



**VILLAGE COUNCIL REGULAR MEETING AGENDA
MEETING TO BE HELD VIA ZOOM TELECONFERENCE
TAOS SKI VALLEY, NEW MEXICO
TUESDAY, MARCH 23, 2021 2:00 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 FEBRUARY 23, 2021 VILLAGE COUNCIL REGULAR MEETING**
- 5. TWINING ROAD IMPROVEMENT PROJECT UPDATE AND PRESENTATION**
- 6. CITIZEN'S FORUM** –for non-agenda items only. Limit to 5 minutes per person (please email awooldridge@vtsv.org to sign up)
- 7. COMMITTEE REPORTS**
 - A. Planning & Zoning Commission
 - B. Public Safety Committee
 - C. Firewise Community Board
 - D. Parks & Recreation Committee
 - E. Lodger's Tax Advisory Board
 - F. Capital Advisory Infrastructure Committee
- 8. REGIONAL REPORTS**
- 9. MAYOR'S REPORT**
- 10. STAFF REPORTS**
 - A. Administrator Avila
 - B. Finance Director Grabowski
 - C. Police Chief Trujillo
 - D. Fire Chief Molina
 - E. Building Official Bowden
 - F. Planning Director Nicholson
 - G. Public Works Director Martinez
 - H. Clerk Wooldridge
 - I. Attorney Baker
- 11. OLD BUSINESS**
 - A. PUBLIC HEARING:** Consideration to Approve **Ordinance 2021-09** An Ordinance of the Village of Taos Ski Valley Amending Ordinance 2002-09 to Update and Adopt the New Mexico Uniform Traffic Ordinance
- 12. NEW BUSINESS**
 - A. PUBLIC HEARING:** Consideration to Approve **Resolution No. 2021-469** Adopting the 2021 Development Impact Fees Land Use Assumptions
 - B.** Consideration to Approve a Memorandum of Understanding and Agreement for Limited Access to TSVI's Rio Hondo Learning Center Building for Village Maintenance of Pressure Reducing Valve on Village Water Line
 - C.** Consideration to Approve a Memorandum of Understanding and Agreement Regarding a Collaborative Village-wide Water System Master Plan Report and Water System Master Plan Scope of Work
 - E.** Discussion and Direction for a Scope of Work to prepare a Comprehensive Financial Analysis and Report for a Village Plan of Finance
- 13. MISCELLANEOUS**

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

15. ADJOURNMENT

-- Providing infrastructure & services to a World Class Ski Resort Community --



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**VILLAGE COUNCIL REGULAR MEETING
MINUTES
VIA ZOOM TELE CONFERENCE
TAOS SKI VALLEY, NEW MEXICO
TUESDAY, MARCH 23, 2021 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. 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 Neal King
Councilor Chris Stagg
Councilor Tom Wittman, Mayor Pro Tem

Staff present:

Village Administrator John Avila
Village Clerk Ann Wooldridge
Finance Director Nancy Grabowski
Building Official Jalmar Bowden
Public Works Director Anthony Martinez
Police Chief Sam Trujillo
Planning Director Patrick Nicholson
Village Attorney Susan Baker

3. APPROVAL OF THE AGENDA

MOTION: To approve the agenda as presented

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

4. APPROVAL OF THE MINUTES OF THE FEBRUARY 23, 2021 VILLAGE COUNCIL REGULAR MEETING

MOTION: To approve the minutes as presented

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

5. TWINING ROAD IMPROVEMENT PROJECT UPDATE AND PRESENTATION

Planning Director Nicholson explained that the Village had conducted three community meetings to discuss the preliminary engineering of Twining Road Improvements. Grant funds obtained by the Village covered one-third of the engineering plan, which was presented. Director Nicholson said that the Village is on track to receive additional funds to further engineer the project, and then eventually construct the improvements. The first two segments are being studied, which are the parking lot to Pioneer Glade turn-off, and then the second section which is significantly steeper, from Pioneer Glade to the Beaver Pond. The plan is to raise the bottom portion somewhat to reduce the grade at the steeps, however an effort is being made to be mindful of how individual driveways connect to the road. The Village and the engineers have received lots of input through the community meetings and follow-up emails from property owners received by the engineers and the Village. The total cost, including infrastructure upgrades, is estimated at \$4 million.

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

A. TSVI David Norden reported that Taos Air is planning to open around the first week of July, with round trip service from Taos to Austin, Dallas, San Diego, and Los Angeles. They will be approaching the Village for community financial support, as is customary for air services to rural towns. Mr. Norden said that they will be conducting Covid-safe practices and hope to be a leader in small community air service. A Dornier 328 30-seat turboprop airplane will be used.

B. Chamber of Commerce Director Courtney Tucker announced that the Village/Chamber/TSVI Covid-safe plan had been successful. Testing employees and monitoring businesses had resulted in a ski season with out any outbreaks. She noted that there had been a handful of Covid-positive results in March, but these people were quickly isolated, and no spreading of the virus occurred.

C. TSVI Chaz Rockey said that a comprehensive, collaborative approach was needed for the Village and TSVI on priorities and core assumptions.

7. **COMMITTEE REPORTS**

A. **Planning and Zoning Commission** –Commission Chair Wittman reported that at the March 1, 2021 P&Z meeting, the agenda consisted of:

- A summary to date of the Twinning Road Improvement Project by Scott Eddings of Huitt Zollars, Village Project Engineer
- A consideration to recommend to Council the approval of Resolution 2021-469, adopting updated land use assumptions
- A presentation by Peter Talty of the draft Kachina Master Plan
- Certificates of Compatibility issued
- CIAC update
- Next P&Z meeting will take place on April 5, 2021

B. **Public Safety Committee** – There was no update

C. **Firewise Community Board of Directors** -see above

D. **Parks & Recreation Committee** – Committee Chair Kett reported that members are preparing for installation of the Enviro-Loo composting toilets at Hiker Parking. The units depend on passive solar availability to run efficiently. A community trash pick-up will be scheduled for May.
The next meeting will be on-site at Hiker Parking on April 13, 2021 at 11:00 a.m.

E. **Lodger's Tax Advisory Board** – there was no report, but Co-Chair Staggs said that the Board will look at the next round of grants soon.

F. **Capital Infrastructure Advisory Committee** – Committee Chair Ben Cook reported that the Committee had been working on land use assumptions, the capital improvement plan, costs of expected development, and on concluding the impact fee schedule.

8. **REGIONAL REPORTS**

Director Nicholson reported that the NCRTPO had drafted a regional transportation plan and was finalizing funding for the top projects, which include Blueberry Hill improvements, and the entrance to the Pueblo.

9. **MAYOR'S REPORT**

Mayor Brownell said that the recent three feet of snow at spring break had been welcome, and that everyone seemed to be wearing masks.

Mayor Brownell reported that Roger Pattison had stepped down as chair of the Public Safety Committee and the Firewise Board and that he would like to appoint Neal King to Chair both of those committees.

MOTION: To approve the appointment of Neal King as Chair of both these Committees

Motion: Councilor Staggs

Second: Councilor Wittman

Passed: 4-0

10. **STAFF REPORTS**

Staff reports were included in the Council packet and were posted to the web site.

Administrator Avila pointed out that a Council Special meeting would take place on April 13, 2021, for TSVI to introduce the new Village entry road plans to the Community. The new entry way is part of TSVI's updated Master Development Plan with the US Forest Service.

Other Staff reports were included in the Council packet.

Fire Chief Molina presented more detail on the plan for four paid positions in the Fire/EMS department, as well as a plan for payment to volunteers for overnight calls. He also presented a plan for new apparatus and new equipment. Councilor King recommended that the Public Safety Committee, the Firewise Board, and the Fire and EMS departments come up with a unified plan to present to Council.

Councilors Kern and King thanked the Staff for their hard work during this past Covid season with lowered revenues and Covid compliance being required and having to be monitored in the community.

Clerk Wooldridge thanked Administrative Assistant Romero for her work in monitoring short-term rental requirements for home and condo owners.

11. **OLD BUSINESS**

A. PUBLIC HEARING: Consideration to Approve Ordinance 2021-09 An Ordinance of the Village of Taos Ski Valley Amending Ordinance 2002-09 to Update and Adopt the New Mexico Uniform Traffic Ordinance

The purpose of this ordinance is to adopt the current N.M. Uniform Traffic Ordinance (UTO) so that it may become effective within the Village of Taos Ski Valley. The UTO changes every several years depending on legislative action. There are a few penalty assessment changes, deleted items, and formatting changes in this most recent version, which is the 2019 amendment to the 2010 Uniform Traffic Code. Please see the attached NMML memo.

Uniform Traffic Ordinance adoption maintains safety in the community by giving Law Enforcement guidance on revised changes to traffic laws and penalties.

PUBLIC HEARING: Homeowner Kathy Bennett spoke in favor of adopting this ordinance. No one spoke against. The Public Hearing was closed.

MOTION: To Approve Ordinance 2021-09 An Ordinance of the Village of Taos Ski Valley Amending Ordinance 2002-09 to Update and Adopt the New Mexico Uniform Traffic Ordinance

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

12. **NEW BUSINESS**

A. PUBLIC HEARING: Consideration to Approve Resolution No. 2021-469 Adopting the 2021 Development Impact Fees Land Use Assumptions

Director Nicholson explained that the Village of Taos Ski Valley has been working on a Capital Improvements Plan (CIP), through the Village Planning & Community Development Department, with the goal of updating development impact fees and related water and sewer system development fees, through adoption of an amended development impact fees ordinance.

The Village's actions are regulated by the New Mexico Development Fees Act, NMSA 1978, Section 5-8-1 *et. seq.* (the Act), which establishes specific procedures for municipalities and counties to impose development impact fees. As part of the update to the Village's development impact fees, Council adoption of Land Use Assumptions is a required prerequisite for future adoption of revised development impact fees and related ordinances under the Act.

The Land Use Assumptions will partially serve as the basis for projecting the demand for capital improvements or facility expansions that will be needed to serve anticipated future growth in the Village during this ten-year period and will provide an understanding of probable population, job growth, and projected land uses.

As directed by the Act, the recently established Capital Improvement Advisory Committee (CIAC) has reviewed the Land Use Assumptions at public meetings on December 10, 2020, January 20, 2021, and February 10, 2021 and recommends its approval.

Staff recommends approval of Resolution No. 2021-469 as a required prerequisite for future adoption of revised development impact fees and related ordinances under the New Mexico Development Fees Act.

PUBLIC HEARING: TSVI Chaz Rockey spoke in favor of the Land Use Assumption Resolution. Homeowner Kathy Bennett spoke against adoption, saying that not enough information had been presented to the public. The Public Hearing was closed.

MOTION: To Approve Resolution No. 2021-469 Adopting the 2021 Development Impact Fees Land Use Assumptions

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

Councilor Kern noted that many best guesses were needed to obtain this data, including occupancy rates for single family homes versus condominiums, as well as growth estimates.

B. Consideration to Approve a Memorandum of Understanding and Agreement for Limited Access to TSVI's Rio Hondo Learning Center Building for Village Maintenance of Pressure Reducing Valve on Village Water Line

A Village water pressure reducing valve (PRV) is attached to interior piping at the TSVI Rio Hondo Learning Center (RHLC). The pressure above the PRV allows for pressurized water supply to the RHLC Fire Suppression system, as well as controlled pressure for Village customers below the PRV.

This MOU describes the insurance requirements along with the requirements for access to the pressure reducing valves and water pipes located within the Rio Hondo Learning Center facility. It formalizes past agreements for access and operation of a Village water infrastructure facility within the property of TSVI.

MOTION: To Approve a Memorandum of Understanding and Agreement for Limited Access to TSVI's Rio Hondo Learning Center Building for Village Maintenance of Pressure Reducing Valve on Village Water Line

Motion: Councilor Kern

Second: Councilor Stagg

Passed: 4-0

C. Consideration to Approve a Memorandum of Understanding and Agreement Regarding a Collaborative Village-wide Water System Master Plan Report and Water System Master Plan Scope of Work

Administrator Avila said that the Village's current and future water supply sources need to be further studied and characterized for inclusion in a Village-wide water study and subsequent audit and Asset Management Plan. A study would assess the Village's water resources, facilities, and uses, now and in the future for the benefit of the Village, the public, residents, businesses, and landowners in the Village.

The Village of Taos Ski Valley had requested of its On Call Engineer (Plummer), a Water Study proposal for the entire Village in early Fiscal Year 21/22, with feedback from interested parties, and the scope of work was further prepared pending data and funding. TSVI offered to have broader water information included and provide a water study with expanded information to the Village for a peer review and public comment before acceptance by the Village.

MOTION: To Approve a Memorandum of Understanding and Agreement Regarding a Collaborative Village-wide Water System Master Plan Report and Water System Master Plan Scope of Work

Motion: Councilor Stagg

Second: Councilor Wittman

Passed: 4-0

D. Discussion and Direction for a Scope of Work to prepare a Comprehensive Financial Analysis and Report for a Village Plan of Finance

The Village of Taos Ski Valley requested of their Financial Advisor Brad Angst, Director at Stifel and Company, a quote for professional Financial Analysis and Reporting to create a Village Plan of Finance. As the Financial Analyst, Stifel and Company can provide the services listed in the estimate provided. Discussion for clarification of expected scope of work is still required.

MOTION: To Approve Work to Determine a Scope of Work to prepare a Comprehensive Financial Analysis and Report for a Village Plan of Finance

Motion: Councilor Stagg

Second: Councilor King

Passed: 4-0

13. MISCELLANEOUS

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

The next meeting of the Village Council will be a Special Meeting on April 13, 2021, and the following meeting will be the Council Regular Meeting on Tuesday, April 27, 2021 at 2:00 p.m. via Zoom.

15. ADJOURNMENT

MOTION: To Adjourn

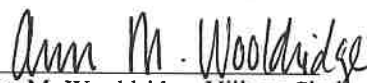
Motion: Councilor Wittman

Second: Councilor King

Passed: 4-0

The meeting adjourned at 4:30 p.m.


Christof Brownell, Mayor

ATTEST: 
Ann M. Wooldridge, Village Clerk

John Avila
Village Administrator
Village of Taos Ski Valley Council
Monthly Briefing
March 23, 2021



*** Ongoing & Past Projects ***

COVID -19 - Pandemic Emergency:

Last Month Rochelle Walensky, the director of the federal Centers for Disease Control and Prevention (CDC), warned that a recent increase in coronavirus cases indicated a “fourth surge” could occur before a majority of the US is vaccinated.

“At this level of cases, with variants spreading, we stand to completely lose the hard-earned ground we have gained,” “Now is not the time to relax the critical safeguards that we know can stop the spread of Covid-19 in our communities, not when we are so close. We have the ability to stop a potential fourth surge of cases in this country.”

It is critical that we continue to enforce the Health Orders. Taos County having moved to the Green stage lost ground during opening of Spring Break and slipped back into Yellow stage. The efforts of responsible Village businesses, residents and staff are helping to improve the trend. The immediate and ripple effect of the precautionary measures and vigilance of the community have helped control infection and maintain operations.

Despite the efforts of the Chamber Commerce, volunteers and responsible businesses, there are indications that not all businesses are following the requirements of the Health Order and enforcement investigation continues.

Managers responsible for the properties in question will need to make sure their employees show up for onsite testing, or get verification that they have with done so with the Department of Health

Businesses are encouraged to focus activities outdoors, to the extent possible. And continue to follow the local and state health orders. Volunteers for “Mask Up” friendly reminder patrol can contact the Fire Department at 575-770-7435 or Chambers of Commerce at 512-569-8943, or simply volunteer on the Google document: <https://docs.google.com/spreadsheets/d/1MuW7awVCUqQZN1sXm5r4Z-RJcbJP0gRI/edit#gid=915860688>

Taos County information to be updated this week:

This situation in New Mexico continued to improve with the case rate (66 cases per 100k per week) nearing the state’s target (56 cases per 100k per week). However, Taos County experienced a 15% increase in cases taking the case rate to 95 cases per 100k for last week. Having gone back to yellow last week, Taos County looks set to remain yellow next week with the 14-day positivity rate at 2.2%.

Nearly 60% of Taos County residents aged 16+ have registered on the State’s Vaccine Database. 36% of Taos County residents aged 16+ have received at least one shot.

Here is the summary 3/15:

- Nationally, cases were up 4% in the last seven days, down 23 % in New Mexico, but up 15% in Taos County.

- The average daily case count in NM decreased to 204 cases per day last week. Down from 265 the previous week.
- Current hospitalizations continue to decline gradually, the 7-day average is 135 . Down from a peak of 932 on Dec 8.
- Average deaths per day in NM decreased to 8 per day. Having peaked at 36 on Dec 17.
- There have been no deaths reported among Taos County residents for three weeks. The total remains at 49 for the pandemic.
- There were 31 cases in Taos County last week, up from 27 cases the previous week. Cases averaged 4.4 per day for the last week. To meet the Red-to-Green case rate criteria the weekly count has to remain below 18, equivalent to 2.64 per day.
- Testing in Taos County decreased to 985 tests from 1,683 tests the previous week.
- The crude 14-day positivity rate remained stable at 2.2%. The crude case rate is at 4.1 cases per day (14-day avg), above the gating target of 2.64. If this situation persists and is confirmed by NMDoH next week, Taos County would remain yellow. The next NM DoH Red-to-Green data update will be published on Wednesday, March 24.
- Taos County has an above average vaccination rate (36%) compared to other counties in the state (29%).

Updated:

Our positivity rate is still very good at 2.0%, but the case rate remains above target at 3.1 cases per day. For Taos County to turn green it would require cases numbers over the weeks to be very low, and the NMDoH calculations to vary from the crude case rate by around 10%. The most likely outcome is yellow.

The vaccine registration rate in the Taos County is second only to Los Alamos and the vaccination rate is well above average.

Summary 3/19:

- Nationally, cases were down 16% in the last seven days, down 7% in New Mexico, but up 39% in Taos County.
- The average daily case count in NM has plateaued at 205 cases per day last week.
- Current hospitalizations have also plateaued, the 7-day average is 128. Down from a peak of 932 on Dec 8.
- Average deaths per day in NM decreased to 5 per day. Having peaked at 36 on Dec 17.
- There have been no deaths reported among Taos County residents for four weeks. The total remains at 49.
- Testing in Taos County decreased to 964 tests from 1,230 tests the previous week.
- The crude 14-day positivity rate remained stable at 2.0%. The crude case rate is at 3.1 cases per day (14-day avg), above the gating target of 2.64. If this situation persists and is confirmed by NMDoH next week, Taos County would remain yellow. There is a slim possibility Taos County could go green. The next NM DoH Red-to-Green data update will be published on Wednesday, March 24.
- Taos County has the second highest vaccine registration rate in the state and one of the higher vaccine rates.

Notice to local businesses not having yet verified COVID safe requirements, is being sent out again, before enforcement review of required COVID safe documentation. Under the health order, the following is required to conduct business during the COVID pandemic:

- **Village businesses must provide record that be Safe Certified by November 15, 2020**
- **Village businesses must provide record that all employees have taken the Taos Ski Valley COVID Safe Pledge**
- **Village businesses must provide record that all employees are tested within a week of beginning work.**
- **Village businesses must provide record that all employees complete COVID screening daily.**
- **Village businesses must provide record that all employees are tested randomly during the season (15%/2weeks).**
- **All lodging business must provide record that guests have been screened and informed of the New Mexico's Public Health Mandate.**

The Chamber facilitated screening and testing fills most of the requirements of the Health Orders and simplifies the records requirement for Village review. The last random testing event is scheduled for Thursday 3/25 10am-12pm We will continue to monitor the New Mexico County COVID status map as it updated every two weeks. When a county moves to a less restrictive level, it may begin operating at that level immediately upon the update to the map. If a county moves back to a more restrictive level, it will begin operating at that level of restriction within 48 hours after the update to the map.

Counties at the RED level are those with a new COVID-19 case incident rate of greater than eight (8) cases per 100,000 inhabitants during the most recent two-week period *and* an average percent of positive COVID-19 test results over the most recent 14-day period greater than 5%.

Facility Undergrounding

The Kit Carson Electric Cooperative continues to be scheduled mid-April for beginning undergrounding electric and fiber into the Village provided conduit along project roads, Emma and Gerson in Amizette.

The permit for trenching on the south side of NM150 submitted to NM Department of Transportation by KCEC last summer has been under review with US Forest Service and NMDOT Environmental before our contractor can start work.

Recent conversations with KCEC have the April construction season as the target date to meet with the Village for a public presentation of the electric undergrounding project and projections to start for the summer construction season.

Although residents are free to use Village contractors, they should be engaged independently by the private owners to finish the connection to their homes. Procurement restrictions do not allow the government to be an agent of the contractor to provide services to private property.

Alternatively, once the underground service is available near a property, the five steps to connecting underground are:

The Owner to engage a contract electrician for work on their property,
Then together contact Kit Carson Electrical Cooperative with the meter number and request an *upgrade to an underground service*, **KCEC** and the electrician will contact the Village for underground permitting and start credit request for public Right Of Way work,
Proceed with underground work and connect to the underground service,
Make the credit application for the portion of work done in the public ROW. If the property is undeveloped, the request is for a new service.

WWTP

Reporting to the project agency is underway and requires detailed preparation and will require Council approval next month. The continued corrections to the plant are still under warranty. As of last reporting, ongoing work for the Waste Water Treatment Plant includes continued optimized efficiency of the Ovivo System along with ongoing training. Ovivo engineers and technicians are in contact to address system operations issues including monitoring programs, improving the ultra violet treatment and plumbing corrections. Optimizing system pressure to handle the changes in volume produced at different times of the week, season and year.

The upgraded Waste Water Treatment Plant was needed for system expansion, protecting the water conditions of the area. This is required for the increased demands on the system.

In order to increase capacity needed within limited space and funding, a mechanical system was selected by Village for the Waste Water System upgrade. This system has many considerations beyond that of the traditional plant. Ensuring that sewer waste entering the system is protected against grease deposits also will help the efficiency of the MBR system. This may require updating the ordinances so that any likely source of grease contaminants is excluded from the system

Sauder Miller and Associates have been contracted as emergency backup for certified staffing and have completed review and training preparation. Along with periodic review of plant operations the introduction to the Village system allows them to respond in an emergency.

Also, pending is the requirement for Arts in Public Places, that is a condition of our funding sources.

Anthony Martinez, Director of Public Works (field report)

Kachina Water Booster Station

The temporary pump station upgrades allow for remote automatic operation between the pumps and tank equipment. The temporary pump station is operational and can receive remote commands through the fiber installation. The temporary pump station has an expected life of less than two year and a permanent Kachina Water Booster Station is required for use of the Kachina Water Tank.

The Village Reauthorization request is contained in HB 296 of the NM 2021 Legislature so that unused Gunsite planning award is requested to be moved to the construction of the Kachina Water Booster station construction. A request for additional outlay is before the state legislature for the Kachina Water Booster Station construction and another for the water distribution lines in Kachina. Efforts to secure funding for the Kachina Water Boosting Station are of primary importance for any future use of the Kachina Water Tank. We had some success in obtaining legislative capital funding for planning and design last year and that Request for Proposals is being reviewed for posting.

Anthony Martinez, Director of Public Works (field report)

Village Hall Complex –

A temporary trailer housing the Public Safety Office for over 20 years, is no longer in use and will be presented to Council for surplus. The office assignment of the Police Department is a workable start to further developing Village Offices at the “Taos Mountain Lodge” location.

Also, application for a grant for an Administration Office is under consideration by the Office of the State Fire Marshal. The advantages of having an Office for Fire/EMS Administration located on site are multi-faceted. Beyond increasing the certified staff available to respond to fires, the administration staff is able to inspect building for compliance and investigate fire emergencies. Housing the Fire Administrative Office on site allows the Main Fire Station to have overnight bunking for staff near the equipment. Fire Department staffing and training leads to better Insurance Services Office ratings for the community.

Additionally with the establishment of an Administrative Office there is opportunity for increased Fire Grant funding next fiscal year. This is funding that can be used for training, equipment and buildings which all count to improving the Village ISO rating.

Dealing with the COVID restrictions has demonstrated that temporary offices can be operational in the previous EMT unit, which would allow bunking at the station again. The Building Inspector and Police Offices are currently housed in Village units. The Village office is operating with a fraction of personnel under the latest restrictions and some apartment units are doubling as temporary remote offices to allow for distancing.

The long sought after, Certificate of Occupancy has been obtained from Construction Industries Division for a change of occupancy classification (Hotel Lodging) to (Apartments). A request to allow housing compensation as part of the salary structure is anticipated for the April Council Meeting.

TIDD – Progress of the TIDD project - Thunderbird/Ernie Blake Roads nears completion with some adjustments to drainage work needing to wait for the spring. The drainage options for northern portion of Thunder Bird road need further review before construction. Project Meetings are on hold until construction season.

Patrick Nicholson; Director of Planning and Community Development (field report)

Items

- Following the fiscal mid-year Budget Review in January, we have consulted the Village Financial Advisor for input to create a Financial Plan model. We have narrowed the scope of specification for an estimate of work but still would like further review before engaging professional services (agenda item). We are scheduled to hear more from TSVI in the next weeks for what would be helpful reporting.
We should have an understanding of how a reduced season opening translates into revenue and expenses for estimating Village operational status for the rest of the fiscal year. The model should allow for different assumptions to be input for testing projects and plans by allowing changes in financial information and project plans.
- The yearly Budget Work Shop is anticipated for the morning of 4/27 10am – 12pm before the Council Meeting that day.
- A public presentation Work Shop for Council is also expected for 2pm April 13, to hear the conceptual plan for an entry road from NM 150 to Twining Road by Taos Ski Valley Inc.
- Through the efforts of the Village Clerk Office the Village has been getting better cooperation and compliance from Short Term Rental owners for business registration and Lodgers Tax filing. According to a Study conduct for NM Hospitality Association approximately 40% of Short Term Rentals do not report GRT or Lodgers Tax.

NOTE From NM Hospitality and Tourism service: *The outbreak of COVID-19 (caused by the coronavirus) may have impacted vacation rental tax filing due dates in New Mexico. Please consult your local tax authority for specific details.*

“ Airbnb, HomeAway, and VRBO have changed the way vacationers travel. More and more guests are choosing to rent private homes rather than book hotels. With a bounty of popular destinations including Santa Fe and Taos, The Land of Enchantment offers prospective short-term rental hosts the opportunity to bring in extra income and meet new people.

But new income opportunities bring new tax implications. Like hotel, motel, and B&B stays, short-term rentals in New Mexico are subject to tax. Tax authorities expect short-term vacation rental hosts to collect short-term rental taxes from their guests and remit them to the proper authorities. Failure to comply with state and local tax laws can result in fines and interest penalties”.

Short-term Rental Tax Basics

When you start operating a short-term rental, you may not have experience with lodging taxes, but you are probably familiar with income tax. It's important to understand the difference between the two.

Income taxes are reported and paid annually to the federal and many state governments on "taxable" income, which is income after allowed expense deductions. You pay this tax directly to the government.

In contrast, a lodging tax on a short-term rental is a percentage of the cost of your guest's stay that is added to the price of the bill. The guest pays the tax, but you are responsible for collecting the tax and paying it to the proper tax authority.

Taxes on short-term rentals can be known as gross receipts tax, transient tax, lodgers' tax, occupancy tax, sales tax, bed tax, tourist tax, and more. In New Mexico, the total tax rate you charge your guest is made up of many different taxes required by the state and/or local entities such as counties, cities, and towns.

What is the definition of "short-term rental" in New Mexico?

Short-term rentals in New Mexico are those used for transient accommodation rather than a main place to live. It is important to note that the definition of short-term rentals may vary from location to location. Check with your local tax authority for the most up-to-date information.

Who is required to collect and file taxes on short-term rentals in New Mexico?

If you collect payment from short-term guests renting out a room, apartment, house, or other dwelling, you're likely responsible for collecting, filing, and remitting short-term rental taxes to New Mexico authorities. You may be the property owner, a renter subletting a room, a third-party property management firm, or other party.

Council Notes for March 23 ,2021 Meeting:

Revenues:

GRT : This month last year: \$239,931 This month this Year: \$236,440

Last Year YTD: \$1,076,675 This Year YTD: \$1,120,694

The TIDD received \$63,774 in March for January collections

Lodgers Tax:

This month last year: \$111,590 This Month this year: \$42,558

YTD Last year: \$ 313,558 YTD This year YTD: \$171,877

REVENUES:

- We received \$ XXXXXXXX in hold harmless GRT revenue in March which will be transferred to the USDA fund for monthly loan payments on WWTP. Note that we did not receive GRT in August or October of 2019, so the comparison is skewed. GRT is only being posted in the general fund.
- Combined Water and sewer sales continue down 22%.
- Business licenses are up over 400%. The Village sent out a letter requesting all Air B&B, VROB and rental properties register as a business within the Village.
- Lodger's tax collections are down 46%
- Solid Waste collections are down 9.5%
- Building permits and plan review revenues are both up
- Interest revenues continue down 90%
- Village received \$2,021 in property tax collections in March. YTD collections \$380,774. Up 7%.

- **EXPENSES:**

All changes in expenses have been reviewed at previous meetings.

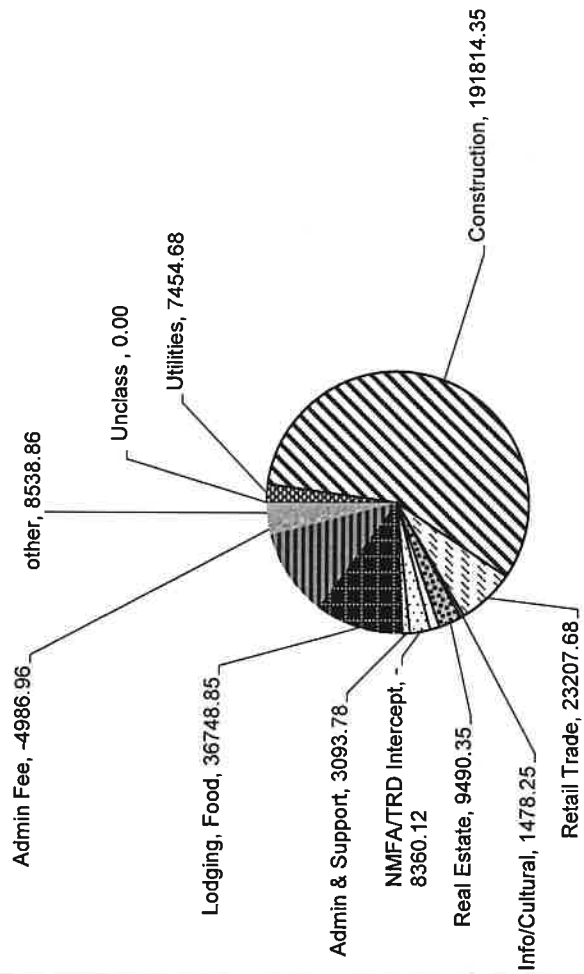
NOTE: We are operating in the positive with an ending balance of \$6306 as of February 28, 2021.

OTHER:

The Village was selected for a random audit by the department of Workforce Solutions NM to verify payroll, W-2's and 1099 information from 2019. I want to thank Lisa Olsen the Village bookkeeper for completing the audit with no findings. Great job Lisa!

GRT for March was received on 3/22/21. Note that the TRD has consolidated the distributions into Municipal funds only. Therefore calculations will need to be done to segregate the Hold Harmless, Roads and infrastructure amounts to support debt service payments and roads fund.

Village of Taos Ski Valley Gross Receipts Distribution March, 2021



Admin Fee	4,986.96	Unclassified	853.86	Unclassified	853.86
Admin & Support	309.78	Unclassified	853.86	Unclassified	853.86
Info/Cultural	147.25	Unclassified	853.86	Unclassified	853.86
Real Estate	949.35	Unclassified	853.86	Unclassified	853.86
Retail Trade	2,320.68	Unclassified	853.86	Unclassified	853.86
Construction	19,181.35	Unclassified	853.86	Unclassified	853.86
Lodging, Food	3,674.85	Unclassified	853.86	Unclassified	853.86
Utilities	745.68	Unclassified	853.86	Unclassified	853.86
other	853.86	Unclassified	853.86	Unclassified	853.86
NMFA/TRD Intercept	8360.12	Unclassified	853.86	Unclassified	853.86

VILLAGE OF TAOS SKI VALLEY

GROSS RECEIPTS & LODGER'S TAX COLLECTION SUMMARY

Gross Receipts Tax

CURRENT RATE = 9.25%

GROSS RECEIPTS

	July	August	September	October	November	December	January	February	March	April	May	June
FY 2010	\$32,800.00	\$38,773.70	\$39,381.43	\$61,759.08	\$56,887.02	\$54,858.12	\$42,174.35	\$223,797.16	\$189,376.01	\$176,576.34	\$221,448.63	\$59,190.36
YTD	\$32,800.00	\$71,573.70	\$110,955.13	\$172,714.21	\$229,601.23	\$284,459.35	\$326,633.70	\$550,430.86	\$739,806.87	\$916,383.21	\$1,137,831.84	\$1,197,022.20
FY 2011	\$31,002.86	\$62,982.96	\$26,127.83	\$33,610.96	\$60,913.74	\$74,949.02	\$42,282.39	\$171,246.82	\$139,053.09	\$142,336.03	\$154,287.41	\$27,928.23
YTD	\$31,002.86	\$93,985.82	\$120,113.65	\$153,724.61	\$214,638.35	\$289,587.37	\$331,869.76	\$503,116.58	\$642,169.67	\$784,505.70	\$938,793.11	\$966,721.34
FY 2012	\$64,073.01	\$26,203.38	\$23,181.89	\$42,430.30	\$60,186.45	\$32,954.89	\$47,797.29	\$207,267.40	\$162,805.78	\$182,358.83	\$200,924.87	\$42,673.54
YTD	\$64,073.01	\$90,276.39	\$113,458.28	\$155,888.58	\$216,075.03	\$249,029.92	\$296,827.21	\$504,094.61	\$666,900.39	\$849,259.22	\$1,050,184.09	\$1,092,857.63
FY 2013	\$36,835.14	\$20,863.12	\$45,705.38	\$27,699.69	\$66,674.98	\$48,677.59	\$50,727.81	\$178,549.60	\$163,125.28	\$166,032.40	\$203,817.88	\$21,818.85
YTD	\$36,835.14	\$57,698.26	\$103,403.64	\$131,103.33	\$197,778.31	\$246,455.90	\$297,183.71	\$475,733.31	\$638,858.59	\$804,890.99	\$1,008,708.87	\$1,030,527.72
FY 2014	\$32,785.51	\$20,399.76	\$33,382.63	\$32,521.83	\$42,153.17	\$47,625.85	\$41,859.55	\$187,697.06	\$165,940.26	\$157,119.60	\$217,538.39	\$33,070.40
YTD	\$32,785.51	\$53,185.27	\$86,567.90	\$119,089.73	\$161,242.90	\$208,868.75	\$250,728.30	\$438,425.36	\$604,365.62	\$761,485.22	\$979,023.61	\$1,012,094.01
FY 2015	\$50,101.37	\$20,302.81	\$45,180.40	\$67,963.83	\$54,978.94	\$102,903.79	\$88,137.83	\$228,895.80	\$200,123.07	\$208,944.00	\$231,566.84	\$70,845.96
YTD	\$50,101.37	\$70,404.18	\$115,584.58	\$183,548.41	\$238,527.35	\$341,431.14	\$429,568.97	\$658,464.77	\$858,587.84	\$1,067,531.84	\$1,299,098.68	\$1,369,944.64
FY 2016	\$37,891.82	\$20,239.04	\$97,742.38	\$25,839.07	\$197,397.64	\$95,985.99	\$224,614.99	\$103,161.00	\$166,682.00	\$180,838.00	\$201,624.53	\$38,366.93
YTD	\$37,891.82	\$58,130.86	\$155,873.24	\$181,712.31	\$379,109.95	\$475,095.94	\$699,710.93	\$802,871.93	\$969,553.93	\$1,150,391.93	\$1,352,016.46	\$1,390,383.39
FY 2017	\$119,909.94	\$55,423.48	\$87,873.13	\$142,357.47	\$41,995.22	\$148,618.10	\$142,636.32	\$187,613.18	\$204,129.97	\$165,451.68	\$208,890.93	\$76,774.96
YTD	\$119,909.94	\$175,333.42	\$263,206.55	\$405,564.02	\$447,559.24	\$596,177.34	\$738,813.66	\$926,426.84	\$1,130,556.81	\$1,296,008.49	\$1,504,899.42	\$1,581,674.38
FY 2018	\$29,864.17	\$48,702.07	\$58,630.68	\$75,354.62	\$89,599.77	\$118,550.59	\$207,717.57	\$250,972.85	\$212,959.98	\$187,022.24	\$243,419.70	\$35,925.42
YTD	\$29,864.17	\$78,566.24	\$137,196.92	\$212,551.54	\$302,151.31	\$420,701.90	\$628,419.47	\$879,392.32	\$1,092,352.30	\$1,279,374.54	\$1,522,794.24	\$1,558,719.66
FY2019	\$54,483.94	\$55,106.22	\$86,640.50	\$136,554.40	\$141,644.03	\$189,464.82	\$258,317.57	\$323,305.93	\$301,671.26	\$252,340.78	\$319,694.92	\$86,838.09
YTD	\$54,483.94	\$109,590.16	\$196,230.66	\$332,785.06	\$474,429.09	\$663,893.91	\$922,211.48	\$1,245,517.41	\$1,547,188.67	\$1,799,529.45	\$2,119,224.37	\$2,206,052.46
FY2020	\$73,181.77		\$83,775.61		\$88,409.53	\$146,106.99	\$125,934.38	\$319,335.98	\$239,931.17	\$274,561.13	\$264,594.35	\$36,980.50
YTD	\$73,181.77	\$73,181.77	\$156,957.38	\$156,957.38	\$245,366.91	\$391,473.90	\$517,408.28	\$836,744.26	\$1,076,675.43	\$1,351,236.56	\$1,615,830.91	\$1,652,811.41
FY2021	\$68,159.90	\$74,233.88	\$46,486.94	\$82,049.26	\$89,940.38	\$149,265.06	\$122,193.28	\$251,925.28	\$236,440.15			
YTD	\$68,159.90	\$142,393.78	\$188,880.72	\$270,929.98	\$360,870.36	\$510,135.42	\$632,328.70	\$884,253.98	\$1,120,694.13			

Current month GRT collections reflects money generated 2 months prior.

* NOTE: Feb 2007-Sept. 2012: Includes NMFA loan pay deduction- Note starts again Aug 2016

LODGERS' TAX

CURRENT RATE = 5% 7/01/04 thru Current the tax rate is 5%; 2/97 thru 6/04 tax rate was 4.5%

	July	August	September	October	November	December	January	February	March	April	May	June
FY 2010	\$6,555.17	\$6,692.88	\$6,626.34	\$2,464.04	\$3,071.98	\$3,065.62	\$58,358.23	\$53,226.27	\$63,632.42	\$73,788.32	\$5,154.71	\$2,591.00
YTD	\$6,555.17	\$13,248.05	\$19,874.39	\$22,338.43	\$25,410.41	\$28,476.03	\$86,834.26	\$140,060.53	\$203,692.95	\$277,481.27	\$282,635.98	\$285,226.98
FY 2011	\$3,799.08	\$5,779.40	\$4,203.94	\$4,540.58	\$826.80	\$4,048.19	\$48,139.08	\$38,771.02	\$56,737.62	\$53,736.46	\$1,376.99	\$1,907.76
YTD	\$3,799.08	\$9,578.48	\$13,782.42	\$18,323.00	\$19,149.80	\$23,197.99	\$71,337.07	\$110,108.09	\$166,845.71	\$220,582.17	\$221,959.16	\$223,866.92
FY 2012	\$5,123.77	\$5,559.34	\$7,292.78	\$3,573.23	\$2,125.17	\$25,832.86	\$57,242.46	\$54,829.42	\$66,115.91	\$72,972.48	\$6,978.68	\$4,665.17
YTD	\$5,123.77	\$10,683.11	\$17,975.89	\$21,549.12	\$23,674.29	\$49,507.15	\$106,749.61	\$161,579.03	\$227,694.94	\$300,667.42	\$307,646.10	\$312,311.27
FY 2013	\$3,611.20	\$6,647.21	\$6,362.49	\$6,914.30	\$3,587.06	\$4,412.71	\$41,548.72	\$58,051.35	\$69,819.08	\$65,779.34	\$2,387.53	\$1,223.37
YTD	\$3,611.20	\$10,258.41	\$16,620.90	\$23,535.20	\$27,122.26	\$31,534.97	\$73,083.69	\$131,135.04	\$200,954.12	\$266,733.46	\$269,120.99	\$270,344.36
FY 2014	\$2,832.98	\$7,754.90	\$7,045.56	\$19,777.25	\$4,319.60	\$4,888.83	\$54,643.19	\$58,342.34	\$68,032.70	\$67,580.97	\$4,688.03	\$1,953.28
YTD	\$2,832.98	\$10,587.88	\$17,633.44	\$37,410.69	\$41,730.29	\$46,619.12	\$101,262.31	\$159,604.65	\$227,637.35	\$295,218.32	\$299,906.35	\$301,859.63
FY 2015	\$2,492.93	\$6,804.83	\$15,377.68	\$9,451.74	\$6,196.45	\$7,739.68	\$48,605.50	\$66,074.56	\$67,834.16	\$75,221.00	\$5,450.60	\$1,138.28
YTD	\$2,492.93	\$9,297.76	\$24,675.44	\$34,127.18	\$40,323.63	\$48,063.31	\$96,668.81	\$162,743.37	\$230,577.53	\$305,798.53	\$311,249.13	\$312,387.41
FY 2016	\$3,159.70	\$22,368.20	\$9,450.74	\$5,746.17	\$4,197.87	\$9,297.58	\$53,807.00	\$72,513.85	\$76,593.23	\$71,244.05	\$3,250.86	\$2,501.47
YTD	\$3,159.70	\$25,527.90	\$34,978.64	\$40,724.81	\$44,922.68	\$54,220.26	\$108,027.26	\$180,541.11	\$257,134.34	\$328,378.39	\$331,629.25	\$334,130.72
FY 2017	\$3,312.79	\$6,428.45	\$20,520.20	\$6,104.38	\$4,731.31	\$5,975.60	\$52,006.45	\$57,922.20	\$70,032.91	\$81,036.07	\$5,683.84	\$3,145.21
YTD	\$3,312.79	\$9,741.24	\$30,261.44	\$36,365.82	\$41,097.13	\$47,072.73	\$99,079.18	\$157,001.38	\$227,034.29	\$308,070.36	\$313,754.20	\$316,899.41
FY 2018	\$26,463.06	\$13,960.76	\$11,225.88	\$8,960.06	\$6,207.19	\$6,521.15	\$71,990.70	\$56,655.53	\$68,454.45	\$74,080.27	\$1,667.88	\$3,332.25
YTD	\$26,463.06	\$40,423.82	\$51,649.70	\$60,609.76	\$66,816.95	\$73,338.10	\$145,328.80	\$201,984.33	\$270,438.78	\$344,519.05	\$346,186.93	\$349,519.18
FY2019	\$8,692.23	\$17,791.85	\$15,936.00	\$15,977.48	\$11,905.77	\$18,255.86	\$89,403.18	\$100,794.38	\$105,205.05	\$122,892.45	\$12,426.36	\$5,097.57
YTD	\$8,692.23	\$26,484.08	\$42,420.08	\$58,397.56	\$70,303.33	\$88,559.19	\$177,962.37	\$278,756.75	\$383,961.80	\$506,854.25	\$519,280.61	\$524,378.18
FY2020	\$9,107.40	\$23,176.76	\$18,926.00	\$18,538.79	\$15,121.36	\$16,682.78	\$100,415.47	\$111,589.79	\$111,413.82	\$68,226.73	\$472.24	-\$453.54
YTD	\$9,107.40	\$32,284.16	\$51,210.16	\$69,748.95	\$84,870.31	\$101,553.09	\$201,968.56	\$313,558.35	\$424,972.17	\$493,198.90	\$493,671.14	\$493,217.60
FY2021	\$8,171.37	\$15,170.58	\$12,836.91	\$17,194.52	\$14,423.38	\$6,232.00	\$55,290.11	\$42,558.00				
YTD	\$8,171.37	\$23,341.95	\$36,178.86	\$53,373.38	\$67,796.76	\$74,028.76	\$129,318.87	\$171,876.87				

FY2021 TIDD GRT Distribution

Date	VTSV Increment	State Increment	Admin Fees	Pay Backs	Total TIDD	NMFA Offset	Hold Harmless GRT	VTSV Cash Received/with HH GRT (NOT offset)
7/15/2019						5,763.47	5,858.88	73,181.77
8/15/2019	272,687.44	215,661.55	(4,212.13)	(36,366.03)	447,770.83	0	8,105.89	
9/15/2019	30,265.12	23,935.84	(431.54)		53,769.42	5,763.47	12,253.08	83,775.61
10/15/2019	141,503.60	111,911.70	(2,017.63)		251,397.67		12,227.32	
11/15/2019	108,856.25	86,091.61	(1,552.12)		193,395.74	5,763.47	22,260.26	88,409.53
12/15/2019	128,456.56	101,593.02	(1,831.61)		228,217.97	5,763.47	28,259.38	146,106.99
1/15/2020	42,657.99	33,737.63	(608.24)		75,787.38	5,763.47	17,729.60	125,934.38
2/15/2020	173,971.75	137,687.40	(2,479.55)		309,179.60	5,763.47	50,171.94	319,335.98
3/15/2020	161,252.97	127,558.09	(2,298.94)		286,512.12	5,763.47	40,865.62	239,931.17
4/15/2020	164,971.45	130,471.77	(2,352.25)		293,090.97	5,763.47	46,099.11	274,561.00
5/16/2020						5,763.47	25,126.64	264,594.35
6/15/2020	68,174.02	53,918.50	(972.05)	(39,298.71)	81,821.76	5,763.47	11,264.55	36,980.50
TOTAL FY20	1,292,797.15	1,022,567.11	(18,756.06)	(75,664.74)	2,220,943.46	57,634.70	280,222.27	1,652,811.28
7/15/2020	33,001.75	26,100.24	(470.56)		58,631.43	5,763.47	10,955.34	68,159.90
8/15/2020	91,310.13	72,214.82	(1,301.95)		162,223.00	5,763.47	17,351.58	74,233.88
9/15/2020	4,754.39	3,760.14	(67.80)		8,446.73	5,763.47	5,914.84	46,486.94
10/15/2020						5,763.47	9,054.12	82,049.26
11/15/2020	41,033.88	32,452.60	(585.07)	(5,287.34)	67,614.07	5,763.47	13,955.88	89,940.88
12/15/2020	42,857.41	33,894.84	(611.07)		76,141.18	5,763.47	20,107.93	149,265.05
1/15/2021	25,691.54	19,586.12	(366.32)		45,643.98	5,763.47	15,674.26	122,193.28
2/16/2021	20,570.43	16,268.94	(293.30)		36,546.07	5,763.47	28,223.93	251,925.28
3/22/2021	35,997.19	28,455.45	(677.71)		63,774.93	5,763.47	25,000.00	236,440.00
TOTAL FY21	295,216.72	232,733.15	(4,373.78)	(5,287.34)	519,021.39	51,871.23	146,237.88	1,120,694.47
TOTAL FY2016-FY2021	4,252,088.56	3,345,509.85	(62,629.60)	(80,952.08)	7,454,749.37	326,926.08	853,501.16	8,861,661.85

estimated

Village Baseline

Month GRT is Generated	Month GRT is Reported to State	Mth GRT is distributed fr State to Entities	Total	State	Village
December	January	February	371,622.37	201,645.53	169,976.84
January	February	March	328,741.64	178,378.07	150,363.57
February	March	April	310,404.18	168,428.01	141,976.17
March	April	May	429,910.95	233,273.42	196,637.53
April	May	June	64,234.89	34,854.41	29,380.48
May	June	July	93,353.53	50,654.43	42,699.09
June	July	August	40,142.02	21,781.41	18,360.61
July	August	September	89,560.14	48,596.11	40,964.03
August	September	October	134,697.23	73,087.89	61,609.34
September	October	November	108,590.92	58,922.38	49,668.54
October	November	December	204,035.98	110,711.70	93,324.28
November	December	January	174,517.70	94,694.82	79,822.88
Total	Total	Total	2,349,811.54	1,275,028.17	1,074,783.36

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03/10/21

Cash Basis

VILLAGE OF TAOS SKI VALLEY

Profit & Loss Prev Year Comparison

July 2020 through February 2021

	Jul '20 - Feb 21	Jul '19 - Feb 20	\$ Change	% Change
Ordinary Income/Expense				
Income				
4012 · REVENUE - Water Sales	99,532.59	128,022.92	-28,490.33	-22.3%
4013 · Revenue - Sewer	380,083.16	512,088.74	-132,005.58	-25.8%
4018 · REVENUE- GRT HB 6	760.01	316.65	443.36	140.0%
4019 · REVENUE-Hold Harmless GRT	124,239.39	140,767.71	-16,528.32	-11.7%
4020 · REVENUE - GRT MUNICIPAL	218,399.22	331,272.33	-112,873.11	-34.1%
4021 · REVENUE - GRT - STATE	623,422.72	287,523.29	335,899.43	116.8%
4022 · REVENUE - GRT - ENVIRONMENT	0.00	14,662.33	-14,662.33	-100.0%
4023 · REVENUE - GRT - INFRASTRUCTURE	0.00	58,651.63	-58,651.63	-100.0%
4025 · REVENUE - LIQUOR LICENSES	215.00	250.00	-35.00	-14.0%
4026 · REVENUE - BUSINESS LICENSE	3,990.00	735.00	3,255.00	442.9%
4027 · REVENUE - OTHER	55,099.14	77,586.85	-22,487.71	-29.0%
4028 · REVENUE - GASOLINE TAX	3,586.90	3,616.25	-29.35	-0.8%
4029 · REVENUE - LODGER'S TAX	171,877.39	313,558.35	-141,680.96	-45.2%
4031 · REVENUE - PARKING FINES	650.00	600.00	50.00	8.3%
4034 · REVENUE - MOTOR VEHICLE FEES	11,545.48	9,724.04	1,821.44	18.7%
4035 · REVENUE - BUILDING PERMITS	32,947.57	14,049.55	18,898.02	134.5%
4036 · REVENUE - Licenses/Permits Other	480.00	60.00	420.00	700.0%
4037 · REVENUE - GENERAL GRANTS	381,223.75	111,800.00	269,423.75	241.0%
4040 · REVENUE - WATER CONNECTION FEES	8,598.69	0.00	8,598.69	100.0%
4041 · REVENUE - SEWER CONNECTION FEES	6,924.13	0.00	6,924.13	100.0%
4046 · REVENUE - SOLID WASTE FEE	42,694.17	47,196.86	-4,502.69	-9.5%
4047 · REVENUE - OTHER OPERATING	1,906.07	17,162.37	-15,256.30	-88.9%
4049 · REVENUE - FIRE GRANTS	101,958.80	97,736.80	4,222.00	4.3%
4050 · REVENUE - IMPACT FEES	10,458.76	0.00	10,458.76	100.0%
4053 · REVENUE - GRT MUN CAP OUTLAY 1/4	0.00	58,651.63	-58,651.63	-100.0%
4056 · REVENUE - LEGISLATIVE APPROPRI.	0.00	1,316,022.16	-1,316,022.16	-100.0%
4058 · Plan Review Fees	9,205.47	3,674.47	5,531.00	150.5%
4060 · WTB FY2016 revenue	0.00	461,437.95	-461,437.95	-100.0%
4100 · Miscellaneous Revenues				
4101 · Sale of Fixed Assets	0.00	26,591.00	-26,591.00	-100.0%
4110 · Misc Revenue- TIDD reimburse	5,036.88	11,061.38	-6,024.50	-54.5%
Total 4100 · Miscellaneous Revenues	5,036.88	37,652.38	-32,615.50	-86.6%
4190 · Rental Fees				
7004 · REVENUE - FINANCE CHARGE ON W/S	11,550.00	0.00	11,550.00	100.0%
7005 · REVENUE - INTEREST INCOME	1,724.37	1,561.41	162.96	10.4%
7006 · REVENUE - INVESTMENT INTEREST	7,528.65	74,639.30	-67,110.65	-89.9%
7007 · REVENUE - INTEREST IMPACT FEES	6,301.35	3,501.46	2,799.89	80.0%
7010 · REVENUE - AD VALOREM TAX	35.29	181.39	-146.10	-80.5%
9000 · BEG. BALANCE	378,752.52	353,235.10	25,517.42	7.2%
	0.00	0.00	0.00	0.0%
Total Income	2,700,727.47	4,477,938.92	-1,777,211.45	-39.7%
Gross Profit	2,700,727.47	4,477,938.92	-1,777,211.45	-39.7%

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03/10/21

Cash Basis

VILLAGE OF TAOS SKI VALLEY

Profit & Loss Prev Year Comparison

July 2020 through February 2021

Expense	Jul '20 - Feb 21	Jul '19 - Feb 20	\$ Change	% Change
4082 · DEBT SERV - 2007 WWTP LOAN PRIN	94,291.21	93,173.13	1,118.08	1.2%
4083 · DEBT SERV. - 2007 WWTP LOAN INT	6,995.92	8,114.00	-1,118.08	-13.8%
6100 · Salary and Benefits				
6112 · SALARIES - STAFF	686,436.14	760,541.23	-74,105.09	-9.7%
6113 · SALARIES - ELECTED	23,635.26	23,635.26	0.00	0.0%
6114 · SALARIES - PART TIME	3,055.00	0.00	3,055.00	100.0%
6115 · Overtime salaries	4,955.22	13,153.52	-8,198.30	-62.3%
6121 · WORKER'S COMP INSURANCE	20,514.44	18,724.00	1,790.44	9.6%
6122 · HEALTH INSURANCE	135,727.50	136,180.90	-453.40	-0.3%
6125 · FICA EMPLOYER'S SHARE	43,787.06	60,098.35	-16,311.29	-27.1%
6126 · WORKMAN'S COMP PERSONAL ASSESS	167.70	184.90	-17.20	-9.3%
6127 · SUTA STATE UNEMPLOYMENT	765.89	975.82	-209.93	-21.5%
6128 · PERA Employer Portion	63,856.35	64,762.13	-905.78	-1.4%
6130 · HEALTH INCENTIVE - SKI PASS/GYM	600.00	1,551.88	-951.88	-61.3%
6133 · Life Insurance	647.53	655.29	-7.76	-1.2%
6134 · Dental Insurance	8,689.79	8,642.91	46.88	0.5%
6135 · Vision Insurance	1,532.52	1,447.82	84.70	5.9%
6136 · FICA -EMPLOYER SHARE MEDICARE	10,240.50	0.00	10,240.50	100.0%
Total 6100 · Salary and Benefits	1,004,610.90	1,090,554.01	-85,943.11	-7.9%
6220 · OUTSIDE CONTRACTORS	642,454.83	6,512,053.83	-5,869,599.00	-90.1%
6225 · ENGINEERING	81,660.66	274,261.14	-192,600.48	-70.2%
6230 · LEGAL SERVICES	84,367.07	61,267.17	23,099.90	37.7%
6242 · ACCOUNTING	9,428.18	10,195.80	-767.62	-7.5%
6244 · AUDIT	33,441.25	19,088.42	14,352.83	75.2%
6251 · WATER PURCHASE, STORAGE	288.45	287.04	1.41	0.5%
6252 · INTERNET	2,029.32	175.30	1,854.02	1,057.6%
6253 · ELECTRICITY	57,459.11	18,514.51	38,944.60	210.4%
6254 · PROPANE	0.00	1,678.27	-1,678.27	-100.0%
6256 · TELEPHONE	11,530.41	12,037.68	-507.27	-4.2%
6257 · RENT PAID	0.00	4,440.53	-4,440.53	-100.0%
6258 · WATER CONSERVATION FEE	225.97	300.67	-74.70	-24.8%
6259 · Natural Gas	6,079.35	1,511.45	4,567.90	302.2%
6270 · LIABILITY & LOSS INSURANCE	88,542.83	65,446.56	23,096.27	35.3%
6310 · Advertising	739.08	476.31	262.77	55.2%
6312 · CHEMICALS & NON DURABLES	7,898.41	9,542.62	-1,644.21	-17.2%
6313 · MATERIAL & SUPPLIES	73,353.82	49,687.46	23,666.36	47.6%
6314 · Dues/fees/registration/renewals	5,988.31	5,077.68	910.63	17.9%
6315 · BANK CHARGES	1,344.71	1,498.22	-153.51	-10.3%
6316 · Software	6,964.78	1,217.37	5,747.41	472.1%
6317 · Personal Protective Equipment	9,971.71	1,595.58	8,376.13	525.0%
6318 · Postage	1,507.90	1,328.75	179.15	13.5%
6319 · Election Expense	0.00	600.40	-600.40	-100.0%
6320 · EQUIPMENT REPAIR & PARTS	22,971.08	36,814.42	-13,843.34	-37.6%
6321 · BUILDING MAINTENANCE	45.14	21.84	23.30	106.7%

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03/10/21

Cash Basis

VILLAGE OF TAOS SKI VALLEY

Profit & Loss Prev Year Comparison

July 2020 through February 2021

	Jul '20 - Feb 21	Jul '19 - Feb 20	\$ Change	% Change
6322 · SMALL EQUIP & TOOL PURCHASES	24,074.30	9,922.87	14,151.43	142.6%
6323 · SYSTEM REPAIR & PARTS	0.00	135.10	-135.10	-100.0%
6331 · OUTSIDE TESTING SERVICES	2,941.70	67.65	2,874.05	4,248.4%
6332 · EQUIPMENT RENTALS	7,985.00	0.00	7,985.00	100.0%
6417 · VEHICLE MAINTENANCE	11,775.92	25,278.00	-13,502.08	-53.4%
6418 · FUEL EXPENSE	13,118.84	21,058.46	-7,939.62	-37.7%
6432 · TRAVEL & PER DIEM	0.00	3,767.32	-3,767.32	-100.0%
6433 · Travel & PD Elected Officials	0.00	478.43	-478.43	-100.0%
6434 · TRAINING	1,283.41	3,234.51	-1,951.10	-60.3%
6435 · Training Elected Officials	0.00	350.00	-350.00	-100.0%
6560 · Payroll Expenses	0.00	0.00	0.00	0.0%
6570 · Other Operations Expenses	15,686.39	15,327.16	359.23	2.3%
6712 · LAB CHEMICALS & SUPPLIES	6,392.97	5,025.26	1,367.71	27.2%
6714 · LAB EQUIPMENT REPAIR & PARTS	0.00	334.00	-334.00	-100.0%
6715 · LAB SMALL EQUIP & TOOL PURCHASE	0.00	1,162.94	-1,162.94	-100.0%
6716 · LAB TESTING SERVICES	4,690.65	6,125.72	-1,435.07	-23.4%
6720 · LAB OUTSIDE CONTRACTORS	0.00	1,171.00	-1,171.00	-100.0%
8322 · CAPITAL EXPENDITURES	29,166.78	3,447,288.59	-3,418,121.81	-99.2%
8323 · Capital Assets \$1000-\$4999	0.00	2,993.88	-2,993.88	-100.0%
8325 · EQUIPMENT & TOOL PURCHASE	19,056.35	0.00	19,056.35	100.0%
8421 · NMFA Interest TML #TAOS55	19,719.74	19,965.28	-245.54	-1.2%
8422 · CWSRF 052 Principal	69,990.04	69,160.12	829.92	1.2%
8423 · CWSRF 052 Interest	2,550.00	3,379.92	-829.92	-24.6%
8425 · Hold Harmless Bond Interest pay	0.00	63,000.00	-63,000.00	-100.0%
8427 · Net Revenue Bond Interest pay	0.00	42,000.00	-42,000.00	-100.0%
8428 · Debt Service GRT FY2020 repay	20,773.20	0.00	20,773.20	100.0%
8430 · USDA FY20 Interest Expense	117,338.47	0.00	117,338.47	100.0%
8431 · USDA FY20 Principal Expense	73,685.53	0.00	73,685.53	100.0%
Total Expense	2,694,419.69	12,022,186.37	-9,327,766.68	-77.6%
Net Ordinary Income	6,307.78	-7,544,247.45	7,550,555.23	100.1%
Other Income/Expense				
Other Expense				
9001 · TRANSFER TO FUND	-1,146,182.65	-1,333,002.15	186,819.50	14.0%
9002 · TRANSFER FROM FUND	1,146,182.65	1,333,002.15	-186,819.50	-14.0%
Total Other Expense	0.00	0.00	0.00	0.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	6,307.78	-7,544,247.45	7,550,555.23	100.1%

Monthly Public Safety Report

Feb-21

Law Enforcement	Hutter	Vigil	Trujillo	Totals
Hang Up				
Abandoned Vehicle				
Alcohol Offense - Adult			1	1
Animal Calls				
Arrests				
Assists to other Agencies	3	4	2	9
B & E / Burglary				
Battery or Assault				
Business Alarm				
Citizen Assists/Contacts	142	200	110	352
Civil Stand-by/Civil Complaint	2			2
Disorderly				
Domestic Calls				
Embezzlement				
Foot Patrol Hours	12	64	9	85
Found/Lost Property	1			1
Fraud Complaint				
Harassment		1		
Health Orders		70		70
Missing Adult/Person		1		1
OC's	1		1	2
Parking Citations		2	1	3
Private Property Crash				
Reckless Driver		4		4
Residential Alarm		2	4	6
Shots Fired				
Suspicious Persons/Vehicles		1		1
Theft				
Traffic Enforcement Hours	34	28	10	72
Traffic Hazard	2	2		4
Traffic Stops	2	2	3	7
Tresspass Warnings				
Unattended Death		1		1
Vehicle Alarm				
Verbal Warnings	2	8	3	13
Welfare Check				
Written Citations		3		3
Fire Alarm	1	1		2
Fire Calls	1	4		5
Fire/EMS	3	4	1	8

SAR

*** I will be reviewing the Uniform Traffic Ordinance (UTO) for council approval if any council intersted in veiwing the UTO it can be found in the NMML web site under the Publications scroll to UTO for viewing. Thank You ***

Report for Taos Ski Valley Fire Rescue

Month of February

Calls

- Fire Calls
 - 2 Smoke alarm
 - 2 Elevator Rescue
 - 1 Rockslide
 - 1 Motor assist
- EMS/SAR
 - 5 Calls for EMS
 - 1 Medical alert
 - 1 Landing zone
 - 4 MVA

Total of 12 calls for the month of January

Community Outreach

- The department continues supply information and PPE for COVID-19.
- Assisting on the plaza for safe COVID-19 practices.

Taos Ski Valley Fire

I Chief Roberto Molina Jr am reaching out to the Village of Taos Ski Valley Council for approval of an Administration Office for Taos Ski Valley Fire Rescue. If the Village Council does approve to the administration office for the Fire Department, my recommendation would be to move forward and build 4 part-time paid positions for the fire department to facilitate coverage for the protection of Fire/EMS for this community. I believe that \$150,000.00 will be enough to facilitate the coverage that is needed to protect this community.

Doing this will assist in have trained members at the station ready for any call that TSVFR would be called for.

If we start the pay for a firefighter in the department of Taos Ski Valley Fire Rescue the pay should be \$13.82 per hour. Will work a max of 32 between hours at the office, training, and calls.

- I. Current pay for the chief is currently \$770.00 per pay period which is \$21.39 an hour for 18 hours per week.
 - i. \$770.00 per pay period.
 - ii. \$20,020.00 per year.
- II. If we add on more part-time position. This position the pay at \$13.82 per an hour for 18 hours the pay would be.
 - i. \$248.76 per week.
 - ii. \$12,935.52 per year.
- III. The budget we would need for these two positions would be.
 - i. \$32,955.52 per year
- IV. If is to increase to up to 32 Hours. Pay at \$21.39 for a max of 32 hours the pay will be
 - i. \$684.48 per week.
 - ii. \$35,592.96 per year.
- V. Working a max of 32 hours at \$13.82 the pay will be
 - i. \$442.24 per week.
 - ii. \$22,996.48 per year.

If a total of 3 more part-time positions with the Fire Chiefs position the budget needed is \$104,582.40. If the approval budget of \$150,000 would be approved the remaining balance of \$45,417.60 would be to compensate volunteers for their time to cover a shift during busy times and for attending calls.

Below is the pay rate for other department within our area.

- Taos Fire pay at a rate of \$13.82 per hour for their firefighters.
- Taos County Ambulance pays a rate of \$13.42 per hour for EMT Basic.
- Questa Fire Department pays a rate of \$13.42 per hour for EMT Basic.

In New Mexico, a full-time firefighter makes an average \$48,240 per year according in indeed. Below is the link to the website.

<https://www.indeed.com/career/firefighter/NM>

Below are some standards for Fire/EMS Departments from the National Fire Protection Agency

NFPA® 1720

Standard for the

Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments

4.3 Staffing and Deployment.

4.3 Staffing and Deployment.

4.3.1 The fire department shall identify minimum staffing requirements to ensure that the number of members that are available to operate are able to meet the needs of the department.

4.3.2* Table 4.3.2 shall be used by the AHJ to determine staffing and response time objectives for structural firefighting, based on a low-hazard occupancy such as a 2000 ft² (186 m²), two-story, single-family home without basement and exposures and the percentage accomplishment of those objectives for reporting purposes as required in 4.4.2.

4.3.3* Where staffed stations are provided, when determined by the AHJ, they shall have a turnout time of 90 seconds for fire and special operations and 60 seconds for EMS, 90 percent of the time.

4.3.4 Upon assembling the necessary resources at the emergency scene, the fire department shall have the capability to safely commence an initial attack within 2 minutes 90 percent of the time.

Δ 4.3.5* Personnel responding to fires and other emergencies shall be organized into company units or response teams and have the required apparatus and equipment.

4.3.6* Standard response assignments and procedures, including mutual aid response and mutual aid agreements predetermined by the location and nature of the reported incident, shall regulate the dispatch of companies, response groups, and command officers to fires and other emergency incidents.

4.4 Reporting Requirements.

4.4.1* Incident Reports. The fire department shall maintain a standardized reporting system that collects specific information on each incident.

4.4.1.1 The incident report shall include the location and nature of the fire or emergency and describe the circumstances of the incident and the operations performed.

4.4.1.2 This report shall identify the members responding to the incident.

4.4.2 Annual Evaluation.

4.4.2.1 The fire department shall evaluate its level of service, deployment delivery, and response time objectives on an annual basis.

4.4.2.2 The evaluation shall be based on data relating to level of service, deployment, and the achievement of each response time objective in each demand zone within the jurisdiction of the fire department.

Δ 4.4.3 Quadrennial Report. The fire department shall provide the AHJ with a written report, quadrennially, based on the annual evaluations required by 4.4.2.

Δ Table 4.3.2 Staffing and Response Time

Demand Zone ^a	Demographics	Minimum Staff to Respond ^b	Response Time (minutes) ^c	Meets Objective (%)
Urban area	>1000 people/mi ² (2.6 km ²)	15	9	90
Suburban area	500–1000 people/mi ² (2.6 km ²)	10	10	80
Rural area	<500 people/mi ² (2.6 km ²)	6	14	80
Remote area	Travel distance ≥ 8 mi (12.87 km)	4	Directly dependent on travel distance	90
Special risks	Determined by AHJ	Determined by AHJ based on risk	Determined by AHJ	90

^a A jurisdiction can have more than one demand zone.

^b Minimum staffing includes members responding from the AHJ's department and automatic aid

^c Response time begins upon completion of the dispatch notification and ends at the time interval shown in the Table.

4.6 Initial Firefighting Operations.

4.6.1 Initial firefighting operations shall be organized to ensure that at least four members are assembled before interior fire suppression operations are initiated in a hazardous area.

4.6.2 In the hazardous area, a minimum of two members shall work as a team.

4.6.3* Outside the hazardous area, a minimum of two members shall be present for assistance or rescue of the team operating in the hazardous area.

4.6.3.1 One of the two members assigned outside the hazardous area shall be permitted to be engaged in other activities.

4.9* Emergency Medical Services (EMS).

4.9* Emergency Medical Services (EMS).

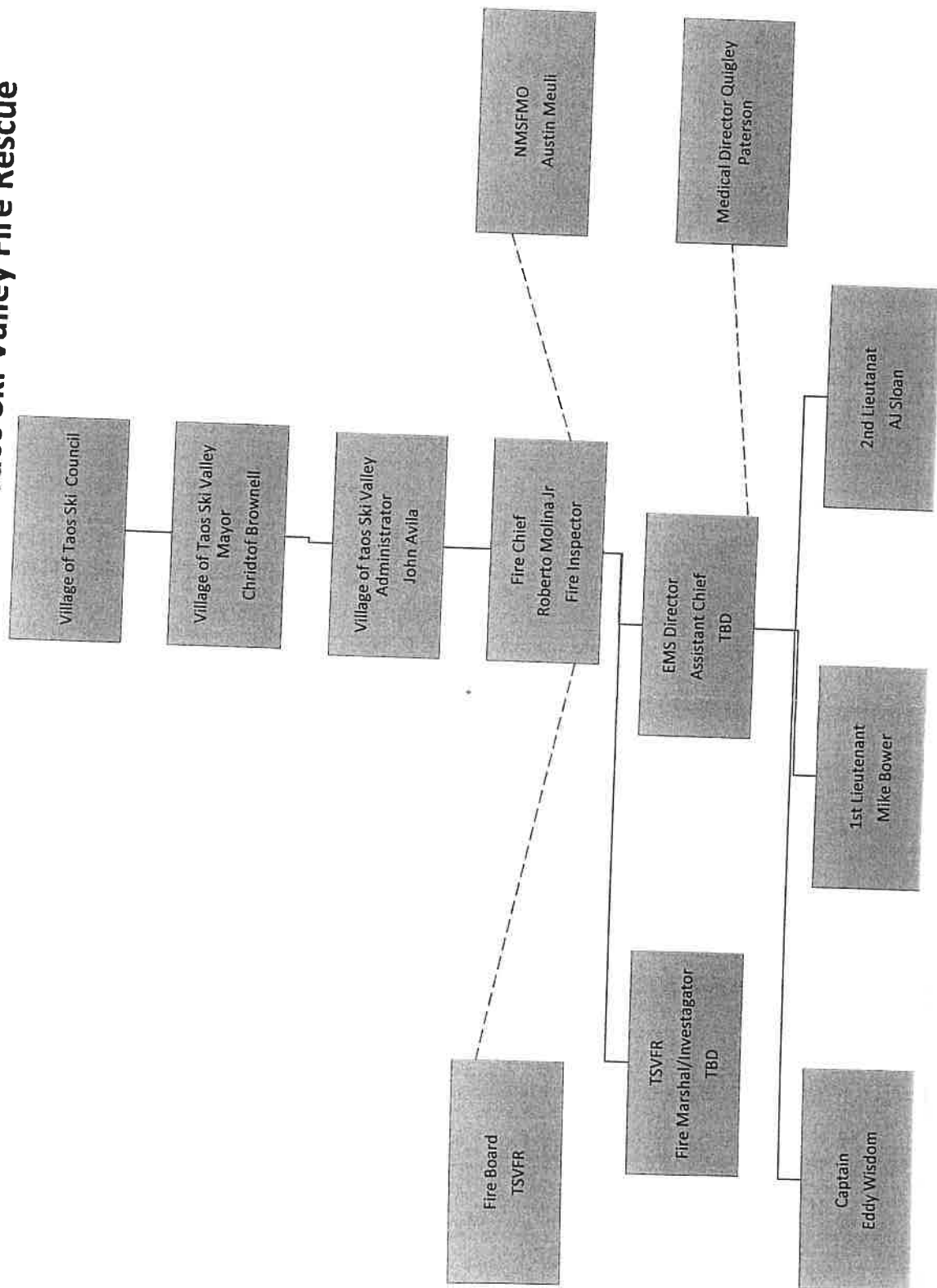
4.9.1* The provisions of this section shall apply only to those fire departments that are involved in EMS delivery.

4.9.2* The fire department shall clearly document its role, responsibilities, functions, and objectives for the delivery of EMS.

4.9.3 EMS operations shall be organized to ensure the fire department's emergency medical capability includes personnel, equipment, and resources to deploy the initial arriving company and additional alarm assignments.

4.9.4 The fire department shall be permitted to use established automatic aid or mutual aid agreements to comply with the requirements of Section 4.9.

Taos Ski Valley Fire Rescue



THE FIRE INSPECTOR: A GENERAL JOB DESCRIPTION

Fire inspectors must possess excellent communication skills and extensive knowledge about various types of occupancies and their contents, industrial operations, and fire protection provisions of building and fire codes. They must have exceptional judgment and a clear understanding of their role in life safety and property conservation. Fire inspectors are part detective, part reporter, part technical consultant, part ambassador, and part salesperson.

Fire Inspector

Job Summary

Responsible for inspecting buildings to ensure they are up to fire control standards. Detect possible fire hazards and issue warnings if buildings are not in compliance.

Primary Responsibilities

- Inspect buildings and structures to identify potential fire hazards.
- Ensure buildings are equipped with fire control equipment, including fire extinguishers.
- Locate fire code violations.
- Recommend actions to bring properties into compliance.
- Conduct inspections onsite.
- Check for accumulations of combustible material, electrical wiring problems, and inadequate or non-functional fire exits.
- Test fire protection systems.
- Ensure buildings are in accordance with appropriate laws, codes, ordinances, regulations, and standards.
- Write and file reports.
- Inspect properties that store, handle, and use hazardous materials to ensure compliance with laws, codes, and regulations.
- Keep abreast of current fire safety codes and firefighting procedures.
- Conduct practice fire drills.
- Evaluate evacuation procedures.
- Determine causes of fire.
- Present and explain fire code requirements and fire prevention information to engineers and construction workers.
- Collect and prepare evidence and present it in court.
- Issue and update permits.
- Serve condemnation notices when fire code violations are not corrected.
- Install fire alarm and sprinkler systems.

- Replace defective fire detection equipment.

Fire Inspector Job Description

Fire inspectors ensure that buildings are safe by detecting fire hazards and enforcing national, state, and local fire codes for new construction and renovations. This role requires a high level of attention to detail as well as extensive knowledge of potential fire hazards and safety codes. Most fire inspectors have a background in firefighting or prevention and become certified through fire prevention organizations.

In addition to inspecting buildings to prevent fires, many fire inspectors also help support investigations after fires occur by determining the causes of fires. In either case, fire inspectors utilize their familiarity with the causes of fires and the way they spread to make communities safer and prevent deaths and injuries.

Fire Inspector Duties and Responsibilities

Based on postings that we analyzed, most fire inspectors share several core responsibilities:

Inspect Structures for Fire Hazards

The primary role of a fire inspector is to inspect structures, particularly buildings, for fire hazards during initial construction and during renovations. This aspect of the role requires a high level of familiarity with safety principles and best practices for fire protection. The fire inspector may check structures for emergency exits, flammable materials, and storage of potentially hazardous objects to determine the presence of threats.

Examine Buildings for Fire Control Equipment

Fire inspectors check buildings to ensure that fire control equipment is present. The specific fire prevention and control equipment can vary depending on the type of building: a single-family home may simply need smoke and carbon monoxide detectors, for example, while a larger building needs pull stations and a sprinkler system. Fire inspectors both ensure that these devices are present and conduct periodic tests of their functionality.

Identify Fire Code Violations

While inspecting buildings, fire inspectors identify fire code violations. This aspect of the role requires thorough knowledge of applicable local, state, and national fire codes to make sure that buildings adhere to guidelines and meet all material and egress specifications. In addition, fire inspectors need to make sure that they are informed of changing guidelines and updated codes each year.

Recommend and Enforce Corrective Actions

If the fire inspector finds violations or hazards, they issue guidance related to corrective actions that building owners or occupants need to take. In some cases, this can include issuing fines or halting construction until the building's owner remedies the situation, while in other cases the fire inspector may determine a way to immediately fix the problem (such as replacing an out-of-date fire extinguisher).

Prepare Inspection Reports

Fire inspectors also prepare, submit, and maintain fire inspection reports. These reports detail the inspector's findings and may also outline corrective actions that they recommended and those that the structure's owners have already taken. In many jurisdictions, the fire inspector submits these reports to local permit offices, which use them to decide whether to issue building or renovation permits.

Determine Causes of Fire

If a fire occurs, fire inspectors support investigations by determining its cause. In this aspect of the role, the fire inspector uses their knowledge of combustion, burn patterns, and fire spreading to identify the causes of fires or explosions. The fire inspector may need to testify in court regarding their findings. For example, they may need to testify in a suspected arson case.

Fire Inspector Skills and Qualifications

Fire inspectors maintain safety and prevent fires by ensuring that buildings adhere to fire codes and inspecting sites after fires. Most fire inspectors have a high school diploma and the following skills:

- **Fire code knowledge** – fire inspectors should have extensive knowledge of fire codes and hazards, and should have some experience with applying this knowledge to residential, commercial, and industrial construction and renovation
- **Familiarity with safety principles** – this role also requires extensive familiarity with fire safety principles, such as evacuation routes, occupancy limits, and emergency exits, along with the ability to enforce these principles
- **Leadership and authority** – fire inspectors often need to issue citations and order individuals and organizations to take corrective actions, so they should be strong leaders who can speak with authority on fire safety matters
- **Attention to detail** – attention to detail is essential in this role, as fire inspectors need to examine many building elements and ensure that they adhere to local, state, and national fire codes
- **Communication skills** – fire inspectors need to be strong written and verbal communicators in order to prepare inspection reports and communicate with contractors and fire departments

Fire Inspector Education and Training

Typically, fire inspectors have at least a high school diploma or GED. Most also have some experience with fire prevention, such as a background working as a firefighter. There are several different certification programs available to prepare fire inspectors for this career, including one offered by the National Fire Protection Association (NFPA). Fire inspectors need to keep up with new safety regulations and standards, so there are many opportunities for on-the-job training and professional development in this role.

Fire Inspector Salary and Outlook

According to the Bureau of Labor Statistics (BLS), fire inspectors and investigators earn a median annual salary of \$59,260. The highest-paid 10 percent of workers in this role earn more than \$95,960 per year, while the lowest paid earn less than \$34,800.

The BLS expects employment in this field to grow at a faster-than-average rate of 10 percent by 2026.

Code Enforcement Officer Job Description

Code enforcement officers work in government departments. They ensure compliance with zoning laws and building ordinances within their jurisdiction, which may encompass a city, town, or county. This involves inspecting properties, whether as part of regular assessment or in response to complaints and recording and addressing violations. Code enforcement officers also help create or update regulations and spread awareness about these changes to the public. While they mostly stay inside the office, they sometimes travel to visit properties or talk directly to owners.

Code Enforcement Officer Duties and Responsibilities

Code enforcement officers perform several tasks depending on the scope of their jurisdiction, but these are the duties we came across most often in our analysis of job listings:

Inspect Properties

Code enforcement officers schedule and conduct property inspections to check if all rules and regulations are met. The process may take several days, since they must perform a walk-through of the entire property in addition to analyzing site plans, use permits, contracts, and other relevant documents.

Investigate Complaints

When citizens or government officials file complaints about property violations, it's up to code enforcement officers to investigate whether the claims are valid, usually through research, paperwork reviews, property inspections, and complainant, witness, and owner interviews.

Enforce Compliance

Code enforcement officers are ultimately responsible for ensuring that all buildings and properties are in compliance with ordinances and zoning laws. Upon discovering violations, they promptly send out warning notices, assist owners in taking corrective steps, and charge penalties if noncompliance persists.

Maintain Records

It is vital for code enforcement officers to keep accurate records of complaints, property inspections, and case violations while submitting regular summary reports to supervisors. Code enforcement officers are meticulous about documentation, gathering as much information as possible and inputting data into a computer database for efficient retrieval.

Explain Regulations

Because building codes and zoning laws can be confusing, code enforcement officers must actively explain them to the public and thoroughly address inquiries, with the goal of increasing awareness so that all violations are rooted in misbehavior rather than lack of knowledge.

Code Enforcement Officer Skills and Qualifications

Successful code enforcement officers are observant and detail oriented, thoroughly studying all aspects of a property. They stay updated with regulations and maintain a strong technical understanding of construction. The following skills are in highest demand among code enforcement officers:

- **Knowledge of regulations** – code enforcement officers are experts in building and land code regulations for their area of jurisdiction. They can apply this knowledge to various situations and take appropriate action regarding violations
- **Technical expertise** – when examining for compliance, code enforcement officers should be able to interpret blueprints and analyze technical aspects of buildings, such as safety hazards or plumbing systems
- **Communication skills** – this job requires strong communication skills for everything from coordinating with owners for inspection schedules to tactfully explaining the reasoning behind their decisions
- **Data entry** – code enforcement officers maximize transparency with property or building owners through extensive documentation, so they must be able to log information quickly and accurately using both traditional and digital systems
- **Organization skills** – it's common for code enforcement officers to evaluate several sites at once. They should manage their time well and organize their findings into separate case files that property owners and supervisors can easily understand

Tools of the Trade

The following are some tools used by code enforcement officers in their day-to-day work:

- Home inspection tools (such as electrical testers, gas detectors, or moisture meters)
- Building or property documents (such as blueprints, architectural drawings, or contracts)
- Code enforcement applications (such as CIVICgov, eCode, or ViewPoint Cloud)

Code Enforcement Officer Education and Training

The minimum education requirement for code enforcement officers is a high school diploma. Since each city has its own criteria and process for hiring, some employers look for an associate's or bachelor's degree in civil engineering, architecture, public administration, or a related field. Successful candidates typically have at least two years of previous field experience. In addition, most cities require licensing or certification to enhance knowledge in specific code enforcement topics, and programs for this may be part of on-the-job training.

Code Enforcement Officer Salary and Outlook

PayScale reports that code enforcement officers earn a median annual salary of around \$41,000. Those in the 10th percentile earn less than \$30,000 every year, while the top 10 percent of earners receive more than \$65,000.

According to the Bureau of Labor Statistics (BLS), demand for construction and building inspectors, who have many job functions in common with code enforcement officers, is likely to increase 10 percent by 2026. Major factors include urban growth and increased emphasis on public safety and building quality.

Fire Investigator Resume Examples

Fire Investigators determine if a blaze was accidental or intentional. Typical job duties seen on a Fire Investigator sample resume are travelling to blaze sites, gathering evidence, interviewing witnesses and firefighters, keeping investigation notes, preparing reports, and providing testimony under oath. Those interested in a Fire Investigator position should be able to highlight the following skills in their resumes: an investigative nature, observational skills, good communication abilities, teamwork, integrity, and confidentiality. Available school programs helping with this career path include fire or arson investigation, criminal justice, and fire science.

Fire and Arson Investigator Duties & Responsibilities

The job of a fire investigator often includes:

- Responding to and investigating fire scenes
- Identifying and collecting evidence
- Determining whether or not a crime has been committed
- Writing reports
- Identifying potential motives and suspects
- Interviewing witnesses and interrogating suspects
- Arresting suspects
- Working closely with other law enforcement partners
- Providing courtroom testimony

Fire and Arson Investigator Salary

A fire and arson investigator salary varies based on the level of experience, geographical location, and other factors.

- Median Annual Salary: More than \$95,330 (\$45.83/hour)
- Top 10% Annual Salary: More than \$62,510 (\$30.05/hour)
- Bottom 10% Annual Salary: More than \$36,400 (\$17.5/hour)

Source: U.S. Bureau of Labor Statistics, 2017

Job Summary

Responsible for understanding the behavior of fire and determining the cause of fires in commercial buildings or residences. Investigates site, collects evidence, and prepares reports for court cases or investigating body.

Primary Responsibilities

- Determine how and where a fire originated.
- Process evidence at scenes where arson is suspected.
- Determine type of fuel used in fire.
- Collect, secure, package, and transport physical evidence.
- Take pictures of fire scenes to present as evidence later.
- Testify as expert witnesses in court.
- Perform surveillance work.
- Search site for burn patterns that point to origin of fire.
- Speak with property owners and witnesses.
- Decide whether fire was arson or accidental.
- Work in conjunction with insurance companies to determine whether insurance fraud played a part.
- Arrest suspects.
- Collect accelerant residue for later examination.
- Establish burn patterns and flash points of materials.
- Determine negligence and violation of laws.
- Investigate areas where explosions took place to determine the cause.

Inspections performed residential; 2

Inspection in response to complaint: 0

Enforcement actions: 2

Inspections performed multi-family and commercial; 11

Permits issued since last council meeting;

- 0 new residential building.

- 1 demolition residential entire building (9 OE Pattison).

- 0 new commercial buildings permitted.

- 2 commercial repair/remodel permitted.

- 2 demolition partial commercial permitted.

- 1 demolition of commercial building (Terry Sports) submitted.

- 5 Projects currently in application or submission review.

- 1 Residential renovation pending.

- 3 Commercial repair/remodel pending.

- 1 Commercial submission new building at Columbine.

Information gathering in process to issue bid documents for installation of hiker parking "Enviro-loos".
This project is in participation with Parks and Recreation Committee.

Planning & Community Development Department
Monthly Report to the Village Council
March 2021

Projects Updates and Key Initiatives:

Twining Road Improvement Project - Third public meeting held on February 23rd. Preliminary design and road improvements engineered at 30% completion. Drainage report completed. Inventory of existing environmental conditions and regulatory compliance completed. Roadway survey of existing features and elevations completed. Road Right-of-Way and adjacent property boundary survey approximately 90% completed. Preliminary design alternatives and design recommendation presented to Village Planning Commission during the March 1st regular meeting.

FY 2022 Capital Outlay request for final design and engineering currently pending at the Roundhouse in Santa Fe. Capital Projects bill under legislative consideration as of March 17th includes \$100k to complete road reconstruction engineering.

Gunsite Springs Development Project - Site development and acquisition discussions with new property owner initiated. Two and half years of data collection and site investigate retained and cataloged for possible future use in site development.

Water quality and flow monitoring assessment report completed in mid- December, which also included preliminary collection site and infiltration gallery design recommendations. Land survey of general Spring location, projected infiltration gallery, and utility easements completed by Village contracted surveyor.

Water Plan Report - Project has evolved into a collaboration effort between TSVI and the Village. Memorandum of Understanding and Scope of Work included in Council packets as an action item on the March meeting agenda.

New report to be commissioned would provide a concise summary of VTSV's water supply across time and various expected climatic conditions and the projected water demand into the near future. This report will lead into a much larger water infrastructure plan update next year. The short summary report, to help guide land development decision making, can be completed within three to four months.

Kachina Area Master Plan - TSVI, in tandem with adjacent property owners, and in consultation with Village staff, initiated a master planning process in the Kachina Area. Initial analysis and proposal shared with the Planning Commission on March 1st and the larger Village community via zoom on March 6th. Village staff and P&Z Commission continue to provide guidance and await the draft plan's completion and formal submission. The KAMP proposal will receive formal public review and consideration as an Amendment to the Village Comprehensive Plan.

Development Impact & Utility System Development Fees Study - Land Use Assumptions and demographic projections completed and are an agenda item at the March Council meeting. Updated impact fee tables nearly complete. The Capital Improvement Advisory Committee (CIAC) continues to meet bi-weekly to consider and make recommendations on land use assumptions and the capital improvement plan/development impact fees to the Planning Commission and VCouncil. The next meeting is scheduled for March 24 at 3pm.

Planning GIS Office - Task/project work ongoing including continued coordination on E911 NexGen Compliance and address updating, CWPP Comment App; staff training on GIS functionality and to improve workflow efficiency, and wildland fire rating system development.

Planning Commission Meetings - March meeting occurred as scheduled. April 5th agenda expected to include, amongst other items, a discussion and consideration of the draft Utility Connection Ordinance and possible consideration of development impact fee tables and the capital improvement plan.

PUBLIC WORKS UPDATE

March 23, 2021

- Water:
 - Monthly sampling
 - Water Sold
 - Total 1,053,560 gallons
 - Residential 258,920 gallons
 - Commercial 794,640 gallons
 - Staff has changed out a couple of meters that were not transmitting.
- Wastewater:
 - Compliance report for February 2021
 - No compliance issues to report
 - Compared to the flow in 2020, we are down 42% for the month of February

Date	BOD Data		pH	TSS		NH ₃ (Ammonia)		Total P		Flow, MGD	E.Coli	Fecal	Total N: mg/L	Total N: lb/d
	mg/L	lb/d		mg/L	lb/d	mg/L	lb/d	mg/L	lb/d	Daily	CFU	CFU	TKN + NO ₃ + NO ₂	TKN + NO ₃ + NO ₂
1			7.24							0.058	1.00	1.00	0.00	0.00
2	7.10	3.51	7.37	0.80	0.40	0.56	0.28	0.29	0.14	0.059			6.85	3.38
9			7.02			0.36	0.13	0.26	0.09	0.043			5.91	2.11
14			7.59							0.046	1.00	1.00	0.00	0.00
16	6.60	2.49	7.49	1.36	0.51	0.42	0.16	0.48	0.18	0.045			6.27	2.37
22			7.06			0.36	0.16	0.61	0.27	0.053			5.71	2.54
Total		6.00			0.91		0.72		0.69	1.36			Total Nitrogen	
7 Day Avg (MAX)	7.10	3.51	7.66	1.36	0.51	0.56	0.28	0.61	0.27	0.059	1.00	1.00	6.85	3.38
Min	6.60	2.49	7.02	0.80	0.40	0.36	0.13	0.26	0.09	0.026	1.00	1.00	mg/L	lb/d
30 Day Avg (AVG)	6.85	3.00		1.08	0.45	0.43	0.18	0.41	0.17	0.049	1.00	1.00	6.19	2.60
Percent Removal		93.86	99.53											

- Plant Update
 - Ovivo worked on a couple of issues.
 - Working on permeate pump warranty issue
 - Getting spare parts for UV system
 - Preformed Membrane maintenance clean on Train #1
 - Improved Trans-Membrane Pressure (TMP) reading
- Roads:
 - Snow removal
 - Maintaining drainage along the roadway
- Equipment
 - Routine equipment maintenance
- General Work
 - Shoveled out fire hydrants and PRV vaults
 - Housekeeping in the buildings

DMR Copy of Record

Permit Permit #: NM0022101 Major: Yes		Permittee: Permittee Address: TAOS SKI VALLEY, VILLAGE OF 7 FIREHOUSE RD. TAOS SKI VALLEY, NM 87525		Facility: Facility Location: TAOS SKI VALLEY, VILLAGE OF 7 FIREHOUSE RD. TAOS SKI VALLEY, NM 87525						
Permitted Feature: 001 External Outfall		Discharge: 001-A TREATED MUNICIPAL WASTEWATER TO THE RIO HONDO		Status: NoDMR Validated						
Report Dates & Status Monitoring Period: From 02/01/21 to 02/28/21 Considerations for Form Completion		DMR Due Date: 03/15/21		Telephone: 575-776-4620						
Principal Executive Officer First Name: Anthony Last Name: Martinez No Data Indicator (NODI)		Title: Public Works Director								
Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading	Quality or Concentration	Units	# of Ex.	Frequency of Analysis	Sample Type
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	-	Sample = 3.0 Permit Req. Value = 23.8 30DA AVG NODI	Qualifier 1 = 3.0 Qualifier 2 = 35.77 DA AVG Qualifier 3 = 45.07 DA AVG	28 - lbd	0	02/28 - Twice Per Month	24 - COMP24
00400	pH	1 - Effluent Gross	0	-	Sample = 7.02 Permit Req. Value = 6.8 MINIMUM NODI	Qualifier 1 = 7.02 Qualifier 2 = 8.8 MAXIMUM	12 - SU	0	05/DW - 5 Days Every Week	GR - GRAB
00530	Solids, total suspended	1 - Effluent Gross	0	-	Sample = 0.45 Permit Req. Value = 23.8 30DA AVG NODI	Qualifier 1 = 0.45 Qualifier 2 = 35.77 DA AVG Qualifier 3 = 45.07 DA AVG	28 - lbd	0	02/28 - Twice Per Month	24 - COMP24
00600	Nitrogen, total [as N]	1 - Effluent Gross	0	-	Sample = 2.6 Permit Req. Value = 13.65 30DA AVG NODI	Qualifier 1 = 2.6 Qualifier 2 = 20.57 DA AVG Qualifier 3 = 12.37 DA AVG	28 - lbd	0	01/07 - Weekly	24 - COMP24
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	-	Sample = 0.18 Permit Req. Value = 5.34 30DA AVG NODI	Qualifier 1 = 0.18 Qualifier 2 = 5.34 30DA AVG Qualifier 3 = 3.2 30DA AVG	28 - lbd	0	02/28 - Twice Per Month	24 - COMP24
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	-	Sample = 0.17 Permit Req. Value = 0.8 30DA AVG NODI	Qualifier 1 = 0.17 Qualifier 2 = 1.27 DA AVG Qualifier 3 = 0.75 7 DA AVG	28 - lbd	0	02/28 - Twice Per Month	24 - COMP24
50050	Flow, in conduit or thru treatment plant	1 - Effluent Gross	0	-	Sample = 0.049 Permit Req. Value = 0.053 NODI	Qualifier 1 = 0.049 Qualifier 2 = 0.053 Qualifier 3 = 0.059	03 - MGD	0	01/01 - Daily	TM - TOTALZ
50060	Chlorine, total residual	1 - Effluent Gross	0	-	Sample = 19.0 INST MAX Permit Req. Value = 9 - Conditional Monitoring - Not Required This Period NODI	Qualifier 1 = 19.0 INST MAX Qualifier 2 = 9 - Conditional Monitoring - Not Required This Period	28 - ug/L	0	05/DW - 5 Days Every Week	GR - GRAB
51040	E. coli	1 - Effluent Gross	0	-	Sample = 32 - CFU/100mL Permit Req. Value = 235.0 DAILY MAX NODI	Qualifier 1 = 32 - CFU/100mL Qualifier 2 = 235.0 DAILY MAX	32 - CFU/100mL	0	02/28 - Twice Per Month	GR - GRAB

**Village of Taos Ski Valley
Village Council
Agenda Item**

AGENDA ITEM TITLE: **PUBLIC HEARING: Consideration to Approve Ordinance 2021-09 An Ordinance of the Village of Taos Ski Valley Amending Ordinance 2002-09 to Update and Adopt the 2019 New Mexico Uniform Traffic Ordinance**

DATE: March 23, 2021

PRESENTED BY: Sammy Trujillo, Village Police Chief

STATUS OF AGENDA ITEM: Old business

CAN THIS ITEM BE RESCHEDULED: Not recommended

BACKGROUND INFORMATION:

The purpose of this ordinance is to adopt the current N.M. Uniform Traffic Ordinance (UTO) so that it may become effective within the Village of Taos Ski Valley. The UTO changes every several years depending on legislative action. There are a few penalty assessment changes, deleted items, and formatting changes in this most recent version, which is the 2019 amendment to the 2010 Uniform Traffic Code. Please see the attached NMML memo.

Uniform Traffic Ordinance adoption maintains safety in the community by giving Law Enforcement guidance on revised changes to traffic laws and penalties.

Due to the large number of pages of the document, please see <https://nmml.org/publications/order-forms/> to view the Code by section.

STAFF RECOMMENDATION: Adoption of **Ordinance 2021-09 New Mexico Uniform Traffic Ordinance.**

VILLAGE OF TAOS SKI VALLEY
Village Council
Agenda Item

AGENDA ITEM TITLE: PUBLIC HEARING: Consideration to Approve **Resolution No. 2021-469** Adopting the 2021 Development Impact Fees Land Use Assumptions

DATE: March 23, 2021

PRESENTED BY: Patrick Nicholson, Director of Planning & Community Development & Ben Cook, Chairman Capital Improvements Advisory Committee

STATUS OF AGENDA ITEM: New Business

CAN THIS ITEM BE RESCHEDULED: Not Recommended

BACKGROUND INFORMATION:

The Village of Taos Ski Valley has been working on a Capital Improvements Plan (CIP), through the Village Planning & Community Development Department, with the ultimate goal of updating development impact fees and related water and sewer system development fees, through adoption of an amended development impact fees ordinance.

The Village's actions are regulated by the New Mexico Development Fees Act, NMSA 1978, Section 5-8-1 *et. seq.* (the Act), which establishes specific procedures for municipalities and counties to impose development impact fees. As part of the update to the Village's development impact fees, Council adoption of Land Use Assumptions is a required prerequisite for future adoption of revised development impact fees and related ordinances under the Act.

The Land Use Assumptions will partially serve as the basis for projecting the demand for capital improvements or facility expansions that will be needed to serve anticipated future growth in the Village during this ten-year period and will provide an understanding of probable population, job growth, and projected land uses.

As directed by the Act, the recently established Capital Improvement Advisory Committee (CIAC) has reviewed the Land Use Assumptions at public meetings on December 10, 2020, January 20, 2021, and February 10, 2021 and recommends its approval.

RECOMMENDATION: Staff recommends approval of **Resolution No. 2021-469** as a required prerequisite for future adoption of revised development impact fees and related ordinances under the New Mexico Development Fees Act.

**VILLAGE OF TAOS SKI VALLEY
RESOLUTION NO. 2021-469**

A RESOLUTION OF THE VILLAGE OF TAOS SKI VALLEY ADOPTING THE 2021 DEVELOPMENT IMPACT FEES LAND USE ASSUMPTIONS AS NECESSARY TO UPDATE THE VILLAGE'S PREVIOUS LAND USE ASSUMPTIONS AND DEVELOPMENT IMPACT FEES, AS REQUIRED BY THE STATE OF NEW MEXICO'S DEVELOPMENT FEES ACT, NMSA 1978, SECTIONS 5-8-1 THROUGH 5-8-43.

WHEREAS, the State of New Mexico enacted the Development Fees Act (the Act), NMSA 1978, Sections 5-8-1 to -43 to enable local governments to adopt development impact fees; and

WHEREAS, the Act requires a periodic update of the development impact fees Land Use Assumptions and Capital Improvements Plan at least every five (5) years; and

WHEREAS, the Village of Taos Ski Valley (the Village) is authorized to adopt development impact fees in accordance with the Act, and to amend and revise existing development impact fees in order to address new development and related impacts on capital improvements and facilities expansions; and

WHEREAS, the Village's Land Use Assumptions are a required prerequisite for adoption of revised development impact fees and related ordinances under the Act;

WHEREAS, the Land Use Assumptions will serve as the basis for projecting the demand for capital improvements or facility expansions that will be needed to serve anticipated future growth in the Village during this period; and

WHEREAS, an understanding of probable population, job growth, and projected land uses, as described in the Land Use Assumptions will help the Village to accurately develop a revised Capital Improvements Plan, under which amended development impact fees may be imposed, as set forth in the Act; and

WHEREAS, the Capital Improvement Advisory Committee (CIAC) has reviewed the Land Use Assumptions at public meetings on December 10, 2020, January 20, 2021, and February 10, 2021 and has recommended their approval; and

WHEREAS, the Village has met all public notice and hearing requirements for adoption of the Land Use Assumptions, as set forth in the Act.

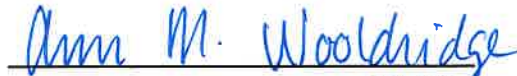
NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL AND GOVERNING BODY OF THE VILLAGE OF TAOS SKI VALLEY AS FOLLOWS:

THE VILLAGE OF TAOS SKI VALLEY HEREBY ADOPTS THE 2021 DEVELOPMENT IMPACT FEES LAND USE ASSUMPTIONS, attached hereto as Exhibit A, to amend and replace any previously adopted Land Use Assumptions and as a basis for adoption of revised development impact fees.

PASSED, APPROVED, and ADOPTED this 23rd day of March, 2021.

A handwritten signature in blue ink, appearing to read "Christof Brownell", written over a horizontal line.

Christof Brownell, Mayor

A handwritten signature in blue ink, appearing to read "Ann M. Wooldridge", written over a horizontal line.

**Attest: Ann Marie Wooldridge,
Village Clerk**

VILLAGE OF TAOS SKI VALLEY
Village Council
Agenda Item

AGENDA ITEM TITLE: Consideration to Approve a Memorandum of Understanding and Agreement for Limited Access to TSVI's Rio Hondo Learning Center Building for Village Maintenance of Pressure Reducing Valve on Village Water Line

DATE: March 23, 2021

PRESENTED BY: John Avila, Village Administrator and Anthony Martinez Public Works Director

STATUS OF AGENDA ITEM: New Business

CAN THIS ITEM BE RESCHEDULED: Not Recommended

BACKGROUND INFORMATION: A Village water pressure reducing valve (PRV) is attached to interior piping at the TSVI Rio Hondo Learning Center. The pressure above the PRV allows for pressurized water supply to the RHLC Fire Suppression system, as well as controlled pressure for Village customers below the PRV.

This MOU describes the insurance requirements along with the requirements for access to the pressure reducing valves and water pipes located within the Rio Hondo Learning Center facility. It formalizes past agreements for access and operation of a Village water infrastructure facility within the property of TSVI.

STAFF RECOMMENDATION: Staff recommends approval of the MOU for Village PRV access into the Rio Hondo Learning Center.

**MEMORANDUM OF UNDERSTANDING
AND AGREEMENT**

**[For Limited Access to TSVI's RHLC Building
For Village Maintenance of
A Pressure Reducing Valve (PRV) on Village Water Line]**

THIS MEMORANDUM OF UNDERSTANDING AND AGREEMENT ("Agreement") is entered into this 10th day of June, 2021 (the "Effective Date") between TAOS SKI VALLEY, INC., a New Mexico corporation ("TSVI") and the VILLAGE OF TAOS SKI VALLEY, an incorporated New Mexico municipal corporation (the "Village" or "VTSV"), and. TSVI and the Village are collectively referred to hereinafter as "the Parties." This Agreement is entered into by the Parties to set forth the terms and conditions under which TSVI will allow Village employees and/or maintenance contractor agents to access TSVI's Rio Hondo Learning Center Building ("RHLC") to inspect, operate and maintain a Pressure Reducing Valve (PRV) on the Village's main water line located in a mechanical room in TSVI's RHLC Building.

Recitals

A. Taos Ski Valley, Inc. Taos Ski Valley, Inc. ("TSVI") is a New Mexico corporation engaged in operating a ski area in and near the Village and is the owner and operator of the RHLC (Ski School) Building located at Firehouse Road in the Village of Taos Ski Valley, all as shown on Exhibit A hereto.

B. The Village of Taos Ski Valley. The Village of Taos Ski Valley (the "Village") is an incorporated New Mexico municipal corporation and owner and operator of a public water and sewer system providing water and sewer service to the residents of the Village of Taos Ski Valley, New Mexico.

C. The Village's water service system presently includes a main water line pipe that is located and exposed in a mechanical room in TSVI's RHLC. This exposed portion of the water line has on it a Pressure Reducing Valve (PRV) apparatus that reduces and controls water pressure in the main water line caused by surges in water pressure as the water is supplied from wells and storage tanks located uphill of the RHLC Building. This PRV serves to protect user of Village water downhill and north of the RHLC Building. This PRV and water line are co-located with TSVI's building utility equipment, including its sprinkler system piping.

D. The Village needs physical access to this PRV and water line in TSVI's RHLC Building on a periodic basis for inspection, maintenance, operation, adjustment, and repair of this PRV apparatus from time to time for the protection and benefit of the public.

E. TSVI's RHLC Building is used as a day skier school and day care facility for children as part of TSVI's operation of its Ski Resort facilities during the winter ski season and for other Resort purposes year round. The actual location of the Village's PRV and its exposed water pipe is in a particularly sensitive area of the RHLC Building as it is situated next to, and accessed through, the women's bathroom facilities for the RHLC Building and thus presents certain special risks and concerns that are addressed hereinafter relating to periodic access thereto by Village personnel as well as being co-located with TSVI's building utility equipment.

F. TSVI is willing to provide limited access to the Village maintenance employees and contractors for their routine maintenance, inspections, adjustments, and repair of this PRV and water line under the following terms and conditions:

Agreement

NOW, THEREFORE, for and in consideration of the mutual covenants, understandings and agreements contained herein and for other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, do hereby understand, covenant and agree as follows:

1. The Village's Limited Access Rights to Maintain its PRV. The Village's maintenance employees, agents, and contractors shall have the right to enter TSVI's RHLC Building for reasonable purposes in connection with the servicing of the PRV and water line located in the basement of TSVI's RHLC Building, including but not limited to the maintenance, inspection, repair and replacement of the PRV and water line, on days and at times consented to by TSVI in advance, during regular TSVI business hours, which days and times shall not have a material adverse effect on TSVI's and the public's use and operation of the RHLC; provided, however that:

a) The Village shall be obligated to repair any damage to the RHLC Building in connection with such work to the condition such improvements existed prior to the Village undertaking its work hereunder.

b) If such routine maintenance and inspection and repairs are during the ski season with the public present, all Village employees and/or contractors shall be accompanied by TSVI personnel during such routine inspections or maintenance.

c) Notwithstanding the above, the Village shall have the right to enter the TSVI RHLC Building for any emergency purposes (pursuant to Village Code) in connection with addressing any water emergency such as a breach of the system or its PRV without the prior consent of the TSVI but shall notify TSVI thereof as soon as possible beforehand of the emergency.

d) Termination of access route. This access route granted herein will cease if the Village and/or TSVI provides direct access to the PRV room in the RHLC from the outside building at a future date.

2. Rent. The Village will pay rent to TSVI for such access in the amount of \$1.00 per year.

3. Insurance. The Village and TSVI shall maintain their own comprehensive general liability and property insurance. The Village will at all times maintain its own property and commercial liability insurance through the New Mexico Municipal League's Self-Insurance Fund with existing coverages. Nothing herein shall limit in any way the Village's immunities, rights, and limitations on liability under the New Mexico Tort Claims Act, NMSA 1978, § 41-4-1, *et seq.*

4. Term. This Agreement shall continue in force from the date hereof and, unless sooner terminated in accordance with the provisions hereof, shall expire after ____ (4) years or on ____; or upon termination of the need for such access (see paragraph ____ below) because of relocation of either the water line or the PRV elsewhere.

5. Termination by Replacement/Relocation of Water Line or PRV Line or Separate Outside Access to the Mechanical Room. The Village may elect to terminate this Agreement by giving at least 180 days' notice of termination to PGCA for this reason alone. If the Village so elects to terminate this Agreement, the Village shall be obligated to pay all costs and expenses required in connection with the disconnection of the Plant from the System. On the effective date of such termination, this Agreement shall expire and have no further force or effect as to any event arising or occurring after the effective date of such termination, and the Village (or its successors or assigns) shall have no right to any refund or repayment of any amounts paid by the Village with respect to the Plant or the Services other than in connection with any year-end reconciliation pursuant to Section 2.2 hereof. Access through the building and women's restroom shall terminate if direct access is provided for by either TSVI or the Village to said mechanical room.

6. Remedies / Default. The parties agree that all claims, controversies or disputes arising out of or relating to this Agreement or the alleged breach hereof shall be resolved by binding arbitration administered by the American Arbitration Association (the "AAA") and conducted in Taos, New Mexico, in accordance with the terms of this Section and the Commercial

Arbitration Rules of the AAA, including the Expedited Procedures thereof to the extent applicable (the "AAA Rules"). Judgment on the award or decision rendered by the arbitrator may be entered in any court having jurisdiction thereof. The parties shall resolve any such dispute first by attempting to reach agreement between or among themselves. If the parties cannot reach such an agreement after five (5) days, then any party may initiate an arbitration under this Section by giving written notice to the other party and following the arbitration initiation procedures of the AAA Rules. Each arbitration under this Section shall be decided by one arbitrator.

Miscellaneous

7. Parties not Partners. Nothing contained in this Agreement shall be construed to make the parties hereto partners or joint venturers, or to render any said parties liable for the debts or obligations of the other, except as in this Agreement expressly provided.

8. No Waiver. No delay or omission by either of the parties in exercising any right or power accruing upon any non-compliance or failure of performance by the other party under the provisions of this Agreement shall impair any such right or power or be construed to be a waiver thereof. A waiver, by either of the parties of any covenant, condition, provision or performance under this Agreement, shall not be construed to be a waiver of any succeeding breach thereof, or of any other covenant, condition, provision or performance of this Agreement.

9. Captions. Article headings, captions and other similar designations are for convenience and reference only, and in no way define or limit the scope and content of this Agreement, or in any way affect its provisions.

10. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of New Mexico.

11. Severable Provisions. In the event any provisions or any portion of this Agreement, or the application thereof, to any person or circumstances, shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, all of its other provisions and all portions thereof, and the application thereof, to any other person or circumstances, shall be severed therefrom and shall not be affected thereby, and each such provision, and portion thereof, of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

12. Modification. No agreement shall be effective to add to, change, amend, modify, waive or discharge this Agreement, in whole or in part, unless such agreement is in writing and signed by each party affected.

13. Counterparts. This Agreement may be executed in several counterparts, each of which shall be deemed an original, and all such counterparts shall together constitute one and the same instrument.

14. Acknowledgment by Parties / No Public Dedication or Grant of An Easement Right to TSVI's Land Hereby. No provision contained in this Agreement shall be construed to grant any gift, dedication or any irrevocable rights to the general public or for any quasi-public purpose whatsoever, of, in, or to, any portion of TSVI's land or RHLC Building thereon; it being the intention of the parties hereto that this Agreement shall be strictly limited to, or for, the purposes herein expressed, including grant of contractual licensed, and limited building access right, and no more.

15. No Third Party Beneficiary. No rights, privileges or immunities of any party hereto shall inure to the benefit of any tenant, customer, employee or invitee of the Project or the PGCA Space or any other third party; nor shall any tenant, customer, employee or invitee of the Project or the PGCA Space or any other third party be deemed to be a third party beneficiary of any of the provisions contained herein.

16. Notices. Any notice, demand, request, consent, approval or other communication, which either party hereto is required, or desires, to give or make or communicate to the other, shall be in writing and shall be given, or made or communicated by prepaid United States registered or certified mail (return receipt requested) addressed

in the case of the TSVI to: Taos Ski Valley, Inc.
Attn: Charles E. Rockey, Jr.
116 Sutton Place
Taos Ski Valley, NM 87525

with a copy to: Joseph F. Canepa, Esq.
Canepa & Vidal, P.A.
P.O. Box 8980
Santa Fe, NM 87504

in the case of the Village: Village of Taos Ski Valley
Attn: John Avila, Village Administrator
P.O. Box 100
7 Firehouse Road
Taos Ski Valley, NM 87525

with a copy to;

Susan Baker, Esq.
Village Attorney
P.O. Box 152
El Prado, NM 87529

subject to the right of each party to designate by notice similarly given a different address for or a different person to receive notices.

Any such notice, demand, request, consent, approval or other communication so made shall be deemed to have been given, made or communicated on the date actually received or refused by the recipient or addressee of such notice, as said date is indicated on the return receipt or indicated in writing by said recipient or addressee.

17. Binding Effect. Except as herein otherwise expressly provided, the covenants, conditions and agreements contained in this Agreement shall bind and inure to the benefit of PGCA and the Village, and their respective successors and assigns.

IN WITNESS WHEREOF, this Agreement has been executed as of the date and year first above written.

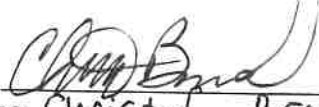
TAOS SKI VALLEY, INC., a New Mexico
corporation

By: 

Name: PETER J. TALTY

Title: Vice President

THE VILLAGE OF TAOS SKI VALLEY, a
New Mexico Municipal Corporation

By: 

Name: Christof Braunnell

Its: Mayor

vote 4-0

Per Resolution of Village Council

Dated: 3-23-2021

VILLAGE OF TAOS SKI VALLEY
Village Council
Agenda Item

AGENDA ITEM TITLE: Consideration to Approve a Memorandum of Understanding and Agreement Regarding a Collaborative Village-wide Water System Master Plan Report and Water System Master Plan Scope of Work

DATE: March 23, 2021

PRESENTED BY: John Avila, Village Administrator

STATUS OF AGENDA ITEM: New Business

CAN THIS ITEM BE RESCHEDULED: Not Recommended

BACKGROUND INFORMATION:

The Village of Taos Ski Valley requested of their On Call Engineer (Plummer), a Water Study proposal for the entire Village in early Fiscal Year 21/22, with feedback from interested parties the scope of work was further prepared pending data and funding.

The Village's current and future water supply sources need to be further studied and characterized for inclusion in a Village-wide Water Study and subsequent Audit and Asset Management Plan. The study will assess the Village's water resources, facilities and uses now and in the future for the benefit of the Village, the public, all residents, businesses and landowners in the Village.

The Taos Ski Valley Inc. has offered to have broader water information included and provide a Water Study with expanded information to the Village, for a Peer Review and public comment before acceptance by the Village.

STAFF RECOMMENDATION: Staff recommends approval of the TSVI offer and the MOU to work collaboratively gathering the relevant information and review of the issues for a Water Study conducted by TSVI contractor GGI; and direction to proceed with the Village Peer Review of the Water Study before acceptance by the Village.

**MEMORANDUM OF UNDERSTANDING AND AGREEMENT
REGARDING A COLLABORATIVE VILLAGE-WIDE
WATER SYSTEM MASTER PLAN REPORT**

This Memorandum of Understanding and Agreement Regarding a Collaborative Village-Wide Water System Master Plan Report (hereafter "Agreement") by and between Taos Ski Valley, Inc. (TSVI) and the Village of Taos Ski Valley ("Village") (hereafter collectively referred to as "the Parties"), is made and entered into as of the Effective Date being the last date signed by all Parties.

RECITALS

A. TSVI is a New Mexico corporation and a private development entity and owner of land parcels, structures, and improvements thereon, as well as other ski development and ski operations facilities located in the Taos Ski Valley in Taos County, New Mexico.

B. The Village is a New Mexico municipal corporation in Taos County, New Mexico with full governmental land use platting, planning, zoning, and subdivision jurisdiction over the development and use of the land within the Village of Taos Ski Valley in Taos County, New Mexico, as well as the owner, operator, and provider of water and sewer services to landowners and residents within the Village.

C. The Village's primary municipal water supply source for provision of municipal water services within the Village is from the "Phoenix Spring Complex" and from other water sources and springs, including the Gunsite Spring and other springs, located within the Village.

D. The Village's current and future water supply sources need to be further studied and characterized for inclusion in a Village-wide Water System Master Plan that will assess the Village's water resources and uses now and in the future for the benefit of the Parties, the Village, the public, and all residents and landowners in the Village.

E. In 2015, the Village established a New Mexico Tax Increment Development District (TIDD) by Amended and Restated Resolution #2015-275, recorded in Book M-889 at pages 698-719; and with the District Boundaries defined on plat in Cabinet F, page 43-B in the records of Taos County, New Mexico. The Village and TSVI have also entered into an Amended Master Development Plan (Book M-946, pages 301-370) ("AMDA") dated July 24, 2017, that allows for TIDD reimbursement for Village-wide infrastructure

improvement costs (including costs for water resource studies/reports such as GGI's proposed study/report) once the GGI study/report is dedicated to, and accepted by, the Village, and if approved for reimbursement by the District.

F. TSVI agrees to advance the cost of such Village-wide supplemental water services study/report through Glorieta Geoscience, Inc. ("GGI") as a "TIDD-able" expense subject to reimbursement from the TIDD pursuant to the AMDA.

G. The Village agrees that the GGI study/report, once completed and provided to the Village as set forth in the Scope of Work for such "study" (Exhibit A hereto) and once accepted by the Village, may be a "TIDD-able" expense reimbursable to TSVI according to the terms of the AMDA.

H. To maintain Village independence as to the conclusions of the Water Systems Study itself, the Village may choose to have a "Peer Review" of the GGI study, at the Village's own expense, prior to accepting the GGI study for use in the Village's Master Plan and prior to the TIDD District and Village approving TIDD reimbursement to TSVI for the costs advanced by TSVI for the GGI study/report.

I. The Parties intend by this Agreement to set forth the "collaborative" terms and obligations of each Party needed to complete this supplemental Village-wide water system study/report by GGI.

J. The Parties recognize that any and all understandings and agreements set forth hereinafter are contingent upon, and nothing herein prejudices, the Village's future land use decisions and approvals for the adoption of any final Water System Master Plan or any future provision of water services to TSVI or any other third-party land owner or land development in the Village not otherwise provided for under other, prior contractual agreements or other, prior land use regulatory action of the Village.

Terms

NOW, THEREFORE, in consideration of the foregoing Recitals and mutual understandings as to the conditions and contingencies stated hereinabove, TSVI and the Village hereby agree as follows:

1. TSVI's Obligations.

a. TSVI will commit to manage and to advance fund the GGI study as that study is described in the attached Scope of Work of GGI (Exhibit A hereto);

b. TSVI commits to coordinate and collaborate with the Village on this study and establish scheduled meetings for updates.

c. In order for this supplemental GGI study/report to be effective, TSVI is required to provide information and perform the deliverables required by the schedule in Exhibit A, pages 9 and 10;

d. TSVI will submit the GGI study/report findings to the Village upon completion of the GGI study/report when received;

e. TSVI will provide to GGI the following information in its possession:

- (1) Phoenix Spring flow records;
- (2) Gunsite Spring flow records;
- (3) Water meter records, including snow making;
- (4) Water audit and water accounting data;

(5) Data about known and anticipated growth areas, including allowable development density or other pertinent zoning information for undeveloped sections. GIS shapefiles are a preferred data source.

2. Village's Obligations.

a. The Village will provide to GGI the following documents and information in its possession:

(1) Village's Phoenix Spring flow records, at a minimum from October 2014 to present;

(2) Village's water meter records for the existing Kachina Booster Station (three years minimum; five years preferred, of monthly records in MS Excel format);

(3) Village's water meter records of current customers and a listing of any customers who have paid for availability but may not currently be connected

to the existing water system (three years minimum; five years preferred, of monthly records in MS Excel format);

(4) Water audit and water accounting data (three years minimum; five years preferred, of monthly records in MS Excel format);

(5) Estimates of any known, unmetered water usage;

(6) Data, maps, diagrams, and drawings of any known and anticipated growth areas, including allowable development density or other pertinent zoning information for undeveloped sections. (Maps, diagrams, and drawings should be in CAD, GIS, or both formats).

3. The Village may choose to engage, at Village expense, another hydro-geo-engineering firm of its choosing to conduct a "Peer Review" of GGI's water systems study/report before accepting the GGI supplemental study/report for use in its Water System Master Plan.

4. Governing Law. This Agreement shall be construed under the laws of the State of New Mexico.

5. Terms. This Agreement shall be effective on the last date signed by all Parties and shall be of indefinite terms.

6. Authority. The individuals signing below on behalf of the Parties hereby warrant and represent that they have full legal authority to bind the Parties to this Agreement and have taken whatever steps are required by law and their governing documents to do so. Electronically duplicated signatures shall be permitted and if used, shall be binding. This Agreement may be signed in duplicate originals bearing the signatures of fewer than all Parties if all Parties have signed at least on duplicate original.

IN WITNESS WHEREOF, Taos Ski Valley, Inc. and the Village of Taos Ski Valley have caused this Agreement to be executed and attested to be each of their duly authorized officers on the dates signed below.

[Signature Pages to Follow]

AGREED TO:

DATED: 3/23/2021

VILLAGE OF TAOS SKI VALLEY, a New
Mexico Municipal Corporation

By: 

Its Mayor

vote 4-0

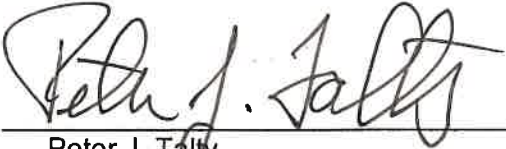
Per Action / ~~Resolution of~~

Village Council Dated: 3/23/2021

AGREED TO:

DATED: 4/5/2021

TAOS SKI VALLEY, INC.

By: 

Peter J. Tally

Its Vice President



GLORIETA GEOSCIENCE, INC.

P.O. Box 5727 Santa Fe, NM 87502
(505) 983-5446 Fax (505) 983-6482
E-mail: ggi@glorietageo.com
Web Address: www.glorietageo.com

**Village of Taos Ski Valley Water System Master Plan
Proposed Scope of Work and Statement of Qualifications**

March 2, 2021

This proposed scope of work (Scope) outlines the services Glorieta Geoscience, Inc. (GGI) will provide to develop a master planning document for the Village of Taos Ski Valley (VTSV) surface water supply system. GGI will contract directly to TSV, Inc. (TSVI) to execute this Scope, and will utilize Dennis Engineering Company (DEC), contracted directly to TSV, Inc., as needed for engineering-related tasks. GGI will be the sole author of any work product under this Scope. If a peer review is requested, GGI will share a draft work product with Village staff.

The most recent water master planning effort for the Village of Taos Ski Valley was completed in 2007. Under this new Scope of Work, GGI will develop a supplemental document that will support the VTSV's water system master plan with respect to water supply, taking a data-driven watershed approach to assessing water resources and uses, taking particular consideration of the alpine hydrology in the area. A crucial part of this effort will be to update and incorporate previous studies of the Lake Fork watershed, including the *Village of Taos Ski Valley Snow Sampling Results* (March, 2016), conducted on behalf of VTSV, *Geohydrologic and Isotopic Investigation of Phoenix Spring, Taos Ski Valley, NM, Interim Report* (January, 2018), conducted on behalf of TSVI, *Alpine Hydrology of Phoenix Spring and Lake Fork of the Rio Hondo, Taos Ski Valley New Mexico* (Abstract and Presentation): New Mexico Geological Society Spring Conference, 2018), and *Alpine Hydrology of Lake Fork of the Rio Hondo Watershed, Taos Ski Valley, New Mexico* (Abstract and Presentation): Nevada Water Resources Association Abstracts and Program, 2020, p. 20.

Summary of Previous Investigations

Phoenix Spring Hydrogeologic Setting

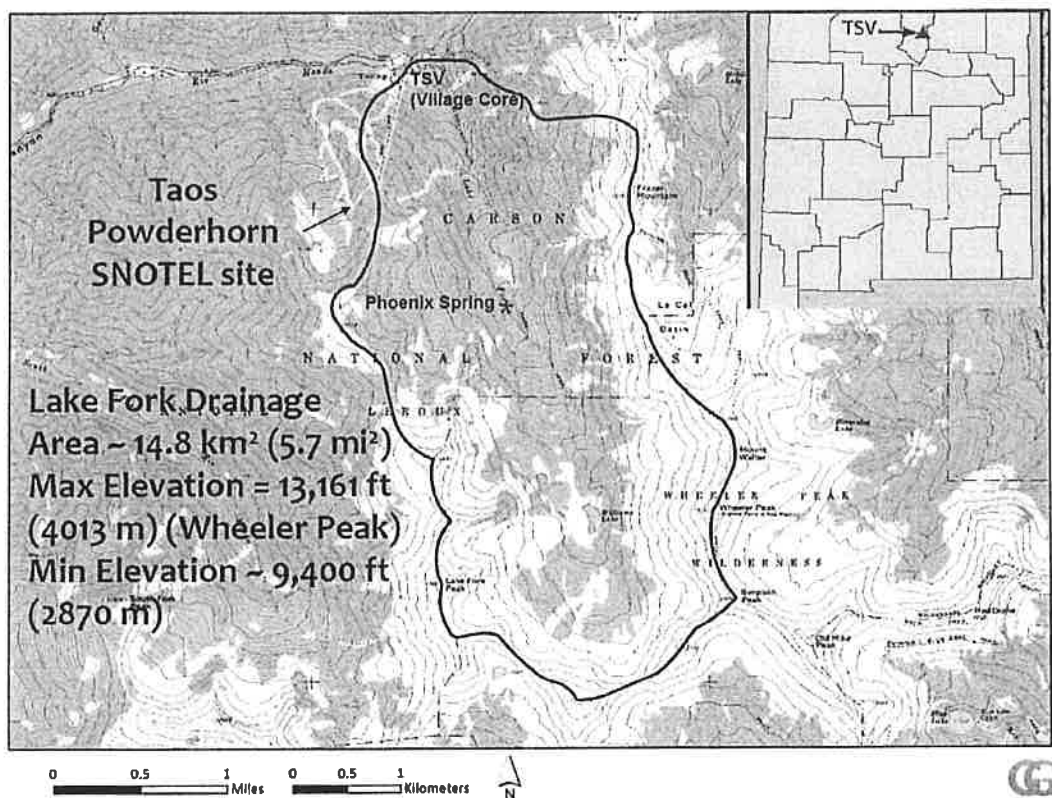
The Phoenix Spring complex currently provides the entire municipal water supply for the Village of Taos Ski Valley and is one of the primary sources of stream flow in the upper reaches of the Lake Fork of the Rio Hondo. Phoenix Spring is situated at an elevation of 10,310 ft in the Lake Fork Valley, a glacial valley draining the Williams Lake cirque and Wheeler Peak in northern New Mexico (Figure 1). The Lake Fork Valley is underlain by rock glaciers and thick valley bottom till. Recharge occurs both in the Williams Lake Cirque and along the Lake Fork Valley, with snowmelt and monsoonal precipitation infiltrating directly into the glacial deposits. No surface water flow leaves the cirque; rather groundwater discharges further down the valley through springs and directly to the Lake Fork. Phoenix Spring discharges at a location where the width of glacial deposits narrows between a bedrock constriction formed by Precambrian gneiss and

EXHIBIT A

GGI's "Scope of Work for
Water System Master Plan"

schist. Spring discharge ranges from a low of ~150-250 gallons per minute (gpm) from December through April in low flow years to a high of over 1,000 gpm in June and July. VTSV staff have reported flows as low as 120-140 gpm during low-flow conditions in February and March, which also coincides with spring break peak system demand. This is similar to the lowest 30-day average flow of 147 gpm from March 24-April 23, 2014, and based on currently available data, provides a low-flow discharge estimate for Phoenix Spring.

Figure 1. Phoenix Spring and Taos Ski Valley (TSV) Site Location Map



TSVI, VTSV, and GGI conducted a hydrogeologic investigation of Phoenix Spring from 2016-2019.¹ This investigation included collection of precipitation and snowpack samples for tritium and stable isotope analyses, piezometer installation and water level monitoring upgradient of the Phoenix Spring complex (Figures 2 and 3), and gaging of stream flows. Analysis of piezometer data and Phoenix Spring flow records indicate that spring discharge is typically highest in May, June and July in response to an initial rapid response to snowmelt recharge, and March-April low discharge base flow conditions are controlled by the previous winter's snowpack, or snow water equivalent (SWE). This is consistent with recharge to high-hydraulic conductivity coarse sediments (talus, rock glaciers, and moraines) in the Williams Lake Cirque and Lake Fork Valley

¹ The results of these studies and other similar spring investigations have been presented in technical conferences in New Mexico and Nevada (e.g. Drakos et al., 2020; Drakos et al., 2017; Drakos et al., 2013). These results were also presented to the VTSV Source Water Protection Stakeholders group, and are referenced in the Source Water Protection Plan (SWPP).

above Phoenix spring. These types of aquifers have fast responses to snowmelt and storm events, yet they sustain steady discharge for many months (Hayashi, 2020).

Figure 2. Spring and Piezometer Locations, Taos Ski Valley Kachina (Upper Valley) Area

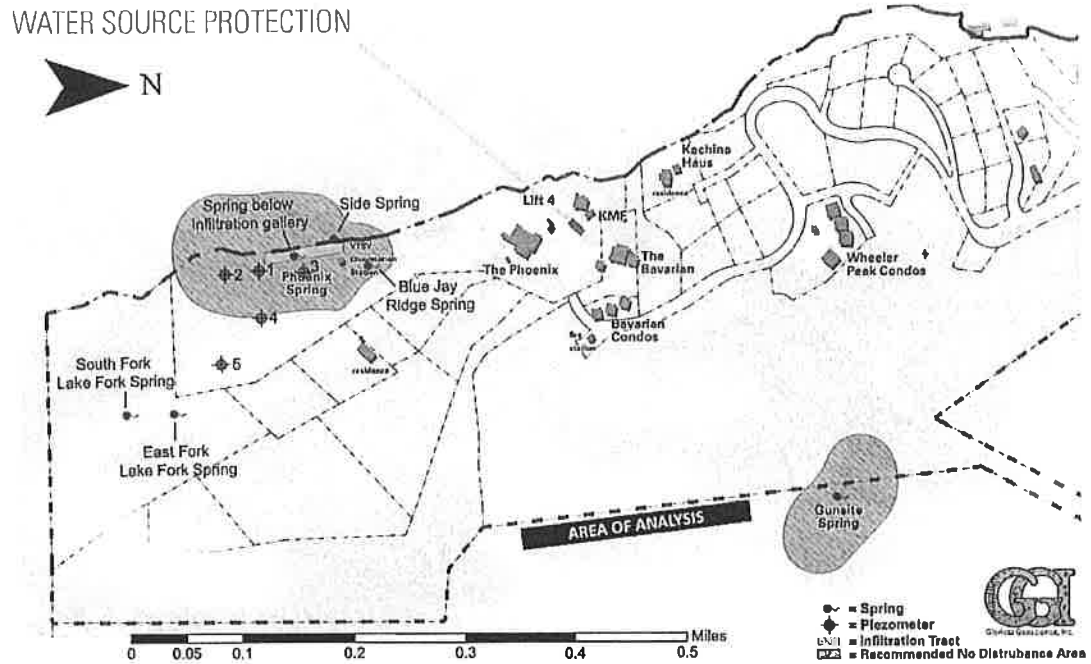
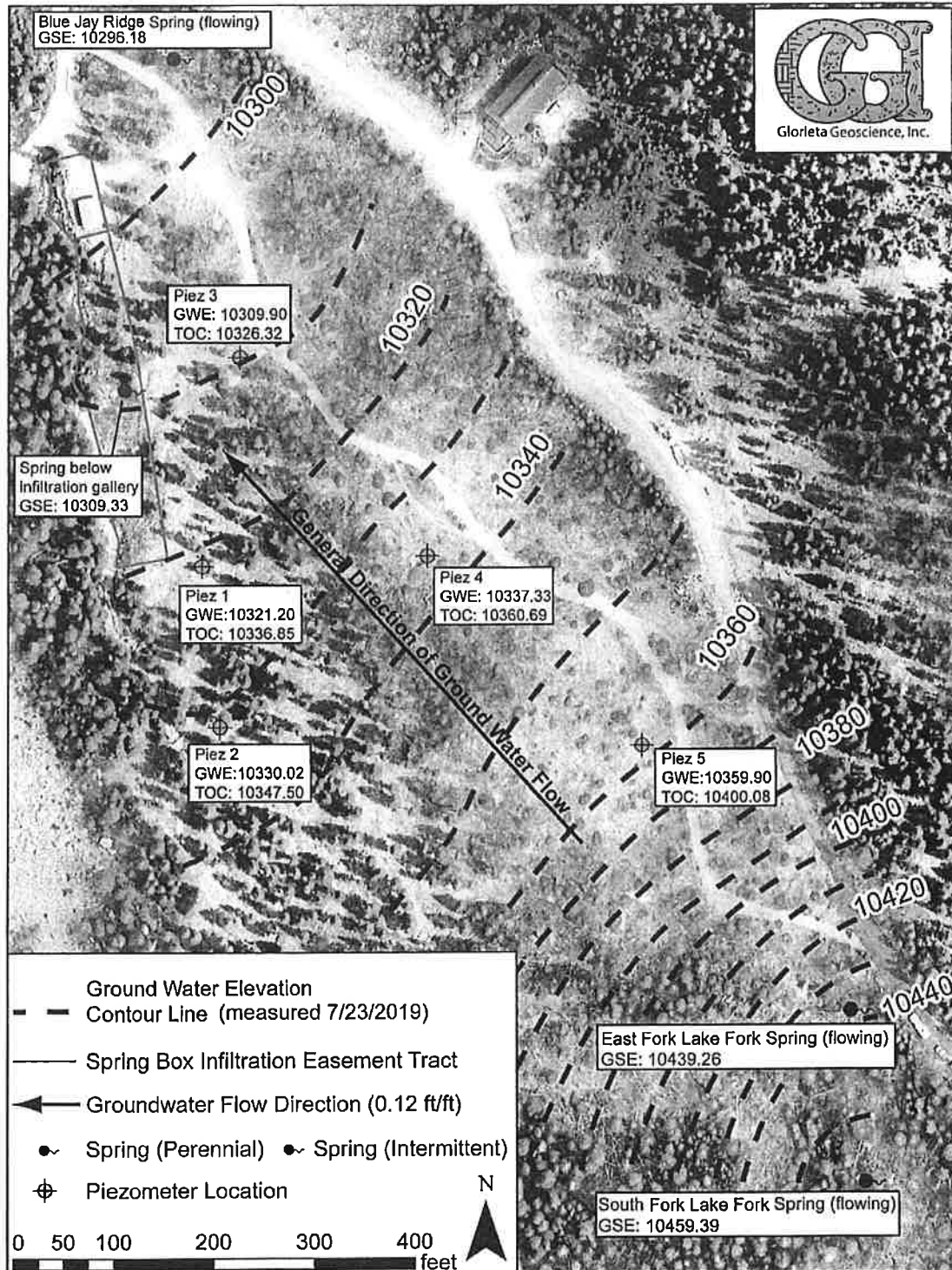


Figure 3. Piezometer Locations, Potentiometric Surface Map, and Phoenix Spring Infiltration Gallery



Phoenix Spring Flow Records

Metered diversion records previously available to GGI from VTSV between November, 2014 (after infiltration gallery maintenance completed in September-October 2014) and December, 2019 showed a minimum average monthly flow of 191 gpm in March.² During this time frame, the lowest average flow recorded over a one-month period was 169 gpm from March 25 to April 24, 2019. If the period beginning in February, 2014 (the earliest records available to GGI) is included, the lowest single average flow over a one-month time period was 147 gpm and occurred from March 24 to April 23, 2014. This low-flow time period overlaps with the later part of spring break, when visitation to the Taos Ski Valley ski area and water usage is at its peak.³ During the brief, six-year period that flow measurements are available for the Phoenix Spring, low flows are typically recorded in March-April and range from 140-170 gpm over a one-month time frame and 120-140 gpm over a shorter time frame or without the Side Spring.

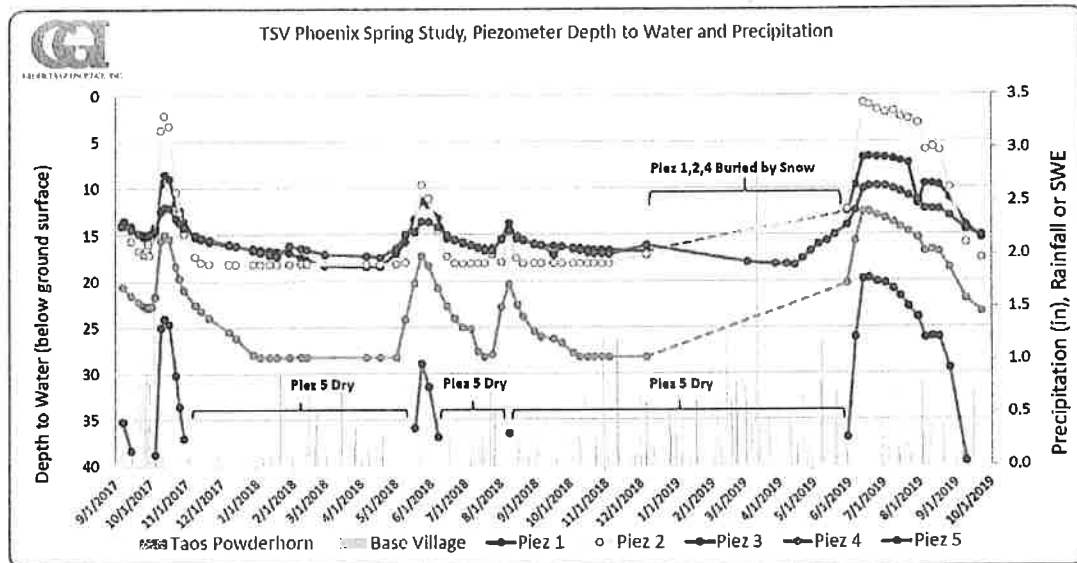
Piezometer Data Analysis

Hydrographs depict water level data so it can be used to evaluate recharge and seasonal trends in groundwater and surface water, and thus help to understand the hydrologic system. Data from piezometers installed near Phoenix Spring show that the lowest water levels, which correlate with lowest spring flows, were observed in February through April, following a period of recharge in May through July and generally declining water levels thereafter (Figure 4; see Figure 3 for piezometer locations). Strong summer or fall monsoonal precipitation events may also provide transient recharge to the shallow aquifer and Phoenix Spring. This pattern is similar to displays of fast response to snowmelt and rainfall, followed by much slower, steady groundwater discharge observed in other alpine regions such as the European Alps, North American Cordillera, and Himalayas (Hayashi, 2020).

² A data validation effort will be undertaken to evaluate variations in discharge readings

³ VTSV has reported Feb-Mar flows of 120-140 gpm, although these reported values are less than any of the 30-day average flows that are observed in the Phoenix Spring flow data, and may reflect Phoenix Spring flows without flow from the "Side Spring."

Figure 4. Hydrographs from Piezometers located near Phoenix Spring, Taos Ski Valley, NM



Snow Water Equivalent (SWE) and Phoenix Spring Discharge

The 2017-2018 snow pack had the lowest snow-water equivalent of any year on record for the Powderhorn SNOTEL site (period of record 1974-2019; Figure 5), resulting in less recharge to the shallow aquifer that discharges to the Phoenix Spring and resulted in low discharge in March, 2019 (Table 1). However, due to the short period of record for Phoenix Spring flow data and the unknown reliability of the data, a direct correlation between SWE and spring discharge the following February and March cannot be established.⁴

⁴ To better understand the relationship between SWE and Phoenix Spring discharge, it would be beneficial to all VTSV stakeholders to have a record of reproducible spring flow data for a minimum of 10 years. The Village could seek Water Trust Board funding for such an endeavor.

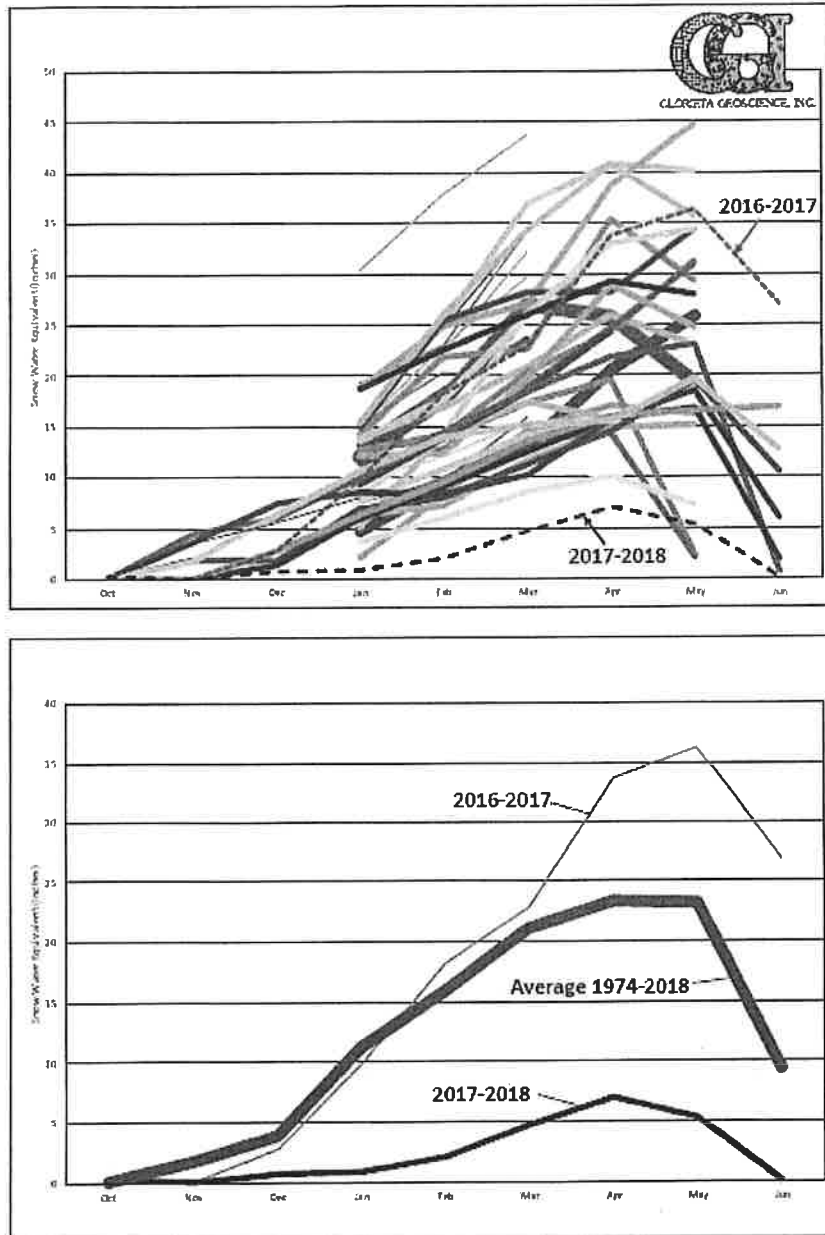


Figure 5. Snow Water Equivalent (inches) at start of month for Powderhorn SNOTEL site for the period of record (Feb. 1974 to Present, excluding 1984 -1988 [no data]). Top graph shows data for all years, bottom graph is the average snow water equivalent for the period of record compared to the 2016-2017 (labeled as 2017) and 2017-2018 (labeled as 2018) snow packs. Data source: <https://wcc.sc.egov.usda.gov/nwcc/site?sitenum=1168>

Table 1. Average Monthly Spring Discharge, Phoenix Spring, based on VTSV Meter Readings

Ave Monthly Flow (gpm) after Oct 2014 Gallery Maintenance, 2014-2019		Average monthly flow (gpm) Likely includes flow from "Side Spring" during low-flow conditions						
		2014	2015	2016	2017	2018	2019	
Jan	240.9	Jan		235.8	309.6	225.2	224.0	209.6
Feb	216.8	Feb	212.0	204.5	243.9	230.9	220.7	183.9
March	190.6	March	169.8	191.0	205.8	195.1	186.3	174.8*
April	203.3	April	149.7	217.5	205.8	237.7	175.7	180.0
May	455.5	May	632.6	488.0	261.5	712.8	494.8	320.4
June	594.8	June	944.0	1086.0	289.9	641.6	474.5	482.0
July	502.5	July	872.5	843.9	334.6	526.3	286.1	521.5
Aug	472.7	Aug	855.6	545.2	298.0	507.9	498.7	513.6
Sept	420.5	Sept	585.0	507.0	302.3	493.1	313.6	486.6
Oct	382.9	Oct	353.5	429.3	297.0	507.9	234.3	477.3
Nov	321.0	Nov	345.9	316.5	261.6	439.1	217.4	338.1
Dec	259.9	Dec	238.8	274.0	237.6	312.6	256.7	237.6

*lowest post-gallery maintenance average monthly flow

Scope of Work

This proposed Scope encompasses the first steps towards a supplemental document that will support the VTSV's water system's master plan with respect to water supply. The specific services to be provided by GGI and DEC under this Scope are:

1. Determine the capacity of the existing Phoenix Spring during low-flow periods based on existing spring flow records and correlation with Snotel data; determine the timing of low-flow conditions and spring/summer recharge; and estimate maximum spring flows. The analysis period will include the previous six+ years of system records (since gallery maintenance in October 2014). GGI will rely on historical data provided by VTSV, and will assess data reliability in its analysis. GGI will conduct one site visit to the chlorination station to review VTSV's metering of flows into the system and metering/estimating flows bypassing the system.
2. Analyze data from Powderhorn Snotel site to establish the relationship between snow water equivalent (SWE) moisture content and recharge to Phoenix Spring.
3. Collect samples from Phoenix, Gunsite and other springs in the area for isotopic analysis to evaluate seasonal variability in isotopic characteristics. These data will be used to refine the results of the Phoenix and Gunsite spring recharge study and evaluate the relative importance of summer monsoonal recharge versus winter precipitation that occurs as snowfall.
4. Review existing system capacity and historic water demands based on VTSV-furnished records for water production and sales for purposes of evaluating water loss/unaccounted for water.
5. Work closely with TSVI and VTSV to understand scope of development and present and future water demand, and to assess the availability of water resources to meet or limit those demands. GGI and DEC will analyze potential growth areas and develop estimates of future water demand based on predicted growth. Future growth areas or those identified during the planning process will be included in the analysis for potential future demand including Amizette and platted areas above the recently constructed Kachina Water Tank.
6. Summarize potential future water capacity available from development of the Gunsite Spring.
7. Prepare a project deliverable which will be a technical memorandum summarizing the existing and potential future capacity, demands, and potential to support growth with the existing water supply.
8. Schedule: project deliverable 3 months after receipt and validation of data provided by VTSV.

Data and Information Requirements

This Scope requires specific data and information, much of which is in the possession of VTSV and TSVI:⁵

1. Phoenix Spring flow records, at a minimum from October 2014 to Present.
2. Water meter records for the existing Kachina Booster Station (three-years minimum, five-years preferred, of monthly records in MS Excel format).
3. Water meter records of current customers and a listing of any customers who have paid for availability but may not currently be connected to the existing water system (three-years minimum, five-years preferred, of monthly records in MS Excel format).
4. Water audit and water accounting data (three-years minimum, five-years preferred, of monthly records in MS Excel format).
5. Estimates of any known, un-metered water usage.
6. Data, maps, diagrams, and drawings of any known and anticipated growth areas; including allowable development density or other pertinent zoning information for undeveloped sections. (Maps, diagrams, and drawings should be in CAD, GIS, or both formats.)

Exclusions, Assumptions, and Constraints

1. GGI will contract directly with TSVI to execute the work under this Scope.
2. Distribution modeling is not included.
3. Scope is limited to identifying a targeted and sustainable flow rate of the water supply based on VTSV meter records, existing conditions, growth area, and density analysis.
4. Preparation of the Technical Memorandum will be delivered within three (3) months of receiving VTSV vetted records and data.
5. The Scope does not include an analysis of water rights or regulatory permitting or clearances.

Cost Estimate

Data Collection and Analysis: \$27,800.00 plus NMGR (GGI); (\$20,342.00 plus NMGR – DEC)

Engineering and Demand Analysis – \$22,236.00 plus NMGR – DEC)

Synthesis and Recommendations, including Project Management \$17,500.00 plus NMGR (GGI)

Total Cost: \$87,878.00 (plus NMGR)

⁵ MS Excel format preferred.

Experience

Glorieta Geoscience, Inc. has provided high-value geohydrologic, environmental, and water resource consulting to governmental and private clients in New Mexico and the western United States for over 40 years. GGI has extensive experience in professional consulting, conducting field campaigns, data collection and analysis, and expert witness testimony and litigation support on a wide variety of water resource and environmental projects in a range of judicial, regulatory and non-regulatory frameworks. GGI has in-house technical and regulatory experts that allow us to efficiently and effectively tailor our work to the complicated and ever-changing scientific and legal requirements of our work.

In addition, GGI has a long history of conducting hydrology, geomorphology and related investigations and planning in support of many public sector clients throughout New Mexico and the western U.S., including: Los Alamos National Laboratory, the City of Española, the Town of Taos, Santa Fe County, the Village of Taos Ski Valley, Town of Red River, the City of Jal, the Buckman Direct Diversion Board, University of New Mexico, University of New Mexico Hospital, New Mexico State University, New Mexico Highlands University, Sandia Pueblo, Pojoaque Pueblo, San Felipe Pueblo, Zuni Pueblo, the Nye County (Nevada) Nuclear Waste Repository Office, Moapa Valley (Nevada) Water District, the New Mexico Interstate Stream Commission, and the New Mexico Office of the State Engineer. GGI has conducted isotopic and recharge studies, and investigations of watersheds, groundwater, and surface water resources throughout New Mexico and the western United States. GGI has presented many of these studies at professional conferences, and has published in peer-reviewed journals. GGI has been conducting hydrologic studies, water rights analyses, wetlands and water resource assessments, and environmental projects in the VTSV area and the surrounding Lake Fork and Rio Hondo watershed since 1990. The studies of springs, groundwater and surface water resources in other watersheds throughout the southwestern US are resources that GGI can draw upon to better understand the hydrologic system that sustains Phoenix Spring, the Gunsite Spring, and the VTSV water supply. GGI possesses unparalleled technical capability within a small, nimble, and innovative firm where every employee is personally responsible for bringing expertise, pragmatism, and commitment to every project. Find out more about GGI at www.glorietageo.com.

Dennis Engineering Company has provided planning, computer modeling, design and construction phase engineering services for municipal infrastructure in communities throughout New Mexico since 1975, including communities in northern New Mexico such as Red River, Eagle Nest, Angel Fire, and Cimarron. DEC specializes in developing engineering methods to improve and expand infrastructure, streamlining operation and maintenance, and reducing water loss while providing opportunities for community growth. Find out more about DEC at www.decnm.com.

References

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Drakos, P., Davis, J., Riesterer, J., and Lazarus, J., 2017, Muddy River spring inventory and habitat protection: Proceedings of the Devils Hole Workshop, Beatty, Nevada.

Drakos, P.G., Riesterer, J.W., and Bemis, K., 2013, Recharge sources and characteristics of springs on the Zuni Reservation, New Mexico: New Mexico Geological Society 64th Annual Field Trip Guidebook, p. 205-213.

Drakos, P., Hodgins, M., Klenke, J., Howard, W., Kryder, L., Crossey, L, and Karlstrom, K., 2013, Assessment of Selected Springs and Wells and Implications for Recharge in the Pahrump Valley and Spring Mountains, Nye Co., Nevada: Proceedings of the Devils Hole Workshop, Furnace Creek, Calif, p. 6-7.

Hayashi, M., 2020, Alpine Hydrology: The critical role of groundwater in sourcing the headwaters of the world: Groundwater, v. 58, no. 4, p. 498-510.

VILLAGE OF TAOS SKI VALLEY
Village Council
Agenda Item

AGENDA ITEM TITLE: Discussion and Direction for a Scope of Work to prepare a Comprehensive Financial Analysis and Report for a Village Plan of Finance

DATE: March 23, 2021

PRESENTED BY: John Avila, Village Administrator and Nancy Grabowski Finance Director

STATUS OF AGENDA ITEM: New Business

CAN THIS ITEM BE RESCHEDULED: Not Recommended

BACKGROUND INFORMATION:

The Village of Taos Ski Valley requested of their Financial Advisor Brad Angst, Director at Stifel and Company, a quote for professional Financial Analysis and Reporting to create a Village Plan of Finance. As our Financial Analyst, Stifel and Company can provide the services listed in the attached estimate. Discussion for clarification of expected scope of work is still required.

STAFF RECOMMENDATION: Staff recommends Discussion and Direction for the scope of work for Financial Analysis to create a Plan of Finance, and approval for the Administrator to procure the services requested to create a Plan of Finance for the Village.

Village of Taos Ski Valley, New Mexico
John Avila, Village Administrator
Nancy Grabowski, Village Finance Director

March 16, 2021

Re: Comprehensive Financial Analysis and Report

Mr. Mayor, Councilors, and Staff:

Stifel serves as the Village of Taos Ski Valley's (the "Village") Municipal Advisor ("MA") for the issuance of bonds, notes and the use of other financial instruments when financing capital projects ("Transactions"). As part of our engagement and scope of work with the Village, Stifel assumes overall responsibility for the financial analysis and structuring recommendations for the Village during these Transactions as well as the coordination of consultants, assistance with rating agencies, and the coordination of credit strategy.

The Village has asked Stifel to prepare a comprehensive report for the Village outside of a financing transaction in order for the Village to evaluate various items including budgetary, finance, and accounting performance and future capacity. For Stifel's analysis, consulting work, and report in response to this request, Stifel shall be paid a fee equal to \$25,000. This fee is to be paid at the delivery of the report, or through future bond or loan proceeds should the report result in a capital financing. Should the Village commence a financing transaction within 6 months of the delivery of the report, a \$10,000 credit will be applied to the fee for that financing transaction.

As the Village's MA within our current engagement, Stifel can perform a detailed analysis and report of certain items which have been listed below.

- Village Credit Profile and Review – An overview of financial status and goals
 - o Historical audit review, summary, and trends
 - o Tax base, revenue streams and sustainability
 - o Financial metrics, ratios, and balances
- Operating and Maintenance Budgets, Performance and Projections
 - o General Operating Fund and Enterprise Systems
 - Historical performance
 - TIDD impact to revenues
 - Projected revenues, forecasts, and growth
 - Annual capital expenditure
- Village Facility and Capital Asset Identification and Review
 - o Useful life and remaining life
 - o Current valuations and replacement costs
 - o Annual maintenance costs with growth projections
 - o Replacement plan – Cash reserves or finance

- Capital Projects and Funding Options
 - General and operating service projects
 - Funding types - Grant, GRT, property, Development Impact Fees (DIF)
 - Enterprise Funds – Water, Sewer, Fire
 - Funded by: General Fund Debt, System Development Fees (SDF), System Fees, Rates
 - Economic Development
 - Funded by: Grants, Lodgers Tax Board (LTB), LEDA, TIDD
- Current Debt Profile and Capacity
 - Debt Map with structure details for each obligation
 - Revenues available for debt service
 - Current legal provisions and covenants
 - Tax Impact with GO
- Financing Plans and Options
 - Short Term/Type: Depreciation of equipment and facility replacement
 - General Services:
 - Enterprise Funds:
 - Economic Development:
 - Long Term/Type: Expanded capacity and ICIP
 - General Services: DIF, Debt Service, Grants
 - Enterprise Fund: SDF, Debt Service, Grants
 - Economic Development: LTB, Grant, KCEC, TIDD
- Project Implementation Schedule: Prioritizing and Planning
 - ICIP
 - Fire Dept.
 - Police Dept.
 - Enterprise Fund
 - COOP (GIS map by color/year)

Our Duties as Your Municipal Advisor

Rule G-42 describes our basic duties to you. Most importantly, we owe you a fiduciary duty, the principal element of which is a duty of loyalty. Under the duty of loyalty, we are required to deal honestly and in the utmost good faith with you and to act in your best interests without regard to our financial or other interests. We may not serve as your municipal advisor if we believe that we have any conflicts of interest that we cannot manage or mitigate so that we can act in your best interests.

Rule G-42 also provides that we owe you a duty of care. As part of that duty, we must possess the degree of knowledge and expertise needed to provide you with informed advice. Also, under that duty, when we make recommendations to you or help you to evaluate the recommendations of others, we may need to ask questions to make sure that we have all the relevant facts.

Evaluation of Recommendations/Suitability

As provided in our engagement letter, we will assist you in evaluating recommendations, whether made by Stifel or, upon your written request, by third-parties, such as underwriters. We will provide you with our evaluation of the material risks, potential benefits, structure, and other characteristics of the transaction or product. We will discuss with you why we think a recommendation we make is suitable for you. In the case of recommendations made by an underwriter or other third-party that you request in writing that we review, we will discuss with you why we think the recommended transaction or product is or is not suitable for you. We will also inform you of any other reasonably feasible alternatives considered.

STIFEL, NICOLAUS & COMPANY, INCORPORATED

A handwritten signature in dark ink, appearing to read "Brad Angst", is written over the printed name.

Brad Angst, Director