



Village of Taos Ski Valley
PO Box 100, 7 Firehouse Road, Taos Ski Valley, NM 87525
(575) 776-8220 (575) 776-1145 Fax
E-mail: vtsv@vtsv.org Website: www.vtsv.org

**VILLAGE COUNCIL REGULAR MEETING
DRAFT MINUTES
SNAKEDANCE CONDOMINIUMS
HONDO RESTAURANT
TAOS SKI VALLEY, NEW MEXICO
TUESDAY, JULY 12, 2016, 2:00 P.M.**

1. CALL TO ORDER & NOTICE OF MEETING

The regular meeting of the Village of Taos Ski Valley Council was called to order by Mayor King at 2:00 p.m. The notice of the meeting was properly posted.

2. ROLL CALL

Ann Wooldridge, Village Clerk, called the role and a quorum was present.

Governing body present:

Mayor Neal King
Councilor Kathy Bennett
Councilor Christof Brownell
Councilor Chris Stagg
Councilor Tom Wittman, Mayor Pro Tem

Staff present:

Village Administrator Mark Fratrik
Village Finance Director Nancy Grabowski
Village Clerk Ann Wooldridge
Public Works Director Ray Keen
Interim Public Safety Director Sam Trujillo
Village Planner Matthew Foster
Village Attorney Dennis Romero

3. APPROVAL OF THE AGENDA

MOTION: To approve the agenda as written

Motion: Councilor Wittman **Second:** Councilor Bennett **Passed:** 4-0

4. APPROVAL OF THE MINUTES OF THE JUNE 14, 2016 REGULAR VILLAGE COUNCIL MEETING

MOTION: To approve the minutes with the following amendment under 7. C. change "The Public Safety Committee did not meet." to "The Firewise Board did not meet."

Motion: Councilor Wittman **Second:** Councilor Bennett **Passed:** 4-0

5. CITIZEN'S FORUM

Courtney Tucker, with the Village of Taos Ski Valley Chamber of Commerce, introduced the Chamber's new administrator, Ruth Martin. Ms. Tucker said that the Chamber is growing and is making changes to its infrastructure. Chamber Staff are determining how to serve the community better, focusing on destination marketing and tourism marketing through a new web site, new logo and brand.

Brent Knox, manager for the Kandahar Condominiums, asked the Council to reconsider a credit on the Kandahar June water/sewer bill, as the toilets seemed to have been running while students were staying there, resulting in a very high bill. This could create an obstacle to allowing the students to return next summer. This item will be added to the August Council agenda.

6. FINANCIAL REPORTS

Director Grabowski reported that GRT remitted to the Village in June was \$38,365 compared to \$70,846 for June last year. Totals are \$1,390,383 versus last year's \$1,369,945. The TIDD received a distribution in June for April GRT of \$404,386.

Lodger's tax collections were \$2,501, versus \$1,138 for last year. Totals for the year are up by 6%, at \$334,131 over last year's \$312,387. Substantial late payments were made in this fiscal year, so revenues are actually ahead by \$3,000 year over year.

Village Staff have met with TSV Inc. to discuss system development and impact fees for the new hotel. Reimbursements are being submitted and received for the Water Trust Board and the Clean Water State Revolving Fund projects. Salary and related expenses are up this year due to several employees being paid out accrued leave, though no budget adjustments should be necessary in any category at fiscal year-end. Staff will meet with the new auditor in July. Negotiations are being made on the hiring for two department head positions.

7. COMMITTEE REPORTS

A. Planning and Zoning Commission – P&Z met on Monday, July 11, 2016 at 1:00 p.m. Commission Chair Wittman reported on the following agenda items:

- A first discussion of three land exchanges being considered between the Village and the Pattison Trust
- Sutton Place dedication to the Village by the developer. Details of the dedication process and the maintenance agreements for the future are being worked out.
- A potential grant of easement over Village property for the adjacent property owner
- The plan for way-finding signs throughout the Village core
- Setting priorities for the Comprehensive Plan objectives
- Bionic Soils not to be applied until after gas lines are installed, and/or engineering of improvements for Ernie Blake Road.

The next P&Z meeting is scheduled for Monday, August 1, 2016 at 1:00 p.m., at the Snakedance Condominiums Hondo Restaurant.

B. Public Safety Committee – The Public Safety Committee met on Monday, July 11, 2016 at 9:00 a.m. at the Village Office. Chair Kathy Bennett reported on the following agenda items:

- Continued consideration of a firearms ordinance
- The necessity of requiring bear-proof trash cans throughout the Village
- Continued consideration of allowing off-road vehicles on Village roads

The next meeting will take place on Monday, August 1, 2016 at 9:00 a.m. at the Village Office.

C. Firewise Community Board of Directors - The Firewise Community Board of Directors met on Monday, July 11, 2016 at 10:00 a.m. at the Village Office. Chair Kathy Bennett reported on the following agenda items:

- The current evacuation plan was changed a couple of years ago, identifying the Kinderkafig as the emergency shelter in the event of a wildfire. Bennett requested that Staff insure that the most current plan is posted around the Village and on all sections of the Village web site.
- The AlertSense equipment will not be purchased by the Village as it will be difficult to implement.
- The Village is now required to obtain an air quality permit in order to run the BurnBoss
- The Board will review the latest draft of the Community Wildfire Prevention Plan (CWPP) and give its feedback to Planner Foster

The next meeting will take place on Monday, August 1, 2016 at 10:00 a.m. at the Village Office.

D. Parks & Recreation Committee

The Committee has tables and benches ready to place in the Kachina area wetlands park.

E. Lodgers' Tax Advisory Board

8. REGIONAL REPORTS

Councilor Bennett reported on the following items:

- The Landfill Board budget has been okayed
- Depending on the outcome of current mediation, contributions may be required of participating entities
- Carl Colonius, with the Enchanted Circle Trails Association, presented to the IGC. Mr. Colonius outlined a project to create a network of bicycle trails.

9. MAYOR'S REPORT

Mayor King has been busy with various Village projects.

10. STAFF REPORTS

A. Mark Fratrick, Village Administrator reported on ongoing projects:

- Townsite Act – The process appears to be moving along. Monument markers are now being required at each survey point.
- Communication Tiger Team – Staff is holding off on setting up a Team until a later date.
- Taos Mountain Lodge Closing – The official day of purchase was July 1, 2016. Next steps will be to advertise a request for proposals to build a new septic tank, then a request for proposals for a property management company, then to plan a redesign of the house in order to convert it to office space.
- Beausoleil – Fencing will be removed and either boulders or jersey barriers will be placed at certain areas to discourage vehicle and foot traffic.
- Building Construction Director and Police Chief – A police chief has been hired, due to start on August 15th. Administrator Fratrick is in discussions with a possible Building Construction Director candidate.
- The Blake fees meeting – Staff has met with representatives of TSVI to review the system development fees and impact fees related to the new hotel.
- Ernie Blake Road – A workshop will be held on August 20, 2016 when Russell Engineering will present more detail on various alternatives for improving the road and the flow of traffic in and out of the Village core.
- Wastewater Treatment Plant – A formal National Environment Protection Act Environmental Assessment is now being required for the property. A categorical exclusion was filed, but was denied by the State. A request for proposals was conducted for an engineering firm to design the new plant, and a firm has been chosen.
- RTD – The winter bus schedule and funding are being discussed. The Town of Taos has pledged \$12,000 for the 2016-2017 ski season.
- Gas Line – Staff continues to work with NM Gas Company in order to maximize credits toward the trunk line installation.
- Congratulations are in order for Rich Willson, who has passed all of the modules required to become a certified Chief Building Official through the International Code Council.

Department Briefs

- **Department of Public Safety Update. Interim Public Safety Director Trujillo reported on June activity:**
- Law Enforcement: (1) Arrest, (31) Hours of Traffic Enforcement, (4) Traffic Stops, (1) Verbal Warnings, (3) Agency Assist, (3) Written Warnings, (3) Written Citations, (7) Parking Citations, (2) Residential Alarm
- Fire/EMS: (0) Fire Responses, (0) EMS Response
- SAR: (2) Search and Rescue Missions – suspended
- **Public Works Department:** Director Keen reported that the application of magnesium chloride will commence soon on Twining Road starting in front of the St. Bernard Condominiums. The Public Works Department has purchased a snow blower to be used for the upcoming winter season. The Public Works Staff found and repaired a water line leak near the treatment plant.

11. OLD BUSINESS

- A. PUBLIC HEARING:** Consideration to Approve Amendments to **Ordinance No. 2016-30** Adopting Zoning Regulations and a Zoning Map for the Village of Taos Ski Valley, for Section 8.6 Sign Permits

Planner Foster outlined the changes to the sign permit section of the zoning ordinance, explaining what kind of signs will be allowed with a permit, which kind are prohibited, and which signs will be allowed but exempt from a permit. Village Staff has attempted to spread the word about these changes in order to get feedback. Foster will present these changes to businesses before the ski season.

Mayor King opened the Public Hearing: Richard Duffy spoke in favor of the sign permit amendments. He said that the Architectural Design Committee members are in favor of the changes. No one spoke against. The Public Hearing was closed.

MOTION: To Approve Amendments to Ordinance No. 2016-30 Adopting Zoning Regulations and a Zoning Map for the Village of Taos Ski Valley, for Section 8.6 Sign Permits

Motion: Councilor Wittman **Second:** Councilor Stagg **Passed:** 4-0

Councilor Wittman commended Planner Foster on his diligence and effort in making these amendments.

B. PUBLIC HEARING: Consideration to Approve Ordinance No. 2017-58 Adopting Water, Sewer, and Trash Rates for Fiscal Year 2017

Administrator Fratrack outlined the proposed increase of 4% for the utility rates for FY2017. This increase is necessary because the last audit showed that water/sewer revenue did not adequately cover operations expenses plus costs for depreciation. Trash fees are being increased to provide funding for improvements at the recycling area.

Mayor King opened the Public Hearing: No one spoke in favor. No one spoke against. The Public Hearing was closed.

MOTION: To postpone adopting this ordinance until the FY2017 budget is adopted.

Motion: Councilor Stagg **Second:** Councilor Brownell **Passed:** 4-0

12. NEW BUSINESS

A. Consideration to Approve Resolution No. 2017-311 Recognizing Grant of Right-of-way on Tract 1 Block E of the O.E. Pattison Subdivision by the Village of Taos Ski Valley

This resolution grants a right-of-way to owners of real property situated in the general vicinity of Dolcetto Road across the Village parcel at Tract 1 Block E of the O.E. Pattison Subdivision. The right-of-way would allow access to portions of private lands that are now landlocked and cannot be accessed. No expense to the Village will be incurred by granting this right-of-way and the Village will maintain full authority and right to make improvements to this property as the Village deems necessary.

MOTION: To Approve Resolution No. 2017-311 Recognizing Grant of Right-of-way on Tract 1 Block E of the O.E. Pattison Subdivision by the Village of Taos Ski Valley

Motion: Councilor Stagg **Second:** Councilor Wittman **Passed:** 4-0

B. Consideration to Approve Way-finding Signage Plan and Design Standards for the Core Village Zone
Planner Foster presented the plan created by Zehren & Associates for way-finding signs throughout the Village core. This plan will create a standard for these signs to unify the look of the Village core and make it easier for visitors to find their way around. There are still some details to be decided upon, such as who will decide the content of each sign, and who will fund and install new plaques when changes occur.

MOTION: To Approve Way-finding Signage Plan and Design Standards for the Core Village Zone

Motion: Councilor Brownell **Second:** Councilor Stagg **Passed:** 4-0

C. Presentation of Update on Taos Mountain Lodge loan and closing, and Wastewater Treatment Plant Financing Options, by Brad Angst of G.K. Baum

Mr. Angst presented an overview of the financing options that were researched for the recent funding of the Taos Mountain Lodge purchase. A request for proposal was conducted, with the New Mexico Finance Authority (NMFA) proposal offering the best rate. The Village obtained a taxable rate, because the Lodge is considered a commercial building, of 3.57% for 30 years. The annual debt service of \$69,000 will be offset by long-term rental of several of the units. The next funding requirement for the Village will be for approximately \$6-7 million for construction of the new wastewater treatment plant. G.K. Baum will develop a plan for the Village to obtain a bond rating. Based on this rating, decisions can be made about the best avenue for funding, either through bond issuance on the capital market, through commercial lending, or through the NMFA.

D. Consideration to Approve Contract with the Village of Taos Ski Valley Chamber of Commerce

Director Grabowski explained that the Chamber of Commerce has been supported by the Village lodger's tax collections for many years. The Chamber supports the community by advertising for the businesses which are located within the Village boundaries.

MOTION: To Approve the Contract with the Village of Taos Ski Valley Chamber of Commerce

Motion: Councilor Bennett **Second:** Councilor Wittman **Passed:** 4-0

E. Consideration to Approve Contract for Engineering Services for Wastewater Treatment Plant Expansion

The Village advertised a request for proposals for engineering services for the wastewater treatment plant expansion according to the guidelines of the Clean Water State Revolving Fund. FEI Engineers was chosen by the selection committee.

MOTION: To Approve Contract for Engineering Services for Wastewater Treatment Plant Expansion

Motion: Councilor Stagg **Second:** Councilor Wittman **Passed:** 4-0

13. MISCELLANEOUS

Several members of the Council and Staff will be attending the New Mexico Municipal League Annual Conference in late August in Hobbs.

14. CLOSED SESSION

A. Discussion of Limited Personnel Matters Concerning Staff Pay

This matter may be discussed in closed session under Open Meetings Act exemption 10-15-1(H)(2)

MOTION: To go to Closed Executive Session

Motion: Councilor Stagg **Second:** Councilor Brownell **Passed:** 4-0

MOTION: To return to Open Session

No decisions or motions were made during closed session.

Motion: Councilor Stagg **Second:** Councilor Bennett **Passed:** 4-0

15. Consideration to Approve Resolution No. 2017-311 Adopting a Staff Salary Matrix

The Village has developed a new salary schedule based on an updated salary survey and through cooperation with all department directors and elected officials.

MOTION: To Approve Resolution No. 2017-311 Adopting a Staff Salary Matrix

Motion: Councilor Wittman **Second:** Councilor Bennett **Passed:** 4-0

16. ANNOUNCEMENT OF THE DATE, TIME AND PLACE OF THE NEXT MEETING OF THE VILLAGE COUNCIL.

The next regular meeting of the Village Council is scheduled for Tuesday, August 9, 2016, at 2:00 p.m., at the Snakedance Condominiums Hondo Restaurant. A special meeting of the Council will be held on Tuesday, July 26, 2016 at 9:00 a.m. at the Snakedance Condominiums Hondo Restaurant for FY2017 Final Budget Adoption.

15. ADJOURNMENT

MOTION: To Adjourn.

Motion: Councilor Stagg **Second:** Councilor Bennett **Passed:** 4-0

The meeting was adjourned at approximately 4:45 p.m.

Neal King, Mayor

ATTEST:

Ann M. Wooldridge, Village Clerk