



VILLAGE COUNCIL SPECIAL MEETING

AGENDA

INN AT TAOS VALLEY

1314A STATE ROAD 150

TAOS SKI VALLEY, NEW MEXICO

MARCH 28, 2019 4:00 P.M.

- 1. CALL TO ORDER AND NOTICE OF MEETING**
- 2. ROLL CALL**
- 3. APPROVAL OF THE AGENDA**
- 4. APPROVAL OF THE MINUTES OF THE DECEMBER 12, 2018 VILLAGE COUNCIL WORKSHOP, the FEBRUARY 12, 2019 VILLAGE COUNCIL WORKSHOP and the FEBRUARY 12, 2019 VILLAGE COUNCIL REGULAR MEETING**
- 5. NEW BUSINESS**
 - A. Consideration to Approve the Appointment of Planning & Zoning Commissioners**
 - B. Discussion and Consideration to Approve Submittal of an Application to NCRTD for a Summer Pilot Program and to Apply to the Village Lodger's Tax Board for Funding**
- 6. MISCELLANEOUS**
- 7. ANNOUNCEMENT OF THE DATE, TIME & PLACE OF THE NEXT MEETING OF THE VILLAGE COUNCIL**
- 8. ADJOURNMENT**



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
Mayor: Christof Brownell
Council: Jeff Kern, Roger C. Pattison,
 J. Christopher Stagg, Thomas Wittman
Administrator: John Avila
Clerk: Ann M. Wooldridge, CMC
Finance Director: Nancy Grabowski

NOTICE OF MEETINGS

NOTICE IS HEREBY GIVEN of the following meetings of the Village of Taos Ski Valley, New Mexico and the dates, times and locations of the meetings:

MEETING	DATE & TIME	LOCATION
PARKS & RECREATION COMMITTEE	Tuesday, March 26, 2019 4:00 p.m.	Edelweiss Lodge
VILLAGE COUNCIL SPECIAL MEETING	Thursday, March 28, 2019 4:00 p.m.	Inn at Taos Valley Club Room
PUBLIC SAFETY COMMITTEE	Monday, April 1, 2019 10:00 a.m.	Inn at Taos Valley Club Room
FIREWISE COMMUNITY BOARD	Monday, April 1, 2019 11:00 a.m.	Inn at Taos Valley Club Room
PLANNING & ZONING COMMISSION REGULAR MEETING <i>PUBLIC HEARING: Consideration to Approve Application for Extension of Conditional Use Permit for Temporary Structure at Parcel C, 3 Thunderbird Road, by TSV Inc.</i>	Monday, April 1, 2019 1:00 p.m.	Edelweiss Lodge Club Room
VILLAGE COUNCIL REGULAR MEETING	Tuesday April 9, 2019 2:00 p.m.	Edelweiss Lodge Club Room
SOURCE WATER PROTECTION PLAN COMMITTEE MEETING	Thursday April 25, 2019 10:30 a.m.	TBD
TIDD BOARD SPECIAL MEETING	Tuesday, April 30, 2019 10:00 a.m.	Edelweiss Lodge Club Room
VILLAGE OF TAOS SKI VALLEY SPRING CLEAN-UP DAY	Thursday May 23, 2019	Details to follow
TIDD BOARD REGULAR MEETING	Monday, June 3, 2019 10:00 a.m.	Edelweiss Lodge Club Room
LODGER'S TAX COMMITTEE	TBA	Snakedance Condominiums

These meetings will be public meetings to consider various items of business. A copy of the agenda for each meeting will be available for inspection 72 hours prior to the meeting. Persons wishing to comment on items listed on the proposed agendas may submit written comments to the Village offices on or before 5:00 p.m. on the day prior to the meeting. Persons with disabilities may request accommodations no later than 5:00 P.M. on the day prior to the meeting. This notice shall be posted at the Village Office, Box Canyon, Village Message Board in the TSV Chamber of Commerce and three other public places within the municipality as provided by Section 3-1-2 NMSA 1978. /s/ Ann M. Wooldridge, Village Clerk, posted March 21, 2019, amended March 25, 2019.



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VILLAGE COUNCIL
WORKSHOP
DRAFT MINUTES
EDELWEISS LODGE CLUB ROOM
110 SUTTON PLACE
TAOS SKI VALLEY, NEW MEXICO
WEDNESDAY, DECEMBER 12, 2018, 9:00 A.M.

1. **CALL TO ORDER & NOTICE OF MEETING**

The workshop of the Village of Taos Ski Valley Council was called to order by Mayor Brownell at 9:05 a.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 Christof Brownell
Councilor Jeff Kern
Councilor Roger Pattison
Councilor Chris Stagg
Councilor Tom Wittman, Mayor Pro Tem

Staff present:

Retiring Village Administrator Mark Fratrack
New Village Administrator John Avila
Village Clerk Ann Wooldridge
Community Development Director Patrick Nicholson
Police Chief Sam Trujillo
Building Inspector Rich Willson
Administrative Assistant Christina Wilder

3. **APPROVAL OF THE AGENDA**

MOTION: To approve the agenda as presented

Motion: Councilor Wittman

Second: Councilor Kern

Passed: 4-0

4. **DISCUSSION OF NEW VILLAGE HALL**

Administrator Fratrack gave a PowerPoint presentation on the new Village Hall, which was formerly the Taos Mountain Lodge. The property is .89 acres, about half of which is open space. There are 10 one-bedroom suites with lofts, and a building which served as owners quarters, with two bedrooms.

Administrator Fratrack explained that the first offer on the purchase was made in November 2015, with final closing occurring on July 1, 2016. Since that time, Administrator Fratrack said, there have been monthly reports and updates on the project, as well as walk-throughs at the site. From July 2016 to spring 2018, Staff designed and then redesigned the office plans and the driveway plans. Some initial demolition work was conducted on the main building, as well as the removal of the fireplace units in the apartments. Administrator Fratrack said that various parts of the project status had been briefed to the Council. At the August 14, 2018 Council meeting, Council approved expenditures of \$470,436 in funding for the project, and indicated that the project should move forward, Fratrack said. Items included in the expenditure were: tree and stump removal (\$5,462), purchase of Redi-Rock and World Block for retaining walls (\$141,881), and site excavation to include grading, rock installation, and septic tank installation (\$291,967). Phase I includes excavation, installation of the holding tanks, work on the NMDOT requirements, installing new electric service and transformers, as well as preparing for the remodel and construction of the new Village Hall. New water heaters/boilers were required to be purchased, at a cost of \$47,000.

Approximately \$80,000 more is necessary to get the apartments ready in order to rent out. A spreadsheet was presented with costs to date, totaling \$657,797. The project scope has grown since the original plan, Administrator Fratrack said, because of interest in building Council Chambers, and because of various other aspects of the project. The holding tanks will hold approximately 4200 gallons, with emergency space for another 1800 gallons. The Village has a truck that can pump the tanks, or there is a possibility of purchasing a larger truck, for \$26,000. A bid for pumping was received for \$900 per pump for two times a month, or \$750 each time for three pumps a month. With these costs accumulating, after one and a half years, a truck could be purchased, he said.

Administrator Fratrack explained that many municipal projects do not have a return on investment, such as a gain or loss generated on an amount of money invested, because municipal projects include providing services for the community, insuring health, welfare, and safety in the community, and working to make the community a nice place to visit, work, and live. Other municipal goals include encouraging investment and economic growth, protecting the environment, and providing good working conditions for its employees.

Administrator Fratrack explained that project construction costs could be expected to increase 10% a year, based on information from Building Inspector Rich Willson. Annual revenue from apartment rentals is estimated at \$115,200 gross, \$86,300 net, which would not keep up with construction cost inflation. The Village had considered purchasing the large lot on Ernie Blake Road 15-20 years ago for \$1.5 million, and that property was sold 10 years ago for \$4 million, and again recently for most likely a greater amount. There has been discussion of locating a Town Hall near the Wastewater Treatment Plant, but that could cost approximately \$3 million, Fratrack said. It could be problematic to have the Town Hall near the plant due to strong odors, at times. The total cost of this project so far, including the purchase price of \$875,000, was \$1.4 million. An estimate to complete the cost of the Village Hall is about \$1.5 million. There has been discussion in the past of adding on to the Firehouse building on Firehouse Road in order to increase the size of the current Village office, but the building is not owned by the Village.

Mr. Brad Angst, with G.K. Baum & Associates, said that he has been advising the Village since 2012 on Village finances and development. He said that although a portion of the GRT increase over the baseline, adopted when the TIDD was formed, goes to the TIDD, there are also GRT increases going to the Village. He said that part of the increase goes to maintain the TIDD-dedicated projects, but there is more revenue than is required for just the maintenance. Mr. Angst presented several financing options for obtaining a loan, with and without a cash contribution by the Village. The original loan for this project of \$1.2 million included the purchase price plus funds for excavation work, electrical service upgrades, and septic system installation. The original loan had no capitalized interest, but there could be a higher rate on a second loan, he explained. Mr. Angst presented copies of Village Hall financing options and debt profiles, which included financing options, historical data, general obligation bonding capacity profile, revenue bonds debt profile, and historical financial data for the Village, including GRT revenue historical data. He said that the audit should show which funds in the Village reserves are restricted funds. If the new Wastewater Treatment Plant project were to be bid at the estimated amount of \$7 million, then there would be enough additional funds to proceed with the Village Hall project. Mr. Angst recommended that the Wastewater Treatment Plant project still be the top priority for the Village.

Administrator Fratrack said that reserve funds had increased in order to save for larger projects, such as the Wastewater Treatment Plant or new Village Hall. He said that municipalities in general don't build up reserves in order to hold on to the funds, but to use for projects. If there were a natural disaster, FEMA would be notified and funds obtained, Fratrack said.

Much discussion took place, including comments that a new Village Administrative Complex was a good idea, as well as providing low-cost workforce housing, but that there is concern about the amount of funds being expended on the project. There was also concern from Amizette residents that a new Village Hall would alter the nature of their neighborhood.

Councilor Pattison expressed his concern that the project had doubled in scope and was now beyond the control of the Village Council. He said that cost estimates were not real numbers and that full disclosure from Village staff to the Council had not occurred. Councilor Pattison expressed his feeling that it was criminal that Administrator Fratrack had initiated and proceeded with this project. He said that Administrator Fratrack should not have made commitments to the NM Environment Department, in the form of a 10-year variance for holding tanks at the Village Hall that the Village would have to abide by. He also expressed concern that upkeep of the rental units would cost more than expected.

Mayor Brownell asked that no personal attacks be made, but said that having a discussion about the project was a good thing, as well as asking questions.

Councilor Wittman said that he appreciated being presented the information at this workshop, which he thought was valuable, and that because of it, he would be able to make educated decisions on the project in the future.

Councilor Stagg said that it was appropriate for the community to invest in a municipal building, for employee use and for municipal business such as conducting meetings. If the rental income would not be adequate for coverage of debt service, then other possibilities would need to be investigated.

5. **DISCUSSION OF AMIZETTE UTILITY LINES**

Kelly Fearney with FEI Engineers gave a PowerPoint presentation about the various possibilities for extending water and sewer lines to Amizette. She presented five options with varying costs depending on the size and length of the lines. Providing gravity sewer for all of Amizette with dual lift stations would be the most complete, but expensive, approach. A phased plan could be used, she explained. Providing water and sewer service to the new Village Hall would cost approximately \$1.4 million, while providing water and sewer service to all of Amizette could cost between \$3.5 and \$5.2 million. The majority of these costs relate to the trenching and excavation. She advised that there would be a good possibility of obtaining public funding for such a project. Although no formal study has been conducted, she thought that some septic systems were inevitably degraded. Citizens asked whether the systems that were new and proven to be working correctly could be exempt from hooking on to any potential new utility lines.

Village ICIP plans, and the Village's Sewer Master Plan, show proposed eventual extension of water and sewer lines to Amizette. During the excavation at the Village Hall, lines were installed for connection to future Village utility line extensions. Discussion followed included the possibility of installing another treatment cassette in Amizette, as opposed to pumping sanitary sewer up to the Wastewater Treatment Plant. The cost and feasibility of this proposal have not yet been studied.

5. **ADJOURNMENT**

MOTION: To Adjourn.

**Motion: Councilor Wittman
dissenting)**

Second: Councilor Kern

Passed: 3-1 (Councilor Pattison

The workshop was adjourned at 11:50 a.m.

Christof Brownell, Mayor

ATTEST:

Ann M. Wooldridge, Village Clerk



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**VILLAGE COUNCIL WORKSHOP
DRAFT MINUTES
EDELWEISS LODGE CLUB ROOM
106 SUTTON PLACE
TAOS SKI VALLEY, NEW MEXICO
TUESDAY, FEBRUARY 12, 2019 12:30 P.M.**

1. CALL TO ORDER & NOTICE OF MEETING

The Council Workshop was called to order by Mayor Brownell at 12:30 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 Christof Brownell
Councilor Jeff Kern
Councilor Roger Pattison
Councilor Chris Stagg (entered during item IV.)
Councilor Tom Wittman, Mayor Pro Tem

Village Staff Present

Administrator John Avila
Clerk Ann Wooldridge
Finance Director Nancy Grabowski
Police Chief Sam Trujillo
Planning Director Patrick Nicholson
Building Official Jalmar Bowden
Administrative Assistant Christina Wilder

3. APPROVAL OF THE AGENDA

MOTION: To approve the agenda

Motion: Councilor Wittman

Second: Councilor Kern

Passed: 3-0

4. WORK STUDY: KACHINA WATER TANK COST SAVING ALTERNATIVES

Village Administrator Avila said that the contractor for the Kachina Water Tank project had proposed change orders that were going to increase the cost of building and installing the tank. FEI Engineers had met with the contractor in order to better understand the additional costs proposed.

Administrator Avila said that the Water Trust Board funds that were funding this project had been re-authorized and that the Water Trust Board was expecting the tank to be built and completed.

- Introduction – Kelly Fearney, PE, Project Manager, FEI Engineers, Inc. part of Alan Plummer Associates, Inc.
- Kachina Tank History Overview and Current Status

Ms. Fearney, Project Manager, explained that the project had been in the planning stages for many years. Installation of a Kachina Tank was included in the Village's Water Master Plan in 2007, and in 2011 an easement agreement was finalized for a location, the timing of which was extended in 2015. Ms. Fearney's presentation showed the timeline of the various activities having occurred to design, bid, re-bid, and award the contract to RMCI, the lowest qualified bidder, at the original tank site. In 2018 the contractor began to clear and grub and to install water lines and dry utilities, as well as a drain line, to the tank site. The Geo-Test report was finalized. During excavation large cobbles and boulders were encountered which raised the contractor's original estimate for excavation, hauling of cobbles, and importing of backfill. The engineer's specifications were modified to allow for use of backfill material of up to two-feet in diameter. The contractor now estimates the cost overrun at \$240,000 on the original bid, at a per-unit basis. The Village asked the engineers for an evaluation of alternatives for cost-saving measures, such as the use of crushed glass as backfill, the use of a rock crusher, the possibility of raising the tank, or of the possibility of installing a steel tank instead of a concrete tank. To implement any of these cost-savings ideas, however, would require a redesign of the project, incurring additional costs. In addition, aesthetics are a concern on the project, and changes may delay the project again, and possibly risk funding.

- Concrete Tank Alternatives

- Option 1: Current Design Buried

The advantages of the current design include the tank being fully buried, minimizing freezing and maximizing revegetation. The design has been completed. The disadvantage is the significant amount of excavation required and the most material export of all of the options. There would be a possible cost overrun of \$240,000.

- Option 2: Redesign Raised and Buried

Advantages of this option are that partial burial still helps to minimize freezing, though disadvantages include a required re-design, additional material support, steeper slopes on sides of the tank exacerbating access, limited revegetation, and a cost overrun of \$300,000.

- Option 3: Redesign Raised and Partially Buried

Option 3 presents the advantages of a \$40,000 construction cost savings, with disadvantages of a required re-design, more opportunities for vandalism and of possible freezing, though snow cover and mixers in the tank would help to prevent against freezing. Additional disadvantages would be a cost overrun of \$210,000, and the tank being above-ground at approximately six-feet higher than surrounding grade.

- Concrete vs. Steel Tank

Advantages of a concrete tank include options for a fully or partially buried tank, installation of two chambers to allow one side to be isolated during low demand periods, custom dimensions to fit the site, the longest life, of up to 80 years, as well as least expensive life-cycle costs, and no fencing required. The disadvantage is that this option requires the most expensive capital construction cost.

For a steel tank, either welded or bolted, advantages include possible less expensive capital costs as well as a shorter construction time once the site is prepped. Disadvantages include a necessary re-design, an above-grade placement to allow for maintenance, susceptibility to freezing and vandalism, an inability to create two chambers, a possible re-bid required for the project, as well as a more expensive construction cost and a risk of losing funding for the project or the construction easement due to delays.

- Advantages and Disadvantages

- Life Cycle Costs

Short-term and long-term costs of concrete, welded steel, and bolted steel tanks were presented.

- Conclusion

Ms. Fearney highlighted the various advantages of certain options, though with re-design costs required, along with concerns on aesthetics, freezing, vandalism, and certain issues with delays in the project, a recommendation to proceed with the current design appears to be the most sensible

- Q & A

6. **ADJOURNMENT**

MOTION: To Adjourn

Motion: Councilor Kern

Second: Councilor Wittman

Passed: 4-0

The meeting was adjourned at 1:40 p.m.

Christof Brownell, Mayor

ATTEST:

Ann M. Wooldridge, Village Clerk



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VILLAGE COUNCIL REGULAR MEETING
DRAFT MINUTES
EDELWEISS LODGE CLUB ROOM
106 SUTTON PLACE
TAOS SKI VALLEY, NEW MEXICO
TUESDAY, FEBRUARY 12 2019, 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 Brownell 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 Christof Brownell
Councilor Jeff Kern
Councilor Roger Pattison
Councilor Chris Stagg
Councilor Tom Wittman, Mayor Pro Tem

Staff present:

Village Administrator John Avila
Village Clerk Ann Wooldridge
Finance Director Nancy Grabowski
Police Chief Sam Trujillo
Community Development Director Patrick Nicholson
Building Inspector Jalmar Bowden
Administrative Assistant Renee Romero
Administrative Assistant Christina Wilder
Village Attorney Susan Baker

3. **APPROVAL OF THE AGENDA**

MOTION: To approve the agenda as presented

Motion: Councilor Wittman Second: Councilor Kern Passed: 4-0

Mayor Brownell asked for a moment of silence to observe the recent passing of a local skier.

4. **CONSIDERATION TO APPOINT JANI DAVIS AS A POLICE OFFICER 1-TEMPORARY PART TIME FOR THE VILLAGE OF TAOS SKI VALLEY**

Chief Trujillo said that per NM State Statute (NMSA) Section 29-1-9, each police officer shall receive, from the governing body, an appointment in writing as a police officer of the municipality. The appointment shall be made by the Mayor with the approval of a majority of all members of the governing body. This appointment, usually referred to as a "commission", is necessary to give the officer the authority to assume police powers within the municipality. With approval, the Village Clerk will administer the oath of office.

Mayor Brownell asked for approval of the appointment of Jani Davis.

MOTION: To approve the Mayor's appointment of Jani Davis as a Police Officer 1-Temporary Part-time for the Village of Taos Ski Valley

Motion: Councilor Wittman Second: Councilor Kern Passed: 4-0

5. **APPROVAL OF THE MINUTES OF THE JANUARY 8, 2019 VILLAGE COUNCIL REGULAR MEETING and the JANUARY 21, 2019 VILLAGE COUNCIL SPECIAL MEETING**

MOTION: To approve both sets of minutes as presented

Motion: Councilor Wittman

Second: Councilor Stagg

Passed: 4-0

6. **CITIZENS' FORUM – Limit to 5 minutes per person (please sign in)**

A. Homeowner Mike Fitzpatrick said that when he objected to closed sessions at the previous Council meeting, he was told that an objection could not be made. Mr. Fitzpatrick said that the Amizette residents request that all issues relating to infrastructure projects in Amizette be discussed and decided in public. Mr. Fitzpatrick presented a letter to the Mayor and Council..

7. **FINANCIAL REPORTS**

Director Grabowski reported that GRT remitted to the Village in January was \$264,081 compared to \$207,717 for January last year. Year-to-date GRT total is \$927,975 versus \$628,419 for last year, a 54% increase. The TIDD received GRT of \$153,409 in January for November collections. Hold Harmless GRT for the month was \$37,977. Lodger's tax collections in January were \$89,403 versus \$71,991 for last year. Year-to-date total is \$170,689 for this year, compared to \$145,328 for last year.

7. **COMMITTEE REPORTS**

A. **Planning and Zoning Commission** –Commission Chair Wittman reported that the Commission met on February 4, 2019. All Commissioners were present. Agenda items:

- Open Meetings Act Resolution
- Polling Commissioners whose two-year terms would be up this year to find out if they would be interested in continuing as P&Z Commissioners. The four Commissioners all agreed to serve again. They are Commissioners Caldwell, Duffy, King, and Stagg.
- A Conditional Use Permit application for the Mucho Gusto building expansion at the top of the Gondolita Plaza, which was approved unanimously.
- A Conditional Use Permit application for creating a special events venue in the Kachina Subdivision at lot 7A, Block 3, owned by TSVI, which was approved unanimously.
- A Conditional Use Permit application for a wireless communication tower near the Phoenix Restaurant, approved unanimously, with conditions outlined by Village Staff.
- A recommendation to Village Council from P&Z to approve of a land donation by the Kachina Property Owners' Association of open space land in the Kachina area.
- Administrative approval of a reduction in square footage of the riparian setback for Parcel D.

The next meeting is scheduled for March 4, 2019 at 1:00 p.m. at the Edelweiss Lodge Club Room. (Note: this was later cancelled. The next meeting of the Planning & Zoning Commission is scheduled for April 1, 2019 at 1:00 p.m.at the Edelweiss Lodge Club Room.)

B. **Public Safety Committee** –Committee Chair Pattison reported that the Committee met on February 4, 2019. Agenda items included:

- Short-term and long-term staffing needs for Fire and EMS
- Possible Village Wildland fire crew

The next meeting of the Public Safety Committee will take place on March 4, 2019 at 10:00 a.m. at the Inn at Taos Valley Club Room.

C. **Firewise Community Board of Directors** – Committee Chair Pattison said that the Committee met on February 4, 2019. Agenda items included:

- Continued review of a fire protection ordinance
- Property assessments
- A fuel standards regulation
- Board goal to engage property owners rather than regulate.

The Board will meet again on March 4, 2019 at 11:00 a.m. at the Inn at Taos Valley Club Room.

D. **Parks & Recreation Committee** – Committee Chair Katherine Kett reported that she had met with TSVI's John Kelley about summer activities, which will include mountain biking trail construction by Lift #4, and scenic chairlift rides on Lift #4. The Parks & Recreation Committee will oversee installation of the volleyball and horseshoe courts in that vicinity, and disc golf on the Rubezahl trail. The Committee members have supplied two