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**VILLAGE COUNCIL MEETING  
DRAFT MINUTES  
SNAKEDANCE CONDOS  
HONDO RESTAURANT  
TAOS SKI VALLEY, NEW MEXICO  
TUESDAY, JULY 14, 2015, 2:00 P.M.**

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**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 Chris Stagg  
Councilor/Mayor Pro-Tem Barb Wiard  
Councilor Tom Wittman

**Village Staff Present**

Administrator Mark Fratrack  
Finance Director Nancy Grabowski  
Clerk Ann Wooldridge  
Administrative Assistant Renee Romero  
Public Works Director Ray Keen  
Public Safety Director Dave Wallace  
Community Development Director Don Schieber  
Planner Matthew Foster  
Attorney Dennis Romero

**3. APPROVAL OF THE AGENDA**

**MOTION: To approve the agenda as presented**

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

**4. APPROVAL OF THE MINUTES OF THE JUNE 9, 2015 REGULAR VILLAGE COUNCIL MEETING**

**MOTION: To approve the minutes of the June 9, 2015 Regular Council Meeting as presented**

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

**5. CITIZEN'S FORUM**

No one spoke

**6. FINANCIAL REPORTS**

Director Grabowski reported that GRT collected in June was \$70,485 compared to \$33,070 for the same month last year. GRT yearly total is up by \$357,000 over last year, a 35% increase. Lodger's Tax is up by \$10,528 for the year as compared to FY 2014, a 3.5% increase. A change will be made in the final FY16 budget to lower all GRT

amounts by 10% due to the change in the TIDD base rate. One BAR is required for the final FY15 budget, which will be reviewed at this meeting. Transfers have been made to People's Bank for three certificates of deposit. Director Grabowski reported that she will be conducting a full year-end review of expenses and revenues by fund, inclusive of some balance sheet items not reconciled in the past. The final TIDD budget was approved at the TIDD Board meeting held that morning. She will submit the Village budget and the TIDD budget to DFA by July 31, 2015. The Public Works department is conducting interviews for the vacant position, hoping to fill the position by August 1, 2015.

## **7. COMMITTEE REPORTS**

### **A. Planning and Zoning Commission**

Councilor Wittman reported on the P&Z Commission meeting held on Monday, July 6, 2015. The meeting was posted as a Community Meeting to get more people in attendance to learn about the Village master plan being drafted. Items brought before the Commission were:

- A presentation of the Village Master Plan and the Community Wildfire Protection Plan (CWPP)
- The 2017-2021 Infrastructure Capital Improvement Plan (ICIP), which was recommended by P&Z for approval by the Council
- Resolution 2016-285 approving the Wireless Communications Master Plan, which was unanimously approved
- Resolution 2016-284 Approving the Roadway Improvements Element of the Village Master Plan, which was also unanimously approved
- Foster reported on an administrative variance that he granted for a small front-yard setback
- The master plan draft should be completed in the 12-18 month time planned, with smaller plans to be created for certain areas, such as Amizette and Kachina, or for river restoration, and trails.
- An effort will be made to get the word out about another community meeting at the December Commission meeting for members of the public to learn more about the proposed Master Plan.

The next meeting is scheduled for 1:00 p.m., August 3, 2015 at the Snakedance Condominiums.

### **B. Public Safety Committee**

The Public Safety Committee met on Monday, July 6, 2015. Councilor Bennett reported on the following agenda items:

- Work on the draft gun ordinance with input by Chief Wallace. Draft ordinance will be sent to Attorney Romero for review.
- The July Fourth celebration went well, with recommendations made on small improvements for next year
- The slash pile has been moved to Bull of the Woods Road
- There was discussion about who maintains Village sidewalks, specifically those along Thunderbird Road, and future sidewalks.

### **C. Firewise Community Board of Directors**

The Board met on Monday, July 6, 2015. Councilor Bennett reported on the following agenda items:

- A presentation on an alert system using text messages to cell phones, in the event of emergencies
- A presentation of the draft CWPP by Planner Foster
- implementing a distribution of wildfire information, along with door hangers for residents to use on their homes in case of evacuation
- Two more fire sirens will be purchased in the next couple of years to increase the coverage. \$10,000 has been budgeted for one siren in FY16.

Meetings for both committees are scheduled for Monday, August 3, 2015 at 10:00a.m. and 11:00a.m. consecutively at Councilor Bennett's house on Snowshoe Road.

### **D. Parks & Recreation Committee**

Director Grabowski attended the meeting on Friday, June 12, 2015 at 2:00 p.m. at the Bavarian Lodge. Some of the items discussed at the meeting were:

- Maintenance on the J.R. Trail.
- The volleyball court by the Phoenix Restaurant.

Next meeting is scheduled for Wednesday, August 5, 2015 at 2:00 at the Stray Dog Cantina.

**E. Lodgers' Tax Advisory Board – No report**

**8. REGIONAL AND STATE REPORTS**

Councilor Wiard reported on:

- Taos Regional Landfill Board meeting held on Wednesday, June 17, 2015.  
An NMFA loan has been secured for \$1,376,046 for construction of a new cell. A contract has been signed with Souder, Miller & Associates for engineering, and with AJAC Enterprises for cell construction.  
Next meeting – Wednesday July 15, 2015
- IGC (Intergovernmental Council of the Enchanted Circle) did not meet.
- NMML Policy Committee, Albuquerque, met June 27, 2015
- Reception honoring Senator Carlos Cisneros' 30 years in State Senate
- Future Meetings:
  - July 25, 2015 – NMML Resolutions Committee
  - September 2-4, 2015 – NMML Annual Conference

**9. MAYOR'S REPORT**

Mayor King reported that the TIDD Board met earlier that day. The agenda included approving the FY16 budget, discussion of meetings with the Taos County Tax Assessor's Office regarding baseline property tax, and the issue of the TIDD boundary as it relates to the Village boundary. Mayor King has been working on more IT items for the Village office, including getting the web site back up and running after the recent crash of the server. The July Fourth celebration was successful, including the parade which was on the chairlift.

**10. STAFF REPORTS**

Administrator Fratrack reported on the following:

- Townsite Act – The agreement has been reviewed, amended, and returned by Staff. The exact acreage of the treatment plant site is getting defined. The Village will be responsible for conducting the necessary studies.
- Water Trust Board (WTB) Kachina Water Tank Application – Taos Ski Valley has been approved for the Kachina Water Tank in the amount of \$1,640,000, 90% in a grant and 10% in a loan. The Village match will be \$330,000, and the TIDD will be funding the project in the amount of \$200,000. Total project cost is \$2,170,000. Staff is working with FEI Engineers on the required "readiness to proceed" items.
- FEI Meeting – Staff is working with the Engineers to line up steps for the WTB grant and project, the utility line update in the core area, and a plan of action for the WWTP
- Utility Line Project - Estimating a start date in July. Up to \$2,000,000 RUS grant through KCEC is possible. The Village committed to \$1,500,000 on TIDD finance plan. A formal request has been sent to KCEC to begin the grant application process.
- RTD Chile Line – RTD took over Town of Taos transportation system. Will meet on 31 July 2015 to talk about winter service.
- Reserve Funds for FDIC CD deposits – The Village now owns \$750,000 in CDs
- Compliments for Village Staff members

Director Wallace reported on the June activity regarding Law Enforcement, EMS, and Fire:

- Law Enforcement: (1) Domestic Disturbance, (1) Larceny, (4) Traffic Stops, (4) Verbal Warnings, (6) Parking Citations, (1) Residential Burglar Alarm, (1) 911 Hang-up, (3) Citizen Assists, (65) Hours of Traffic Enforcement
- Fire/EMS: (0) Fire Responses (1) EMS Response
- SAR: 5-day SAR Mission at Yerba Trail on Hwy 150 - 128.5 hours by six TSV SAR personnel over the five days. Chief Wallace commended the volunteers on this search.
- Other Activity: None

Planner Foster reported the owner of the Beausoleil site intends to clean up the property and put in an ice-skating rink. There may be a re-alignment of Ernie Blake Road and an update of the infrastructure in the road next year. Funding has been allotted for this project in the TIDD funds, and TSVI would do the construction.

Director Keen reported that the Public Works Department has been working on the roads, on leak detection, and on finding infiltration points.

Clerk Wooldridge reported the Staff is continuing to spread information about use of the new location code when businesses submit CRS reports, starting with reports for July. Businesses should use the new TIDD location code, 20430, instead of the old Village code.

## **11. OLD BUSINESS**

## **12. NEW BUSINESS**

**A.** Consideration to Approve an Application for a License for Exemption to Ordinance No. 04-40, by Twining Development, LLC, on Parcel G

Bob Daniels, the owner's representative for Twining Development, asked the Council for a license of exemption due to the need to take advantage of every hour possible in the building construction on Parcel G, both this summer and next summer. He explained that construction will most likely still take place between the hours of 7 a.m. and 7 p.m., but the construction crews would like to extend the work day to allow more time for set-up in the morning, and clean-up in the evenings. This will allow the project to meet certain construction deadlines so as to not impede skier flow in the winter and to allow the construction to finish as scheduled.

**MOTION: To grant Twining Development, LLC, on Parcel G, a License for Exemption to Ordinance No. 04-40**

**Motion:** Councilor Wiard

**Second:** Councilor Bennett

**Passed:** 4-0

**B.** Consideration to approve **Resolution No. 2016-286** FY2016 Final Budget Adoption  
Director Grabowski explained that since Council's review of the draft budget at the May 12, 2015 Council meeting, the changes that have been made to the final version are as follows: a decrease of GRT revenue projections by 10% based on the setting of the TIDD baseline, a \$244 decrease in revenue in EMS based on the EMS grant amount per Chief Wallace, and a \$3,000 increase in Outside Contractor expenses in 03-General for IT services to evaluate Village needs. All other items originally presented to Council at the May workshop remain the same. The budget includes the proposed water/sewer rate increase of 3% for both the fixed and the variable (usage) rates. This would result in a FY2016 water/sewer fixed rate of \$52.53 per 1500-gallon EQR, and a usage rate of \$.0402 per gallon. There is a proposed trash fee increase of 2%, resulting in a FY2016 trash EQR fee of \$4.59.

**MOTION: To approve Resolution No. 2016-286, FY 2016 Final Budget Adoption**

**Motion:** Councilor Stagg

**Second:** Councilor Wittman

**Passed:** 4-0

**C.** Consideration to Approve **Resolution No. 2016-287**, a Budget Adjustment Request (BAR) for the Water Depreciation fund (41) for FY2015

Director Grabowski reported that the adjustment to the FY 2015 budget was necessary because the cost to repair the Phoenix Spring was higher than anticipated.

**MOTION: To approve Resolution No. 2016-287, a Budget Adjustment Request (BAR) for the Water Depreciation fund (41) for FY2015**

**Motion:** Councilor Wittman

**Second:** Councilor Stagg

**Passed:** 4-0

**D.** Consideration to Approve **Resolution No. 2016-288**, Approving the FY2015 Final Quarter Financial Report

The State Department of Finance and Administration, along with the State Auditor's Office, both require that the Village Council review and approve the final budget numbers for the FY 2015 budget and the beginning fund balances for the FY 2016 budget.

**MOTION: To approve Resolution No. 2016-288, Approving the FY2015 Final Quarter Financial Report**

**Motion:** Councilor Wiard

**Second:** Councilor Wittman

**Passed:** 4-0

**E.** Consideration to Approve **Resolution No. 2016-289**, Adopting the Roadway Improvements Element of the Village Master Plan

Planner Foster made a presentation to the Council about the Roadway Improvements Element. The plan provides residents, property owners, developers and the Village staff with a clear guide of how the Village roadway network should be improved and maintained within the next twenty years. The Planning & Zoning Commission believes it is necessary to adopt the Roadway Improvements Element prior to the adoption of the complete Master Plan due to the redevelopment taking place within the Core Village. As new development occurs in the Core Village, and elsewhere, it is more important for the Village to approve the preferred design, construction, and priorities of roadway improvements to facilitate safe and convenient circulation for vehicles, pedestrians, and bicycles.

**MOTION: To approve Resolution No. 2016-289, Adopting the Roadway Improvements Element of the Village Master Plan**

**Motion:** Councilor Wittman

**Second:** Councilor Wiard

**Passed:** 4-0

**F.** Consideration to approve **Resolution No. 2016-290**, Adopting the Wireless Communications Master Plan

The Village Planning and Zoning Commission determined that there is a need for additional wireless communications services in order to increase the safety of Village residents, employees, and visitors and to improve the economic development opportunities in the community. The Planning and Zoning Commission believes that the visual impacts of wireless communications towers must also be minimized to preserve the natural beauty of the Village. Improving wireless communications services will further improve the reliability of wireless communications by reducing the probability of outages due to unreliable backhaul. The Wireless Communications Master Plan is designed to address these issues by increasing service in the Village area, the ski mountain, and along NM 150.

The adoption of the Master Plan will be followed by proposed amendments to the Village Zoning Regulations (Ordinance 14-30) for the siting and construction of wireless communications towers and antennas. The zoning regulations will help implement many of the policies and objectives of the Master Plan.

**MOTION: To approve Resolution No. 2016-290, Adopting the Wireless Communications Master Plan with item number 12 on page three to be re-worded for clarification**

**Motion:** Councilor Wiard

**Second:** Councilor Wittman

**Passed:** 4-0

**G.** Consideration to Approve **Resolution No. 2016-291**, Adopting the 2017-2021 Infrastructure Capital Improvements Plan

The 2017-2021 Infrastructure Capital Improvements Plan (ICIP) is a prioritized list of unfunded , or partially funded, capital improvement projects that the Village would like to undertake in the next five years. Many grants and capital outlay require that the Village adopt the ICIP in order to be eligible for funding. The Planning and Zoning Commission reviewed the ICIP at their regular meeting on July 6, 2015 and recommends that the Village Council adopt the ICIP.

Discussion took place on the proposed list, with suggestions to move the Recycling Facility up the list, and to add water and sewer line extensions to Block N to the list. Councilors suggested not only adding the Block N project to the list but making it a priority. Extending water and sewer lines to Block N was added to the list at number 5.

**MOTION: To approve Resolution No. 2016-291, Adopting the 2017-2021 Infrastructure Capital Improvements Plan with the addition Block N water and sewer line extensions for number five**

**Motion:** Councilor Stagg

**Second:** Councilor Wittman

**Passed:** 4-0

**H.** Introduction: **Ordinance No. 2016-30**, Amending Zoning Ordinance No. 2014-30 to add Section 19, regulating the construction and siting of wireless communications towers

The proposed amendments to the zoning regulations will add a new section to regulate the siting and construction of wireless communications towers. The Planning and Zoning Commission reviewed the proposed amendments and recommends that the Council approve them. The ordinance addition is designed to be consistent with the goal, policies, and objectives of the Wireless Communications Master Plan.

This is the first reading of the proposed amendments. A second reading is anticipated at the next regularly scheduled Council meeting where a public hearing will be held and the Council will be asked to approve the amendments.

**I. Introduction: Ordinance No. 2016-30, Amending Zoning Ordinance No. 2014-30, Section 8.6 Sign Permits**

The proposed amendment to the zoning regulations includes a number of text edits to clarify the regulations. It also permits the construction of a wall-mounted sign to be perpendicular to a building. The proposed amendments were reviewed and endorsed by an Architecture and Urban Design committee made of Village residents and business owners. The Planning and Zoning Commission reviewed the amendments and recommends approval by the Village Council.

This is the first reading of the proposed amendments. A second reading is anticipated at the next regularly scheduled Council meeting where a public hearing will be held and the Council will be asked to approve the amendments.

**J. Consideration to Approve Resolution No. 2016-292, a Four Month Extension for the Kit Carson Electric Coop (KCEC) Franchise Agreement**

Administrator Fratrack reported that the KCEC franchise agreement with the Village expires in July of 2015. KCEC wants to continue to bury electric and fiber optic lines within the Village. Village staff is hesitant to allow KCEC to move forward with trenching and burying electric lines or fiber optic without a franchise agreement in place. At stake for KCEC is the possible loss of federal fiber optic funding if the project is not expedited. Obtaining a four month extension to the current franchise agreement, inclusive of fiber optic lines, would allow KCEC and Village staff time to negotiate a new agreement and allow KCEC to move forward and bury fiber optic lines so as to not lose federal fiber optic funding.

**MOTION: To approve Resolution No. 2016-292, a Four Month Extension for the Kit Carson Electric Coop (KCEC) Franchise Agreement**

**Motion:** Councilor Wiard

**Second:** Councilor Wittman

**Passed:** 4-0

**13. MISCELLANEOUS - None**

**14. 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 11, 2015 at 2:00 p.m. at the Snakedance Condominiums Hondo Restaurant.

**15. ADJOURNMENT**

**MOTION: To Adjourn**

**Motion:** Councilor Wittman

**Second:** Councilor B

**Passed:** 4-0

The meeting was adjourned at 4:05 p.m.

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Neal King, Mayor

ATTEST:

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Ann M. Wooldridge, Village Clerk