	-	-	(881,246)
General Additional Reserve Fund	(988,165)	-	-	(988,165)
Capital/Maintenance/Operating One-Time	(316,504)	-	-	(316,504)
Total Net Transfers	\$ (2,487,915)	\$ -	\$ -	(2,487,915)
Expenditures				
Executive	\$ 429,434	\$ 64,920	\$ 46,478	429,434
Judicial	244,523	24,875	26,429	244,523
Finance	813,023	72,327	47,956	813,023
Police	2,663,251	376,681	321,168	2,663,251
Fire	648,602	84,963	94,827	648,602
Streets	854,841	85,201	69,164	854,841
Recreation	519,271	47,108	48,788	519,271
Fleet	228,281	19,094	21,003	228,281
Planning & Zoning	528,071	39,190	49,184	528,071
Library	610,473	68,054	70,246	610,473
Human Resources	248,597	30,933	22,698	248,597
Facilities	1,313,120	142,137	142,767	1,313,120
Town Council	322,251	46,451	45,216	322,251
Airport	151,483	16,801	15,768	151,483
Municipal Elections	-	0	-	-
Pool	394,065	41,530	44,309	394,065
Legal	329,706	27,062	23,984	329,706
Information Technology	275,955	25,126	33,104	275,955
Total Expenditures	\$ 10,574,947	\$ 1,212,454	\$ 1,123,088	10,574,947
Ending Balance	\$ -	\$ 2,284,024	\$ 2,972,573	\$ -

Revenues



Expenditures



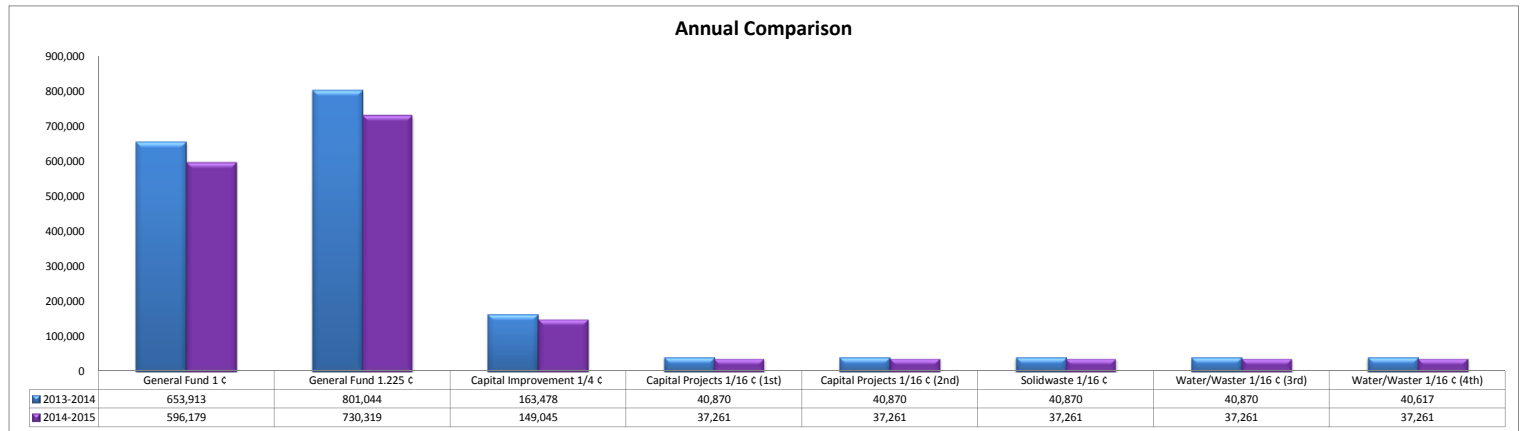
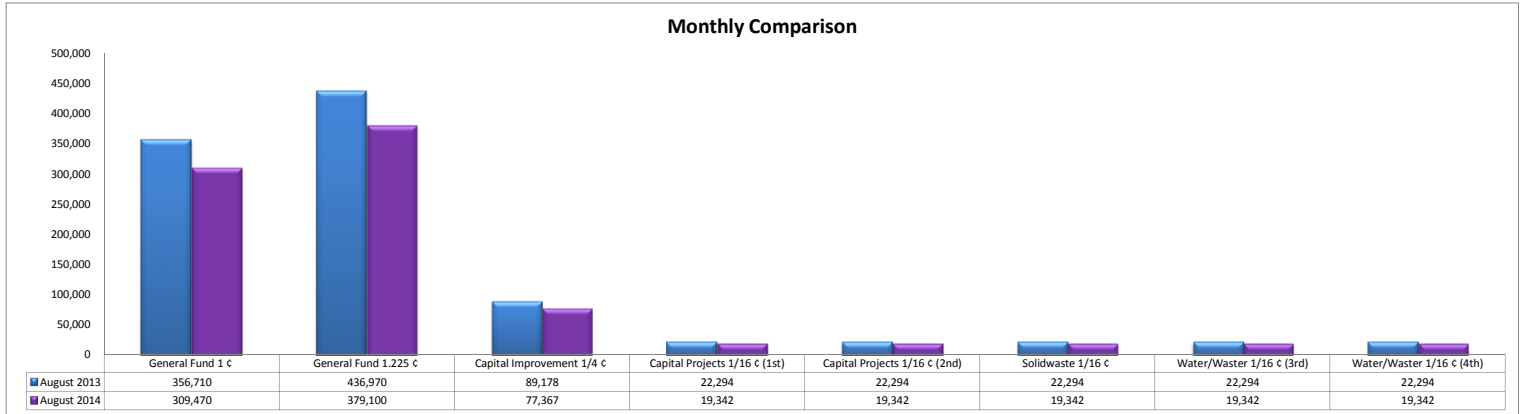
ALL OTHER FUNDS

FY 2014-2015 OPERATING BUDGET'S - Revenues-Expenditures - YTD through - August 31, 2014

Item	FY 2014-2015 Approved Budget	FY 2013-2014 Year-to-Date Actuals	FY 2014-2015 Year-to-Date Actuals	FY 2014-2015 Projected Year End
<u>Revenues</u>				
Visitors Center	\$ 115,902	\$ 24,479	\$ 30,206	115,902
Public Transportation	583,895	23,914	17,778	583,895
Historic District	120,000	17,042	31,199	120,000
Communications	702,000	61,983	116,945	702,000
Total-Special Fund Revenues	\$ 1,521,797	\$ 127,417	\$ 196,127	\$ 1,521,797
<u>Expenditures</u>				
Visitors Center	\$ 888,913	\$ 53,940	\$ 48,972	888,913
Public Transportation	816,664	52,621	41,092	816,664
Historic District	153,467	3,325	8,100	153,467
Communications	719,620	77,765	81,199	719,620
Total Special Fund Expenditures	\$ 2,578,664	\$ 187,651	\$ 179,363	\$ 2,578,664
<u>Enterprise Funds Revenues</u>				
Municipal Tax	475,510	81,739	74,522	475,510
Water-Charges for Service	1,355,491	293,058	253,991	1,355,491
Wastewater-Charges for Service	1,759,558	354,114	336,637	1,759,558
Miscellaneous Receipts	68,582	5,056	11,935	68,582
Solid Waste-Charges for Service	1,315,323	211,485	210,929	1,315,323
Regional Landfill-Charges for Service	1,126,196	186,641	230,797	1,126,196
Total-Enterprise Funds Revenues	\$ 6,100,660	\$ 1,132,093	\$ 1,118,812	\$ 6,100,660
<u>Enterprise Funds Expenditures</u>				
Utility Billing	254,931	22,509	21,768	254,931
Water	801,511	69,095	72,927	801,511
Wastewater Collections	431,203	43,436	42,460	431,203
Wastewater Treatment	1,230,530	38,176	21,827	1,230,530
Solid Waste Recycling	272,013	27,905	26,236	272,013
Solid Waste Billing	1,076,736	31,421	10,961	1,076,736
Regional Landfill	778,203	49,223	70,239	778,203
Total-Enterprise Funds Expenditures	\$ 4,845,127	\$ 281,765	\$ 266,418	\$ 4,845,127

FINANCE DEPARTMENT

Mission Statement: The Mission of the Finance Department is to promote excellence, quality and efficiency by enhancing the ability of our employees to serve our internal and external customers in an outstanding manner. We continuously strive to promote and ensure public trust in town government through quality fiscal responsibility.



July, 2013 - June, 2014

	General Fund 1 c	General Fund 1.225 c	Capital Improv. 1/4 c	Capital Projects 1/16 c (1st)	Capital Projects 1/16 c (2nd)	Solidwaste 1/16 c	Water/Wastewater/Wastewa Projects 1/16 c (3rd)	Projects 1/16 c (4th)	Total Gross Receipts Tax Revenues	Effective Tax Rate	Taxable Gross Receipts	Monthly Growth Rate	Average Growth Rate
July (May)	297,203	364,074	74,301	18,575	18,575	18,575	18,322	18,322	828,201	2.7875%	29,711,261	1.35%	1.39%
August (June)	356,710	436,970	89,178	22,294	22,294	22,294	22,294	22,294	994,329	2.7875%	35,671,000	13.99%	7.88%
September (July)	354,567	434,344	88,642	22,160	22,160	22,160	22,160	22,160	988,355	2.7875%	35,456,667	5.04%	6.86%
October (Aug)	330,427	404,773	82,607	20,652	20,652	20,652	20,652	20,652	921,066	2.7875%	33,042,728	1.14%	5.39%
November (Sept)	304,558	373,084	76,139	19,035	19,035	19,035	19,035	19,035	848,955	2.7875%	30,455,795	2.18%	4.78%
December (Oct)	309,166	378,728	77,291	19,323	19,323	19,323	19,323	19,323	861,800	2.7875%	30,916,589	3.65%	4.60%
January (Nov)	276,779	339,054	69,195	17,299	17,299	17,299	17,299	17,299	771,521	2.7875%	27,677,888	0.13%	4.02%
February (Dec)	368,666	451,616	92,166	23,042	23,042	23,042	23,042	23,042	1,027,656	2.7875%	36,866,591	9.88%	4.82%
March (Jan)	279,397	342,262	69,849	17,462	17,462	17,462	17,462	17,462	778,820	2.7875%	27,939,725	-1.99%	4.11%
April (Feb)	284,223	348,173	71,056	17,764	17,764	17,764	17,764	17,764	792,272	2.7875%	28,422,317	8.73%	4.51%
May (March)	301,201	368,971	75,300	18,825	18,825	18,825	18,825	18,825	839,597	2.7875%	30,120,068	-0.73%	4.03%
June (Apr)	285,193	349,361	71,298	17,825	17,825	17,825	17,825	17,825	794,975	2.7875%	28,519,277	6.60%	4.23%
Total	3,748,090	4,591,410	937,022	234,256	234,256	234,256	234,256	234,003	10,447,547		374,799,907		

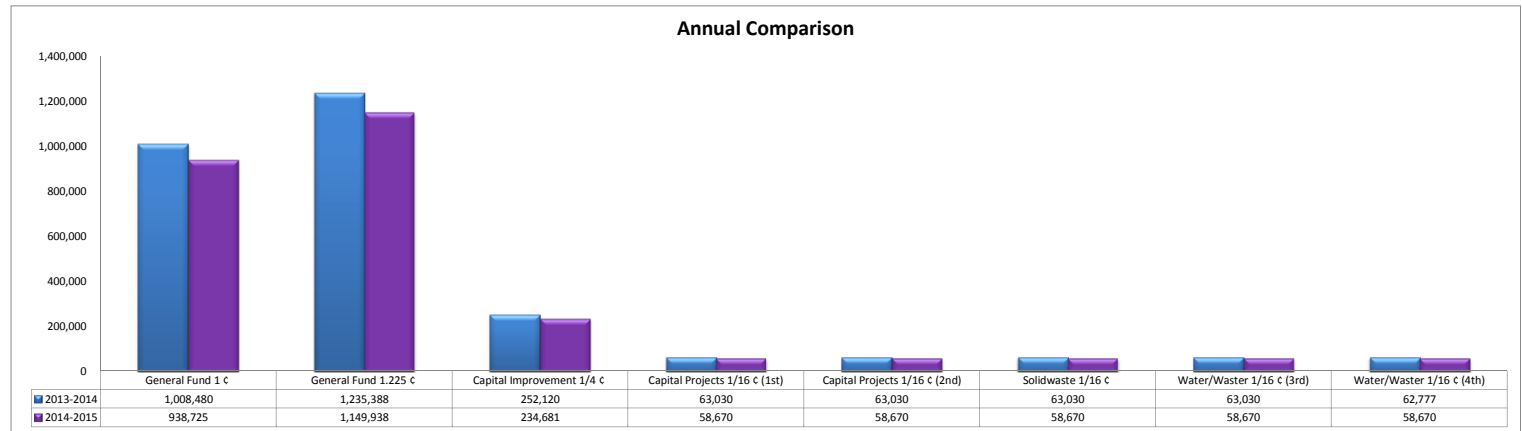
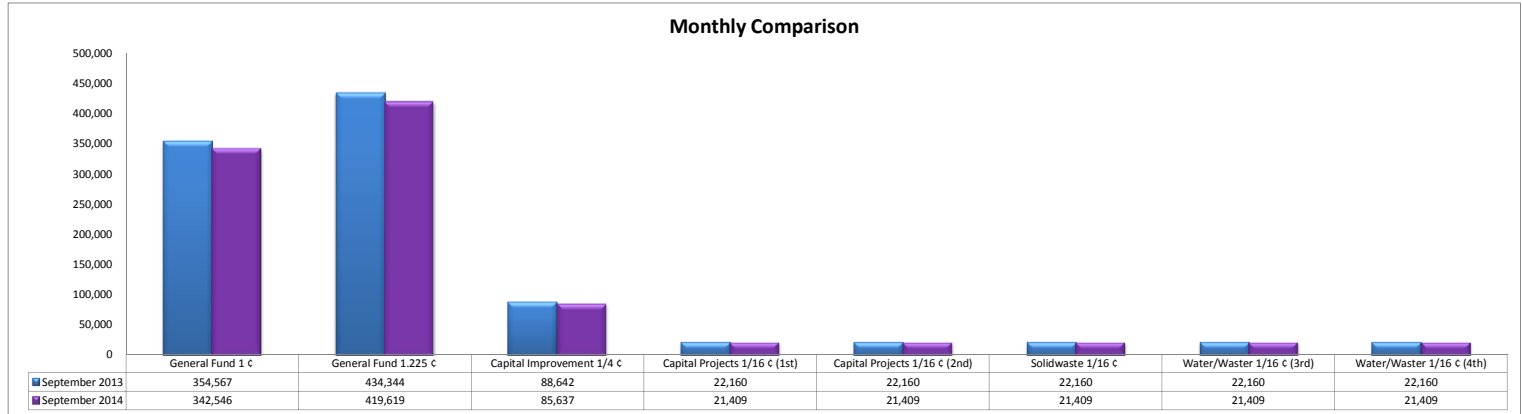
July, 2014 - June, 2015

	General Fund 1 c	General Fund 1.225 c	Capital Improv. 1/4 c	Capital Projects 1/16 c (1st)	Capital Projects 1/16 c (2nd)	Solidwaste 1/16 c	Water/Wastewater/Wastewa Projects 1/16 c (3rd)	Projects 1/16 c (4th)	Total Gross Receipts Tax Revenues	Effective Tax Rate	Taxable Gross Receipts	Monthly Growth Rate	Average Growth Rate
July (May)	286,709	351,219	71,677	17,919	17,919	17,919	17,919	17,919	799,202	2.7875%	28,670,915	-3.50%	-3.50%
August (June)	309,470	379,100	77,367	19,342	19,342	19,342	19,342	19,342	862,646	2.7875%	30,946,952	-13.24%	-8.82%
September (July)									0	2.7875%	0		
October (Aug)									0	2.7875%	0		
November (Sept)									0	2.7875%	0		
December (Oct)									0	2.7875%	0		
January (Nov)									0	2.7875%	0		
February (Dec)									0	2.7875%	0		
March (Jan)									0	2.7875%	0		
April (Feb)									0	2.7875%	0		
May (March)									0	2.7875%	0		
June (Apr)									0	2.7875%	0		
Total	596,179	730,319	149,045	37,261	37,261	37,261	37,261	37,261	1,661,848		59,617,867		

* There is a two month lag between the payment and the receipt of Gross Receipts Taxes.

FINANCE DEPARTMENT

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July, 2013 - June, 2014

	General Fund	General Fund	Capital Improv.	Capital Projects	Capital Projects	Solidwaste	Water/Wastewater/Wastewa	Projects	Projects	Total Gross Receipts Tax	Effective Tax Rate	Taxable Gross Receipts	Monthly Growth Rate	Average Growth Rate
	1 ¢	1.225 ¢	1/4 ¢	1/16 ¢ (1st)	1/16 ¢ (2nd)	1/16 ¢	1/16 ¢ (3rd)	1/16 ¢ (4th)	Revenues					
July (May)	297,203	364,074	74,301	18,575	18,575	18,575	18,575	18,322	828,201	2.7875%		29,711,261	1.35%	1.39%
August (June)	356,710	436,970	89,178	22,294	22,294	22,294	22,294	22,294	994,329	2.7875%		35,671,000	13.99%	7.88%
September (July)	354,567	434,344	88,642	22,160	22,160	22,160	22,160	22,160	988,355	2.7875%		35,456,667	5.04%	6.86%
October (Aug)	330,427	404,773	82,607	20,652	20,652	20,652	20,652	20,652	921,066	2.7875%		33,042,728	1.14%	5.39%
November (Sept)	304,558	373,084	76,139	19,035	19,035	19,035	19,035	19,035	848,955	2.7875%		30,455,795	2.18%	4.78%
December (Oct)	309,166	378,728	77,291	19,323	19,323	19,323	19,323	19,323	861,800	2.7875%		30,916,589	3.65%	4.60%
January (Nov)	276,779	339,054	69,195	17,299	17,299	17,299	17,299	17,299	771,521	2.7875%		27,677,888	0.13%	4.02%
February (Dec)	368,666	451,616	92,166	23,042	23,042	23,042	23,042	23,042	1,027,656	2.7875%		36,866,591	9.88%	4.82%
March (Jan)	279,397	342,262	69,849	17,462	17,462	17,462	17,462	17,462	778,820	2.7875%		27,939,725	-1.99%	4.11%
April (Feb)	284,223	348,173	71,056	17,764	17,764	17,764	17,764	17,764	792,272	2.7875%		28,422,317	8.73%	4.51%
May (March)	301,201	368,971	75,300	18,825	18,825	18,825	18,825	18,825	839,597	2.7875%		30,120,068	-0.73%	4.03%
June (Apr)	285,193	349,361	71,298	17,825	17,825	17,825	17,825	17,825	794,975	2.7875%		28,519,277	6.60%	4.23%
Total	3,748,090	4,591,410	937,022	234,256	234,256	234,256	234,256	234,003	10,447,547			374,799,907		

July, 2014 - June, 2015

	General Fund	General Fund	Capital Improv.	Capital Projects	Capital Projects	Solidwaste	Water/Wastewater/Wastewa	Projects	Projects	Total Gross Receipts Tax	Effective Tax Rate	Taxable Gross Receipts	Monthly Growth Rate	Average Growth Rate
	1 €	1.225 €	1/4 €	1/16 € (1st)	1/16 € (2nd)	1/16 €	1/16 € (3rd)	1/16 € (4th)		Revenues				
July (May)	286,709	351,219	71,677	17,919	17,919	17,919	17,919	17,919	17,919	799,202	2.7875%	28,670,915	-3.50%	-3.50%
August (June)	309,470	379,100	77,367	19,342	19,342	19,342	19,342	19,342	19,342	862,646	2.7875%	30,946,952	-13.24%	-8.82%
September (July)	342,546	419,619	85,637	21,409	21,409	21,409	21,409	21,409	21,409	954,848	2.7875%	34,254,622	-3.39%	-6.91%
October (Aug)										0	2.7875%	0		
November (Sept)										0	2.7875%	0		
December (Oct)										0	2.7875%	0		
January (Nov)										0	2.7875%	0		
February (Dec)										0	2.7875%	0		
March (Jan)										0	2.7875%	0		
April (Feb)										0	2.7875%	0		
May (March)										0	2.7875%	0		
June (Apr)										0	2.7875%	0		
Total	938,725	1,149,938	234,681	58,670	58,670	58,670	58,670	58,670	58,670	2,616,696		93,872,489		

* There is a two month lag between the payment and the receipt of Gross Receipts Taxes.

JULY 2014 (MAY 2014 ACTIVITY)	2014	2013	Change in	Percent
Classifications (USA/CAN/MEX)	\$ Amount	\$ Amount	Dollars	Change
Agriculture, Forestry, Fishing & Hunting	-	12.00	(12.00)	0.00%
Mining and Oil and Gas Extraction	-	-	-	0.00%
Utilities	30,236.00	22,612.00	7,624.00	33.72%
Construction	18,837.00	26,604.00	(7,767.00)	-29.19%
Sector 31-33 - Manufacturing	11,806.00	20,929.00	(9,123.00)	-43.59%
Wholesale Trade	8,022.00	4,564.00	3,458.00	75.77%
Sector 44-45 - Retail Trade	270,211.00	296,543.00	(26,332.00)	-8.88%
Sector 48-49 - Transportation & Warehousing	317.00	664.00	(347.00)	-52.26%
Information	22,975.00	24,423.00	(1,448.00)	-5.93%
Finance & Insurance	4,211.00	4,522.00	(311.00)	-6.88%
Real Estate, Rental & Leasing	9,279.00	8,068.00	1,211.00	15.01%
Professional, Scientific & Technical Services	26,334.00	24,675.00	1,659.00	6.72%
Admin and Support, Waste Mgt & Remed	22,451.00	16,014.00	6,437.00	40.20%
Education Services	703.00	952.00	(249.00)	0.00%
Health Care & Social Assistance	40,157.00	45,974.00	(5,817.00)	-12.65%
Arts, Entertainment & Recreation	1,740.00	2,232.00	(492.00)	-22.04%
Accommodation & Food Services	114,071.00	132,229.00	(18,158.00)	-13.73%
Other Services (except Public Admin.)	50,045.00	55,418.00	(5,373.00)	-9.70%
Unclassified Establishments	16,214.00	2,097.00	14,117.00	673.20%
SUB-TOTAL	647,609.00	688,532.00	(40,923.00)	-5.94%
Food Distribution	139,702.00	134,951.00	4,751.00	3.52%
Medical Distribution	21,141.00	15,787.00	5,354.00	33.91%
TOTAL	808,452.00	839,270.00	(30,818.00)	-3.67%

AUGUST 2014 (JUNE 2014 ACTIVITY)	2014	2013	Change in	Percent
Classifications (USA/CAN/MEX)	\$ Amount	\$ Amount	Dollars	Change
Agriculture, Forestry, Fishing & Hunting	349.00	-	349.00	0.00%
Mining and Oil and Gas Extraction	-	-	-	0.00%
Utilities	22,762.00	26,714.00	(3,952.00)	-14.79%
Construction	24,476.00	24,062.00	414.00	1.72%
Sector 31-33 - Manufacturing	29,582.00	20,165.00	9,417.00	46.70%
Wholesale Trade	9,386.00	6,743.00	2,643.00	39.20%
Sector 44-45 - Retail Trade	288,644.00	315,244.00	(26,600.00)	-8.44%
Sector 48-49 - Transportation & Warehousing	835.00	571.00	264.00	46.23%
Information	22,828.00	23,189.00	(361.00)	-1.56%
Finance & Insurance	2,232.00	4,292.00	(2,060.00)	-48.00%
Real Estate, Rental & Leasing	11,456.00	11,341.00	115.00	1.01%
Professional, Scientific & Technical Services	25,503.00	29,454.00	(3,951.00)	-13.41%
Admin and Support, Waste Mgt & Remed	3,221.00	20,464.00	(17,243.00)	-84.26%
Education Services	2,683.00	2,598.00	85.00	0.00%
Health Care & Social Assistance	58,533.00	47,849.00	10,684.00	22.33%
Arts, Entertainment & Recreation	4,143.00	3,021.00	1,122.00	37.14%
Accommodation & Food Services	127,134.00	228,864.00	(101,730.00)	-44.45%
Other Services (except Public Admin.)	54,702.00	63,099.00	(8,397.00)	-13.31%
Unclassified Establishments	14,785.00	2,301.00	12,484.00	542.55%
SUB-TOTAL	703,254.00	829,971.00	(126,717.00)	-15.27%
Food Distribution	147,123.64	144,654.00	2,469.64	1.71%
Medical Distribution	22,027.80	32,391.95	(10,364.15)	-32.00%
TOTAL	872,405.44	1,007,016.95	(134,611.51)	-13.37%

SEPTEMBER 2014 (JULY 2014 ACTIVITY)	2014	2013	Change in	Percent
Classifications (USA/CAN/MEX)	\$ Amount	\$ Amount	Dollars	Change
Agriculture, Forestry, Fishing & Hunting	-	-	-	0.00%
Mining and Oil and Gas Extraction	-	-	-	0.00%
Utilities	24,269.00	24,391.00	(122.00)	-0.50%
Construction	56,119.00	23,162.00	32,957.00	142.29%
Sector 31-33 - Manufacturing	19,652.00	20,230.00	(578.00)	-2.86%
Wholesale Trade	9,480.00	11,895.00	(2,415.00)	-20.30%
Sector 44-45 - Retail Trade	296,046.00	319,916.00	(23,870.00)	-7.46%
Sector 48-49 - Transportation & Warehousing	682.00	327.00	355.00	108.56%
Information	23,425.00	25,461.00	(2,036.00)	-8.00%
Finance & Insurance	3,440.00	5,638.00	(2,198.00)	-38.99%
Real Estate, Rental & Leasing	12,120.00	10,054.00	2,066.00	20.55%
Professional, Scientific & Technical Services	25,351.00	37,728.00	(12,377.00)	-32.81%
Admin and Support, Waste Mgt & Remed	38,365.00	23,215.00	15,150.00	65.26%
Education Services	-	355.00	(355.00)	0.00%
Health Care & Social Assistance	55,041.00	45,370.00	9,671.00	21.32%
Arts, Entertainment & Recreation	5,193.00	2,773.00	2,420.00	87.27%
Accommodation & Food Services	139,323.00	197,448.00	(58,125.00)	-29.44%
Other Services (except Public Admin.)	48,496.00	64,116.00	(15,620.00)	-24.36%
Unclassified Establishments	17,168.00	2,803.00	14,365.00	512.49%
SUB-TOTAL	774,170.00	814,882.00	(40,712.00)	-5.00%
Food Distribution	169,570.00	167,211.00	2,359.00	1.41%
Medical Distribution	21,590.00	19,461.00	2,129.00	10.94%
TOTAL	965,330.00	1,001,554.00	(36,224.00)	-3.62%



September 23, 2014

Title:

Resolution 14-49 Intergovernmental Transfer of Personal Property

Summary:

Consideration and possible approval of Resolution 14-49 approving the intergovernmental transfer of three food warming equipment (hot boxes) to the University of New Mexico - Taos Branch.

Background:

These items remained in the position of the Town when we originally transferred the facilities to the University. The University has requested these hot boxes at this time and state that they will contribute greatly to the ability of UNM-Taos to host larger community and education meetings which rely on food catering.

Submitted by: Marietta Fambro (with Sharon Voigt and Steve Kennebeck)

Attachments:

Click to download

📎 [Resolution 14-49 with backup](#)



RESOLUTION 14-49

A RESOLUTION OF THE TOWN OF TAOS COUNCIL APPROVING THE INTERGOVERNMENTAL TRANSFER OF THREE (3) FOOD WARMING EQUIPMENT (HOT BOXES) TO THE UNIVERSITY OF NEW MEXICO - TAOS BRANCH

WHEREAS, the Town of Taos owns certain personal property which the Town is no longer in need of; and

WHEREAS, the Town of Taos has specifically identified such property herein; and

WHEREAS, the Town of Taos believes it is in the best interest of the Town to dispose of said property pursuant to state and local requirements.

NOW, THEREFORE BE IT RESOLVED by the Town Council of the Town of Taos that the item of property identified:

1. Three (3) Food Warming Equipment (Hot Boxes), Model # A-120, Serial Numbers 9024629, 9024228 and 9024229

AND, BE IT FURTHER RESOLVED that the property:

1. Has a current resale value of \$2,500 or more; and
2. Is no longer usable by the Town; and
3. The property will be disposed of by intergovernmental transfer to the University of New Mexico - Taos Branch.

Pursuant to NMSA 1978, Section 3-54-2.D, the transfer of items of personal property identified here will pass from the Town of Taos to the University of New Mexico - Taos Branch respectively upon approval from the Local Government Division of the Department of Finance and Administration and is contingent upon such approval.

PASSED, APPROVED and ADOPTED, this 23th day of September, 2014, at the Regular Meeting of the Town Council by the following vote:

Mayor Pro Tem Frederick A. Peralta _____

Councilmember Judith Y. Cantu
Councilmember George "Fritz" Hahn
Councilmember Andrew T. Gonzales

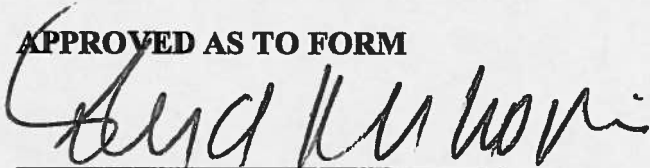
TOWN OF TAOS

Daniel R. Barrone, Mayor

ATTEST:

Renee Lucero, Town Clerk

APPROVED AS TO FORM



Floyd Lopez, Town Attorney

APPROVED:

**Local Government Division
Department of Finance and Administration
State of New Mexico**



DIRECTOR OF BUSINESS OPERATIONS

MARIO SUAZO

1157 COUNTY ROAD 110

RANCHOS DE TAOS, NM 87557

MSUAZO1@UNM.EDU

PHONE (575)737-6288

FAX (575)758-5898

May 6, 2014

Town of Taos
Attn: Steve Kennebeck
Facilities Services Director
120 Civic Plaza Drive
Taos, New Mexico 87571

Re: Transfer of Inventory from Rio Grande and Bataan Halls to UNM-Taos

Dear Mr. Kennebeck:

Please consider this a Letter of Interest to have the following inventory items currently located in the kitchen area of Rio Grande and Bataan Halls transferred to the University of New Mexico Taos Branch.

- (3) x Food Warming Equipment – Hot Boxes , Model # A-120, Serial #s 9024629, 9024229, 9024228, TOT asset #s 002026, 002027, 002028

The acquisition of the above listed inventory items will contribute greatly to the ability of UNM-Taos to host larger community and educational meetings which rely on food catering.

Please let me know if need additional information.

Thank you for your favorable consideration of this request.

Sincerely,

Mario Suazo
Director of Business Operations
University of New Mexico Taos Branch



September 23, 2014

Title:

Resolution 14-50 Intergovernmental Transfer of Personal Property

Summary:

Consideration and possible approval of Resolution 14-50 approving the intergovernmental transfer of a horizontal baler to Taos County and twenty (20) sets of bunker gear to Taos County-Carson Fire District.

Background:

The County has requested this baler from the recycling division and stated they do not have the necessary funding mechanisms to purchase this equipment new. The newly established Carson Fire District has also requested bunker gear from Taos Fire Department which has been approved by the State Fire Marshal office and in accordance with NFPA standards to transfer this equipment.

Submitted by: Marietta Fambro (with Sharon Voigt and Leroy Gonzales)

Attachments:

Click to download

📎 [Resolution 14-50 with backup](#)



RESOLUTION 14-50

A RESOLUTION OF THE TOWN OF TAOS COUNCIL APPROVING THE INTERGOVERNMENTAL TRANSFER OF THE HORIZONTAL BALER AND TWENTY (20) SETS OF BUNKER GEAR FROM THE TOWN OF TAOS TO TAOS COUNTY

WHEREAS, the Town of Taos owns certain personal property which the Town is no longer in need of; and

WHEREAS, the Town of Taos has specifically identified such property herein; and

WHEREAS, the Town of Taos believes it is in the best interest of the Town to dispose of said property pursuant to state and local requirements.

NOW, THEREFORE BE IT RESOLVED by the Town Council of the Town of Taos that the item of property identified:

1. Horizontal Baler
2. Twenty (20) sets of extra bunker gear

AND, BE IT FURTHER RESOLVED that the property:

1. Has a current resale value of \$2,500 or more; and
2. Is no longer usable by the Town; and
3. The property will be disposed of by intergovernmental transfer to Taos County.

Pursuant to NMSA 1978, Section 3-54-2.D, the transfer of items of personal property identified here will pass from the Town of Taos to Taos County respectively upon approval from the Local Government Division of the Department of Finance and Administration and is contingent upon such approval.

PASSED, APPROVED and ADOPTED, this 23th day of September, 2014, at the Regular Meeting of the Town Council by the following vote:

Mayor Pro Tem Frederick A. Peralta _____
Councilmember Judith Y. Cantu _____

Councilmember George "Fritz" Hahn _____
Councilmember Andrew T. Gonzales _____

TOWN OF TAOS

Daniel R. Barrone, Mayor

ATTEST:

Renee Lucero, Town Clerk

APPROVED AS TO FORM



Floyd Lopez, Town Attorney

APPROVED:

**Local Government Division
Department of Finance and Administration
State of New Mexico**



Taos County Public Information Office

Michael G. Trujillo
105 Albright Street Ste G
Taos, New Mexico 87571
(505) 737-6301
(505) 737-6314 Fax
michael.trujillo@taoscounty.org

May 27, 2014

Sharon Voigt
Finance Surplus
Town of Taos

Dear Ms. Voigt:

I am respectfully requesting your assistance in acquiring a baler from your recycling station via a government to government transfer of property; I understand that you will be acquiring a Solid Waste Truck from our Solid Waste Department to utilize at your landfill in exchange for the baler;

I understand that this process could take a couple of months if it is approved by the Town Council and the Department of Finance and Administration.

As you are well aware Taos County does not have the necessary funding mechanisms' in place to purchase new equipment and rely heavily on agencies such as yours to assist with this type of request.

Any assistance that you can provide is appreciated and I await your response.

Muchas Gracias,

A handwritten signature in black ink that reads "Michael G. Trujillo".

Michael G. Trujillo
Public Information Officer
Taos County

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 KAREN L. MONTOYA
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA, VICE-CHAIR
DISTRICT 4 THERESA BICENTI-AGUILAR, CHAIRPERSON
DISTRICT 5 BEN L. HALL



1120 Paseo De Peralta 4th Floor, Rm# 413
P.O. Box 1269
Santa Fe, NM 87504

STATE FIRE MARSHAL DIVISION

John Standefer, State Fire Marshal
1-800-244-6702 or (505) 476-0174

CHIEF OF STAFF

S. Vincent Martinez

STATE FIRE SERVICE SUPPORT BUREAU

August 25, 2014

Leroy Gonzales, Administrative Chief
Taos Fire Department
400 Camino De La Placita
Taos, NM 87571

Reference: Transfer of Extra Bunker Gear

Chief Gonzales,

This letter shall serve as authorization to transfer twenty (20) sets of extra bunker gear from the Taos Fire Department to the Carson Fire District in Taos County. You have advised us that this extra gear is no longer needed by the Taos Fire Department and has been cleaned, and repaired in accordance with NFPA standards.

Members of the Carson Fire District have completed firefighter I training with the Taos Fire Department, and they will be needing proper PPE to conduct any live burn training and structure fires.

You are authorized to transfer this equipment to the Carson Fire District, please include all documentation of cleaning and repair of the gear that is to be transferred are maintained in your files, and copies to the Carson Fire District are provided.

Please ensure that all procedures of the local government as well as procedures of the Department of Finance and Administration are followed in this transfer.

If I may be of further assistance in this matter, please feel free to contact me at (505) 470-1997.

Respectfully,

A handwritten signature in dark ink, appearing to read "Rudy F. Padilla", written over a horizontal line.

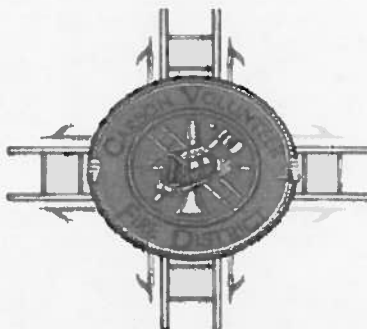
Rudy F. Padilla
Fire Department Inspector
New Mexico State Fire Marshal Division

XC: Mayor & Council, Town of Taos, NM
Vernon Muller, Deputy State Fire Marshal
District Chief, Carson Fire District
File

1 888 4 ASK PRC
www.nmprc.state.nm.us

PRC

Working for You!



DAVID A. ELLIOT, CHIEF
CARSON VOLUNTEER FIRE DISTRICT
PO BOX 69
519 STATE HIGHWAY 567
CARSON, NM 87517

PH: 651.707.4057
CARSON.FIRE@TAOSCOUNTY.ORG

TAOS VOLUNTEER FIRE DEPARTMENT
323 CAMINO DE LA PLACITA
TAOS, NM 87571

PH: 575.758.3386

CC: NMPRC, NEW MEXICO STATE FIRE MARSHALL'S OFFICE, ATTENTION: MR. RUDY PADILLA

Members of Taos Volunteer Fire Department,

Please accept the following letter of request for Personal Protective Equipment that may be available from the Taos Volunteer Fire Department.

It is with great pride and gratitude that the Carson Volunteer Fire District acknowledges the generosity of TVFD in the offering a place to *all* of CVFD's trainee firefighters in TVFD's training class. Certainly there is no way CVFD could have managed to have 12 candidates for a Firefighter I qualification within the District's first year without the dedication, support, and leadership of TVFD.

The final stage of CVFD's training with Taos Fire will include classroom and practical training in preparation for a challenge to the Firefighter I exam in late June, 2014. The use of TVFD's PPE would allow the trainees of CVFD the ability to both safely complete this course and also to go on to use TVFD's donation of PPE to serve the community of the West Rim in Carson, Three Peaks and Two Peaks with personal equipment better suited to the requisite tasks.

Currently the PPE that CVFD has been using is dangerously out of date, with some articles worn by members that are beyond repair and certainly not in compliance with NFPA requirements. Again, there is an opportunity here for TVFD's generosity to fundamentally change the operative ability of its neighboring district in Carson.

With these ideas in mind, CVFD formally and humbly requests from TVFD, a donation of whatever PPE may be available.

Sincerely,

A handwritten signature in dark ink, appearing to read "David A. Elliot", is written over a circular stamp that partially overlaps the signature.

David A. Elliot
Chief, Carson Volunteer Fire District



September 23, 2014

Title:

MOU with Taos Soil & Water Conservation District

Summary:

Discussion, consideration and possible action regarding Memorandum of Understanding (MOU) between the Town and Taos Soil and Water Conservation District.

Background:

Attachments:

Click to download

📎 [MOU](#)

Memorandum of Understanding

Between the Town of Taos and Taos Soil & Water Conservation District

I. Introduction

This Memorandum of Understanding (MOU) establishes a cooperating partner relationship between the Town of Taos ("Town"), a New Mexico Municipality, and the Taos Soil & Water Conservation District ("TSWCD"), a Soil and Water Conservation District as set forth in the New Mexico Soil and Water Conservation District Act, Chapter 73, Article 20, Sections 25-48 (NMSA) 1978, for the purpose of facilitating cohesive watershed planning and management, acequia restoration and reclamation, and open space management and preservation, including but not limited to:

- A. Restoration enhancement and preservation of natural resources;
- B. Protection of traditional agricultural properties;
- C. Prevention of pollution and enhancement of water quality;
- D. Support of responsible and sustainable development of water resources including, particularly, the Rio Fernando and Rio Pueblo Watersheds.
- E. Promotion of coordinated education outreach and development of passive recreation opportunities;

II. Purpose

The purposes of this MOU are:

- A. To help better plan for and encourage a coordinated comprehensive conservation strategy in conjunction with responsible development in the Rio Fernando and Rio Pueblo watersheds.
- B. To map, inventory and rank the location, status and general health of acequias and riparian areas within the Town of Taos.
- C. To establish a system of notifying the parties to this MOU and other interested stakeholders of proposed development that would impact acequias, riparian areas, wetlands and watershed areas and to encourage comments and early participation in the review process for such proposed development projects;
- D. To participate in joint meetings, no less frequently than each quarter, to share information and resources in developing a coordinated comprehensive acequia and watershed protection strategy with particular attention given to preservation of agricultural traditions, water quality, habitat quality, fire prevention and preservation of contiguous habitat throughout the watershed. These efforts would include identifying funding needs and potential funding sources to assist in conservation strategies;
- E. To encourage the preparation and submission of joint grant applications as is appropriate to foundations as well as regional state and federal agencies for funding to assist in planning and implementation efforts and in acquisition of sensitive sites in the watershed.
- F. To consider appropriate mitigation strategies for use within the watershed;
- G. This MOU will facilitate efficiencies to maximize watershed improvements with the limited resources and staff available. Roles and responsibilities are defined herein but these lists are

not exclusive of other activities individual entities may wish to undertake.

III. Background

Taos Soil and Water Conservation District was created in 1941 and is a governmental subdivision of the State of New Mexico (NMSA Chapter 73, Article 20). The District consists of all lands within Taos County excluding the incorporated municipality of the Town of Taos. The area covered by this MOU is the area within the municipal boundaries of the Town of Taos.

Taos Soil and Water Conservation District is organized under New Mexico Statute. The District is a subdivision of state government, and is governed by a locally elected board of directors. TSWCD is responsible to protect and promote any natural resources within Taos County. The District's mission is to work cooperatively with others to promote and encourage conservation and wise use of natural resources. With continuing growth in the Town of Taos and in particular along traditionally agricultural and greenbelt areas, there is an immediate and increasing need to protect irrigated and open space habitat and water quality and at the same time permit responsible land development in appropriate locations in the watershed. Unwise or ill planned land development can lead to many problems including unnecessary loss of open space, fragmentation and ultimate degradation of irreplaceable waterways. A healthy natural environment is attractive to new business and is an anchor for existing businesses in the Town as well as a foundation for overall quality of life for residents in the watershed.

Long term protection of such natural resources is in the interests of the public health, safety and welfare¹.

IV. Roles and Responsibilities

A. THE PARTIES MUTUALLY AGREE:

- 1) To identify and prioritize resource concerns and generate complementary long range plans;
- 2) To work collaboratively, in order to enhance and implement their respective programs;
- 3) To coordinate and share data and information; and
- 4) Sharing of funding needs and strategies. Convene a diversity of interests and work together to accomplish voluntary actions to enhance watershed health.

¹ The following are taken from the Land Use Element of the Town's (Re)Vision 2020:

Natural resources not only sustain our lives but they define the rural character and quality of life in Taos. Additionally, many cultures in Taos define themselves by their divine relationship to nature. Natural resources must be protected because of their cultural, environmental, and economic benefits.

2. Open space, forests, wetlands, and watersheds clean water and air pollution through natural processes. The infiltration of rain and snow into the ground cleans the water and allows the underground aquifers to recharge the supply of water.

3. Natural resources are most productive when they are preserved and managed as an inter-connected regional network. The network consists of open space and wildlife corridors, watersheds, farmlands, acequias, parks, wetlands, and arroyos. The network must be restored and preserved at the regional level. The Town will take a leadership role in facilitating regional cooperation among all levels of the community to preserve natural resources.

4. New development will be closely evaluated for its impacts to natural resources. Accordingly, the Town will encourage natural resources conservation through sustainable design and innovation during the initial phases of site design and development planning.

5. Septic tanks and the proliferation of domestic water wells pose a threat to water quality and human health. The Town will encourage existing developments to hook up to the Town's centralized water and sewer systems to minimize the potential environmental impacts of unregulated domestic wells and septic tanks.

6. Buildings have tremendous and long lasting impacts on natural resources. The Town will encourage sustainable design in the construction industry.

7. The Town will encourage water conservation through public education and outreach initiatives.

- 5) To engage other participants, including, but not limited to Taos County, other municipalities in the region, the NM Department of Transportation (DOT), the Energy Minerals and Natural Resources Department (EMNRD), the Office of the State Engineer and Interstate Stream Commission, the Department of Game and Fish, the New Mexico Bureau of Geology and Mineral Resources, USDA Natural Resources Conservation Service (NRCS) (Santa Fe and Albuquerque), U.S. Fish and Wildlife Service (Albuquerque Field Services Office), the U.S. Geological Survey (USGS) (Albuquerque), BLM (Albuquerque Office and Taos Field Office), the U.S. ACE (Albuquerque District Office), the U.S. Forest Service (Santa Fe and various other locations), and the EPA (Dallas, TX) and the several non-profit agencies in the region that perform services in areas related to this MOU.

A. THE TOWN WILL:

- 1) Notify TSWCD and seek input regarding the development, consideration for approval, or reconsideration of policies or regulations relevant to this MOU, including, but not limited to:
 - a. Changes in zoning and/or subdivision ordinances established following the adoption of this MOU;
 - b. Development/consideration of a Watershed Management Plan;
 - c. Development/consideration of a Green Infrastructure Ordinance
 - d. Public acquisition of lands or establishment of public and private conservation easements;
 - e. New or amended land use plans;
 - f. Local legislation affecting acequias or watershed areas;
- 2) Develop protocols as needed to verify acequia and wetland/watershed degradation, impacts and recovery;
- 3) Use information generated by assessment tools to prioritize acequia, wetland and watershed projects and protection.
- 4) Form committees and involve stakeholder partners, including the TSWCD, in watershed assessments and watershed action plans that identify problems, priorities, restoration, and other activities that the Town Council seek to address.
- 5) Prioritize projects and determine program goals.
- 6) Serve as a forum for conflict resolution and the building of community, trust and partnerships,
- 7) Conduct restoration projects with a wide variety of partners, including the TSWCD.
- 8) Conduct education and public awareness activities to promote watershed health, as resources allow.
- 9) Seek grant funding opportunities and prepare grant applications for projects related to the purpose of this MOU,
- 10) Consult with TSWCD to refine restoration plan for the acequias in the Historic Overlay Zone completed in 2011 and expand Plan to include all acequias in the Town.

B. THE DISTRICT WILL:

- 1) TSWCD will offer consultation services to the Town and to applicant's for permits in the following areas, when relevant:
 - a. Acequia and Irrigation Water Management
 - b. Forest Thinning
 - c. Rangeland Restoration and Management
 - d. Watershed Restoration
 - e. Water Quality
 - f. Controlling & Preventing Soil Erosion

- g. Wildlife Management
 - h. Vegetative Management
 - i. Groundwater Mapping
 - j. Stream Restoration
 - k. Floodwater and Sediment Management
- 2) TSWCD may develop a fee schedule to recommend for adoption by the Town, which fees will be passed on to Applicant's to the planning department whose improvements/developments will have an impact on those areas for which TSWCD has expertise.
 - 3) Provide information, at the Town's request, on the following topics:
 - a. Any existing GIS data that is relevant to the issues to be analyzed in any applicable consideration of development, improvements, or preservation of open spaces, watersheds, wetlands or other areas of critical concern, or other applicable GIS information;
 - b. Technical advice and assistance regarding all proposed regulations and amendments to regulations affecting matters subject to his MOU.
 - c. Other such information that is relevant to the issues to be analyzed in the Town's needs;
 - 4) Respond to landowner referrals for technical assistance from the Town, as staff and resources allow, and provide technical assistance to private landowners for conservation planning, project design, implementation and follow-up including maintenance and monitoring, as needed.
 - 5) Provide representation at Town Council meetings as necessary;
 - 6) Document and maintain a database of acequias, wetlands and watersheds within the Town;
 - 7) Document results of wetlands creation, restoration and enhancement projects within the Town;
 - 8) Utilize information generated by assessments to prioritize acequia, wetlands and watershed projects and protection within specific watersheds.

V. Other Provisions

A. Authorities not altered. Nothing in this MOU alters, limits, or supersedes the authorities and responsibilities of any Party on any matter within their respective jurisdictions. Nothing in this MOU shall require any of the Parties to perform beyond its respective authority.

B. Financial obligations. Nothing in this MOU shall require any of the Parties to assume any obligation or expend any sum in excess of authorization and appropriations available.

C. Immunity and Defenses Retained. Each Party retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this MOU.

D. Conflict of interest. The Parties agree not to utilize any individual for purposes of alternative development, analysis, or Cooperator representation, including officials, employees, or third party contractors, having a financial interest in the outcome of the proposed action or alternatives.

VII. Administration of the MOU

A. Approval. This MOU becomes effective upon signature by the authorized officials of the Town and TSWCD.

B. Amendment. This MOU may be amended through written agreement of all signatories.

C. Termination. This MOU may be terminated by either party by giving the other party 30 days written notice.

IX. Signatures

The Parties hereto have executed this MOU on the dates shown below.

Taos Soil & Water Conservation District
P.O. Box 2787
Ranchos de Taos, NM 87557

Maureen Johnson, Board Chair

Date _____

Town of Taos
Attn: Town Manager
400 Camino de la Placita
Taos, NM 87571

Richard Bellis, Town Manager

Date _____



September 23, 2014

Title:

Destruction of Records

Summary:

Consideration and possible approval to destroy Town records eligible for destruction pursuant to Resolution 98-49, which adopts the NM Commission of Public Records (NM State Records Center and Archives) retention and disposition schedules.

Background:

Attached are the lists of records eligible for destruction submitted by various departments. Destruction will be done by a professional shredding company. The Town Clerk met with each department to ensure that the records were in fact eligible for destruction.

Submitted by Renee Lucero, Town Clerk

Attachments:

Click to download

- ☐ [Emergency Communications](#)
- ☐ [Finance - Accounts Payable](#)
- ☐ [Finance](#)
- ☐ [HR - I9s](#)
- ☐ [HR - Department Records](#)
- ☐ [Library](#)
- ☐ [Police](#)
- ☐ [Town Clerk](#)
- ☐ [Youth & Family Center](#)
- ☐ [Finance - Payroll](#)

Department: Emergency Communications Center

Box #	Description of Records within Box	Year of Records	Location of Records	NMAC code referenced for destruction
1	CLEARED AND CANCELLED WARRANTS	JAN/FEB 11	Clerk's Archive Room	19.19.8.818
2	CLEARED AND CANCELLED WARRANTS	Mar-11	Clerk's Archive Room	19.19.8.818
3	CLEARED AND CANCELLED WARRANTS	MAY/AUG 09	Clerk's Archive Room	19.19.8.818
4	CLEARED AND CANCELLED WARRANTS	JUL/AUG 10	Clerk's Archive Room	19.19.8.818
5	CLEARED AND CANCELLED WARRANTS	NOV/DEC 09	Clerk's Archive Room	19.19.8.818
6	CLEARED AND CANCELLED WARRANTS	2008	Clerk's Archive Room	19.19.8.818
7	CLEARED AND CANCELLED WARRANTS	JAN/FEB 10	Clerk's Archive Room	19.19.8.818
8	CLEARED AND CANCELLED WARRANTS	MAY/JUN 10	Clerk's Archive Room	19.19.8.818
9	EXPIRED/DISMISSED RESTRAINING ORDERS	2011	Clerk's Archive Room	19.19.8.818
10	WARRANT RECALLS	2009	Clerk's Archive Room	19.19.8.818
11	DETENTION CENTER CHECKS	2011-12	Clerk's Archive Room	19.19.8.818
12	CLEARED AND CANCELLED WARRANTS	2011	Clerk's Archive Room	19.19.8.818
13	CLEARED AND CANCELLED WARRANTS	2009	Clerk's Archive Room	19.19.8.818
14	CLEARED AND CANCELLED WARRANTS	JUL/SEP 2012	Clerk's Archive Room	19.19.8.818
15	CRIMINAL HISTORYS	2012	Entered into database	19.19.8.818
16	CRIMINAL HISTORYS	2008-9	Entered into database	19.19.8.818
17	CRIMINAL HISTORYS	2011	Entered into database	19.19.8.818
18	WARRANT HITS AND LOCATES	2009-10	Clerk's Archive Room	19.19.8.818
19	CLEARED AND CANCELLED WARRANTS	MAR/APR 10	Clerk's Archive Room	19.19.8.818
20	CLEARED AND CANCELLED WARRANTS	SEP/NOV 09	Clerk's Archive Room	19.19.8.818
21	CLEARED AND CANCELLED WARRANTS	NOV/DEC 10	Clerk's Archive Room	19.19.8.818
22	CRIMINAL HISTORYS	2009	Entered into database	19.19.8.818
23	CRIMINAL HISTORYS	2010-11	Entered into database	19.19.8.818
24	CLEARED AND CANCELLED WARRANTS	May-11	Clerk's Archive Room	19.19.8.818
25	CLEARED AND CANCELLED WARRANTS	AUG/NOV 11	Clerk's Archive Room	19.19.8.818
26	CRIMINAL HISTORYS	JUL/DEC 10	Entered into database	19.19.8.818
27	CLEARED AND CANCELLED WARRANTS	2008	Clerk's Archive Room	19.19.8.818
28	CLEARED AND CANCELLED WARRANTS	2009	Clerk's Archive Room	19.19.8.818
29	DETENTION CENTER CHECKS	2012	Clerk's Archive Room	19.19.8.818
30	DETENTION CENTER CHECKS	2008	Clerk's Archive Room	19.19.8.818
31	WARRANT HITS AND LOCATES	2006	Clerk's Archive Room	19.19.8.818
32	CRIMINAL HISTORYS	2010	Clerk's Archive Room	19.19.8.818
33	CLEARED AND CANCELLED WARRANTS	2010	Clerk's Archive Room	19.19.8.818
34	CLEARED AND CANCELLED WARRANTS	2011	Clerk's Archive Room	19.19.8.818
35	EXPENSES	2002-03	Clerk's Archive Room	1.15.5.101
36	TAC FILES	2012	Clerk's Archive Room	19.19.8.818
37	TAC FILES	2011	Clerk's Archive Room	19.19.8.818
38	CRIMINAL HISTORYS	2005/2013	Entered into database	19.19.8.818
39	SEX OFFENDER REGISTRATION FILES	2013	Entered into database	19.19.8.818
40	SEX OFFENDER REGISTRATION FILES	2013	Entered into database	19.19.8.818
41	911 CALL PRINTOUTS	2013	Entered into database	19.19.8.818

Department: Emergency Communications Center

Box #	Description of Records within Box	Year of Records	Location of Records	NMAC code referenced for destruction
42	FINANCE MEMOS	2006	Clerk's Archive Room	15.15.3.109
43	FINANCE MEMOS	2001-02	Clerk's Archive Room	15.15.3.109
44	EXPIRED/DISMISSED RESTRAINING ORDERS	2013	Clerk's Archive Room	19.19.8.818
45	CLEARED AND CANCELLED WARRANTS	2012	Clerk's Archive Room	19.19.8.818
46	CLEARED AND CANCELLED WARRANTS	2012	Clerk's Archive Room	19.19.8.818
47	CLEARED AND CANCELLED WARRANTS	2008	Clerk's Archive Room	19.19.8.818
48	CLEARED AND CANCELLED WARRANTS	2006-07	Clerk's Archive Room	19.19.8.818
49	DETENTION CENTER CHECKS	2011	Clerk's Archive Room	19.19.8.818
50	CLEARED AND CANCELLED WARRANTS	2012	Clerk's Archive Room	19.19.8.818
51	RECALLS AND QUASHED WARRANTS	2012	Clerk's Archive Room	19.19.8.818
52	RECALLS AND QUASHED WARRANTS	2010	Clerk's Archive Room	19.19.8.818
53	OLD PHONE MESSAGE BOOKS	2012	Clerk's Archive Room	19.19.8.818
54	CLEARED AND CANCELLED WARRANTS	2009	Clerk's Archive Room	19.19.8.818

54 BOXES

Department: Finance Department (Accounts Payable)

[illegible]

Department: Finance Department (Accounts Payable)

Box #	Description of Records within Box	Year of Records	Location of Records	NMAC code referenced for destruction
970	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204
971	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204
972	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204
973	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204
974	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204
975	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204
976	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204
977	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204
978	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204
979	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204
980	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204
981	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204
982	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204
983	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204
984	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204
985	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204
986	Accounts Payable checks & corresponding backup	2007-2008	Records retention rm	1.15.5.204

58 BOXES TOTAL

Department: Finance Department

Box #	Description of Records within Box	Year of Records	Location of Records	NMAC code referenced for destruction
846	Financial statements, trial balances July-Dec	2005-06	Clerk's Archive Rm	1.15.5.502
847	Financial statements, trial balances Jan-June	2005-06	Clerk's Archive Rm	1.15.5.502
848	Journal Entries	2005-06	Clerk's Archive Rm	1.15.5.501 & .505
849	Acct Recons, Batch postings, BAR's, EOY Register	2006-07	Clerk's Archive Rm	1.15.5.501-508
850	Journal Entries	2006-07	Clerk's Archive Rm	1.15.5.501 & .505
851	Financial statements, trial balances July-Dec	2006-07	Clerk's Archive Rm	1.15.5.502
852	Financial statements, trial balances Jan-June	2006-07	Clerk's Archive Rm	1.15.5.502
853	Acct recons, Batch postings, JE's, BAR's, Financial statements, EOY register	2006-07	Clerk's Archive Rm	1.15.5.501-.508
861	Bank statements July - June	2005-06	Clerk's Archive Rm	1.15.5.508
869	Daily Reconciliation Reports Nov-Dec	2006-07	Clerk's Archive Rm	1.15.5.207
870	Daily Reconciliation Reports Sept-Oct	2006-07	Clerk's Archive Rm	1.15.5.207
871	Daily Reconciliation Reports July-Aug	2006-07	Clerk's Archive Rm	1.15.5.207
872	Daily Reconciliation Reports May-June	2006-07	Clerk's Archive Rm	1.15.5.207
873	Daily Reconciliation Reports Mar-Apr	2006-07	Clerk's Archive Rm	1.15.5.207
874	Daily Reconciliation Reports Jan-Feb	2006-07	Clerk's Archive Rm	1.15.5.207
992	Daily Reconciliation Reports July-Aug	2007-08	Clerk's Archive Rm	1.15.5.207
993	Daily Reconciliation Reports Sept-Oct	2007-08	Clerk's Archive Rm	1.15.5.207
994	Daily Reconciliation Reports Nov-Dec	2007-08	Clerk's Archive Rm	1.15.5.207
995	Daily Reconciliation Reports Jan-Mar	2007-08	Clerk's Archive Rm	1.15.5.207
996	Daily Reconciliation Reports Mar-May	2007-08	Clerk's Archive Rm	1.15.5.207
997	Daily Reconciliation Reports June	2007-08	Clerk's Archive Rm	1.15.5.207
1033	JE's, BAR's, Fin Stmnts, Trial Bal, Bank Recons	2007-08	Clerk's Archive Rm	1.15.5.501-.508
1034	JE's, Bank Statements	2007-08	Clerk's Archive Rm	1.15.5.501, .505, .508
1035	Journal Entries	2007-08	Clerk's Archive Rm	1.15.5.501, .505
1229	Bank statements July - June	2006-07	Finance Acct Office	1.15.5.508
1230	Depart Daily Deposits & Misc. Receipts Airport-Phone	2008-09	Finance Storage Off	1.15.5.203
1231	Depart Daily Deposits & Misc. Receipts Recorded Interest - Taos Convention	2008-09	Finance Storage Off	1.15.5.203
1232	Depart Daily Deposits & Misc. Receipts Taos Convention-Taos Police	2008-09	Finance Storage Off	1.15.5.203
1233	Depart Daily Deposits & Misc. Receipts Taos Police-Taos Visitor Center	2008-09	Finance Storage Off	1.15.5.203
1234	Depart Daily Deposits & Misc. Receipts Taos Visitor Center-Town Hall	2008-09	Finance Storage Off	1.15.5.203
1235	Depart Daily Deposits & Misc. Receipts Town Hall-Xerox	2008-09	Finance Storage Off	1.15.5.203
1236	Depart Daily Deposits & Misc. Receipts Affordable Housing-Recorded Interest	2009-10	Finance Storage Off	1.15.5.203
1237	Depart Daily Deposits & Misc. Receipts Recorded Interest-Taos Public Library	2009-10	Finance Storage Off	1.15.5.203

Department: Finance Department

Box #	Description of Records within Box	Year of Records	Location of Records	NMAC code referenced for destruction
1238	Depart Daily Deposits & Misc. Receipts Small Cities-Taos Municipal Court	2009-10	Finance Storage Off	1.15.5.203
1239	Depart Daily Deposits & Misc. Receipts Taos Visitor Center-Vallecitos Courier	2009-10	Finance Storage Off	1.15.5.203
1240	Utility System General Ledger Recons. July through September FY 2010-2011	2010-11	Finance Storage Off	1.15.5.207
1241	Utility System General Ledger Recons. October through December FY 2010-2011	2010-11	Finance Storage Off	1.15.5.207
1242	Utility System General Ledger Recons. January through March FY 2010-2011	2010-11	Finance Storage Off	1.15.5.207
1243	Utility System General Ledger Recons. April through June FY 2010-2011	2010-11	Finance Storage Off	1.15.5.207
1244	Daily Receipts Control, Daily Recons., Parking Meter Deps, Parks Deps, Recreation Deps, Convention Center Deps, Police Dept. Deps, Transportation Bus Fare FY 2010-2011	2010-11	Finance Storage Off	1.15.5.203
1245	Municipal Courts Deps, Police Dept Deps, Public Library Deps FY 2010-2011	2010-11	Finance Storage Off	1.15.5.203
1246	Taos Visitor Center Deposits July - May FY 2010-2011	2010-11	Finance Storage Off	1.15.5.203
1247	Miscellaneous Receipts July - June, Kit Carson Electric Vouchers (copies) FY 2010-2011	2010-11	Finance Storage Off	1.15.5.203

43 BOXES TOTAL

Department: Human Resources

[illegible]

Department: Human Resources - Department Records

Box #	Description of Records within Box	Year of Records	Location of Records	NMAC code referenced for destruction
Box # 3	Town of Taos Copy of Auto Pay Master Control ADP - town employees	1995	HR'S STORAGE SHED	1.15.7.101
	Town of Taos - Copies of Financial Statement for the month ending February 1995	1995	HR'S STORAGE SHED	1.15.7.101
	Town of Taos Copies of Personnel Action Notices	1994-1995	HR'S STORAGE	1.15.7.101
	Town of Taos Copies of Pay and Classification Plan	2002	HR'S STORAGE SHED	1.15.7.119
	Town of Taos Copies of Quarterly Payroll Report	1986-1987	HR'S STORAGE SHED	1.15.7.101
	Town of Taos Copies of Quarterly Payroll Report	1988-1989	HR'S STORAGE SHED	1.15.7.101
	Town of Taos Copy of Pay Plan Police Department	1985	HR'S STORAGE SHED	1.15.7.119
	Town of Taos Copy of Proposal to Conduct Employee Classification Plan and Salary Schedule Upgrade	2000-2001	HR'S STORAGE SHED	1.15.7.119
	Town of Taos Copy Monthly Annual Salary Report	2001	HR'S STORAGE SHED	1.15.7.101
	Town of Taos Copy Revised Pay Plan/Steps	2001	HR'S STORAGE SHED	1.15.7.101
	Town of Taos Copy Personnel Systems & Services Contract	2001	HR'S STORAGE SHED	1.15.7.101
	Town of Taos Copy Position Analysis Questionnaires	2001	HR'S STORAGE SHED	1.15.7.101
	Town of Taos Copy Proposed Pay Plan	2002-2003	HR'S STORAGE SHED	1.15.7.119
	Town of Taos Copy Personnel Rules and Regulations Ordinance No. 98-2 Adopted February 03, 1998	1998	HR'S STORAGE SHED	1.15.7.101
	Town of Taos Copy Personnel Rules and Regulations Ordinance 96-7	1996	HR'S STORAGE SHED	1.15.7.101
	Town of Taos Copy Proposed Personnel Rules & Regulations	1997-1998	HR'S STORAGE SHED	1.15.7.101
	Town of Taos Copy of Police Manual	1986	HR'S STORAGE SHED	1.15.7.101
	Town of Taos Copies of Forms	2002-2003	HR'S STORAGE SHED	1.15.7.101
	Town of Taos Copy Classification Plan	1994	HR'S STORAGE SHED	1.15.7.101
	Town of Taos Copy Classification and Pay Plan	1990	HR'S STORAGE SHED	1.15.7.101
	Town of Taos Copy Classification and Pay Plan	1990	HR'S STORAGE SHED	1.15.7.101
Box #4	Town of Taos - Copy of Vision Service Plan (VSP) Fax Transmittal Memorandum; State Of New Mexico Group Certification Form	1997	HR Storage Shed	1.15.7.107
	Town of Taos - Copies of State Of New Mexico Basic & Supplemental Life AD&D and Disability Inactive Employees; State Of New Mexico Basic & Supplemental Life AD&D and Disability Active Employees	1994-1997	HR Storage Shed	1.15.7.107
	Town of Taos - Insurance Proposal	1991	HR Storage Shed	1.15.7.107
	Town of Taos - Cafeteria Plan Survey; Memorandum Cafeteria Compensation Plan Meeting	1990-1991	HR Storage Shed	1.15.7.107
	Town of Taos - Cafeteria Plan Affidavit Forms	1990	HR Storage Shed	1.15.7.107
	Town of Taos - Cafeteria Plan Signed Affidavit	1989	HR Storage Shed	1.15.7.107
	Town of Taos - Memo New Mexico Self insurers' Fund Health Insurance Programs and Workers' Comp, General Liability and Property Rates for fiscal year 1995	1994	HR Storage Shed	1.15.7.107
	Town of Taos Cafeteria Plan Affidavit Monthly Claims List	1989	HR Storage Shed	1.15.7.107
	Town of Taos Anthem Life Insurance Forms; Waiver Of Department Health Benefit Form; Enrollment Or Waiver Form For Dependent Dental And Vision Benefits; Medical Plan Information Cards; Anthem Life Insurance Enrollment Forms; Group Weekly Income Supplementary Report	1993	HR Storage Shed	1.15.7.107
	Town of Taos - Cimmaron Insurance Service Corporation - Census Contracts w/Health Ins.	1994	HR Storage Shed	1.15.7.107
	Town of Taos - Cimmaron Copy of May 23 listing large claims	1994	HR Storage Shed	1.15.7.107
	Town of Taos - Anthem Life Insurance Company Medical Insurance Rates	1991	HR Storage Shed	1.15.7.107

	Town of Taos - New Mexico Self Insurers Fund - New Mexico Self Insurers' Fund Health Insurance Program, and Workers' Comp, General Liability and Property Rates for for fiscal year 1995	1994	HR Storage Shed	1.15.7.107
	Town of Taos - Fax Transaction Report May 19, 1994	1994	HR Storage Shed	1.15.7.107
	Town of Taos - Cimmaron Copy Claims Listing February 01, 2014 through April 30, 1994	1994	HR Storage Shed	1.15.7.107
	Town of Taos - Cimmaron Insurance Service Corporation Facsimile Cover Sheet From: Nancy Lansfore	1994	HR Storage Shed	1.15.7.107
	Town of Taos - Blue Cross Blue Shield Facsimile Cover Sheet To: David	1994	HR Storage Shed	1.15.7.107
	Town of Taos - Blue Cross Blue Shield Facsimile Cover Sheet To: David	1994	HR Storage Shed	1.15.7.107
	Town of Taos - Acordia Benefits of the South Inc. Proposal for review for payroll Group # 35393	1994	HR Storage Shed	1.15.7.107
	Town of Taos - Cimarron Insurance Service Corporation Martin Group Adminstration Services, Inc. Claims Service Inc.	1994	HR Storage Shed	1.15.7.107
	Town of Taos - Blue Cross Blue Shield Facsimile Cover Sheet To: David	1994	HR Storage Shed	1.15.7.107
	Town of Taos - Cimarron Insurance Service Corporation Facsimile Cover Sheet Fr: Jim Burns	1994	HR Storage Shed	1.15.7.107
	Town of Taos - Pera Facsimile Cover Sheet To: Vince Jaramillo	1994	HR Storage Shed	1.15.7.107
	Town Of Taos - Life Insurance and AD&D Benefits for the State of New Mexico Employees Plan Revisions effective July 01, 1996	1996	HR Storage Shed	1.15.7.107
	Town of Taos - Documented Insurance ProblemsPresbyterian Problems	1996	HR Storage Shed	1.15.7.107
	Town of Taos - Cobra Forms, Insurance Rates	1997-1998	HR Storage Shed	1.15.7.107
	Town of Taos - Switch Enrollment Insurance Changes	1997	HR Storage Shed	1.15.7.107
	Town of Taos - Blue Cross Blue Shield Explanation Of Benefits	1995	HR Storage Shed	1.15.7.107
	Town of Taos - Copy Insurance Items Sent To Storage List	1988-1995	HR Storage Shed	1.15.7.107
	Town of Taos - Blue Cross Blue Shield Of New Mexico - Copy of letter response to the Town's request for Piggyback on to the State's Major Medical Plan.	1994	HR Storage Shed	1.15.7.107
	Town of Taos - Risk Management Division GSD - Letter Permission to Piggyback on to the State's Major Medical Plan	1994	HR Storage Shed	1.15.7.107
	Town of Taos - Letter from Susie Varela State Of New Mexico General Services Department Risk Management Division RE: Participation in the State of New Mexico Health Care Plan	1994	HR Storage Shed	1.15.7.107
	Town of Taos - IRS/SSA/HCF A Survey of Occupational Injuries And Illnesses, 2000	2000	HR Storage Shed	1.15.7.107
	Town of Taos - US Department Of Health and Human Services Health Care Financing Administration	2000	HR Storage Shed	1.15.7.107
	Town of Taos - US Department Of Health and Human Services Health Care Financing Administration	1998	HR Storage Shed	1.15.7.107
	Town of Taos - State of New Mexico Department Of Health	1998	HR Storage Shed	1.15.7.107
	Town of Taos - US Department Of Health and Human Services Health Care Financing Administration - IRS/SS/HCF A Data Match Employer Questionnaire	1998	HR Storage Shed	1.15.7.107
	Town of Taos - Provider Directory Update For State Of New Mexico October 1998	1998	HR Storage Shed	1.15.7.107
	Town of Taos - State Of New Mexico Inactive Enrollment Change Form	2000-2003	HR Storage Shed	1.15.7.107
	Town of Taos - State of New Mexico Active Enrollment Change Forms	2000	HR Storage Shed	1.15.7.107
	Town of Taos - 2002 Compensation Worksheet	2002-2003	HR Storage Shed	1.15.7.119
	Town of Taos - Blue Cross Blue Shield Insurance Information Correspondence and Insurance Forms	1994	HR Storage Shed	1.15.7.107
Box #9	Mike Lowe - Taos Police Department Copy of Letter of Commendation	1998	HR'S Storage Shed	1.15.7.101
	Performance Evaluations Copies from other departments	1984-1992	HR'S Storage Shed	1.15.7.101
	Employment Applications - Chief of Police	2002	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies of Employee DMV checks & Employee Citations	1995-1997	HR'S Storage Shed	1.15.7.101

	Town of Taos Inactive Employment Applications - Taos Central Emergency Communications Superintendent	2002	HR'S Storage Shed	1.15.7.101
	Town of Taos Inactive Employment Applications - Library Services Director	2002	HR'S Storage Shed	1.15.7.101
	Town of Taos Inactive Employment Applications Library Services Director	2002	HR'S Storage Shed	1.15.7.101
	Town of Taos Project Narrative	2001	HR'S Storage Shed	1.15.7.119
	Town of Taos Copies of Payroll History Statements	1997	HR'S Storage Shed	1.15.5.404
	Town of Taos Copies of HR Fax Cover Sheets	1997	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies of Internal Memorandums Proposed Staff Educational Program Development	1991-1996	HR'S Storage Shed	1.15.7.128
	Town of Taos Copies of Position Description Questionnaires from other departments	1997	HR'S Storage Shed	1.15.7.117
	Town of Taos Copy of Employee Personnel Action Notice	1997	HR'S Storage Shed	1.15.7.101
	New Mexico Municipal League Job Advertisement City of Raton City Manager	1984	HR'S Storage Shed	1.15.7.101
	Town of Taos Employee Insurance Information	No Date	HR'S Storage Shed	1.15.7.107
Box # 15	Town of Taos Copies of Training Seminar Deb Milton	1999	HR'S Storage Shed	1.15.7.128
	Town of Taos Copies of Hepatitis Vaccination Schedule	1997-1998	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies of UNM Supervisory Training	1997-1999	HR'S Storage Shed	1.15.7.128
	Town of Taos Copies of UNM Supervisory Training Program	1997-1999	HR'S Storage Shed	1.15.7.128
	Town of Taos Copies of Transmittal Action Personnel Actions Notices, Requisitions, Vouchers, Credit Card Reconciliations	1998-2003-2004	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies of Transmittal Personnel Action Notices	1995	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notices	1996	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notices	1996	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notices	1995	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notices	1995	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notice	1995	HR'S Storage Shed	1.15.7.101
	Town of Copies Transmittal Personnel Action Notices	1996	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notices	1999	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notices	1997	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notices	1996	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notices	1997	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notices	1998	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notices	1998	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notices	1997	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notices	1998	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notices	2001	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notices	1998-1999	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notices	1999-2000	HR'S Storage Shed	1.15.7.101
	Town of Taos Copies Transmittal Personnel Action Notices	1999-1999	HR'S Storage Shed	1.15.7.101
Box # 16	Miscellaneous, outdated/inactive Human Resources memos and newsletters	1992-1993	HR'S STORAGE SHED	1.15.7.101
	Miscellaneous Human Resources inactive/outdated benefit information	1989-1995	HR'S STORAGE SHED	1.15.7.107
	Miscellaneous outdated/inactive employment application information	1991-2003	HR'S STORAGE SHED	1.15.7.101
	Miscellaneous outdated/inactive copies of payroll records	1987-1994	HR'S STORAGE SHED	1.15.7.101
	Miscellaneous outdated/inactive pay & classifications	1992-1998	HR'S STORAGE SHED	1.15.7.119
	Miscellaneous outdated/inactive copies of personnel status changes. (Originals in personnel files)	1995-2007	HR'S STORAGE SHED	1.15.7.101
	Miscellaneous outdated/inactive employee lists	1987-1999	HR'S STORAGE SHED	1.15.7.101

5 BOXES TOTAL

Department: Library

[illegible]

Department: Police Department

[illegible]

Department: Town Clerk's Office

Box #	Description of Records within Box	Year of Records	Location of Records	NMAC code referenced for destruction
1	Request for Public Records Requests - January 2010 through December 2010	2010	Clerk's Archive Rm.	1.15.3.708
2	Request for Public Records Requests - January 2011 through December 2011	2011	Clerk's Archive Rm.	1.15.3.708
3	Message Books	2002	Clerk's Archive Rm.	1-15-3.132
3	Message Books	2003	Clerk's Archive Rm.	1-15-3.132
3	Message Books	2004	Clerk's Archive Rm.	1-15-3.132
3	Message Books	2005	Clerk's Archive Rm.	1-15-3.132
3	Message Books	2006	Clerk's Archive Rm.	1-15-3.132
3	Message Books	2007	Clerk's Archive Rm.	1-15-3.132
3	Message Books	2008	Clerk's Archive Rm.	1-15-3.132
4	Special Dispenser Permit Applications	7/10-6/12	Clerk's Office	1-18-420.330
4	Closed Liquor Licenses	2004-2011	Clerk's Office	1.19.8.104
	<i>Lula's - Issued 2009</i>			
	<i>Taos Diner - Issued 2009</i>			
	<i>Joseph's Table - Issued 2004</i>			
	<i>Chef Damon's - Issued 2007</i>			
	<i>Café Loka - Issued 2009</i>			
	<i>Ogelvie's - Issued prior to 2004</i>			
	<i>Sabor by Antonio's - Issued 2010</i>			
	<i>Shadows - Issued 2005</i>			
	<i>Don Fernando - Issued prior to 2004</i>			
	<i>Downtown Bistro - Issued prior to 2004</i>			
	<i>Dragonfly - Issued 2002</i>			
	<i>Eske's Winer - Issued Issued Prior to 2004</i>			
	<i>Graham's Grill - Issued 2007</i>			
	<i>Applebee's - Issued 2007</i>			
	<i>Antonio's - Issued 2009</i>			
	<i>Noula's - Issued 2011</i>			
	<i>Taos Yacht and Sports Club - Issued prior to 2005</i>			
	<i>Taos Plaza Theater and Arts - Issued 2006</i>			

Department: Youth & Family Center

[illegible]

Department: Finance Department (Payroll)

Box #	Description of Records within Box	Year of Records	Location of Records	NMAC code referenced for destruction
963	FYE - D.O.L. INS INFO GARNISHMENTS, DEF COMP. SIGN OFF PIR SHEETS	2006-2007	Clerk's Archive Rm.	1.15.5.406
964	PERA D.O.L. RHC, INS, GARNISHMENTS, DEF COMP, MICS PIR RECEIVED	2006-2007	Clerk's Archive Rm.	1.15.5.406
1063	TIMESHEETS (PAY DATES)	07-08	Clerk's Archive Rm.	1.15.5.402
1064	TIMESHEETS (PAY DATES)	07-08	Clerk's Archive Rm.	1.15.5.402
1065	TIMESHEETS (PAY DATES)	07-08	Clerk's Archive Rm.	1.15.5.402
1066	TIMESHEETS (PAY DATES)	07-08	Clerk's Archive Rm.	1.15.5.402
1067	TIMESHEETS (PAY DATES)	07-08	Clerk's Archive Rm.	1.15.5.402
1068	TIMESHEETS (PAY DATES)	07/08	Clerk's Archive Rm.	1.15.5.402
1069	TIMESHEETS (PAY DATES)	07/08	Clerk's Archive Rm.	1.15.5.402
1070	TIMESHEETS (PAY DATES)	07/08	Clerk's Archive Rm.	1.15.5.402
1071	TIMESHEETS (PAY DATES)	07/08	Clerk's Archive Rm.	1.15.5.402
1091	Travel vouchers , monthly reports and payroll sign out sheets	2007-2008	Clerk's Archive Rm.	1.15.5.406
1092	Department of Labor, Direct Deposit, Garnishments, P/R Clearing Acct	2007-2008	Clerk's Archive Rm.	1.15.5.406
1095	P/R Sign out sheets, Transmittals July 2008 thru June 2009	2008-2009	Clerk's Archive Rm.	1.15.5.406
1097	Transmittals 7/1/09 thru 6/30/10, P/R sign off sheets 7/2009 thru 6/2010	2009-2010	Clerk's Archive Rm.	1.15.5.402
1099	Transmittals 7/1/10 thru 6/30/11, Monthly Deposit/Refund Bids & Bond etc, TV	2010-2011	Clerk's Archive Rm.	1.15.5.402
1100	Time Sheets PPE 07/04/08 thru 08/01/08	2008-2009	Clerk's Archive Rm.	1.15.5.402
1101	Time Sheets PPE 08/15/08 thru 09/12/08	2008-2009	Clerk's Archive Rm.	1.15.5.402
1102	Time Sheets PPE 09/26/08 thru 10/24/08	2008-2009	Clerk's Archive Rm.	1.15.5.402
1103	Time Sheets PPE 11/07/08 thru 12/05/08	2008-2009	Clerk's Archive Rm.	1.15.5.402
1104	Time Sheets PPE 12/19/08 thru 01/16/09	2008-2009	Clerk's Archive Rm.	1.15.5.402
1105	Time Sheets PPE 01/30/09 thru 02/27/09	2008-2009	Clerk's Archive Rm.	1.15.5.402
1106	Time Sheets PPE 03/13/09 thru 04/10/09	2008-2009	Clerk's Archive Rm.	1.15.5.402
1107	Time Sheets PPE 04/24/09 thru 05/22/09	2008-2009	Clerk's Archive Rm.	1.15.5.402
1108	Time Sheets PPE 06/05/09 thru 06/19/09	2008-2009	Clerk's Archive Rm.	1.15.5.402
1126	Direct Deposit slips & Employee Pay Check Stubs	2005-2006	Clerk's Archive Rm.	1.15.5.407
1127	Direct Deposit slips & Employee Pay Check Stubs	2005-2006	Clerk's Archive Rm.	1.15.5.407
1128	Direct Deposit slips & Employee Pay Check Stubs	2006-2007	Clerk's Archive Rm.	1.15.5.407
1129	Direct Deposit slips & Employee Pay Check Stubs	2006-2007	Clerk's Archive Rm.	1.15.5.407
1130	Direct Deposit slips & Employee Pay Check Stubs	2007-2008	Clerk's Archive Rm.	1.15.5.407
1131	Direct Deposit slips & Employee Pay Check Stubs	2007-2008	Clerk's Archive Rm.	1.15.5.407
1138	Quarterly Reports, April, May, June 05	2004-2005	Clerk's Archive Rm.	1.15.5.404
1139	Quarterly Reports, July thru Dec 05, Jan thru June 06	205-2006	Clerk's Archive Rm.	1.15.5.404
1140	Quarterly Reports July-Dec 06, Jan thru June 07, Acct PY Vendor Set	2006-2007	Clerk's Archive Rm.	1.15.5.404
1145	Payroll Registers July 2010 thru December 2010	2010-2011	Clerk's Archive Rm.	1.15.5.404
1146	Payroll Registers January 2011 thru June 2011	2010-2011	Clerk's Archive Rm.	1.15.5.404
1194	Payroll Register (July, Aug, Sept, Oct, Nov, Dec)	2011-2012	Clerk's Archive Rm.	1.15.5.404
1195	Payroll Register (January, February, March, April, May, June	2011-2012	Clerk's Archive Rm.	1.15.5.404

38 BOXES TOTAL



September 23, 2014

Title:

Contract with Northern Mountain Constructors

Summary:

Consideration and approval of a Contract with Northern Mountain Constructors plus gross receipts tax contingent upon approval by New Mexico Department of Finance Local Government Division for the construction of CDBG Project 13-C-NR-I-01-G-011 Chamisa Area Infrastructure Improvements/Este Es Road Paving, Sidewalks, Curb and Gutter. (Amount will be determined by Tuesday's meeting)

Background:

Bid number 14-15-11

Attachments:

Click to download

- ☐ [Contract](#)
- ☐ [letter of recommendation](#)

AGREEMENT BETWEEN OWNER AND CONTRACTOR

AGREEMENT FORMS - LUMP SUM PRICE OR UNIT PRICE
Section 00510

Contract No. TT-15-95



Distribution to:

- ☐ Owner
- ☐ Contractor
- ☐ Architect/Engineer
- ☐ Finance Dept.
- ☐ CDBG Project Manager

[Disclaimer: Changes and/or modifications made to this document, other than the typical construction items for which the contractor is bidding and/or will contract for, without the written consent of the Local Government Division, DFA shall render this document null and void]

This Agreement entered into this _____ day of September, 2014, by and between the parties as follows:

THE OWNER:

Town of Taos
Daniel Barrone
400 Camino de la Placita
Taos, NM 87571
Telephone: 575-751-2047
Fax: 575-751-2026
E-mail address: fespinoza@taosgov.com or
mquintana@taosgov.com

THE CONTRACTOR:

Northern Mountain Constructors, Inc.
Joel Perovich
PO Box 348
El Prado, NM 87529
Telephone: 575-758-4395
Fax: 575-737-9487
E-mail address: tgravel@taosnet.com

For the following Project: Chamisa Area Infrastructure Improvements Phase 3/Este Es Road Paving, Sidewalks, Curb and Gutter

Project Number: 13-C-NR-L-01-G-011

ARCHITECT/ENGINEER OF RECORD:

Abeyta Engineering, Inc.
Alex R. Abeyta, P.E.
209 D Camino de la Merced
Taos, NM 87571
Telephone: 575-737-0377
Fax: 575-737-0373
E-mail address: aeinc@newmex.com

RECITALS

WHEREAS, the State of New Mexico Department of Finance Administration Local Government Division Community Development Block Grant; and

WHEREAS, the Owner, through its Mayor/Chairman, is authorized to enter into a construction contract for the Project pursuant to Sections 13-1-100 NMSA 1978; and

WHEREAS, the Owner has let this contract according to the established state and local purchasing procedures for contracts of the type and amount let; and

WHEREAS, award of the construction contract on this Project was approved by the Governing Body at its meeting of September 23, 2014;

The OWNER and the CONTRACTOR agree as set forth below.

ARTICLE 1 THE CONTRACT DOCUMENTS

1.1 The Contract Documents consist of the following:

- Bid Form
- This Agreement
- Performance Bond
- Labor and Material Payment Bonds
- Agent's Affidavit
- Certificate of Insurance
- Assignment of Antitrust Claims
- Table A Subcontracts Breakdown
- Table B Estimated Project Workforce Breakdown
- Notice of Award
- Notice to Proceed
- Conditions of the Contract (General, Supplementary and Other Conditions)
- Drawings
- Specifications
- All Addenda Issued Prior to and
- All Modifications Issued after Execution of this Agreement
- Federal requirements, certifications and forms required by the CDBG program

These documents form the Contract, and all are as fully a part of the Contract as if attached to this Agreement or repeated herein. An enumeration of the Contract Documents appears in Article 7 of this Agreement.

ARTICLE 2 THE WORK

2.1 The Contractor shall perform all the Work required by the Contract for the following:
Chamisa Area Infrastructure Improvements Phase 3/
Este Es Road Paving, Sidewalks, Curb and Gutter

ARTICLE 3 TIME OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

3.1 The Work to be performed under the contract shall commence not later than ten (10) consecutive calendar days after the date of written Notice to Proceed. Substantial Completion shall be achieved not later than 45 calendar days after the date of written Notice to Proceed, except as hereafter extended by valid written Change Order by the Owner.

3.2 Should the Contractor neglect, refuse, or otherwise fail to complete the Work within the time specified in this article, the Contractor agrees, in partial consideration for the award of the Contract, to pay to the Owner the amount of Five Hundred Dollars (\$500.00) per consecutive calendar day, not as a penalty, but as liquidated damages for such breach of the Contract.

ARTICLE 4 CONTRACT SUM

4.1 The Owner shall pay the Contractor in current funds for the performance of the Work, subject to additions and deductions by Change Order as provided in the Contract, the Contract Sum of Seven Hundred One Thousand Nine Hundred Thirteen Dollars and Seventy Seven Cents (\$701,913.77).

4.2 The Contract sum is determined as follows:

Base Bid	\$	648,793.78
Alternatives (if any)	\$	0.00
NM GRT @ 8.1875 %	\$	53,119.99
Contract Sum	\$	<u>701,913.77</u>

ARTICLE 5 PROGRESS PAYMENTS

5.1 Based upon Applications for Payment submitted to the Architect/Engineer by the Contractor and Certificates for Payment issued by the Architect/Engineer, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided in the Contract for the period ending the 5th

day of the month as follows:

5.2 Not later than twenty-one (21) working days following receipt by the Owner of an undisputed Application for Payment or as stated in Paragraph 25 of the Supplemental General Conditions, one hundred percent (100%) of the portion of the Contract Sum properly allocable to labor, materials, and equipment incorporated in the Work and one hundred percent (100%) of the portion of the Contract Sum properly allocable to materials and equipment suitably stored at the site or some other location agreed upon in writing for the period covered by the Application for Payment, less the aggregate of previous payments made by the Owner; less such amounts as the Architect/ Engineer shall determine for all incomplete Work and unsettled claims as provided in the Contract Documents (Section 57-28-5 NMSA 1978).

5.2.1 When making payments, an owner, contractor or subcontractor shall not retain, withhold, hold back or in any other manner not pay amounts owed for work performed. For additional information regarding retainage and the Prompt Payment Act refer to Section 57-28-5 NMSA 1978.

ARTICLE 6 FINAL PAYMENT

6.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be paid by the Owner to the Contractor within thirty (30) calendar days after notification of the Owner by the Architect/Engineer that all incomplete and unacceptable work that was noted during the Substantial Completion Inspection and listed on the attachment to the Certificate of Substantial Completion has been corrected, and provided the Contract has been fully performed and a final Certificate for Payment has been issued by the Architect/Engineer and final monitoring and close-out by the Funding Agency. In addition, the Contractor shall provide to the Owner a certified statement of Release of Liens (*AIA Document G706A or approved form*) and Consent of Surety.

ARTICLE 7 GENERAL AND SPECIAL PROVISIONS

7.1 This Agreement shall be governed exclusively by the provisions hereof and by the laws of the State of New Mexico as the same from time to time exist.

7.2 Terms used in this Agreement that are defined in the Conditions of the Contract shall have the meanings designated in those Conditions.

7.3 As between the parties to this Agreement. As to all acts or failures to act by either party to this Agreement, any applicable statute of limitations shall commence to run and any alleged cause of action shall be deemed to have accrued in any and all events not later than the relevant Date of Substantial Completion of the Work; and as to any acts or failures to act occurring after the relevant Date of Substantial Completion, not later than the date of the Owner's approval of the Final Certificate of Payment.

7.4 The Contractor shall hold harmless and indemnify the Owner against any and all injury, loss, or damage, including cost of defense - including but not limited to court costs and attorneys' fees - arising out of the negligent acts, errors, or omissions of the Contractor.

7.5 This Agreement shall not become effective until approved by the governing body; and signed by all parties required to sign this Agreement and reviewed by the Funding Agency.

7.6 The Contractor and his agents and employees are independent contractors and are not employees of the Owner. The Contractor and his agents and employees shall not accrue leave, retirement, insurance, bonding, use of Owner vehicles, or any other benefits afforded to employees of the Owner as a result of this Agreement.

7.7 The Contractor, upon final payment of the amounts due under this Agreement, releases the Owner, his officers and employees from his liabilities and obligations arising from or under this Agreement, including but not limited to all damages, losses, costs, liability, and expenses, including but not limited to attorneys' fees and costs of litigation that the Contractor may incur.

7.8 The Contractor agrees not to purport to bind Owner to any obligation not assumed herein by Owner unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

7.9 Notices. All notices herein provided to be given, or which may be given, by either party to the other shall be deemed to have been fully given when made in writing and deposited in the United States mail, postage prepaid - in the instance of notice of termination of work also by certified mail - and addressed as shown on the title page of this Agreement.

7.10 Nothing herein contained shall preclude the giving of any such written notice by personal service. The address to which notices shall be mailed to either party may be changed by written notice given by such party to the other as hereinabove provided.

7.11 Gender - Singular/Plural. Words of any gender used in this Agreement shall be held and construed to include any other gender, and words in the singular number shall be held to include the plural, unless the context requires otherwise.

7.12 Captions and Section Headings. The captions and section headings contained in this Agreement are for convenience of reference only, and in no way limit, define, or enlarge the terms, scope, and conditions of this Agreement.

7.13 This document shall be executed in no less than three (3) counterparts, each of which shall be deemed an original.

7.14 Certificates and Documents Incorporated. All certificates and documentation required by the provisions of this Agreement shall be attached to this Agreement at the time of execution and are hereby incorporated by reference as though set forth in full in this Agreement to the extent they are consistent with its conditions and terms.

7.15 Separability. If any clause or provision of this Agreement is illegal, invalid, or unenforceable under present or future laws effective during the term of this Agreement, then and in that event it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby.

7.16 Waiver. No provision of this Agreement shall be deemed to have been waived by either party unless such waiver be in writing signed by the party making the waiver and addressed to the other party; nor shall any custom or practice which may evolve between the parties in the administration of the terms hereof be construed to waive or lessen the right of either party to insist upon performance by the other party in strict accordance with the terms hereof. Further, the waiver by any party of a breach by the other party of any term, covenant, or condition hereof shall not operate as a waiver of any subsequent breach of the same or any other term, covenant, or condition thereof.

7.17 Entire Agreement. This Agreement represents

the entire contract between the parties and, except as otherwise provided herein, may not be amended, changed, modified, or altered without the written consent of the parties hereto. This Agreement incorporates all of the conditions, agreements, and understandings between the parties concerning the subject matter of this Agreement, and all such conditions, understandings, and agreements have been merged into this written Agreement. No prior condition, agreement, or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this written Agreement.

7.18 Interchangeable Terms. For purposes of all provisions within this Agreement and all attachments hereto, the terms "Agreement" and "Contract" shall have the same meaning and shall be interchangeable.

7.19 Words and Phrases. Words, phrases, and abbreviations which have well-known technical or trade meanings used in the Contract Documents shall be used according to such recognized meanings. In the event of a conflict, the more stringent meaning shall govern.

7.20 Relationship of Contract Documents. The Contract Documents are complementary, and any requirement of one contract document shall be as binding as if required by all.

7.21 Pursuant to §13-1-191 NMSA 1978, reference is hereby made to the criminal laws of New Mexico, including §§30-14-1, 30-24-2, and 30-41-1 through 3 NMSA 1978, which prohibit bribes, kickbacks, and gratuities, violation of which constitutes a felony. Further, the Procurement Code, §§13-1-28 through 13-1-199 NMSA 1978, imposes civil and criminal penalties for its violation.

7.22 The Contract Documents, which constitute the entire Contract between the Owner and the Contractor, are listed in Article 1 and, except for Modifications issued after execution of this Agreement, are enumerated as follows:

7.23 The following documents bound in the Project Manual:

<u>Documents</u>	<u>Pages</u>
Bid Form	4A-22-26
Agreement between Owner and Contractor	4A-45-49
Performance Bond	4A-51-51.2
Labor and Material Payment Bond	4A-53-53.2
Agent's Affidavit	4A-57
Certificate of Insurance	4A-59

Assignment of Antitrust Claims 4A-61
Table A Subcontracts Breakdown 4A-64
Table B Estimated Project Workforce Breakdown 4A-65

General Conditions 4A-72-84
Supplementary Conditions 4A-75-110
Technical Specifications - Division 1-16

Approved by the Governing Body at its meeting of September 23, 2014

OWNER:

Date: _____

Mayor/Chairperson

Reviewed:

As to Legal Form and Sufficiency

By: _____

Title: _____

Date: _____

As to Budget Sufficiency

By: _____

Title: _____

Date: _____

59-24-45003 - \$500,000

59-25-45003 - \$41,913.77

59-35-45003 - \$160,000

APPROVED: This Agreement is entered into as of the day and year first written above.

CONTRACTOR:

By: _____

Title: _____

Date: _____

Federal Tax ID N°: _____

State Tax ID N°: _____

AGENCY CONCURRENCE:

By: _____

Title: _____

Date: _____

ABEYTA ENGINEERING, INC.
P.O. BOX 1499
RANCHOS DE TAOS, NM 87557
PHONE: (575) 737-0377
CELL: (575) 770-2651

September 22, 2014

Ms. Sharon Voigt, Procurement Officer
Town of Taos
400 Camino de La Placita
Taos, New Mexico 87571

**RE: CHAMISA AREA INFRASTRUCTURE IMPROVEMENTS - CERTIFIED BID
TABULATION - RECOMMENDATION TO AWARD PROJECT TO NORTHERN
MOUNTAIN CONSTRUCTOR'S INC.**

Dear Ms. Voigt:

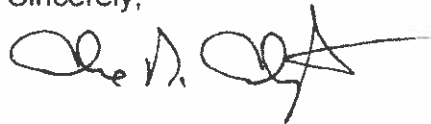
Sealed bids for the Town of Taos Chamisa Area Infrastructure Improvements Project were opened at the Town of Taos on September 19, 2014 at 3:00 p.m. Two bids were received with the bid results as shown in the attached certified bid tabulation.

The low bidder is Northern Mountain Constructor's, Inc. Inc. with a bid amount of \$674,850.00.

I recommend that the Mayor and Council award the Chamisa Area Infrastructure Improvements Project to the low bidder, Northern Mountain Constructor's, Inc. at the negotiated amount of \$648,793.78 plus applicable New Mexico Gross Receipts Tax.

If you have any questions, please call me at 737-0377.

Sincerely,

A handwritten signature in black ink, appearing to read 'Alex R. Abeyta', with a long horizontal flourish extending to the right.

Alex R. Abeyta, P.E.
President/Civil Engineer

xc: Francisco Espinoza, Town of Taos Public Works Director

TOWN OF TAOS
CHAMISA AREA INFRASTRUCTURE IMPROVEMENTS
BID TABULATION

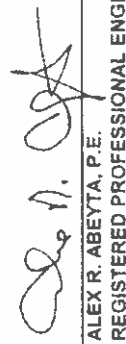
CENTURY CLUB
CONSTRUCTION

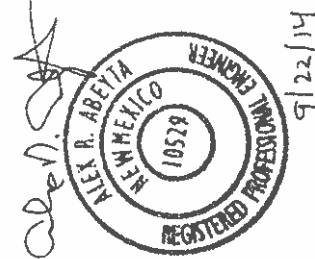
NORTHERN MOUNTAIN
CONSTRUCTOR'S, INC.

ENGINEER
ESTIMATE

ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Mobilization	1	LS	\$ 86,000.00	\$ 86,000.00	\$ 40,000.00	\$ 40,000.00	\$ 6,000.00	\$ 6,000.00
2	Construction Staking	1	LS	\$ 9,000.00	\$ 9,000.00	\$ 15,000.00	\$ 15,000.00	\$ 6,000.00	\$ 6,000.00
3	Sampling and Testing by the Contractor	1	Allowance	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
4	Traffic Control Plan & Traffic Control during construction	1	LS	\$ 3,914.00	\$ 3,914.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00
5	Blading, Shaping, Processing, and Compaction of Basecourse	14400	SY	\$ 4.50	\$ 64,800.00	\$ 4.00	\$ 57,600.00	\$ 1.25	\$ 18,000.00
6	4" Thick PMBP-SP-IV	13600	SY	\$ 28.00	\$ 380,800.00	\$ 19.00	\$ 258,400.00	\$ 22.00	\$ 299,200.00
7	Standard Conc. Curb and Gutter	7970	LF	\$ 26.50	\$ 211,205.00	\$ 20.00	\$ 159,400.00	\$ 18.00	\$ 143,460.00
8	Conc. Sidewalks 4"	2030	SY	\$ 47.00	\$ 95,410.00	\$ 50.00	\$ 101,500.00	\$ 30.00	\$ 60,900.00
9	Striping	1	LS	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00
10	Valve Box Adjustment to Fin. Grade (w/concrete collar)	12	EA	\$ 300.00	\$ 3,600.00	\$ 600.00	\$ 7,200.00	\$ 600.00	\$ 7,200.00
11	Manhole Grade Adjustment to Fin Grade (w/concrete collar)	7	EA	\$ 550.00	\$ 3,850.00	\$ 1,200.00	\$ 8,400.00	\$ 800.00	\$ 5,600.00
12	Wheelchair Access Ramp - Type B	3	EA	\$ 1,710.00	\$ 5,130.00	\$ 850.00	\$ 2,550.00	\$ 3,000.00	\$ 9,000.00
13	Wheelchair Access Ramp - Type C	8	EA	\$ 2,250.00	\$ 18,000.00	\$ 850.00	\$ 6,800.00	\$ 3,000.00	\$ 24,000.00
14	Sidewalk Trench Grate	3	EA	\$ 2,900.00	\$ 8,700.00	\$ 500.00	\$ 1,500.00	\$ 2,000.00	\$ 6,000.00
TOTAL BID AMOUNT					\$ 904,409.00		\$ 674,850.00		\$ 606,360.00
PERCENT OF ENGINEER ESTIMATE					149.15%		111.30%		

I HEREBY CERTIFY THAT THE ABOVE FIGURES WERE RECEIVED AT THE BID OPENING
AT 3:00 PM ON SEPTEMBER 19, 2014 AT THE TOWN OF TAOS MUNICIPAL BUILDING (TOWN
HALL), "ROOM 109", 400 CAMINO DE LA PLACITA, TAOS, NEW MEXICO 87571


ALEX R. ABEYTA, P.E.
REGISTERED PROFESSIONAL ENGINEER



9/22/14

2013 CDBG - Chamisa Area Infrastructure Improvements Phase 3/Estimate Road Paving, Sidewalks, Curb and Gutter

Est Quan		Unit Price	Amount	Revised Quantity	Description	Unit Price	Revised Unit Price	Negotiated Amount
Shared Project Items								
1	1	\$ 40,000.00	\$ 40,000.00		Mobilization	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
2	1	\$ 15,000.00	\$ 15,000.00		Construction Staking by Contractor	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
3	1	\$ 6,000.00	\$ 6,000.00		Sampling and Testing by the Contractor	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
4	1	\$ 2,500.00	\$ 2,500.00		Traffic Control Plan and Traffic Control During Construction	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
5	14,400	\$ 4.00	\$ 57,600.00		Blading, Shaping, Processing, and Compaction of Basecourse	\$ 4.00	\$ 4.00	\$ 57,600.00
6	13,600	\$ 19.00	\$ 258,400.00		4.0" Thick PMBP-SP-IV	\$ 19.00	\$ 17.08	\$ 232,343.78
7	7,970	\$ 20.00	\$ 159,400.00		Standard Concrete Curb and Gutter	\$ 20.00	\$ 20.00	\$ 159,400.00
8	2,030	\$ 50.00	\$ 101,500.00		Concrete Sidewalks 4" Thick (including ramps)	\$ 50.00	\$ 50.00	\$ 101,500.00
9	1	\$ 8,000.00	\$ 8,000.00		Striping	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
10	12	\$ 600.00	\$ 7,200.00		Valve Box Adjustment to Finish Grade (w/concrete collar)	\$ 600.00	\$ 600.00	\$ 7,200.00
11	7	\$ 1,200.00	\$ 8,400.00		Manhole Grade Adjustment to Finish Grade (w/concrete collar)	\$ 1,200.00	\$ 1,200.00	\$ 8,400.00
12	3	\$ 850.00	\$ 2,550.00		Wheelchair Access Ramp - Type B	\$ 850.00	\$ 850.00	\$ 2,550.00
13	8	\$ 850.00	\$ 6,800.00		Wheelchair Access Ramp - Type C	\$ 850.00	\$ 850.00	\$ 6,800.00
14	3	\$ 500.00	\$ 1,500.00		Sidewalk Trench Grate	\$ 500.00	\$ 500.00	\$ 1,500.00
			\$ 674,850.00	Subtotal		Total		\$ 648,793.78
				Tax @ 8.1875%		RT @ 8.1875%		\$ 53,119.99
				Total		Project Cost		\$ 701,913.77



September 23, 2014

Title:

Contract with Armstrong Engineering

Summary:

Consideration and approval of a Contract with Armstrong Engineering for engineering services at Taos Regional Airport. Individual task orders will be assigned and brought before the Town Council on a project by project basis.

Background:

RFQ 14-15-10

Attachments:

Click to download

📎 [Contract](#)



TOWN OF TAOS PROFESSIONAL SERVICE CONTRACT TT-15-94

This contract is hereby made and entered into by and between the **Town of Taos**, a New Mexico Municipality (hereinafter "TOWN") and **Armstrong Engineering, Inc.**, (hereinafter "CONTRACTOR") effective on this 26th day of **September** 2014.

WHEREAS, the TOWN has found it necessary and desirable to retain the services of CONTRACTOR to provide the services as identified herein; and

WHEREAS, CONTRACTOR desires to provide such service(s) under the terms and conditions of this contract;

THEREFORE, IT IS HEREBY MUTUALLY AGREED by and between the parties that:

1. Scope of Work.
 - A. Contractor shall provide the following services:
Projects may include, but are not limited to:
 1. *Prepare Airport Action Plan & Update Airport Layout Plan*
 2. *Airport Master Plan*
 3. *Annual Maintenance and Forecasting of Maintenance*
 4. *New Runway, Taxiway & Ramp Areas*
 5. *New Runway and Taxiway Lighting*
 6. *New Terminal Building*
 7. *Main Access Road*
 8. *Perimeter Fencing and Airport Security Items*
 9. *Well, Tank & Fire Ramp*
 10. *Relocation of Navigational Aids, RCO, & AWOS.*
 11. *Construction of Additional Hangars, Hangar Ramps/Pads and Hangar Taxiway Access Roads*
 12. *Prepare grant application/pre applications*
 13. *Planning and Zoning Related Services*
 14. *Conduct Multi-level Environmental Studies*
 15. *Maintenance and Updates of SWPPP and DBE Plans*
 16. *On-call Engineering Services*

Services, as outlined in FAA Advisory Circular 150/5100-14D Chapter One, include engineering and planning services for all phases and required incidental services for some or all of the above projects which may be multiple FAA and/or NMDOT - Aviation Division grants funded

within four years of consultant's contract. All work, contracts, reports, and deliverables must be in full compliance with the funding agencies' requirements.

Engineering services for design and construction projects at Taos Regional Airport which may include preliminary design, final design, bidding and negotiating and construction phases. Coordinate projects with the Federal Aviation Administration, New Mexico Department of Transportation Aviation Division and the Town of Taos.

- Advertise for bids, assist the Town in receipt of bids and prepare recommendations of award to the Town of Taos governing body.
- Provide project management, general engineering oversight and contract administration through project completion.
- Provide periodic or full time on site observation during construction
- The following tasks are identified as the Scope of Work that the Respondent team will be requested to perform.

Services, as outlined in FAA Advisory Circular 150/5100-14D Chapter One, include engineering and planning services for all phases and required incidental services for some or all of the above projects which may be multiple FAA and/or NMDOT - Aviation Division grants funded within four years of consultant's contract. All work, contracts, reports, and deliverables must be in full compliance with the funding agencies' requirements.

Preliminary Design:

- Consult with the owner to determine the general scope, extent and character of the project.
- Develop project plans and specifications for the Taos Regional Airport

Final Design:

- Prepare bid documents setting forth in detail the requirements for the construction of the entire project.
- Submit a revised opinion of probable project cost.
- Submit five (5) copies of the final design documents and present and review them in person with the owner.

Funding Phase:

- Apply for federal and state grants for the Town of Taos to help defray the cost of the engineering services and construction.

Bidding and Negotiating Phase:

- Assist owner in advertising for and obtaining bids.
- Distribute bid documents to prospective bidders and construction reporting services.
- Coordinate and conduct a pre-bid conference.
- Clarify and answer questions concerning the bid documents and issue addenda as requested.
- Attend bid opening, prepare bid tabulation and assist owner in evaluating bids and in assembling and awarding contracts.
- Prepare recommendation of award to the Town of Taos governing body

Construction Phase:

- Provide project management, general engineering supervision and contract administration during construction.
- Submit to the owner a list of critical observation milestones.
- Provide periodic or full time on-site inspection at such times as appropriate during the progress of the work, to determine that work is completed in conformance with the contract documents.
- Review contracts pay applications and provide recommendation for payment.
- Render interpretations of construction documents.
- Review contract submittals for conformance.
- Prepare field and change orders as necessary.
- Coordinate and conduct final inspection and obtain all warranties and related documents as required by the contract documents.
- Develop and review with owner and contractor a punch list.
- Modify the original reproducible drawings delineating recorded as-built conditions.
- Coordinate and conduct warranty review.
- Achieve Multi Agency Compliance with rules and regulations

B. Services will be performed at: Grand Junction, CO; Albuquerque, NM; and Taos, NM.

C. Performance Measures/Deliverables. CONTRACTOR will provide the Town with the following specific deliverables and/or shall perform in accordance with the following specific performance measures: Deliverables will include conceptual and final design drawings, cost estimates, and final construction documents for the Invitation to Bid documents.

2. Contact Person, Address & Phone.

A. CONTRACTOR'S contact person for this contract is: **Dennis A. Corsi, President**

B. The address and phone number is:

861 Rood Ave.

Grand Junction, CO 81501

970-242-0101

970-241-1769 Fax

dennis@armstrongconsultants.com

3. Term. This contract shall terminate September 26, 2015 unless sooner terminated pursuant to the termination provision below; by completion of said services; or by mutual agreement of the parties.

Contractor should not begin work under this Contract before this Contract is signed by both parties and should not continue work after the Contract terminates unless the Contract has been amended in writing to extend the term. The TOWN is not required to pay CONTRACTOR under this Contract for any work performed before the Contract is entered into or after it has terminated.

4. Renewal. TOWN shall have the right, but is not obligated, to renew this contract subject to terms agreeable to both the TOWN and CONTRACTOR. Pursuant to the New Mexico

Procurement Code, NMSA 1978, Section 13-1-150, no professional services contract, including any renewals or extensions, may exceed a total period of four years (subject to exceptions stated in the statute).

5. Compensation.

A. The total amount payable to the CONTRACTOR under this Contract will be determined by the Task assigned. All tasks must be approved by Council prior to CONTRACTOR starting project.

B. Payment is subject to availability of funds pursuant to the Appropriations Paragraph below.

C. CONTRACTOR must submit a detailed monthly statement accounting for all services performed and expenses incurred. If the TOWN finds that the services or expenses are not acceptable, within thirty days after the date of receipt of the written statement from the Contractor requesting payment, it shall provide the CONTRACTOR a letter of exception explaining the defect or objection and outlining steps the CONTRACTOR may take to provide remedial action. Upon certification by the TOWN that the services have been received and accepted, payment shall be tendered to the CONTRACTOR within thirty days after the TOWN'S acceptance. If payment is made by mail, the payment shall be deemed tendered on the date it is postmarked. The TOWN shall not incur late charges, interest, or penalties for failure to make payment within the time specified herein.

D. No further amount(s) beyond those set forth above shall be available under this contract unless authorized by law, ordinance, regulation or resolution and embodied in a written amendment to this contract executed prior to the additional work being performed.

E. Contractor agrees that all quotes provided by the Contractor to the Town, based on projects requested by the Town of the Contractor to be designed and their related scope(s) of services, shall be subject to pre-approval by the Federal Aviation Administration (FAA) and New Mexico Department of Transportation (NM DOT) State Aviation Division and shall be, per FAA requirement, be subject to third party review as to reasonableness for the work and cost(s) quoted by the Contractor.

Should any quote not meet FAA, NM DOT or Town approval for reasonableness, or be within the approved project design budget allocated, the Town and Armstrong Engineering may (a.) negotiate a mutually acceptable scope of work and price, (b.) either party may agree not to proceed, or (c.) the parties may submit to a mutually acceptable process of arbitration. In all cases, the Town may choose to seek and alternative Contractor where any quote is deemed unacceptable for any reason.

6. Release. CONTRACTOR agrees that, upon final payment of the amount due under this contract, CONTRACTOR releases the TOWN and its officials, employees and agents from all liabilities, claims and/or obligations whatsoever arising from, or under, this contract.

7. Deliverables. CONTRACTOR shall deliver, to the TOWN, any "deliverables" included within

Paragraph 1.C of this contract (or Attachment A) no later than the earlier of the submission of CONTRACTOR's final bill or the termination of this Contract, except that if an earlier time is stated in Paragraph 1.C or Attachment A, then the deliverables will be submitted by that time.

8. Appropriations and authorization. This contract is contingent upon there being sufficient appropriations available for payment and sufficient legal authorization for its performance. The TOWN shall be the sole and final determiner of whether sufficient appropriations and authorization exist. If this contract encompasses more than one fiscal year, this contract is contingent upon continuing appropriations being available.
9. Annual Review. If this contract encompasses more than one fiscal year, this contract is subject to an annual review by the TOWN. If any deficiencies are noted during the review process, the CONTRACTOR shall be given a specified time, as per the Notice to Cure provision below, in which to cure said deficiency(ies).
10. Termination.
 - A. This contract may be terminated at will, by either party, with or without cause upon 30 days written notice to the other party. Such written notice shall be delivered or mailed (certified mail, return receipt) to the other party. The TOWN's sole liability upon such termination shall be to pay for acceptable work performed prior to the CONTRACTOR's receipt of the notice of termination or the CONTRACTOR's sending a notice of termination to the TOWN. If notified of termination, CONTRACTOR shall immediately cease performing services and deliver, to TOWN, any work completed or in progress. If CONTRACTOR terminates this contract, notice of termination shall include CONTRACTOR's final billing statement. In no event shall termination nullify obligations of either party prior to the effective date of termination. Notwithstanding the foregoing, the TOWN may terminate this Contract immediately at any time it concludes that CONTRACTOR is unable to perform under this Contract. **This Paragraph is not exclusive and does not waive the TOWN's other rights and remedies in the event that CONTRACTOR defaults or breaches this Contract.**
 - B. Termination Management. Immediately upon receipt by either the TOWN or the CONTRACTOR of notice of termination of this Contract, the CONTRACTOR shall: 1) not incur any further obligations for salaries, services or any other expenditure of funds under this Contract without written approval of the TOWN; 2) comply with all directives issued by the TOWN in the notice of termination as to the performance of work under this Contract; and 3) take such action as the TOWN shall direct for the protection, preservation, retention or transfer of all property titled to the TOWN and records generated under this Contract.
 - C. The TOWN may suspend work under this Contract for any reason the TOWN in its sole discretion deems sufficient, including but not limited to budgetary reasons or a need for further studies, investigation or analysis before work continues. Notice of Suspension shall be made or confirmed in writing, which shall be hand-delivered or mailed certified mail, return receipt requested, to CONTRACTOR. Immediately upon receipt of notice of contract suspension, CONTRACTOR shall cease work pursuant to the Contract and await further instructions from the TOWN except that, with the TOWN's permission which shall not be unreasonably denied, the CONTRACTOR may proceed with any work in progress that must be

continued or completed in order to avoid damage, harm or risk to the TOWN's, the CONTRACTOR's, any subcontractor's, or the public's personnel or property. In the event that the CONTRACTOR, upon receiving a suspension of work notice, believes there is such reason for continuing work, it shall immediately so inform the TOWN and the parties shall in good faith attempt to agree on what additional work is reasonably required under the circumstances. Suspension of work shall not affect either party's obligations with respect to work done or obligations incurred before notice of contract suspension.

11. Conflict of Interest. CONTRACTOR warrants that it presently has no interest or conflict of interest and shall not acquire any interest or conflict of interest which would conflict with the performance of services under this Contract. This warranty includes Contractor's representation that it has no conflict of interest and will not acquire any conflict of interest as set forth in the Procurement Code, other laws of the State of New Mexico, and the Town of Taos Purchasing Policy Part XXIII or any replacement provisions.
12. Work Product. All work and work product produced under this contract shall be and remain the exclusive property of the TOWN, unless otherwise agreed by the parties, and CONTRACTOR shall not use, sell, disclose or otherwise make available to anyone (individual, corporation or organization), other than the TOWN, any such work or work product or copies thereof. If applicable, the provision of Sec. 13-1-123(B), N.M.S.A. (1978 as amended) modify this provision with respect to certain documents produced by architects, engineers, landscape architects and surveyors. Further, CONTRACTOR shall not apply for, in its name or otherwise, for any copyright, patent or other intellectual property right for work produced under this Contract and acknowledges that any such property right created or developed remains the exclusive right of the TOWN.
13. Status of Contractor. CONTRACTOR acknowledges that it is an independent contractor and as such neither it, its employees, agents or representatives shall be considered employees or agents of the TOWN, nor shall they be eligible to accrue leave, retirement benefits, insurance benefits, use of Town vehicles, or any other benefits provided to Town employees.
14. Non-Agency. CONTRACTOR agrees not to purport to bind the TOWN to any obligation not assumed herein by the TOWN, unless the CONTRACTOR has express written approval and then only within the limits of that express authority.
15. Confidentiality. Any information learned, given to, or developed by CONTRACTOR in the performance of this contract that is of a confidential nature shall be kept confidential and shall not be made available or otherwise released to any individual or organization without the prior written approval of the TOWN.
16. Worker's Compensation. CONTRACTOR acknowledges that neither it, its employees, agents or representatives shall have any claim whatsoever to worker's compensation coverage under the TOWN's policy. The CONTRACTOR agrees to comply with state laws and rules applicable to workers' compensation benefits for its employees. If the CONTRACTOR fails to comply with the Workers' Compensations Act and applicable rules when required to do so, this agreement may be terminated by the TOWN.

17. Taxes. CONTRACTOR acknowledges that it, and it alone, shall be liable for and shall pay to the State Department of Taxation and Revenue the applicable gross receipts taxes on all monies paid to it under this contract and that the TOWN shall have no liability for payment of such tax to the State. CONTRACTOR also acknowledges that it, and it alone, shall be liable to the State and Federal government(s) and/or their agencies for income; self-employment taxes and other taxes required by law and that the TOWN shall have no liability for payment of such taxes or amounts.
18. Records-Audit. CONTRACTOR shall keep, maintain, and make available to the TOWN all records, invoices, bills, etc. related to performance of this contract for a period of three (3) years after the date of final payment. If federal grant funds are used to pay under this contract, CONTRACTOR shall retain all records for the period of time under which OMB Circular 102-A shall apply. Said records shall be available for inspection, audit and/or copying by the TOWN or its authorized representative or agent, including federal and/or state auditors.
19. Indemnification. The Contractor shall defend, indemnify and hold harmless the TOWN from all actions, proceeding, claims, demands, costs, damages, attorneys' fees and all other liabilities and expenses of any kind from any source which may arise out of the performance of this Agreement, caused by the negligent act or failure to act of the Contractor, its officers, employees, servants, subcontractors or agents, or if caused by the actions of any client of the Contractor resulting in injury or damage to persons or property during the time when the Contractor or any officer, agent, employee, servant or subcontractor thereof has or is performing services pursuant to this Agreement. In the event that any action, suit or proceeding related to the services performed by the Contractor or any officer, agent, employee, servant or subcontractor under this Agreement is brought against the Contractor, the Contractor shall, as soon as practicable but no later than two (2) business days after it receives notice thereof, notify in writing the legal counsel of the TOWN and the Self Insurers Fund of the New Mexico Municipal League.
20. Assignment & Subcontracting. CONTRACTOR shall not assign, transfer or subcontract any interest in this contract or attempt to assign, transfer or subcontract any claims for money due under this contract without the prior written approval of the TOWN.
21. Non-Discrimination. CONTRACTOR agrees that it, its employee(s) and/or agent(s) shall comply with all federal, state and local laws regarding equal employment opportunities, fair labor standards, and other non-discrimination and equal opportunity compliance laws, regulations and practices.
22. Ethical Considerations. CONTRACTOR shall abide by Contractor's Code of Professional Responsibilities and/or applicable Canons of Ethics as prescribed by its profession. Failure of any owner, partner, or major employee employed by CONTRACTOR to remain in good standing shall immediately render this contract voidable at the sole discretion of the TOWN, and, if declared voidable, all obligations of the TOWN to perform hereunder shall be nullified.

23. Required Liability Insurance. CONTRACTOR shall maintain liability insurance in an amount at least equal to the requirements set forth by the New Mexico Tort Claims Act, Sec. 41-4-19, N.M.S.A. 1978 (as amended) naming TOWN as an additional insured.
24. Default by Contractor. In the event that CONTRACTOR defaults on any term or provision of this contract, the TOWN retains the sole right to determine whether to terminate the contract or issued to CONTRACTOR a notice to cure as set forth in the following paragraph.
25. Efforts to Cure. If the TOWN elects to provide the CONTRACTOR with notice to cure any deficiency or defect, the CONTRACTOR may have the time specified in the written "Notice to Cure." Failure by the CONTRACTOR to cure said deficiency or defect, within the authorized time, shall result in an immediate termination of this contract.
26. Severability. In the event that a court of competent jurisdiction finds that any term or provision of this contract is unlawful or unenforceable, all other terms and provisions shall remain intact and enforceable where not otherwise inconsistent with the Court's findings.
27. Entire Agreement. This contract 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.
28. Compliance with Laws.
The CONTRACTOR must comply with all federal, state, and local laws and policies. The laws of the State of New Mexico shall govern this Contract. CONTRACTOR shall perform work under this Contract in strict accordance with the latest version of all Federal, State and local codes, ordinances, and regulations governing the work involved. All materials and labor necessary to comply with the rules, regulations and ordinances shall be provided by CONTRACTOR. In the event of a conflict between various codes and standards, the more stringent shall apply.
29. Illegal Acts. Pursuant to Sec. 13-1-191, N.M.S.A. 1978 (as amended), it shall be unlawful for any CONTRACTOR to engage in bribery, offer gratuities with the intent to solicit business, or offer or accept kickbacks of any kind. All other similar act(s) of bribes, gratuities and/or kickbacks are likewise hereby prohibited and violate criminal laws of New Mexico.
30. Authority to Sign. If Contractor is other than a natural person, the individual(s) signing this Agreement on behalf of Contractor represents and warrants that he or she has the power and authority to bind Contractor, and that no further action, resolution, or approval from Contractor is necessary to enter into a binding contract.

IN WITNESS HEREOF, the parties have executed this Agreement as of the date last written below.

CONTRACTOR:

TOWN APPROVAL:

Contractor
Printed Name: _____

Mayor Daniel Barrone

Title or Position: _____

Contractor's GRT/CRS Number OR

Contractor's Fed. Tax ID No. or SSN

ACCOUNTING APPROVAL:

Marietta S. Fambro, Finance Director
Budget Line Item: **52-Various**

ADMINISTRATIVE APPROVAL:

Richard Bellis, Town Manager

ATTESTED TO BY:

Renee Lucero, Town Clerk

APPROVED AS TO FORM:

Floyd W. Lopez, Town Attorney



September 23, 2014

Title:

Other Matters

Summary:

Background:

Attachments:

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No Attachments Available



September 23, 2014

Title:

Lodgers Tax Advisory Board

Summary:

Discussion regarding the possibility of adding additional members to the Lodgers Tax Advisory Board due to the increase in scope of duties and discussion regarding increased penalties for non-compliance.

Background:

Councilmember Peralta requested that this be added at the Regular Meeting on 9/9.

Attachments:

[Click to download](#)

No Attachments Available



September 23, 2014

Title:

Update on Septic Receiving Station

Summary:

Update on the Wastewater Treatment Plant's septic receiving station operations.

Background:

Attachments:

Click to download

📎 [Presentation](#)

Taos, New Mexico

Waste Water Treatment Plant



07.19.2012

Septic Receiving Station

Purpose?

Policies for Receiving Septic Waste?

Hours of Operation and Accessibility

07.19.2012

Septic Receiving Station

- National Pollutant Discharge Elimination System (NPDES permit)
- New Mexico Environment Department (NMED)
- Acceptable Waste
- Non-acceptable Waste

Total Suspended Solids and Bio Oxygen Demand

Design	Parameter	Wastewater	units	design Flow	units	Design Loading	
	TSS	450	mg/L	2	mgd	9,007	lbs
	BOD	340	mg/L	2	mgd	6,805	lbs
Current	Parameter	Wastewater	units	current flow	units	Design Loading	
	TSS	450	mg/L	2	mgd	5,630	lbs
	BOD	340	mg/L	2	mgd	4,253	lbs
		Septage TSS that can be taken in				3,378	lbs
		Septage BOD that can be taken in				2,552	lbs
Septage	Parameter	Septage	units	allowable flow	units	Design Loading	
	TSS	15,000	mg/L	28,000	g	3,503	lbs
	BOD	7,000	mg/L	28,000	g	1,635	lbs
	per ton \$	Fuel surcharge		Environmental			
12	31	9		10		458	
Septic Waste is about Qtr of the sludge being pulled out during our wasting							
Hauling of sludge is approximately \$35 per ton							
This includes truck and driver							

Best Management Practice

■ Hours of Operation

- 8:00 am thru 5:00 pm Monday thru Friday
- 8:00 am thru 2:00 pm Saturday only
- Sundays and Holidays are usually closed
- Based on Waste Water Treatment Plant Operations
 - Employee under direction of Industrial Pretreatment Program (IPP)
 - Usually one employee
 - When automated system is available receiving station is open after hours based on prior approval

Best Management Practice

- Access
 - Majority are fenced with one employee monitoring
- Security
 - Majority are secured at the end of the daily operations
- Testing
 - pH
 - Visual inspection (about 50% of the time)
 - Chemical Oxygen Demand (Random)
 - Fats, Oils and Grease (Random)

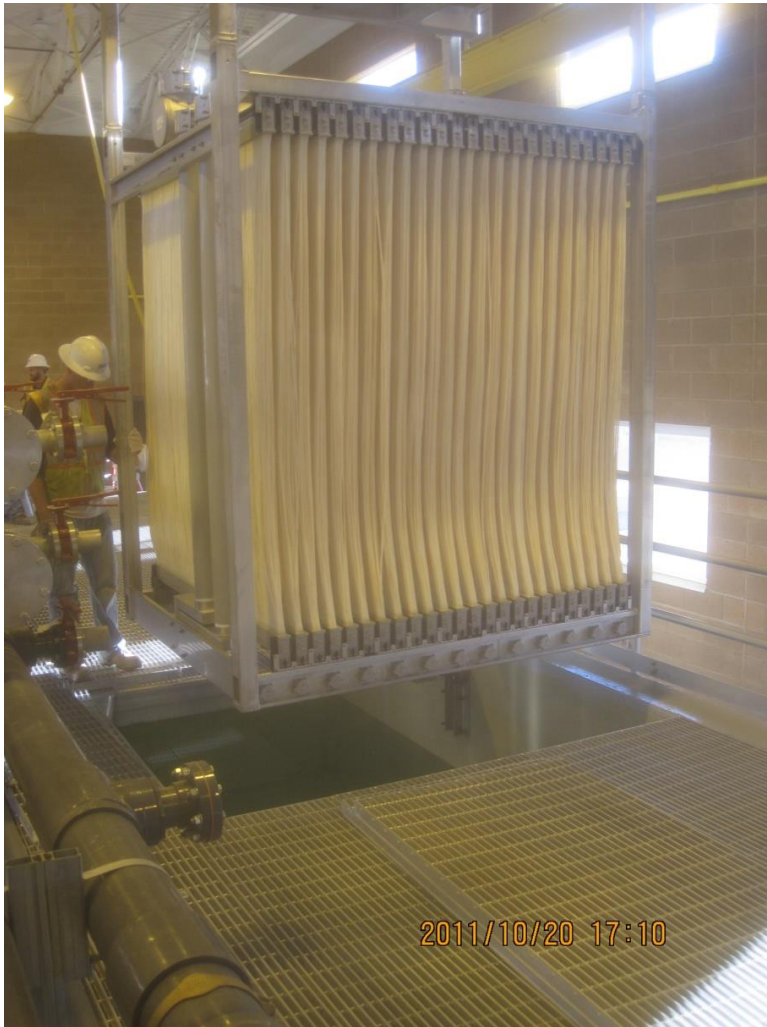
Current Situation

- Staff availability
- Loading of plant of BOD, TSS
- Hours of Operation
- No Industrial Pretreatment Program (IPP) in place for regulations
- NMED and EPA
 - No Regulations or Guidance
 - No IPP provides guidance

Current Situation

- Automatic Gate (budget items)
 - \$17,182
 - 2 Motor Units
 - 1 Touch Pad
 - 4 Safety Loops
 - 1 Free Exit Sensor
 - Labor (to install electrical and gate operations)
 - Electrical supplies
 - Trench and backfill to install conduit
 - 2 circuit breakers

Town of Taos WWTP



Discussion



September 23, 2014

Title:

Purchase of Water Rights

Summary:

ACQUISITION OF PROPERTY - Discussion, consideration, and decisions regarding the purchase of water rights. (Executive and Public Session Informational Items/Action Items) This item may be discussed in closed session under Open Meetings Act exemption 10-15-1(H)(8), which allows for discussion of acquisition of property.

Background:

Attachments:

[Click to download](#)

No Attachments Available



September 23, 2014

Title:

Other Matters

Summary:

Background:

Attachments:

Click to download

No Attachments Available



September 23, 2014

Title:

Joint Health Advisory Board

Summary:

Discussion, consideration and possible action regarding the designation by the Town of a second or alternate member (an appointee from the Council, staff or public) to the Holy Cross Hospital Health Advisory Board.

Background:

Attachments:

[Click to download](#)

No Attachments Available



September 23, 2014

Title:

Other Matters

Summary:

Background:

Attachments:

[Click to download](#)

No Attachments Available



September 23, 2014

Title:

Consideration of Proclamation Regarding Annual Arts Festival Honorees

Summary:

Discussion, consideration and possible action regarding a new annual award to be made during Fall Arts Festival honoring key community figures and contributors to the Taos and national arts scene.

Background:

Attachments:

[Click to download](#)

No Attachments Available



September 23, 2014

Title:

Other Matters

Summary:

Background:

Attachments:

[Click to download](#)

No Attachments Available