

sets of discs for the course for public use, which are kept at the Chamber of Commerce information booth.

Committee members will install the hanging flower baskets as before, but not on Thunderbird Road because of the expected construction activity this summer. The Committee will continue work at the Kachina Vista Park and will supply a map with directions to the park at the Chamber information booth.

Committee Chair Kett reported that Council approval was not needed for the agenda item 12.D., applying to the Carson National Forest for approval to reconstruct the JR Trail, as this trail is within TSVI's permitted area with the Carson National Forest. TSVI would be the appropriate party to make the application, although Kett said that the Parks & Recreation Committee is interested in being involved to whatever extent possible. This trail is popular because it is in the Village core area and is accessible, as well as being relatively flat.

The Parks & Recreation Committee will meet again on February 19, 2019 at 3:00 p.m. at the Edelweiss Lodge.

#### **E. Lodgers' Tax Advisory Board**

Councilor Stagg reported that a meeting would take place in the near future, once notice had been posted, in order to discuss the request from the Town of Taos to implement Taos Air summer service.

### **8. REGIONAL REPORTS**

#### **9. MAYOR'S REPORT**

Mayor Brownell reported that he and Administrator Avila had met with Dr. Quigley and the ski patrol staff member who is scheduling overnight EMS personnel. All parties are working towards the goal to have paid on-call EMTs every weekend, with a priority being for the busiest times.

The Landfill Board meeting agenda included discussion of the water tank at the airport. The Intergovernmental Council (IGC) meeting had a presentation by a company selling electronic car charging stations. There is an interest in installing more charging stations.

Mayor Brownell said that the first meeting of the Enchanted Circle Mayors had taken place.

TSVI had been asked by the Town of Taos to present costs for running summer air service, the funding for which could come from Town of Taos, Taos County, and Village of Taos Ski Valley lodger's tax.

The NM RTD is discussing new bus stops for the Town of Taos and a pilot program for summer bus service to Taos Ski Valley.

### **10. STAFF REPORTS**

#### **Administrator Avila reported on ongoing projects:**

- WWTP – The wastewater treatment plant development continues with an updated timeline, planning for the bid process to occur in mid-March in order to finalize the notice to proceed in mid-April. The MBR systems will be delivered in September. The Townsite Act land transfer is almost complete.
- Kachina Water Tank – FEI Engineers, now part of the Alan Plummer Associates engineering firm, has been investigating various alternatives for the construction and installation of the tank in order to possibly reduce cost overruns.
- Village Hall – Work continues to accomplish the tasks necessary in order for the units to be rented.
- Safety training – Staff is on track to complete the safety training requirements to satisfy the NMSIF requirements. This also provides financial benefits in the form of dividend credits on the Village's workers' compensation and liability insurance premiums. A Defensive Driving class will be attended by most Village personnel in February.
- Village phones have been issued to on-call departments in order to separate personal and business calls. Similarly, Village email addresses are being assigned to elected officials.
- Fire Department Chief Daniels will be stepping down as Chief. The Fire Department volunteers will be meeting to develop a plan for next steps.
- Legislation was recently passed to eliminate the exemption from remitting lodger's tax for one-room units. Administrator Avila thanked Councilor Stagg and the Chamber of Commerce for lobbying successfully towards this legislation.

#### **• Department Briefs**

- Chief Trujillo reported on recent activity: Residential Alarms (3), Business Alarms (0), Suspicious Persons/Vehicles (4), Citizen Assists (105), Embezzlement (0), Traffic Enforcement Hours (86), Traffic Stops (16), Theft (2), Vehicle Theft (0), Larceny (0), Property Damage (0), Verbal Warnings (28), Written Warnings (6), Parking Citations (27), Written Citations (4), Assists to other Agencies (14), Foot Patrol Hours (58), Welfare Check (8), Animal calls (1), MVCs (5),

B&E (0), Trespass Warnings (3), Found Property (2), Disorderly (6), Reckless Driver (7), Private Property Crash (5), 911 Hang Up (2), Trespassing (1), Fire Calls (4), EMS Calls (8), SAR Hours (0)

- Community Development Director and Interim Public Works Director Nicholson announced that the wastewater treatment plant has been running satisfactorily at 60,000 gallons per day. Staff resolved a sludge tank maintenance issue, and staff has been working diligently to resolve frozen water line issues throughout the Village. As is often the case in the winter, several heavy equipment pieces have required repair or have needed replacement parts. Staff has been working on getting the equipment back in service as soon as possible. Director Nicholson reported that the water supply continues to be a concern. He said that last year's drought and the past damage to the collection gallery are having a negative effect. Village staff is asking Village residents and businesses to conserve water as much as possible. This summer, work will progress towards developing the Gunsite Spring, with monitoring wells being installed, as well as preliminary engineering and design work.
- In the Planning Department, Director Nicholson said that the Source Water Protection Committee would meet on March 6, 2019 and is working on the best method for establishing protection zones around the Phoenix and Gunsite Springs. The discussion of upcoming open space parcel donation to the Village by the Kachina Property Owners' Association will create the opportunity to build a trail network in the Kachina area.
- Building Official Bowden reported that two building permits had been opened, and staff is currently reviewing plans for the Aerial Adventure course as well as preliminary review of plans for Parcel D.
- Attorney Baker is working to finalize the contract with Landseer Property Management who will handle rental of units at the Village Hall.

#### 11. OLD BUSINESS

A. Consideration to Approve Joining the NM Department of Tax and Revenue Lawsuit by Engaging the Gallagher and Kennedy Law Firm

This item was tabled at the January 8, 2019 Council meeting. Staff does not recommend joining the lawsuit at this time. It would be possible to join later if it were deemed advantageous.

**MOTION: To Approve Joining the NM Department of Tax and Revenue Lawsuit by Engaging the Gallagher and Kennedy Law Firm**

**Motion: Councilor Wittman**

**Second: Councilor Kern**

**Failed: 0-4**

#### 12. NEW BUSINESS

A. Consideration to Approve Resolution No. 2019-385 Approving a permanent Budget Adjustment Request (BAR) to the FY2019 Budget to Add Revenue Collections for Impact Fees

The Village submitted its fiscal year 2018-19 budget in July of 2018. At that time the Village did not budget for Impact Fee revenues. Staff was not sure what if any fees would be collected and decided to budget on the conservative side of revenue. To date the Village has received approximately \$18,000 in fees and is anticipating additional collections before the end of fiscal 2019.

**MOTION: To Approve Resolution No. 2019-385 Approving a permanent Budget Adjustment Request (BAR) to the FY2019 Budget to Add Revenue Collections for Impact Fees**

**Motion: Councilor Wittman**

**Second: Councilor Kern**

**Passed: 4-0**

B. Consideration to Approve of Out of State Travel to Los Angeles, CA for National Government Finance Conference and Training by Nancy Grabowski May 18-23, 2019

The 113th annual National Government Finance Office Conference is taking place in Los Angeles, CA this year. The training which is available at this conference focuses specifically on the needs Government Finance Officers. Director Grabowski attended the conference two years ago in Denver and came away with valuable information which has benefited the Village. Additionally, Director Grabowski was elected as the Membership Coordinator of the New Mexico GFOA this year so she would be representing not only the Village but would be a liaison for the New Mexico GFOA chapter. The majority of the travel expense was included in the original travel budget estimate for FY2019. Total cost is expected to be \$2,600.

**MOTION: To Approve Out of State Travel to Los Angeles, CA for National Government Finance Conference and Training by Nancy Grabowski May 18-23, 2019**

**Motion: Councilor Wittman**

**Second: Councilor Kern**

**Passed: 4-0**

C. Council Acknowledgement of the FY2019 2nd Quarter Financial data submitted to the Department of Finance, Local Government Division on January 30, 2019



As per the Department of Finance (DFA), Local Government Division, it is required to have the quarterly financial information submitted no later than 30 days after the close of each quarter. Attached is the summary report as submitted to DFA (exhibit A), the Profit and Loss from July 1-December 31, 2018 (exhibit B) and the Balance Sheet as of December 31, 2018 (exhibit C). Staff is submitting this report to the Council for their review and acknowledgement of the financial status of the Village as of December 31, 2018. Director Grabowski noted that the general fund balance has dropped by \$635,852 due to expenditures for capital costs.

**MOTION: To Acknowledge the FY2019 2nd Quarter Financial data submitted to the Department of Finance, Local Government Division on January 30, 2019**

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

**D. Consideration to Approve the Village of Taos Ski Valley Application to the Carson National Forest for an Approval to Reconstruct the John Ramming Memorial Nature Trail**

**MOTION: To Table this item**

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

**E. Consideration to Approve a Memorandum of Agreement (MOA) in the Amount of \$65,965 Between the Village of Taos Ski Valley and the Town of Taos for the Purpose of Providing Transportation Service for the 2018-19 Ski Season**  
This memorandum of agreement is renewed on an annual basis between the Village of Taos Ski Valley and the Town of Taos for the purpose of providing transportation service for the ski season. For 2018-2019, transportation would run between December 15, 2018 and March 24, 2019. The Town of Taos will contribute \$20,000 to the Village of the \$65,965 requested by NCRTD. The Village will receive a \$10,387 credit (for service not delivered last year) toward the \$45,965 portion, leaving \$35,578 to be paid by the Village.

**MOTION: To Approve a Memorandum of Agreement (MOA) in the Amount of \$65,965 Between the Village of Taos Ski Valley and the Town of Taos for the Purpose of Providing Transportation Service for the 2018-19 Ski Season**

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

Amizette homeowner Mike Fitzpatrick asked if the bus would stop in Amizette. Director Nicholson said that discussions are on-going about stops in Amizette. Mayor Brownell intends to bring up the subject at the next NMRTD meeting.

**F. Consideration to Approve Entering into a Memorandum of Understanding (MOU) with Taos County Magistrate Court to allow Magistrate Judges to dismiss Specific Traffic Related Charges**

The purpose of this MOU is to improve efficiency of the Court and Police Department by allowing a Motion to Dismiss. This will foster judicial economy whereby certain charges on cases can be dismissed if certain conditions are met, so-called "Fix-it Tickets." Persons appearing before the Court on the charges listed in the MOU can have their cases dismissed upon fulfillment of certain requirements, usually obtaining the necessary documentation or making the necessary repairs. This means cases can be closed with the dismissal of charges rather than the case being set for pretrial conference or trial, saving Village officers from having to go to court.

**MOTION: To Approve Entering into a Memorandum of Understanding (MOU) with Taos County Magistrate Court to allow Magistrate Judges to dismiss Specific Traffic Related Charges**

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

**G. Consideration to Approve Resolution No. 2019-386 Creating a Formal Development Review Team Process for Development and Construction Projects in the Village Including those Conducted for the TIDD**

Village of Taos Ski Valley Ordinance 17-30 currently allows for an unspecified review process that could involve review and comment from department and other professional subject matter experts. In order to establish a consistent process and reduce reliance on administrative prerogative, a resolution calling for a departmental team review is proposed for development projects. The current process may have a series of conversations, meetings, interpretations, agreements and decisions that may or may not be included in the official record. While the TIDD projects specifically require Village oversight and approval, the Development Review Team Process is intended for development review of future land use development and construction projects in the Village. This process is used in other municipalities to get a consistent, efficient review and oversight, approval of construction projects.

**MOTION: To Approve Resolution No. 2019-386 Creating a Formal Development Review Team Process for Development and Construction Projects in the Village Including those Conducted for the TIDD**

**Motion: Councilor Wittman                      Second: Councilor Kern**

Discussion followed. Administrator Avila explained that the intent is for all projects to get reviewed, not just the TIDD projects. Attorney Baker explained that the process would insure that all building codes are followed, building permits

issued, and that all zoning, building and fire codes are followed. The formalization of the Development Review Team would insure formal staff involvement in TIDD public works projects. TIDD Board Chair Neal King said that it would be helpful if plans could be shared with the TIDD Board. The Master Development Agreement states that TSVI and Village staff will review projects.

**AMENDED MOTION: To Postpone this item**

**Motion: Councilor Wittman                      Second: Councilor Kern**

**AMENDED MOTION: To Table this item**

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

**H. Discussion Regarding Taking Applications for Planning Commission Appointments**

There are currently four pending vacancies on the Planning Commission because terms are expiring.

Attorney Baker explained the need to establish the procedure for taking applications for these vacancies from eligible candidates, posting or advertising the four vacancies, and establishing a deadline for closing the application process.

Council may also set the date for the formal appointment of Members once applications have been received and distributed. Council recommended moving ahead to advertise the vacancies.

**13. MISCELLANEOUS**

**A.** Councilor Pattison reported that Firewise and Public Safety agendas and meeting reports are now on the Village web site.

**B.** Mayor Brownell expressed concern about the landing location for Care Flight helicopters. He said that at a previous landing, the helicopter landed on a sloping spot which was icy and the wind blew around construction materials. The shuttle drop-off was full with group buses so couldn't be used. Mayor Brownell discussed coordinating an appropriate landing zone with TSVI, and perhaps cutting one or two trees near the Treatment Plant to allow for a more open landing area.

**C. MOTION: To Remove item 12.D.from the Table**

**Motion: Councilor Kern      Second: Councilor Wittman**

Parks & Recreation Chair Kett said that she would follow-up on the JR Trail, and TSVI's Peter Talty said that the hope is for everyone to work together on refurbishing the trail.

**MOTION: To Postpone this item**

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

**14. ANNOUNCEMENT OF THE DATE, TIME & PLACE OF THE NEXT MEETING OF THE VILLAGE COUNCIL**

The next regular meeting of the Council will take place on Tuesday, March 12, 2019 at 2:00 p.m. at the Edelweiss Lodge Club Room. A Council Rates Workshop is scheduled for March 5, 2019 at 2:00 p.m. at the Edelweiss Lodge Club Room.

**15. ADJOURNMENT**

**MOTION: To Adjourn**

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

The meeting adjourned at 4:05 p.m.

\_\_\_\_\_  
Christof Brownell, Mayor

ATTEST: \_\_\_\_\_  
Ann M. Wooldridge, Village Clerk



Village of Taos Ski Valley  
Village Council  
Agenda Item

**AGENDA ITEM TITLE:** Consideration to Approve the Appointment of Planning & Zoning Commissioners

**DATE:** March 28, 2019

**PRESENTED BY:** Mayor Christof Brownell

**STATUS OF AGENDA ITEM:** New Business

**CAN THIS ITEM BE RESCHEDULED:** Not recommended

**BACKGROUND INFORMATION:**

According to Village Ordinance No. 1997-15 Creating a Planning and Zoning Commission, the Commission shall consist of seven (7) members who shall be appointed by the Mayor with the consent of the Village Council. On the first Commission, the members shall be appointed for one-year or two-year terms, and each subsequent term of a member on the Commission shall be for two years or less in order to maintain the original staggering of terms of membership. Four members of the Planning & Zoning Commission have two-year terms which began in January 2017.

**RECOMMENDATION:** Recommendation for the Mayor to appoint four members to the Commission with the consent of the Village Council.

**VILLAGE OF TAOS SKI VALLEY**  
**Village Council**  
**Agenda Item**

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**AGENDA ITEM TITLE: 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**

DATE: March 28, 2019

PRESENTED BY: John Avila, Village Administrator

STATUS OF AGENDA ITEM: New Business

CAN THIS ITEM BE RESCHEDULED: Not Recommended

**BACKGROUND INFORMATION:**

The North Central Rural Transportation Department Resolution No. 2009-13 provides a methodology for assessing new routes and services and allows the Mayor as a Board Member to request a new route be investigated for implementation.

The Village will benefit from increased visitor numbers in the summer months outside the ski season and the bus route would provide additional support to the efforts for summer activity in the Village.

The Village may ask for support from the Village Lodger's Tax Board for a pilot service between the Town of Taos and the Village of Taos Ski Valley for the NCRTD to conduct the service on a trial basis, three round trips each Friday, Saturday and Sunday, during June, July and August of 2019.

The investigation of a summer pilot program route can be initiated this summer if the funding is provided to NCRTD to help cover expenses of no more than \$40,000.

Should the pilot project prove successful the NCRTD could consider a longer term arrangement that could include more partners and funding sources.

**STAFF RECOMMENDATION:** Staff recommends approval to apply for the NCRTD Pilot Summer Transit Route, and to secure funding before the fiscal year budget deadline through application to the Village Lodger's Tax Board.

*In accordance with NCRTD Board adopted Resolution No. 2009-13, I would like to request the Board consider implementing a three-month pilot route to operate between the Town of Taos and the Village of Taos Ski Valley. The proposed route would operate on Friday, Saturday and Sunday only, with three round trips provided during the months of June through August 2019. Currently, there are no public transit options to the Village of Taos Ski Valley outside of the seasonal 341 TSV Green route that typically operates mid-December to mid-March. The pilot route as outlined would provide improved access to the Village and surrounding Forest and Federal lands and would provide an option for folks to enjoy the nearby wilderness and recreational activities. Furthermore, the proposed route would provide transit options for Village residents and visitors to access shopping, lodging and medical care available in the Town.*

*Initially, the Village of Taos Ski Valley is interested in contracting with NCRTD to provide public transit services for a non-winter, three-month pilot route (three-day per week, three round trips per day). This pilot would be a good opportunity to assess passenger demand and provide insight as to potential long-term need for transit between the Village and Town (including service to the communities of Valdez, Arroyo Seco and Des Montes). In the event that the pilot route is deemed successful, the Village would then be interested in working with NCRTD Staff to identify ongoing funding to support future service operations and capital vehicle needs.*

*According to census.gov, the communities of Valdez, Des Montes and Arroyo Seco are estimated to maintain a population of around 2000 people, with the majority located in or near Arroyo Seco, NM. Taos Ski Valley population is approximately 75 permanent residents, with the population expanding significantly as a result of tourism and visitors throughout the year. The Town of Taos population is approximately 5700 residents, with tourists and visitors adding to this population as well. Expanding the North Central Regional Transit District's service to provide non-winter service to Taos Ski Valley areas would provide a transportation option for local residents and area visitors and would improve access to essential services and quality-of-life activities such as shopping, restaurants, events, galleries and the like.*

*Board members, please consider directing Staff to work with the Village to finalize pilot route service parameters to satisfy the pilot route outlined herein this request. As this pilot service would be contracted between the Village and NCRTD, it is requested that the NCRTD Board direct Staff to complete route planning and implement the pilot service to operate from June-August 2019. The proposed additional service would be a tremendous asset to the region through improved transportation options to locals and visitors.*

*Thank you for your time and consideration.*

*Christof Brownell  
Mayor*