



**VILLAGE COUNCIL REGULAR MEETING AGENDA
MEETING TO BE HELD VIA ZOOM TELECONFERENCE
TAOS SKI VALLEY, NEW MEXICO
TUESDAY, JANUARY 24, 2023 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 DECEMBER 27, 2022 VILLAGE COUNCIL REGULAR MEETING**
- 5. CITIZEN'S FORUM** –for non-agenda items only. Limit to 5 minutes per person (please email awooldridge@vtsv.org to sign up)
- 6. COMMITTEE REPORTS**
 - A. Planning & Zoning Commission
 - B. Public Safety Committee
 - C. Firewise Community Board
 - D. Parks & Recreation Committee
 - E. Lodger's Tax Advisory Board
- 7. REGIONAL REPORTS**
- 8. MAYOR PRO TEM'S REPORT**
 - A. Discussion of Water Issues
- 9. STAFF REPORTS**
 - A. Administrator Avila
 - B. Finance Director Griesedieck
 - C. Public Safety Director Vigil
 - D. Building Official Bowden
 - E. Planning Director Nicholson
 - F. Public Works Director Martinez
 - G. Clerk Wooldridge
 1. Consideration to Select a Representative to the Holy Cross Hospital Nominating Committee
- 10. OLD BUSINESS**
- 11. NEW BUSINESS**
 - A. Council Acknowledgement of the FY2023 2nd Quarter Financial data for submission to the Department of Finance, Local Government Division by January 31, 2023
 - B. Consideration to Approve Resolution 2023-225 Approving an Extension for the NM DOT MAP Program
 - C. Consideration to Approve a Professional Services Agreement with the Rocky Mountain Youth Corps for Construction and Design of Recreational Trails within the Village Trail System
- 12. MISCELLANEOUS**
- 13. ANNOUNCEMENT OF THE DATE, TIME & PLACE OF THE NEXT MEETING OF THE VILLAGE COUNCIL**
- 14. ADJOURNMENT**

Ann Marie Wooldridge

From: Ben Cook <cookconsulting@yahoo.com>
Sent: Tuesday, January 24, 2023 2:11 PM
To: Ann Marie Wooldridge
Cc: Tom Wittman; John Avila; Henry Caldwell; Chris Stagg; Brent Knox; Brent Knox; Patrick Nicholson
Subject: My statement today for public record

Please see below, thanks, Ann Marie.

Water crisis: Input from Ben Cook, 4 Porcupine Rd, TSV

Thank you for the opportunity to comment on the ongoing water supply crisis. My wife and I would like to express our gratitude to Anthony Martinez and his public works staff, who have worked tirelessly over several weeks to troubleshoot and restore water service, working late into the night on multiple days over the New Year's holiday while patiently fielding a barrage of questions from Village residents.

We would like to urge Village leadership to reflect on lessons learned and take needed action to upgrade the Village's water system, enact water conversation measures, and improve emergency communications:

- 1) **Communications:** Village currently relies on email and needs to modernize its communication system. Over the New Year's holiday, several days passed without any updates from Village leadership on the water outage and status of repairs. We need more timely communication for future emergencies, perhaps using a text-based community notification system.
- 2) **Conservation:** Based on my informal polling of many guests and employees in the Village core, there appears to have been little effort to conserve water during the outage. I don't fault Village businesses as many appeared to be unaware of the severity of the water crisis, where fire protection in the upper Village was severely compromised for days due to dry hydrants. The core commercial district consumes the bulk of our water, and during future shortages, Village leadership needs to enact more effective conservation measures.
- 3) **Infrastructure:** My understanding is the Village's current water and wastewater treatment operations are not self-supported by the money collected through the current rate structure. Significant funds will be needed to repair and improve the water system, further straining Village budgets. I encourage Village leadership to consider whether an increase in water rates is needed to raise repair funds and maintain robust operations.

Public Safety Committee report to Council concerning recent water outage.
January 24, 2023

Mayor Pro Tem and Village Councilors,

With respect to the water outage that began on December 28, 2022, the Public Safety committee would like to make some comments and recommendations moving forward.

Being a small village, our entire water system and infrastructure is intimately connected to every household, local business and the ski corporation. Our water infrastructure system is old, deficient and fragile. At best, it loses more water out of its system than it delivers to the village. It is the goal of the Public Safety committee to propose actions on the part of the Village government, each homeowner, each business and the ski corporation, that will help prevent water outages and recommend actions for any future outages. We realize problems can never be completely prevented, but there are some relatively simple things that each homeowner can do that would prove beneficial to helping prevent events like we recently experienced.

As we have seen in the last 6 weeks, one major leak can lose thousands of gallons of water before it is discovered and repaired. Major water losses affect the entire community, and some households catastrophically. Many of our neighbors have not had water since December 28th. Others didn't have water for 2 weeks. These are property owners who have invested hundreds of thousands or even millions of dollars into their homes here. Many travel long distances to spend their vacations in these homes. Many had extended family members staying with them during the holidays and many left their holiday vacations early due to the lack of water. Likewise, the hotels and restaurants at the base lost water during a busy holiday season. Losing water in a hotel or restaurant means immediate closures of the kitchens and obvious inconveniences for hotel guests, who have paid hundreds or thousands of dollars for their stay and now may need to be relocated down in Taos. It is a logistical nightmare for our hotels and restaurants to not have water for hundreds of guests in this remote canyon.

Additionally, if there had been a building fire during this outage, there would have been a delay in fighting it, waiting to fill tanker trucks and for fire crews to come from neighboring towns.

Every water leak in any home has the potential to not only affect that homeowner, but as we have seen, the village as a whole. It can start a cascade of problems for our public works employees as well. When sudden water pressure goes down from an undetected leak, tanks empty, pumps fail, air pockets form in pipes, and lines at multiple sites throughout the village need to be dug up and flushed. And as we just witnessed, many times this is done in blizzard conditions, putting our public works employees at increased risk. It can take many days or weeks, lots of manpower and substantial expense for tanks to fill again and the system get back to functioning properly before everyone has their normal water supply restored.

Our village is located in the mountains at high altitude. Every resident and business owner knows, or should know, the responsibilities of living in snow country. 80% of the houses in Taos Ski Valley are second homes, where owners are frequently gone for long periods of time. Water leaks are bound to happen over the course of the

life of any home or business building. In colder climates, leaks occur more frequently due to freezing.

Because of these facts, the committee would like to make some recommendations that we feel would help prevent major water outages in the future.

1). Create a village ordinance that would make it mandatory for property owners to install a water shutoff valve in every existing home and business. Turning the water off every time the house or business is empty will prevent major leaks from happening when the homeowner is away. Pipes should be in a warmed area (such as a mechanical room), or the pipes should be insulated.

2). Confirm that shutoff valves are part of the building code for every new building in the village.

3) With regard to large leaks, discontinue practice of negating or discounting water bills for property owners with no shutoff valve, or if the owner failed to turn off the water valve.

4) Create a universal way that public works employees can locate a shutoff valve for each home in case of emergency when residents are gone. Shutoff valves should be a universal color and clearly marked.

5) When a water emergency does occur, have a protocol in place that immediately notifies all the water users in the village. This notice will state if a 'boil water' notice is in effect, and practical ways to use less water during this time. All hotels should give notice to their guests on how to save water as well.

6) Encourage residents to use available apps on their phone that can monitor water pressure / leaks at their residence.

The public safety committee will continue to be active in regards to the safety concerns of the village, and appreciates the opportunity to contribute in a positive way to this issue.

Trudy DiLeo



**VILLAGE COUNCIL REGULAR MEETING MINUTES
TO BE HELD VIA ZOOM TELECONFERENCE
TAOS SKI VALLEY, NEW MEXICO
TUESDAY, JANUARY 24, 2023 2:00 P.M.**

1. CALL TO ORDER AND NOTICE OF MEETING

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

2. ROLL CALL

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

Governing Body Present:

Councilor Henry Caldwell

Councilor Brent Knox

Councilor Chris Stagg

Councilor Tom Wittman, Mayor Pro Tem

3. APPROVAL OF THE AGENDA

MOTION: To approve the agenda as written

MOTION: Councilor Stagg **SECOND:** Councilor Caldwell **PASSED:** 4-0

4. APPROVAL OF THE MINUTES OF THE DECEMBER 27, 2022 VILLAGE COUNCIL REGULAR MEETING

MOTION: To approve the minutes of the December 27, 2022 Village Council Regular Meeting

MOTION: Councilor Stagg **SECOND:** Councilor Knox **PASSED:** 4-0

5. CITIZEN'S FORUM –for non-agenda items only. Limit to 5 minutes per person (please email awooldridge@vtsv.org to sign up)

A. Homeowner Ben Cook read a statement of thanks to Public Works Director Martinez and his crew for working tirelessly to restore water service to the upper Village properties, staying late at night many times over the holidays. He said the he and his wife urge the Village leadership to take measures to upgrade the Village's water system, including raising rates if necessary, to enact water conservation measures, and to improve emergency communication frequency and methods.

B. Homeowner Mike Fitzpatrick reported on the activities of the CIAC related to concerns over the financial solvency of the Village, and concerns about whether the Village is meeting the requirements of the USDA loan for the adequacy of rates to cover debt service. He also discussed the potential for a referendum vote on the new Firehouse purchase. He said that they have the sufficient number of signatures to file the petition.

TSVI's Peter Talty said that a community meeting would be held on the status of the Firehouse and Mogul Medical projects, to take place on Saturday January 28, 2023 at 3:00 pm in the Lake Fork Room by the hockey rink. Mr. Talty will present a history of the project, including the idea of the benefit of conglomerating municipal and public safety facilities in one area. Chaz Rockey will present some different funding opportunities, and Doug Patterson from Living Designs Group will explain the design of the buildings and the requirements mandated for such facilities.

Trudy DiLeo asked about the status of appointment of a mayor. Mayor Pro Tem Wittman said that a Mayor will be elected in the next election if no appointment is made before that time.

6. COMMITTEE REPORTS

A. Planning & Zoning Commission: The next scheduled meeting will be held on February 6, 2023.

A public hearing will be held on a conditional use permit for the proposed Hotel St. Bernard.

B. Public Safety Committee Chairperson DiLeo reported that the sub-committee is making progress working on moving the overhead power lines to underground. She read a statement urging Village leaders to take action to improve the municipal water system. She said that they also urged taking action to initiate an ordinance requiring a water shut-off valve be installed at each residence, the location of which is known to the Public Works Department. She said that the Committee also urged discontinuation of the practice of giving credits for water leaks, and that a protocol should be initiated to notify all water users in the Village if there is a water emergency, and that residents should be encouraged to monitor water usage at their home via installation of a private meter.

C. Firewise Community Board- see above

D. Parks & Recreation Committee – no report

E. Lodger's Tax Advisory Board - no report

7. REGIONAL REPORTS

Administrator Avila said that the NCRTD is expanding the Green Line bus route which includes bringing more frequent rides to Taos Ski Valley.

8. MAYOR PRO TEM'S REPORT

A. Discussion of Water Issues

Mayor Pro Tem Wittman reported that the water issues remaining are at one house in Pioneer Glade, and at four houses on Cliffhanger Loop. Capital Outlay requests for water system improvements have been submitted in the amount of \$5 million. He said that homeowners should contact the Village concerning items such as installing or locating water shut-off valves. Public Works Director Martinez said that the leak on Cliffhanger may have been located. Mayor Pro Tem Wittman thanked the Public Works Department staff for their hard work. Councilor Caldwell reported that TSVI was in the process of purchasing and installing seven master meters to better monitor water loss. Work on repairing and replacing water lines will also be funded by an existing \$750,000 capital outlay.

9. STAFF REPORTS

Staff reports were included in the Council packet and are posted on the Village website.

A. Administrator Avila

B. Finance Director Griesedieck

C. Public Safety Director Vigil

D. Building Official Bowden

E. Planning Director Nicholson

F. Public Works Director Martinez

G. Clerk Wooldridge

1. Consideration to Select a Representative to the Holy Cross Hospital Nominating Committee

MOTION: To appoint Trudy DiLeo as the Village's representative to the Holy Cross Hospital Nominating Committee

MOTION: Mayor Pro Tem Wittman **SECOND:** Councilor Caldwell **PASSED:** 4-0

10. OLD BUSINESS

11. NEW BUSINESS

A. Council Acknowledgement of the FY2023 2nd Quarter Financial data for submission to the Department of Finance, Local Government Division by January 31, 2023

As per the Department of Finance (DFA), Local Government Division, it is required to have the quarterly financial information submitted no later than 30 days after the close of each quarter. The summary report to be submitted to DFA by January 31, 2023, and the Profit and Loss from July 1-December 31, 2022 were presented. The Village ended the 2nd quarter of FY2023 with a net operating loss of -\$705,877. Staff is submitting this report to the Council for its review and acknowledgement of the financial status of the Village as of December 31, 2022.

MOTION: To Acknowledge the FY2023 2nd Quarter Financial data for submission to the

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

MOTION: Councilor Stagg **SECOND:** Councilor Caldwell **PASSED:** 4-0

B. Consideration to Approve Resolution 2023-225 Approving an Extension for the NM DOT MAP Program

Director Martinez explained that this extension was necessary to make the best use of the NM DOT MAP funds.

MOTION: To Approve Resolution 2023-225 Approving an Extension for the NM DOT MAP Program

MOTION: Councilor Caldwell **SECOND:** Councilor Knox **PASSED:** 4-0

C. Consideration to Approve a Professional Services Agreement with the Rocky Mountain Youth Corps for Construction and Design of Recreational Trails within the Village Trail System

In partnership with the RMYC, a Trails Plus grant has been awarded by the NM State Outdoor Recreation Division for development of five Village trail segments with linkages to adjacent established US Forest Service trails. Detailed trail assessments and field work occurred this fall in preparation for trail development and build-out activities this summer. Wayfinding signs and environmental education kiosks adjacent to the Kachina wetlands trail and other trail locations are included in the project grant.

The Professional Services Agreement will allow the Village to contract with Rocky Mountain Youth Corps for sixteen (16) weeks to perform the scope of work outlined in the grant award. Project work will be funded with Development Impact Fees and is an approved Capital Improvement Project. Total grant budget is \$224,899, while the Village cost share is \$35,001.

This Project will add approximately 6,500 feet of connector trails throughout the Village, honoring the generosity of property owners who donated land to the Village for recreational purposes. Trail reconstruction and development will occur on five (5) distinct segments - see attached VTSV Connector Trails Map.

MOTION: To Approve a Professional Services Agreement with the Rocky Mountain Youth Corps for Construction and Design of Recreational Trails within the Village Trail System

MOTION: Councilor Caldwell **SECOND:** Councilor Knox **PASSED:** 4-0

12. MISCELLANEOUS

A. Janet Ratliff and Bob Thomas at 122 Twining Road asked whether the immediate expenditures of funds on water lines would preclude expenditures going forward and Mayor Pro Tem Wittman answered that it would not.

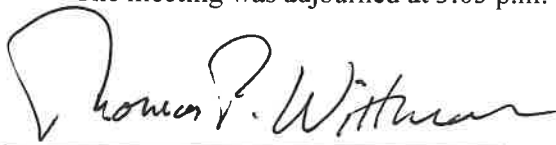
13. ANNOUNCEMENT OF THE DATE, TIME & PLACE OF THE NEXT MEETING OF THE VILLAGE COUNCIL:

The next meeting of the Village Council will be the regular meeting on February 28, 2023 at 2:00 p.m. via Zoom.

14. ADJOURNMENT: MOTION: To adjourn

MOTION: Councilor Stagg **SECOND:** Councilor Caldwell **PASSED:** 4-0

The meeting was adjourned at 3:05 p.m.



Tom Wittman, Mayor Pro Tem

ATTEST:



Ann Wooldridge, Village Clerk

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

John Avila
Village Administrator
Village of Taos Ski Valley Council
Monthly Briefing
January 24, 2022



*** Ongoing & Past Projects ***

COVID -19 - Pandemic Emergency:

Village Offices are following the NM Department of Health Order and are OPEN for visitors and hours of operation are still **9AM -4PM M-F**. Staff work in office and Staff no longer remote schedule without prior approval.

Symptomatic employees are directed to COVID Testing if symptomatic or with exposure. If ill, an employee must be approved to return to work by medical note or negative COVID test.

When NMDOH dropped mask requirements happened last year cases surged especially during the winter months. Taos region case **rates** change drastically with the influx of visitors as our population changes Vs the resident base. There is overall less test reporting, but New Mexico has had high positivity rates in December, over 306,006 cases and 2,920 deaths in 2022.

The COVID-19 Federal declaration of Public Health Emergency is supposed to expire on April 16, 2023. If the declaration is not extended it likely will bring down the increased federal spending related to the pandemic. International concerns with relaxed precautions are not focused only on the financial costs but on prevention of virulence and generally argue to maintain pandemic caution. The impact of China's reduced containment requirement may not be known but are expected to increase infection rates.

Public Health Order 12/1/2022; because of increase of Influenza, RSV (respiratory syncytial virus), COVID and the impact on limited medical resources, that increased precautions are implemented: Have Covid Symptoms? Stay HOME, get tested. "Wear masks when in indoor public settings" Updated on 12/19/22 COVID infections in NM have risen to over 655,000 ...and taken lives of over 8,700 New Mexicans". However, as precautions have proven effective the Secretary ordered that "All public Health Emergency Orders adopted in relation to the COVID-19 public health emergency are hereby rescinded, and only those directives stated herein shall remain in effect until otherwise amended or rescinded." Most directives relate to health, and residential institutions. Attached

Village requirements are to be evaluated with each DOH amendment. The Village still recommends distancing, masks and sanitized surfaces in common areas, to allow some percentage of protection against impact of variants and to protect individuals with compromised health.

WWTP

The corrections to the Wastewater Treatment Plant train 2 that were started mid-October have functioned correctly for the end of year demand and will receive continued evaluation through the

Spring Season. Ovivo was on site to examine the upgrades in comparison to Ovivo product and are now negotiating with IWS. Additional testing and evaluation is planned but equipment replacement is on hold for January and the Village is working with the contractors to pursue the funds needed to make further corrections. Currently Integrated Water Systems is at risk for the improvements to half the plant and has asked the Village to help with costs for completing the other half of the correction (approximately \$500,000). Their engineers and technicians are addressing system operations issues including monitoring programs, ceramic plate performance, improving the ultraviolet treatment, tank upkeep and injector.

Water

A water leak emergency discovered prior to Christmas is still a problem as some homes still don't have service. With leak detections expected the repairs of the primary leaks are scheduled before month end. Most of the affected homes have water pressure again but further updates are planned after the repairs. Attached

Additional Water Distribution lines below Kachina Tank will also need to be constructed along with replacement of lines and hydrant installation. House Bill 2 has \$5M for Taos County Projects from Apportionment Contingency Fund Appropriation of which \$750,000 grant funding has been identified for Village Water line repair. The funding must be utilized by June 2025 and the agreement is approved and signed with the Department of Finance. These are Federal Funds that will have different reporting standards than State Capital outlay.

Ensuring that the water delivery is optimum, Public Works has reviewed the onsite status of operating systems for the Kachina Tank including water delivery. The project will not be accepted as final until conditions to correct segregation valves are met. Because of COVID product lead times and work demands, the engineers have not yet secured the valves for correction, but they will be included in the contractor's agreement. The correction of segregation valves is at no additional cost to the Village.

An important line replacement to fix a line leak on Upper Twinning was completed satisfactorily. Capital outlay of \$200K is included for initial plans and hydrant installation, to be ready for construction in the summer. Until the permanent Water Booster Station is built, the temporary pump station upgrades allow for remote automatic operation between the pumps and tank equipment. Funding documents were received signed from the Secretary to start with NOA and NTP. The temporary pump station is again operational with help of a replacement pump after damage during dry pumping. Plummer contract was approved for design work on the Booster Station for purchase of a pumping system.

Village Complex

There is increased interest among employees for housing at the Village Complex, but the operation is an enterprise fund and must produce enough revenue to cover expenses or be part of compensation. 100% occupancy of available units is possible this summer including employee housing. With 3 units out of service at this time, further negotiation with the Insurance is required before starting the project. They will meet with the contractor this week.

The damage from the snow gale to units Nine, Ten and One is assessed, after the insurance adjuster and the engineer visited the site. The Village appealed the loss valuation and the additional loss was under SIF consideration with an additional payment of yet to be received. Because of the structural damage,

repair estimates were received and an agreement procured. The Village has procured repair of the units Nine, Ten and One, so negotiation between the insurance and contractor is pending.

The appraisal services to establish a base line market value of the Village Complex at 1346 NM150 is one measure of value and the insurance replacement cost is another. The market for individual units is yet to be determined. The previous recommendation for workforce condominiums in the apartment units and using the front of property for Public Safety may have gained traction with Staff as the most cost-effective use of the property. Because the apartment units alone will require over 2,000 Ft Sq for parking the site would not be optimal for moving all Village offices to the site. But the site does have room for Public Safety Administration offices. Some considerations for converting the apartment to Condominiums are, Review by Planning and Zoning and recommendation to Council for approval of the property status. After the Village completes condominium conversion, the Village Council would transact the sale of the units through ordinance.

The Village is currently making use of the property as the Building Inspector, Public Safety Housing EMS/Fire, Police and Fire Administration Offices are currently housed in Village Apartment units. The use of the units as office space and EMS bunking rather than as apartment housing, has reduced the average cost per unit of sewage pumping and utilities budget to \$10,000 annually. The office for the Police Department replaced their past 20 year assignment to a construction trailer. The Village Offices at the "Taos Mountain Lodge" location are housed in separate units.

Facility Undergrounding

Kit Carson Electric issued a letter to customers, explaining that there may be extended delay for equipment and supplies. In follow up calls the Village learned that wait times could be 80 weeks but that contractors that are able to provide their own equipment could make progress on projects.

Reminder: Once the underground service is available near a property, the 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 a *service 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,

We recommend getting private access along the frontage of NM 150, if we don't have a report of progress with NMDOT/KCEC after many attempts and we have informed them of efforts to get private easement. The Village excavation contractor is waiting approval to start work on NM 150. Additional efforts to educate Amizette residents about KCECUG is being planned with the help the Public Safety Committee.

Most of the Amizette properties on NM150 riverside are owned either by multiple owners and/or by a Limited Liability Company. Other forms of acknowledgment will be needed for trusts (signature by trustee) and for LLCs (signature by an authorized officer).

Village GIS mapping is pending update to show those properties that are within reach of connection to underground but have not yet made the connection. When completed, this mapping will show the properties that are required to make underground connection to KCEC.

Other KCEC priority underground projects completed are underground for the alleyway between Gusdorf and Emma in Amizette, the joint trench installation of underground electricity with gas line expansion from Coyote – Phoenix. Delayed last year by shortages in qualified operators and KCEC material shortages. Initial coordination of the VTSV, KCEC and NM Gas allowed a plan for a joint

trench installation for both electricity and gas lines on Coyote, Chipmunk and 500 ft. of Phoenix. This project will eventually allow for several sections of overhead electrical line to be installed to underground as well as bring the NM gas facilities near properties along the route for connection in 2023. Estimate for Twinning Road Gas extension is \$177,000

The trenching project for Upper Twining could not be completed this season as KCEC could not guarantee materials. Pandemic supply issues, hurricane and international conflict were reasons given for the shortages. We are left to plan the project for next construction season. Additional underground installation is being accomplished with the TIDD Entryway projects in the parking lot, near Thunderbird Road and Firehouse Lane. These are predicted to allow removal of some overhead poles on Twining Road.

TIDD

The Tax Increment Development District is the mechanism that certain economic development investments by the designated developer (TSVI) are to be funded by tax revenues from the Village, County and the State. The tax is charged in most areas of the Village for project funding and correction for the misdirected payments is now addressed immediately. TIDD is a separate political subdivision of the State and the Board has fiduciary responsibility for oversight of those taxpayer dollars that pay the Tax Increment Bonds. The FY22 TIDD audit is complete and has been provided for TIDD Board review and release.

The planning documents, Village Water Study, the first amendment Water Line Repair Plan and second amendment for Master Meters installation are expected as TIDD eligible projects. TIDD eligible projects are intended to be dedicated after completed. Three of four facility projects were accepted for dedication by the Village and the record is forwarded to the TIDD Board for future review and approval for reimbursement of the TSVI developer. The TIDD Board is scheduled to meet at 2pm Wednesday 1/25/22. TSVI has entered into an MOU with the Village to conduct water study and engineering and is progressing with equipment purchase for 2023 installation of master water meters.

Entry Road:

Pending TIDD project; Entry Road development by Taos Ski Valley Inc. has been presented to the Village at the Council Work Shop. Questions and comments are provided to TSVI for their application to US Forest Service permit. The Village gave support to the USFS Master Development Plan submission by resolution.

Items

Public Safety Grants:

NMDHS EM required for the Unified Hazard Mitigation Assistance Programs specifically regarding the Taos County Hazard Mitigation Plan Update for Taos County. The Village of Taos Ski Valley will be an active participant in the Taos County multi-jurisdictional Hazard Mitigation Plan.

NM DFA the Village of Taos Ski Valley is not eligible for many grants including the Local Planning Development Grant because the Village Median Household Income is far above the limit as well as having small population size. However, if a LEDA ordinance is adopted by the Village, the requirements can be waived. The P&Z Board may want to review example of the Ordinance for recommendation to the Council. Attached

NM Assistance to Firefighters Grants \$200K

CWRF Loan/Grant program as advised by DEC

NM EMS Vehicle Purchase Program \$300K w/\$75K

NM Fire Grant for equipment and Fire Bay 1M

USDA Federal Facilities Grant Fire: \$3M and Water repair

FEMA BRIC Building Resilient Infrastructure and Community under Unified Hazard Mitigation Assistance Program \$2M Public Safety Building

Regional reports

ECCOG: postponed for new elected officials to participate starting in February.

Regional LF Board postponed for new elected officials to participate starting in February.

The NCRTD has been able to hire more drivers and is able to expand a limited bus service for Village of Taos Ski Valley on the 341 Green Line. Attached

Village will bring on two new EMT contract employees. The first is Erica, a 25year paramedic for the county known by most of the community. The second is Chase, an EMT-I from Red River. Chase has worked on the Red River ambulance for years and is known for the 5 years he has worked at Mogul Medical. And he is willing to pick up weekend shifts should it be needed. This expense falls within the original budget cost estimate.

The contract for the EMS required consultant pharmacist has been secured and the Village is now in compliance with state requirement [12-15-99; 16.19.24.9 NMAC - Rn, 16 NMAC 19.24.9, 03-30-02] Attached is State document that outlines what is required to operate an ambulance in the state and carry potentially dangerous drugs. Attached

16.19.24.10 Is the section that states the need for the ambulance service to retain a consultant pharmacist and well as the need to have substance registrations to be issued under the name of the service.

Consultant Pharmacists also will help getting us licensed with the state board of pharmacy and give us the required documentation and procedures. Finally, this is the same company used by the rest of the enchanted circle as their pharmacy consultant.

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NM Fire Grant for equipment and Fire Bay 1M

USDA Federal Facilities Grant Fire: \$3M and Water repair

FEMA BRIC Building Resilient Infrastructure and Community under Unified Hazard Mitigation Assistance Program \$2M Public Safety Building

Regional reports

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Regional LF Board postponed for new elected officials to participate starting in February.

The NCRTD has been able to hire more drivers and is able to expand a limited bus service for Village of Taos Ski Valley on the 341 Green Line, in effect on Thursday, February 2. Attached

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MICHELLE LUJAN GRISHAM
Governor

DAVID R. SCRASE, M.D.
Acting Cabinet Secretary

**PUBLIC HEALTH ORDER
NEW MEXICO DEPARTMENT OF HEALTH
ACTING SECRETARY DAVID R. SCRASE, M.D.**

December 19, 2022

**Amended Public Health Emergency Order Clarifying
All Orders, Directives, Guidance and Advisories Remaining
in Effect and Imposing Certain Ongoing Public Health Measures**

PREFACE

The purpose of this amended Public Health Emergency Order is to provide current guidance regarding all mandates and clarify all public health orders remaining in effect in relation to the Novel Coronavirus Disease 2019 ("COVID-19"). All New Mexicans should continue to adhere to social distancing protocols when required to protect our State as a whole.

WHEREAS, on March 11, 2020, because of the spread of the novel Coronavirus Disease 2019 ("COVID-19"), Michelle Lujan Grisham, the Governor of the State of New Mexico, declared that a Public Health Emergency exists in New Mexico under the Public Health Emergency Response Act, and invoked her authority under the All Hazards Emergency Management Act;

WHEREAS, Governor Michelle Lujan Grisham has renewed the declaration of a Public Health Emergency through January 6, 2023;

WHEREAS, confirmed cases in the United States have risen to more than 99.7 million and confirmed COVID-19 infections in New Mexico have risen to over 655,000;

WHEREAS, COVID-19 is a deadly virus and has taken the lives of over 1,083,000 Americans and over 8,700 New Mexicans;

WHEREAS, the spread of COVID-19 in the State of New Mexico poses an ongoing threat to the health, safety, wellbeing and property of the residents in the State due to, among other things, illness from COVID-19, illness-related absenteeism from employment, potential displacement of persons, and closures of schools or other places of public gathering;

WHEREAS, nonetheless, we now have effective tools and practices to minimize the spread of COVID-19, such as COVID vaccination, earlier home-based COVID testing with adequate quarantine for those who are exposed and isolation of those who test positive, early COVID therapeutic treatment for those who test positive, the consistent and proper use of more effective face coverings, and more robust and community-specific data reporting to guide individuals and communities based on current case counts and hospitalization rates; and the

OFFICE OF THE SECRETARY

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effectiveness of these new tools and practices warrant the lifting of certain restrictions placed upon the State;

WHEREAS, for example, it is now no longer necessary to require State correctional facilities workers to be vaccinated against COVID-19 in light of high vaccination rates and the additional tools and practices mentioned above, and lifting this requirement may help the State fill staff vacancies, which will in turn help ensure the health and safety of those working or incarcerated in those facilities; however, those workers are still strongly urged to be fully vaccinated against COVID-19 and to receive any recommended booster doses;

WHEREAS, the protection of our most vulnerable New Mexicans, including those who are immune compromised or have other pre-existing conditions that place them at high risk for serious COVID-illness, remains of paramount importance; and

WHEREAS, the New Mexico Department of Health ("NMDOH") possesses legal authority pursuant to the Public Health Act, NMSA 1978, Sections 24-1-1 to -40, the Public Health Emergency Response Act, NMSA 1978, Sections 12-10A-1 to -19, the Department of Health Act, NMSA 1978, Sections 9-7-1 to -18, and inherent constitutional police powers of the New Mexico state government, to preserve and promote public health and safety.

NOW, THEREFORE, I, David R. Scrase, M.D., Acting Secretary of the New Mexico Department of Health, in accordance with the authority vested in me by the Constitution and the Laws of the State of New Mexico, and as directed by the Governor pursuant to the full scope of her emergency powers under the All Hazard Emergency Management Act, do hereby **DECLARE** the current outbreak of COVID-19 a condition of public health importance, as defined in NMSA 1978, Section 24-1-2(A) as an infection, a disease, a syndrome, a symptom, an injury or other threat that is identifiable on an individual or community level and can reasonably be expected to lead to adverse health effects in the community, and that poses an imminent threat of substantial harm to the population of New Mexico.

ORDER

I HEREBY DIRECT AS FOLLOWS:

(1) All Public Health Emergency Orders adopted in relation to the COVID-19 public health emergency are hereby rescinded, and only those directives stated herein shall remain in effect until otherwise amended or rescinded.

(2) All current guidance documents and advisories issued by the Department of Health in response to the COVID-19 public health emergency remain in effect.

I FURTHER DIRECT:

(1) All facilities licensed or certified by the Centers for Medicare and Medicaid Services ("CMS"), including all hospital types, long-term care facilities, hospice facilities, and rehabilitation facilities are instructed to adhere to all COVID-related requirements prescribed by CMS, including, but not limited to, masking and patient/staff vaccination. Facilities reporting staff

vaccination status in the federal CMS reporting system are not required to concurrently report such data to the state reporting system. NMDOH no longer requires weekly testing for healthcare workers whose vaccine status is not up to date.

(2) For the duration of the public health emergency, all assisted living facilities and adult day care settings are required to adhere to all COVID-related requirements to which hospitals and nursing homes are held by CMS, including, but not limited to, masking and vaccination. These facilities will continue to report staff vaccination status to the State as long as CMS requires such reporting, at the same frequency as required by CMS for the facility types listed in paragraph 1 above.

(3) All facilities subject to paragraphs 1 and 2 above are advised to evaluate Centers for Disease Control and Prevention ("CDC") community transmission levels in their locality and adopt more stringent precautions, if needed. CDC community transmission levels can be accessed via the following link: https://covid.cdc.gov/covid-data-tracker/#county-view?list_select_state=New+Mexico&data-type=Risk&null=Risk.

(4) All New Mexicans should remain aware of the importance of protecting our most vulnerable population groups, including those who are older, immune compromised, or have other pre-existing conditions that place them at high risk for serious COVID illness. Additional information from the CDC about risks for illness can be accessed via the following link: <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html>.

(5) All New Mexicans should be aware that there are now tools that can be used to direct both isolation for those who have acquired COVID and quarantine for those who have been exposed to COVID. In these two situations, all New Mexicans are strongly encouraged to use the CDC Quarantine and Isolation Calculator that can be accessed via the following link: <https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>.

(6) All businesses, establishments, and non-profit entities are recommended to adhere to the latest CDC guidance for Workplace and Businesses available via the following link: https://www.cdc.gov/niosh/emres/2019_ncov_default.html. Businesses, establishments, and non-profit entities are further recommended to adhere to CDC guidance for Cleaning and Disinfecting Your Facility, which may be accessed via the following link: https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fcommunity%2Forganizations%2Fcleaning-disinfection.html.

(7) Nothing in this Order shall be construed as prohibiting any business, house of worship, non-profit entity, or other entity from adhering to more stringent guidelines.

(8) Public, private, and charter educational institutions shall adhere to the "COVID-19 Response Toolkit for New Mexico's Public Schools," available at <https://webnew.ped.state.nm.us/reentry-district-and-school-guidance/> and may operate up to maximum capacity. Public and private educational institutions shall follow the reporting, testing,

and closure requirements set forth by the Public Education Department in the COVID-19 Response Toolkit for New Mexico's Public Schools.

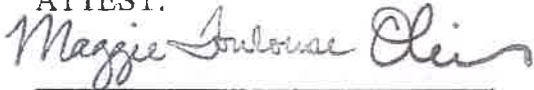
(9) All Long-Term Care Facilities, including nursing homes, assisted living facilities, and hospice facilities must stay apprised and comply with the applicable directives and guidelines issued by the Department of Health in consultation with the Aging and Long-Term Services Department, which are available on the NMDOH website.

I FURTHER DIRECT as follows:

(1) This Order shall be broadly disseminated in English, Spanish, and other appropriate languages to the citizens of the State of New Mexico.

(2) This Order shall take effect immediately and remain in effect until amended or rescinded by the Secretary.

ATTEST:



MAGGIE TOULOUSE OLIVER
SECRETARY OF STATE

DONE AT THE EXECUTIVE OFFICE
THIS 19TH DAY OF DECEMBER 2022

WITNESS MY HAND AND THE GREAT
SEAL OF THE STATE OF NEW MEXICO



DAVID R. SCRASE, M.D.
ACTING SECRETARY OF THE
NEW MEXICO DEPARTMENT OF HEALTH



341 TSV Green

Paseo del Pueblo Sur & Chamisa Road SB	Paseo del Pueblo Sur & Chamisa Road NB	Paseo del Pueblo Sur & Roy Road	Paseo del Pueblo Sur & Bertha Street
7:30	7:33	7:34	7:36
7:45	7:48	7:49	7:51
12:00	12:03	12:04	12:06
3:10	3:13	3:14	3:16
3:25	3:28	3:29	3:31

Taos Ski Valley Lot Warming Hut	NM-150 & NM- 230	Arroyo Seco Community Center	NM-150 & Lymon/Las Animas Road
8:40	8:54	8:58	9:00
9:00	9:14	9:18	9:20
1:15	1:29	1:33	1:35
4:20	4:34	4:38	4:40
4:35	4:49	4:53	4:55

Paseo del Pueblo & Camino de la Merced	Paseo del Pueblo Sur & Cruz Alta	Paseo del Pueblo Sur & Cervantes St	Paseo del Pueblo Sur & Siler Road
7:38	7:40	7:42	7:45
7:53	7:55	7:57	8:00
12:08	12:10	12:12	12:15
3:18	3:20	3:22	3:25
3:33	3:35	3:37	3:40

Southbound

NM-150 & Quail Ridge	NM-150 & US-64	US-64 & Fresquez Road at El Pueblito	Paseo del Pueblo Norte & Brooks Street
9:04	9:06	9:10	9:14
9:24	9:26	9:30	9:34
1:39	1:41	1:45	1:49
4:44	4:46	4:50	4:54
4:59	5:01	5:05	5:09

Thursday - Sunday

Northbound

Civic Plaza & Camino de la Placita	Paseo del Pueblo Norte - Kit Carson Park	Paseo del Pueblo Norte & Brooks Street	Paseo del Pueblo Norte & Mabel Dodge Ln
7:49	7:50	7:53	7:55
8:04	8:05	8:08	8:10
12:19	12:20	12:23	12:25
3:29	3:30	3:33	3:35
3:44	3:45	3:48	3:50

Civic Plaza Drive & Camino de la Placita	Paseo del Pueblo Sur & Siler Road	Paseo del Pueblo Sur & La Posta Rd	Paseo del Pueblo & Camino de la Merced
9:18	9:22	9:25	9:29
9:38	9:42	9:45	9:49
1:53	1:57	2:00	2:04
4:58	5:02	5:05	5:09
5:13	5:17	5:20	5:24

US-64 & Lake Road at El Pueblito Church	NM-150 & US-64	NM-150 & Quail Ridge	NM-150 & Lymon/Las Animas Road	Arroyo Seco Community Center
7:57	8:03	8:05	8:09	8:11
8:12	8:18	8:20	8:24	8:26
12:27	12:33	12:35	12:39	12:41
3:37	3:43	3:45	3:49	3:51
3:52	3:58	4:00	4:04	4:06

Paseo del Pueblo Sur & Bertha Street	Paseo del Pueblo Sur & Chamisa Road SB
9:30	9:32
9:50	9:52
2:05	2:07
5:10	5:12
5:25	5:27

NM-150 & NM-
230

Taos Ski Valley
Lot Warming Hut

8:15

8:30

8:30

8:45

12:45

1:00

3:55

4:10

4:10

4:25



Consultant Pharmacists of New Mexico, Inc.

6300 Riverside Plaza Ln, NW, Suite 100, Albuquerque, NM, 87120, 505-795-8462.
rxcharlienm@gmail.com

*Consultant Pharmacist Service Agreement For
Taos Ski Valley Emergency Medical Services (EMS)*

This Service Agreement is hereby made and entered into by and between **Taos Ski Valley EMS** and **CPNMRX, Inc., dba Consultant Pharmacists of New Mexico, Inc.**, represented by Charles Vandiver, CEO/Owner of Consultant Pharmacists of New Mexico, Inc. **Taos Ski Valley EMS is located at 7 Fire House Road, Taos Ski Valley, NM 87525 , and is represented by Matthew Rogers, EMS Chief.** CPNMRX is located at 6300 Riverside Plaza Ln, NW, Suite 100, Albuquerque, NM, 87120. For good and valuable consideration and in consideration of the provisions set forth below, the parties agree as follows:

1. CPNMRX shall provide consultant pharmacist services to **Taos Ski Valley EMS** in accordance with State of New Mexico Board of Pharmacy rules and regulations for EMS operations for a **Class CL EMS NMBOP licensure.** CPNMRX shall provide licensed pharmacists of the State of New Mexico, and licenses shall be posted at the facility. CPNMRX shall provide documentation of licensure and malpractice coverage. CPNMRX shall maintain pharmaceutical policies, procedures, forms, facilitate licensure processes, be available for on-going consultations, and provide a minimum of 4 on-site visits annually, and inspect and audit all pharmaceutical records including clinical records. CPNMRX shall sign HIPPA forms to ensure patient confidentiality. CPNMRX shall provide a written audit/inspection report 4 times yearly upon completion of inspections.
2. **Taos Ski Valley EMS** shall comply with state and federal rules and regulations regarding pharmaceuticals and follow facility policies and procedures. Documents shall be maintained for ordering, receipt, clinical usage, wastage, and disposition of all pharmaceuticals. Controlled Substances (CS) shall be managed appropriately (NMBOP, DEA). CS documents shall be separate, retrievable, with accurate receipt records, patient care records inclusive of exact clinical administration and wastage of all controlled substances, perpetual logs must be updated throughout the clinical activities, and disposition process records shall be appropriate, accurate, and within all statutes and regulations of the NMBOP and DEA.
3. **Taos Ski Valley EMS** shall comply with advisements of the consultant pharmacist in compliance of State of New Mexico Board of Pharmacy rules and regulations and of the United States Department of Justice DEA.



Consultant Pharmacist Service Agreement For Taos Ski Valley EMS
(Continued)

4. Compensation For Services Rendered by CPNMRX:

a.) Start Up Consultant Pharmacist Services:

\$ 5,000.00 plus Gross Receipts (GR=7.875%) Tax of \$393.75 = **\$5,393.75**, to be reimbursed in 2 phases of completion of services at \$2,500.00 per phase plus GR.

Phase I: Planning, Development, Implementation, Develop Document System, Policies and Procedures, Site Visit, Meetings with EMS COO, pharmaceutical systems set up for licensure, Review of Application process for CL EMS licensure with NMBOP, and submission of EMS CL license application for pharmaceuticals and submission of Request For Inspection application (NMBOP).

Phase II: Continued Pharmaceutical Systems Set-Up for Licensure, Coordination of Inspection Process By NMBOP, Responses to NMBOP Inspector Directives, Completion of all Licensure processes (to be billed after licensure).

b.) On-Going Consultant Pharmacist Services: \$1,000.00 + \$78.75 (GR 7.875%) = **\$1,078.75 per site visit, for a total annual cost estimated at **\$4,000.00 plus gross receipts**, A minimum of 4 site visits per year for inspections/audits are required by the State of New Mexico Board of Pharmacy. This fee is inclusive of travel, lodging, meals, malpractice, tech, pharmacist time, malpractice fees, and all consultative services provided yearly, as well as the site visit, inspection, and related reports.**

c.) Terms of Payment and/or Reimbursement: Payment and/or reimbursement for services rendered shall be a maximum of 30 days upon receipt of invoice for services rendered. Non-payment of services rendered shall result in a 2.5% monthly accumulated interest rate.

5. Agreement Continuation: This agreement shall be maintained in accordance to the mutual satisfaction of either party unless terminated in writing by either party with 30 days written notice.

Taos Ski Valley EMS and Consultant Pharmacists of New Mexico, Inc., mutually agree to these terms and conditions as of this date: January 5, 2023. Please sign below:

John Avila, Taos Ski Valley Administrator

Charles Vandiver, CEO, Owner

TITLE 16 OCCUPATIONAL AND PROFESSIONAL LICENSING
CHAPTER 19 PHARMACISTS
PART 24 EMERGENCY MEDICAL SERVICES DANGEROUS DRUGS

16.19.24.1 ISSUING AGENCY: Regulation and Licensing Department Board of Pharmacy, 1650 University Blvd, NE - Ste. 400B, Albuquerque, NM 87102, (505) 841-9102.
[12-15-99; 16.19.24.1 NMAC - Rn, 16 NMAC 19.24.1, 03-30-02]

16.19.24.2 SCOPE: All Emergency Medical Services Providers (EMS) that operate in the State and administer drugs. Other rules applying to EMS drug use are found in 7.27.3 NMAC.
[12-15-99; 16.19.24.2 NMAC - Rn, 16 NMAC 19.24.2, 03-30-02]

16.19.24.3 STATUTORY AUTHORITY: Section 61-11-6(A) NMSA 1978 requires the Board of Pharmacy to provide for the licensing of EMSs and for the inspection of their facilities and activities. Pursuant to 61-11-14(B) 11 the Board is authorized to issue licenses for EMSs. Section 26-1-16(A) NMSA 1978 prohibits the sale, disposal, or possession of any dangerous drug except by individuals and entities identified in the statute.
[12-15-99; 16.19.24.3 NMAC - Rn, 16 NMAC 19.24.3, 03-30-02]

16.19.24.4 DURATION: Permanent.
[12-15-99; 16.19.24.4 NMAC - Rn, 16 NMAC 19.24.4, 03-30-02]

16.19.24.5 EFFECTIVE DATE: December 15, 1999, unless a later date is cited at the end of a Section.
[12-15-99; 16.19.24.5 NMAC - Rn & A, 16 NMAC 19.24.5, 03-30-02]

16.19.24.6 OBJECTIVE: To ensure the safe and competent maintenance, and administration of drugs by EMS.
[12-15-99; 16.19.24.6 NMAC - Rn, 16 NMAC 19.24.6, 03-30-02]

16.19.24.7 DEFINITIONS: All terms defined in the Pharmacy Act or elsewhere in the Board regulations shall have the same meanings in this regulation unless otherwise defined as follows:

A. "Emergency Medical Service" or "EMS" refers to an organization which: transports patients and/or in which patient care is delivered off-site primarily by mobile units in which one or more licensed practitioners assesses or diagnose and treat patients; and in which drugs are stored, distributed, dispensed, or administered for patient treatment.

B. "In Use" means when dangerous drugs and controlled substances are removed from the principle place of business' stored inventory and placed in jump kits or mobile units for emergency use.

C. "Jump Kit" means portable carrying devices that contain emergency medical supplies and drugs.

D. "Location" refers to any sites which are part of the EMS's operations, including its headquarters, stations, vehicle bays, docks, or hangars. This can include the mobile units or the practitioner's jump kits.

E. "Medical Director" means a physician who is responsible for all aspects of patient care of an EMS as defined in NMSA 24 10 B(3).

F. "Mobile Unit" means to a vehicle such as an ambulance, rescue or fire truck; boat or ship; or aircraft.

G. "Practitioner" refers to a licensee under the laws and regulations who is an employee or contractee of an EMS and is authorized to assess or diagnose patients, and to dispense drugs for emergency treatment. They may include physicians, physician's assistants, nurses, and/or emergency medical technicians/paramedics.

H. "Principle Place of Business" refers to any site's which are part of the EMS's operations, including its headquarters, stations, vehicle bays, docks, or hangars where dangerous drugs and/or controlled substances are stored, but does not include dangerous drugs or controlled substances "in use".

[12-15-99; 16.19.24.7 NMAC - Rn, 16 NMAC 19.24.7, 03-30-02; A 11-30-04]

16.19.24.8 MEDICAL DIRECTOR:

- A. The Medical Director shall specify the dangerous drugs to be used in such service.
- B. The Medical Director shall develop protocols for use of medical procedures and dangerous drugs.

[12-15-99; 16.19.24.8 NMAC - Rn, 16 NMAC 19.24.8, 03-30-02]

16.19.24.9 ADDITIONAL REGISTRATIONS: In order to purchase and stock any controlled substance, the EMS must obtain separate Drug Enforcement Administration (DEA) and state of New Mexico controlled substance registrations to be issued under the name of the service.

[12-15-99; 16.19.24.9 NMAC - Rn, 16 NMAC 19.24.9, 03-30-02]

16.19.24.10 CONSULTANT PHARMACIST: Any EMS licensed by the Board is required to have a consultant pharmacist as defined in 16 NMAC 19.4.11. In addition, the consultant pharmacist shall:

- A. review all instances in which controlled substances were used, and review all or a sample of instances in which other drugs were used, at least every 90 days;
- B. report in writing any exceptions to the Medical Director and the chief executive within 24 hours upon learning of same;
- C. otherwise make a written report to the Medical Director and chief executive at least annually on the EMS's drug handling practices, including corrective action taken on exception; and
- D. such reports shall be available for review by the Board upon request.
- E. the consultant pharmacist will develop policies and procedures for EMS regarding the following:

- (a) functions of consultant pharmacist;
- (b) formulary;
- (c) security of drugs;
- (d) equipment;
- (e) universal precautions;
- (f) licensing;
- (g) drug storage;
- (h) packaging and repackaging;
- (i) distribution records;
- (j) document use of expired drugs for training;
- (k) administration and/or patient care records;
- (l) storage of drugs in jump kits;
- (m) drug destruction and records;
- (n) drug and device procurement;
- (o) receipt of drugs and devices;
- (p) delivery of drugs and devices;
- (q) designate items to be included in jump kits, define par levels of drugs, storage conditions and

locations where the jump kits are in use.

[12-15-99; 16.19.24.10 NMAC - Rn, 16 NMAC 19.24.10, 03-30-02]

16.19.24.11 STORAGE OF DANGEROUS DRUGS BY EMS:

- A. All dangerous drugs must be stored with appropriate security to limit access when authorized personnel are not present. Extra precautions shall be provided for security of controlled substances.
- B. Jump kits shall be kept in the possession of a licensed emergency practitioner or in a locked compartment of a mobile unit when not in use.
- C. Jump kits shall be stored in the facility if the mobile unit is parked outside of a secure vehicle bay.
- D. Drugs shall be stored in an area: providing proper ventilation, lighting, and temperature controls as specified by the drug manufacturer.
- E. Drugs that are outdated or which have been exposed to adverse conditions shall be segregated from the inventory and held for disposition by the consultant pharmacist.

[12-15-99; 16.19.24.11 NMAC - Rn, 16 NMAC 19.24.11, 03-30-02]

16.19.24.12 Administration of dangerous drugs by EMS:

A. EMS drug administration shall be limited to drugs currently authorized by scopes of practice for EMS personnel. Each licensee shall provide a formulary to the Board on an annual basis or as changes occur.

B. EMS shall keep an up to date record in readily retrievable format for review by the Board, indicating the following information for the administration of all dangerous drugs;

- (1) date of administration;
- (2) name of patient;
- (3) drug name and dosage administered;
- (4) name of physician responsible for the order, if by other than the Medical Director's protocols;
- (5) name of EMS personnel administering the drug or drugs.

C. EMS shall keep SCHEDULE II controlled substances administration and receipt records separately from other drug records.

D. EMS may keep SCHEDULE III - V controlled substances receipt and administration records in the same record in which dangerous drugs are recorded, provided a mechanism is employed to identify these records (such as a red "C" marked in the margin of these entries).

E. All drug receipt and administration records must be readily retrievable and retained for a period of at least three years.

[12-15-99; 16.19.24.12 NMAC - Rn 16 NMAC 19.24.12, 03-30-02]

16.19.24.13 EMS licensure fees: Fees for initial and renewal applications are listed in 16.19.12.15.1.4 NMAC.

[12-15-99; 16.19.24.13 NMAC - Rn 16 NMAC 19.24.13, 03-30-02]

16.19.24.14 Training Facilities:

A. EMS Training facilities. Injury Prevention and EMS Bureau of the Department of Health will be licensed by the Board.

B. Pre-licensing inspections and fees for licensure will be waived.

C. EMS Training Facilities will conduct periodic (no less than quarterly) inventories of dangerous drugs.

D. Other than 16.19.24.14.1 NMAC and 16.19.24.14.3 NMAC regarding EMS will not apply to these training facilities.

[16.19.24.14 NMAC - N, 03-30-02]

History of 16.19.24 NMAC:

Pre-NMAC History: None.

History of Repealed Material: [RESERVED]

Other History:

16 NMAC 19.24, Pharmacists - Emergency Medical Services - Dangerous Drugs, filed 12-07-99, **reformatted, renumbered and amended** to 16.19.24 NMAC, Emergency Medical Services - Dangerous Drugs, effective 03-30-2002.

AMENDED AND RESTATED
RULES
GOVERNING THE
LOCAL GOVERNMENT PLANNING FUND
AS ADOPTED ON
OCTOBER 23, 2014
BY THE BOARD OF DIRECTORS
OF THE
NEW MEXICO FINANCE AUTHORITY
AND APPROVED BY THE
NEW MEXICO FINANCE AUTHORITY OVERSIGHT COMMITTEE
ON
SEPTEMBER 10, 2014

SECTION 1. AUTHORITY FOR AND PURPOSE OF RULES

The Local Government Planning Fund (the "Fund") was created pursuant to Section 6-21-6.4, NMSA 1978, as amended (the "Act"). Pursuant to the Act, the New Mexico Finance Authority ("Finance Authority") is required to establish rules necessary to administer the Fund. The purpose of these Rules, which may be supplemented by Finance Authority Board policies as provided herein, is to define the terms and conditions under which the Finance Authority will make grants available from the Fund and to govern the administration of the Fund.

SECTION 2. DEFINITIONS

- A. "Applicant" means a Qualified Entity which has filed an Application with the Finance Authority;
- B. "Application" means a written document filed with the Finance Authority by an Applicant for the purpose of obtaining a Planning Grant to fund a Planning Document. An Application must include a completed form prescribed by the Finance Authority, and may also include written responses to requests for information by the Finance Authority;
- C. "Board" means the Finance Authority Board of Directors;
- D. "Economic Development Plan" means the plan necessary to implement a Planning Grant Qualified Entity's Local Economic Development Act ordinance as provided in Sections 5-10-1 to 5-10-13, NMSA 1978;
- E. "Economic Development Feasibility Study" means a study designed to determine the viability, need and impact of a proposed economic development opportunity by a Planning Grant Qualified Entity;
- F. "GGRT" means the portion of the Governmental Gross Receipts Tax received by the Finance Authority pursuant to Section 7-1-6.38, NMSA 1978, as amended;
- G. "Local Average Annual Residential Rate" means the amount, on an annualized basis, a residential customer of a Planning Grant Qualified Entity would pay for 6,000 gallons of water, wastewater service per month or solid waste services per month;
- H. "Local Match" means the percentage of Unmet Need not eligible for Planning Grant funds as determined under Section 5. Such match may include state or federal funding, but may not include a regional partner's Planning Grant;

- I. "Local Median Household Income" means the median household income, as determined by the Board, for the relevant service area of the Planning Grant Qualified Entity;
- J. "Long-Term Master Plan" means a plan that evaluates the infrastructure needs of a Planning Grant Qualified Entity that are anticipated to exist for a period of at least 5 years, and methods of addressing such needs;
- K. "Metropolitan Redevelopment Plan" means the plan necessary to implement a Planning Grant Qualified Entity's Metropolitan Redevelopment Area as provided in Sections 3-60A-1 to 3-60A-48, NMSA 1978;
- L. "Oversight Committee" means the joint interim legislative committee established pursuant to § 6-21-30, NMSA 1978;
- M. "Planning Grant" means financial assistance from the Finance Authority in the form of a grant pursuant to the Act and these Rules;
- N. "Planning Grant Agreement" means an agreement between the Finance Authority and an Applicant for a Planning Grant providing for the terms and conditions of the use and, if applicable, reimbursement of the Planning Grant;
- O. "Planning Grant Qualified Entity" means a Qualified Entity excluding water or wastewater systems or other entities to whom a grant would constitute an impermissible donation within the meaning of Section 14, Article IX of the Constitution of the State of New Mexico;
- P. "Planning Document" means a written document filed with the Finance Authority by an Applicant to evaluate and to estimate the costs of implementing the most feasible alternatives for meeting public infrastructure project needs, including Environmental Information Documents compliant with New Mexico's Drinking Water State Revolving Fund State Environmental Review Plan, Comprehensive Plans and Asset Management Plans, or to develop a Water Conservation Plan, Long-Term Master Plan, Economic Development Plan, Metropolitan Redevelopment Plan, Economic Feasibility Study or energy audit for the Planning Grant Qualified Entity;
- Q. "Qualified Entity" means the state or any agency or institution of the state or any county, municipality, school district, special district, community water association or an Indian nation, tribe or pueblo located wholly or partially in New Mexico, including a political subdivision or a wholly owned enterprise of an Indian nation, tribe or pueblo;
- R. "Rules" means these Rules Governing the Local Government Planning Fund;

- S. "State Average Residential Rate for Water or Wastewater" means the average residential rate for water or wastewater service within the State as determined by the Finance Authority;
- T. "Statewide Median Household Income" means the median household income for the State of New Mexico as most recently determined by the United States Bureau of the Census or Median Household Surveys conducted pursuant to the USDA Rural Development Requirements;
- U. "Unmet Need" means the amount of planning grant funding for which the Planning Grant Qualified Entity cannot cash fund;
- V. "Water and Wastewater Public Project" means the acquisition, construction, improvement, alteration or reconstruction of assets of a long-term capital nature by a Planning Grant Qualified Entity for its water or wastewater system;
- W. "Water Conservation Plan" means a comprehensive program, including training, change in maintenance practices or facilities, or landscape alteration, designed to reduce water consumption or operating costs through the implementation of conservation measures.

SECTION 3. PROJECT FUNDING AVAILABLE AND ELIGIBLE PROJECTS

The total amount of Planning Grant funding available per planning document may not exceed \$50,000 and the total amount of Planning Grant funding per entity may not exceed \$100,000 per 24 month period unless the Board waives either requirement due to additional availability of funds or critical need. Notwithstanding this limit, Planning Grant Qualified Entities may receive an additional \$50,000 per 24-month period for funding of Metropolitan Redevelopment Plans. The Board shall have discretion to prioritize applications received from Planning Grant Qualified Entities as outlined in the Board's policies. Planning Grant funding will be made available only for the portion of a Planning Document that the Planning Grant Qualified Entity cannot cash fund, as determined by the Finance Authority.

Any Planning Grant Qualified Entity that enters into a Planning Grant Agreement for funding in excess of \$50,000 shall be required under a Planning Grant Agreement to reimburse the Fund for the amount of the Planning Grant when the Planning Grant Qualified Entity receives any federal financing for the project set out in the Application.. Pursuant to a Planning Grant Agreement, each Planning Grant Qualified Entity that receives a Planning Grant from the Fund shall be required to submit annual financial statements and shall be required to report annually to the Finance Authority on the status of the project and any financing applied for or received, if applicable.

Grants from the Fund may be made to Planning Grant Qualified Entities without specific authorization by law as required in Section 6-21-6 and 6-21-8, NMSA 1978.

SECTION 4. EVALUATION OF APPLICANT AND PROJECT

To be considered for a Planning Grant, a Planning Grant Qualified Entity must submit an Application to the Finance Authority. The Finance Authority will analyze the Application to determine if the Planning Grant Qualified Entity has the financial capacity to fund the Planning Document completely from its available financial resources. The amount of the Planning Document that cannot be cash funded from available financial resources, such as unrestricted cash balances, will be considered to be the Planning Grant Qualified Entity's Unmet Need for that project. The maximum amount of a Planning Grant award that the Finance Authority will provide for the Planning Document is the lesser of the Planning Grant Qualified Entity's Unmet Need or the Planning Grant limit of \$50,000, with a maximum of \$100,000 per entity per 24-month period, unless otherwise waived by the Board in accordance with these Rules and applicable policies.

The Board shall establish minimum criteria for acceptable Planning Documents. All final Planning Documents must be in a form acceptable to the Finance Authority.

SECTION 5. DETERMINATION OF QUALIFIED ENTITIES FINANCIAL NEED

5.1 Base Planning Grant Award Determinations

To determine the base amount of any Planning Grant award for an Applicant (except as provided in Section 5.2 of these Rules), the Finance Authority will evaluate the Planning Grant Qualified Entity's Local Median Household Income and place it into a Planning Grant category, as described below in Section 5.1 (A). Second, the Finance Authority will calculate, for projects proposed to be financed with utility system or other system revenues derived from user charges, the Local Burden Ratio of the Planning Grant Qualified Entity, as described in Section 5.1 (B) or for Economic Development Feasibility Studies, the determination of relative economic need of the Planning Grant Qualified Entity, as described in Section 5.1 (C) to determine if the Planning Grant Qualified Entity is eligible to qualify for an additional Planning Grant award. These two calculations taken together provide the total Planning Grant award, if any.

(A) Local Median Household Income.

Based on the Planning Grant Qualified Entity's Local Median Household Income, the Finance Authority will classify each Planning Grant Qualified Entity into one of the following three categories:

(1) Category I - Planning Grant Qualified Entities with Local Median Household Incomes of less than one-hundred percent (100%) but greater than or equal to seventy-six percent (76%) of the State Median Household Income. Planning Grant Qualified Entities in this category may be eligible for a Planning Grant of twenty-five percent (25%) of their Planning Document cost, not to exceed the lesser of the Planning Grant Qualified Entity's Unmet Need or the Planning Grant limit.

(2) Category II - Planning Grant Qualified Entities with Local Median Household Incomes of less than seventy-six percent (76%) but greater than or equal to fifty-one percent (51%) of the State Median Household Income. Planning Grant Qualified Entities in this category may be eligible for a Planning Grant of fifty percent (50%) of their Planning Document cost, not to exceed the lesser of the Planning Grant Qualified Entity's Unmet Need or the Planning Grant limit.

(3) Category III - Planning Grant Qualified Entities with Local Median Household Incomes of less than fifty-one percent (51%) of the State Median Household Income. Entities in this category may be eligible for a Planning Grant of seventy-five percent (75 %) of their Planning Document cost, not to exceed the lesser of the Planning Grant Qualified Entity's Unmet Need or the Planning Grant limit.

(B) Additional Consideration for Projects Proposed to be Financed with Utility System or other System Revenues

The Finance Authority may provide additional grant funding for projects proposed to be financed with utility system or other system revenues based upon a calculation of the Planning Grant Qualified Entity's Local Burden Ratio as described below to determine if the Planning Grant Qualified Entity is eligible to qualify for an additional Planning Grant award. These two calculations taken together provide the total Planning Grant award, if any.

(1) Local Burden Ratio. In addition to taking Local Median Household Income into consideration, the Finance Authority may also consider the Planning Grant Qualified Entity's efforts to generate revenue streams sufficient to cash fund the Planning Document.

In evaluating Local Burden Ratio, the Finance Authority will determine the Planning Grant Qualified Entity's local water, wastewater or solid waste rate burden. The Finance Authority will then compare the local rate burden with the state average rate burden as follows:

$$\text{Local Burden Ratio} = \frac{\frac{\text{Local Average Annual Residential Rate}}{\text{Local Median Household Income}}}{\frac{\text{State Average Residential Rate}}{\text{State Median Household Income}}}$$

If the Local Burden Ratio for the Planning Grant Qualified Entity is greater than or equal to 1.0 but less than 1.5, then the Planning Grant Qualified Entity may be eligible to receive an additional twenty-five percent (25%) of its Planning Document in the form of a Grant, not to exceed the lesser of the Planning Grant Qualified Entity's Unmet Need or the Planning Grant limit.

If the Local Burden Ratio for the Planning Grant Qualified Entity is greater than or equal to 1.5 but less than 2.5, then the Planning Grant Qualified Entity may be eligible to receive an additional fifty percent (50%) of its Planning Document in the form of a Grant, not to exceed the lesser of the Planning Grant Qualified Entity's Unmet Need or the Planning Grant limit.

If the Local Burden Ratio for the Planning Grant Qualified Entity is greater than or equal to 2.5, then the Planning Grant Qualified Entity may be eligible to receive an additional seventy-five percent (75%) of its Planning Document in the form of a Grant, not to exceed the lesser of the Planning Grant Qualified Entity's Unmet Need or the Planning Grant limit.

(C) Additional Consideration for Economic Development Feasibility Studies

The Finance Authority may provide funding for economic development feasibility studies to those Planning Grant Qualified Entities that have adopted their Local Economic Development Act ordinances or Metropolitan Redevelopment Plans. To determine the amount, if any, of the Economic Development feasibility study, the Finance Authority will consider the Applicant's relative economic need in determining whether to provide a Planning Grant. Using figures available from the latest census, the Finance Authority will consider two measures which are computed for the Applicant and then compared to the State:

(1) Job Availability. Are there sufficient jobs available given the working age population? To determine jobs available in relation to working age population (age 16 and above), the Finance Authority will calculate the:

$$\frac{(\text{Qualified Entity's Employed Persons 16+} / \text{Qualified Entity's Population 16+})}{(\text{Statewide Employed Persons 16+} / \text{Statewide Population 16+})}$$

If the Applicant's percentage of working age population is less than the State's percentage, then the Planning Grant Qualified Entity may be eligible to receive an additional twenty five percent (25%) of its Planning Document in the form of a Grant, not to exceed the lesser of the Planning Grant Qualified Entity's Unmet Need or the Planning Grant limit.

(2) Wage sufficiency. Wage sufficiency shall be determined solely by the median earnings of those workers using the following calculation:

$$\frac{\text{Median earnings of Employed Persons within the Qualified Entity}}{\text{Median earnings of Employed Persons Statewide}}$$

If the Applicant's median earnings among those employed are lower than the statewide median, then the Planning Grant Qualified Entity may be eligible to receive an additional twenty five percent (25%) of its Planning Document in the form of a Grant, not to exceed the lesser of the Planning Grant Qualified Entity's Unmet Need or the Planning Grant limit.

Section 5.2 Waivers of Local Match Requirement

Applications for infrastructure feasibility studies needed to cure urgent needs or address declining economic development will be provided with 100% grant funds for the identified project as further provided under the Board's policies.

SECTION 6. ADMINISTRATIVE FEES AND COSTS

Administrative fees and costs of the Finance Authority associated with any Planning Grant award under these Rules and the Act will come from the Fund.

SECTION 7. PLANNING GRANT APPROVAL REQUIREMENTS

Based on Sections 4 and 5 above, the Board may award a Planning Grant to the Applicant provided the following requirements are satisfied.

- A. In approving a Planning Grant award, the Board must find that the Planning Grant Qualified Entity does not have the ability to cash fund the Planning Document with legally available funds.
- B. To be eligible for a Planning Grant, the Planning Grant Qualified Entity must agree to properly maintain separate project accounts in accordance with generally accepted accounting principles and to conduct an annual audit or review of the Applicant's financial records.

SECTION 8. COOPERATION WITH STATE AGENCIES

The Finance Authority or its staff may request the assistance of other state agencies, including without limitation the Department of Finance and Administration, the New Mexico Environment Department, New Mexico State Engineer, the Department of Transportation, the Energy, Minerals and Natural Resources Department or the New Mexico Economic Development Department, in determining the sufficiency or adequacy of an Applicant and/or Application, as well as in evaluating the completed Planning Document.

SECTION 9. AMENDMENT OF RULES

These Rules may be amended or repealed at any time by the Finance Authority with the prior approval of the Oversight Committee.

NEW MEXICO FINANCE AUTHORITY
LOCAL GOVERNMENT PLANNING FUND
PROJECT MANAGEMENT POLICIES

A. PURPOSE

The purpose of the Local Government Planning Fund (“LGPF” or the “Fund”) is to provide capital necessary for proper planning of vital public projects, including infrastructure, water and wastewater preliminary engineering reports, long-term master plans, water conservation plans, economic development plans or energy audits.

B. GOALS

The goals of these Project Management Policies are to:

- Foster a coordinated, strategic, long-range approach to community planning, infrastructure, funding and development;
- Set standards for funding based on need, community impact, and feasibility; and
- Establish criteria for the prioritization of projects based upon health, safety and welfare.

C. IMPLEMENTATION

These Local Government Planning Fund Project Management Policies (“Policies”) shall be implemented by the New Mexico Finance Authority (“Finance Authority”) Board and may, at times, be waived by the Board if it is determined that a deviation from its adopted policies is desired. Any grant or denial of any request for a waiver will be reflected in the minutes of the meeting at which the waiver is considered.

D. DEFINED TERMS

All capitalized terms used in the Policies shall have the meanings set out in the Amended and Restated Rules Governing the Local Government Planning Fund (the “Rules”) or as specifically defined herein.

SECTION 1. DETERMINATION OF NEED AND PRIORITIZATION

Section 1.1 Overview

Funding from the Fund shall be used to make Planning Grants to Planning Grant Qualified Entities for the purpose of funding Planning Documents. These Policies, along with the Rules, will define the terms and conditions under which the Finance Authority will make Planning Grants available from the Fund, and shall also govern the administration of the Fund.

Section 1.2 General Considerations

Local support and contribution are vital to the success of any infrastructure project and will ensure the long-term effectiveness of the Planning Fund by providing evidence of need and support. The Finance Authority will adhere to the Rules that provide that funding will be made available only for a Planning Grant Qualified Entity's Unmet Need.

A. Determination of Need of Localities

In accordance with the Rules, the Finance Authority will determine the Planning Grant Qualified Entity's Unmet Need after taking into consideration unrestricted cash balances in excess of a six month reserve. The amount of Unmet Need that will be met with a Planning Grant will be determined in accordance with Section 5.1 of the Rules.

Pursuant to Section 5.2 of the Rules, waivers of the Local Match will be made for projects seeking to cure Urgent needs or address Declining Economic Development. For purposes on the Local Match waiver, the following definitions shall apply:

- 1) Projects for Urgent Needs are those that fit any of the following circumstances or conditions:
 - i) Projects that cure regulatory compliance issues cited by the New Mexico Environment Department.
 - ii) Public Health Threats including waterborne disease outbreak and inadequate water supply so long as the proposed project addresses the existing or imminent threats.
 - iii) Acute road hazards brought on by catastrophic events or severe weather conditions.
 - iv) Flood and drainage issues resulting from inadequate or poorly designed infrastructure causing health and safety issues.
 - v) Dam Safety projects that restore to a safe condition impending failures in dam structures.

- vi) Projects that seek to cure conditions brought on by an unforeseeable calamity, including a flood, fire, storm, earthquake, drought, civil disturbance, accidental spill of a hazardous material or similar occurrence, disrupts the provision of utility services or endangers the provision of public utility services.

2) Projects for Planning Grant Qualified Entities facing Declining Economic Development are those that meet any of the following circumstances or conditions:

- i) Planning Documents that enact or update Local Economic Development Act ordinances.
- ii) Planning Documents that enact or update Metropolitan Redevelopment Plans.
- iii) Planning Grant Qualified Entities that qualify for the Small Cities Assistance Fund or Small Counties Assistance Fund that have experienced a decline of gross receipts tax collections over the past 24 months.
- iv) Planning Grant Qualified Entities that do not qualify for the Small Cities Assistance Fund or Small Counties Assistance Fund that have experienced a decline of gross receipts tax collections over the past 36 months.
- v) Planning Grant Qualified Entities that have experienced the loss of a major employer in the past 12 months.
- vi) Planning Grant Qualified Entities without gross receipts taxing authority that serve fewer than 250 connections.

B. Determination of Need for Projects with Statewide Impact

The Authority or its staff may request and rely on the assistance of other state agencies, for example and without limitation, the Department of Finance and Administration or the New Mexico Economic Development Department in determining the need for economic development projects with statewide impact. Statewide projects may exceed the \$50,000 limitation if the Fund has sufficient availability of funding such that the request grant would not impact funding committed to local projects.

C. Reliance on Outside Expertise

The Finance Authority or its staff may request and rely on the assistance of other state agencies, e.g. the Department of Transportation, Energy, Minerals and Natural Resources Department, the New Mexico Environment Department, the Office of the State Engineer or New Mexico Economic Development Department, in determining the minimum criteria for planning documents, the need for the planning document and adequacy of the completed Planning Document. Guidance as to what is an acceptable form of a Planning

Document for purposes of documents on various planning documents approved by the Finance Authority are attached as Appendix A to these Policies and shall be posted on the NMFA website.

Section 1.3 Determination of Project Prioritization

A. Project Prioritization

As established in the Rules, the NMFA may give priority in awarding planning grants to those entities seeking funding to develop the following documents:

1. Preliminary Engineering Reports to address remedies to emergency or urgent projects as defined by these Policies;
2. Environmental Information Documents that are compliant with the State's Drinking Water Revolving Loan Fund ("DWRLF") State Environmental Review Process ("SERP");
3. Plans to implement the Local Economic Development Act;
4. Plans to reduce blight pursuant to the Metropolitan Redevelopment Act;
5. Water Conservation Plans;
6. Comprehensive Plans;
7. Priority infrastructure projects identified on their Infrastructure Capital Improvement Plans;
8. Asset management plans;
9. Master Plans;
10. Preliminary Engineering Reports necessary to access apply for federal funding;
11. Preliminary Engineering Reports necessary to apply for state funding;
12. Economic Development Feasibility Studies; and
13. Energy audits

Applications will be accepted monthly. Annually, the Finance Authority shall reserve \$600,000 for applications determined to be Urgent pursuant to Section 1.2 (A)(1) of these Policies. Applications will be prioritized according to the ordering set out in this Section 3.1(A), above. In the event that there is insufficient funds to fund projects in the same priority rank, those Planning Grant Qualified Entities that have not previously received

Planning Grants will be given priority over Planning Grant Qualified Entities that have previously received Planning Grants within the last five fiscal years. In the event that there are insufficient funds to fund projects in the same priority rank, and all Applicants have previously received Planning Grants, priority will be given to those Qualified Entities whose previous Planning Grants are older in time.

Plans must be developed using criteria approved by the Board in the form of guidance documents that are outlined in Appendix A to these Policies and which will be published on the Finance Authority website.

LGPF will be limited to \$50,000 per Planning Document and \$100,000 per entity per 24-month period. Notwithstanding this limit, Planning Grant Qualified Entities may receive an additional \$50,000 per 24-month period for funding of Metropolitan Redevelopment Plans.

B. Regionalization

The Finance Authority recognizes that efficient operation of public projects may occur through regional efforts, including both physical connections and/or joint operations. Entities proposing a regional solution may apply separately for planning funds provided that a separate document is produced for each entity and that the separate Planning Document addresses the infrastructure needs of each Qualified Entity.

For Water, Wastewater and Solid Waste public projects and Long Term Master Plans, a discussion of regionalization must be included as a solution for findings covered in the document itself.

SECTION 2. PROCEDURES FOR FUNDING

A. Binding Commitments

NMFA shall issue a 12-month binding commitment from date of grant approval to the submission of a Planning Document for approval and shall require the Applicant to meet certain thresholds within 5 months, including:

1. Approval of consultant;
2. Approval of contract and scope of plan; and
3. Evidence of Local Match.

B. Reimbursement of Project Expenditure

Funding shall be provided after the document is completed and accepted by the review agency designated by the Finance Authority, which will not occur later than 18 months after the Board approval, unless explicitly provided otherwise the Finance Authority.

NEW MEXICO FINANCE AUTHORITY
LOCAL GOVERNMENT PLANNING FUND
PROJECT MANAGEMENT POLICIES
Appendix A

APPROVED GUIDANCE DOCUMENTS

1. **Preliminary Engineering Report Guidance Documents USDA Bulletins 1780-2 for Water, Wastewater and Solid Waste.** Last revised by the USDA in April 2013, this guidance document (or its predecessors) have been used by the New Mexico Environment Department (“NMED”) and Finance Authority since the inception of the Local Government Planning Fund. Pursuant to an MOU with the New Mexico Environment Department, the NMED Construction Programs Bureau will serve as the reviewing agency for these planning documents.
2. **Environmental Information Document that is compliant with the State’s Drinking Water Revolving Loan Fund’s State Environmental Review Process (SERP).** The Finance Authority maintains contracts with NMED and Environmental Engineering firms who will review the Environmental Information Documents for compliance with the EPA- approved SERP, as updated from time to time.
3. **Economic Development Plan Requirements contained in the Certified Community Initiative for plans developed to implement the Local Economic Development Act.** The New Mexico Economic Development Department (“NMEDD”) developed the Certified Community Initiative. NMEDD serves as the reviewing agency for these plans.
4. **Metropolitan Redevelopment Act Plans** will be drafted according to statute and reviewed and approved by the NMEDD.
5. **Water Conservation Plans** – The Finance Authority has adopted as its Water Conservation Plan guidance document the Office of the State Engineer’s New Mexico’s Water Conservation Planning Guide for Public Water Suppliers – Technical Report 53, including the gallon per capita calculator and water audit. Note that pursuant §72-14-3.2 NMSA 1978, water systems that divert more than 500 acre-feet of water per year are required to submit a Conservation Plan to OSE. The OSE will serve as the reviewer for these documents.
6. **Comprehensive Plans drafted by a certified planner using the Comprehensive Plan Template** by Steven Burstein, AICP. This template is currently used by Department of Finance and Administration. Finance Authority will review and approve the Comprehensive Plan Documents. Any LEDA component will be reviewed by the NMEDD using its Certified Community Initiative criteria.

7. **Priority infrastructure projects identified on a Planning Grant Qualified Entity's Infrastructure Capital Improvement Plans** will be reviewed using the applicable USDA Bulletin unless another guidance document is approved by the Finance Authority for that project.
8. **Asset management plans developed by Qualified Planning Grant Entity using the principles of Asset Management as described by A.M. Kan Work manual or other similar document.** Planning funds may be used to hire a licensed New Mexico professional engineer to complete certain tasks of an Asset Management Plan, such as the compilation of asset inventories, determination of asset conditions, performance of gap analyses, and to provide technical assistance relative to the operation of the utility. Planning Grant funds may also be used to pay for rate analyses or other elements of a financial plan and to hire professional facilitators to facilitate public hearings. The Finance Authority will review and approve the Asset Management Plans. Planning Grant funds cannot be used to pay for staff time to develop the plan.

Given the time required to develop a thoughtful Asset Management Plan, the Finance Authority will not require that 100% of the Plan to be completed before paying third party contractors for completed portions of the plan so long as there is demonstrated commitment of the governing body with the elements listed below and the completed portion of the Asset Management process comes with clear indications and schedule of what has been done so far and when will the other components will be completed. :

- a) A resolution from the Governing Body committing to the implementation of an Asset Management Plan with a statement affirming that the Asset Management Plan will cover the principles of Asset Management as described A.M. Kan Work manual to implement AM within four years;
- b) Identification of an internal team that will be assembled to develop and implement the Asset Management Plan;
- c) Provide results of the initial Asset Management IQ test contained in the EFC manual;
- d) Provide a schedule of the sequence of events proposed to implement the Asset Management Plan with a timeline, such as a Gantt chart; and
- e) Indicate where third party support is needed, why it is needed, and how it will be incorporated in the internal implementation of Asset Management;

Annually, until a final plan has been adopted and the documents outlined below are submitted, the Qualified Entity must provide updated IQ test and an update on the progress of the plan, including any third party deliverables.

The final deliverable to the Finance Authority must contain:

- f) A Resolution adopting the completed Asset Management Plan;
- g) The summary sheet showing the prioritized assets and cost associated with improving those assets over the period of time as shown in the Asset Management Plan;
- h) A resolution adopting a reserve policy which specifically identifies the allocation of the reserves to fund the Asset Management Plan with an annual target; and
- i) A rate schedule that covers the reserve required to fund the reserve.

9. Master Plans will be reviewed by the NMED.

10. Preliminary Engineering Reports necessary to apply for federal funding will be subject to the relevant USDA bulletins and reviewed by NMED.

11. Preliminary Engineering Reports necessary to apply for state funding will be subject to the relevant USDA bulletins and reviewed by NMED.

12. Economic Development Feasibility Studies. No Guidance Document Recommended for Economic Development Feasibility Studies. Applicants seeking funding from the Local Government Planning Fund for Economic Development Feasibility Studies must submit with their applications a full scope of services for the proposed project along with a letter of recommendation from the Economic Development Department Cabinet Secretary or his designee.

13. Energy audits shall meet minimum criteria of an ASHRAE Level 2 Energy Audit and will be required to be contracted using the Model Investment Grade Energy Audit and Project Proposal Contract prepared by the New Mexico Energy, Minerals and Natural Resources Department which contains minimum project scoping criteria. Further, the contractor must be *a licensed New Mexico Professional Engineer*. Currently, EMNRD reviews energy audits for governmental entities considering energy efficiency projects that are financed by pledging future energy savings pursuant to the Public Facilities Energy Efficiency and Water Conservation Act [NMSA 1978, 6-23]

Council Notes for January 24, 2023 Meeting:

Revenues Dec 2022:

GRT: This month last year: \$130,135

This month this Year: \$125,574

Last Year YTD: \$527,128

This Year YTD: \$490,688

Lodgers Tax:

This month last year: \$23,038

This Month this year: \$22,079

YTD Last year: \$152,590

YTD This year YTD: \$150,625

REVENUES:

- We received **\$13,993** in hold harmless GRT revenue in December which has been transferred to the USDA fund for monthly loan payments and reserves for the WWTP.
- Fiscal YTD GRT is down approximately 1% from last year.
- Fiscal YTD Combined Water and sewer sales are up approximately 5% from last year.
- Fiscal YTD Lodger's tax collections are down 1.3% from last year.
- Fiscal YTD Building permits actual are up 428% from last year. A November adjustment for the incorrectly categorized DIFs received last fiscal year reduces the Building Permit revenue & increases the DIF revenue for *this* fiscal year. Current FYTD development impact Fee Revenue on the report includes those DIFs received LFY & recategorized in this current FY. The actual YTD Building Permit revenue this FYTD is \$55,406.
- Village received **\$184,712** in property tax collections in December 2022 for a YTD total of \$210,955.76. YTD Collections are up 1,131% from last year, but this large % is due to a timing issue. Last year a very substantial payment did not arrive until January.
- The TIDD received **\$8,140** in GRT in December.

EXPENSES:

- Outside contractors FY23 through December 2022 vs the same period last year is up 258%. FY22 July-Dec did not have substantial Contractor payments. FY23 July – Dec higher amount is accountable to the following:
 - Reported amounts on December 22 Council Meeting Financial report with the following additions & updated amounts:
 - Increased monthly payments of \$10,000/mo. to the chamber per the current Lodgers Tax Budget for 6 months (\$60,000)
 - Expenses to date for the Utility Undergrounding (\$137,000)
 - Initial payment for the Airport (\$200,000) on this FY Lodgers Tax budget.
 - Anchorbuilt - Replace leaking pipe upper Twining Rd (\$35,000).
 - Stifel, Nicolaus & Company Inc – Financial Analysis of Village from April 2022, just invoiced in December 2022. (\$27,000)
- Capital expenses YTD of \$75,625 consist those previously reported, and \$8,300 for the Tapmaster Green Tank water line valve installed in December.

December Events

The annual State Fire Marshall Financial Review Report for FY 2022 was submitted on 12/14/22.

The Budget calendar adopted in December will begin to be implemented January

Coordination for transition to Caselle Accounting Software with a start date of 7/1/23 is underway. We are working with contacts there for complete setup in time to implement on day one of the next fiscal year.

Fiscal Year 2022 Audit Progress

The FY22 Audit exit interview with Southwest Accounting Solutions was conducted on November 29, 2022. The SAS finalized audit was sent to the NM Office of the State Auditor for review and approval. OSA did acknowledge receipt. We await a notice of acceptance from OSA.

Final release of the FY22 audit is pending per approval by the OSA. Once approved the audit will be available for public access at the OSA website.

The FY22 Village of Taos Ski Valley TIDD audit has been accepted by OSA per 1/3/23 email:

The approved final Audit Report for Village of Taos Ski Valley TIDD has been approved through the OSA - Connect workflow and will appear on the web within 5 days. If the Village of Taos Ski Valley TIDD has sent in a 5 day waiver the report will appear on the web instantaneously. Thank you, OSA

January 2023 GRT rate reduction for VTSV location

GRT rates for VTSV went from 9.4375% to 9.3125% for the period of July – December 2022.

This reduction of 0.125% is due to state legislation lowering the state portion of the total from 5.125% to 5%. The portion of the state piece allotted to the Village remains unchanged @ 1.225% of the total. The reduction comes entirely out of the portion that goes to the state. Previously it was 3.9%. In this period, it is reduced to 3.775%.

The total % going to the Village is the municipal 2.4375% (Village ordinances total including Hold Harmless) plus the state piece allotted to municipalities of 1.225% = 3.6625%. This is the same % the Village was previously receiving before this period's reduction in overall rate.

GRT rates for VTSV went from 9.3125% to 8.8125% for the period of Jan – June 2023.

This reduction of 0.5% is due to the sunseting of a Taos County higher education tax. This reduction only affects the county portion. The village municipality does not receive any of the county portion at this time, and so the total % to VTSV is unaffected by this period's rate reduction.

9:35 AM

01/18/23

Cash Basis

VILLAGE OF TAOS SKI VALLEY
Preliminary Statement of Revenue & Expenses
 July through December 2022

	Jul - Dec 22	Jul - Dec 21	\$ Change	% Change
Ordinary Income/Expense				
Income				
4014 · Revenue - NM TRD Cannabis Exise	0.00	0.00	0.00	0.0%
4016 · Revenue - GRT ITG Telecom	75.86	125.30	-49.44	-39.5%
4017 Revenue GRT Comp Tax	2,744.48	5,768.47	-3,023.99	-52.4%
4012 · REVENUE -Water Sales	82,012.11	82,209.99	-197.88	-0.2%
4013 · Revenue - Sewer	328,048.33	309,495.61	18,552.72	6.0%
4018 · REVENUE- GRT HB 6	0.00	253.34	-253.34	-100.0%
4019 · REVENUE-Hold Harmless GRT	88,708.88	73,971.79	14,737.09	19.9%
4020 · REVENUE - GRT MUNICIPAL	273,517.18	321,448.13	-47,930.95	-14.9%
4021 · REVENUE - GRT- STATE	189,850.25	193,451.05	-3,600.80	-1.9%
4025 · REVENUE -LIQUOR LICENSES	0.00	1,000.00	-1,000.00	-100.0%
4026 · REVENUE - BUSINESS LICENSE	7,475.00	4,235.00	3,240.00	76.5%
4027 · REVENUE - OTHER	95,566.82	45,618.64	49,948.18	109.5%
4028 · REVENUE - GASOLINE TAX	2,644.47	2,686.83	-42.36	-1.6%
4029 · REVENUE - LODGER'S TAX	150,625.39	152,589.58	-1,964.19	-1.3%
4031 · REVENUE - PARKING FINES	1,427.00	35.00	1,392.00	3,977.1%
4032 · REVENUE - ANIMAL LICENSE	107.50	0.00	107.50	100.0%
4034 · REVENUE - MOTOR VEHICLE FEES	11,218.40	8,868.70	2,349.70	26.5%
4035 · REVENUE - BUILDING PERMITS	4,406.21	10,498.48	-6,092.27	-58.0%
4036 · REVENUE -Licenses/Permits Other	10.00	760.00	-750.00	-98.7%
4037 · REVENUE - GENERAL GRANTS	54,304.50	28,104.50	26,200.00	93.2%
4046 · REVENUE - SOLID WASTE FEE	35,427.80	35,395.31	32.49	0.1%
4047 · REVENUE - OTHER OPERATING	3,179.41	4,695.53	-1,516.12	-32.3%
4049 · REVENUE - FIRE GRANTS	119,296.00	106,403.50	12,892.50	12.1%
4050 · REVENUE - IMPACT FEES	268,952.33	0.00	268,952.33	100.0%
4051 · REVENUE - IMPACT FEE ADMIN 3%	8,318.12	0.00	8,318.12	100.0%
4058 · Plan Review Fees	19,198.13	1,323.77	17,874.36	1,350.3%
4059 · Proceed NMFA Issuance of Debt	0.00	454,115.50	-454,115.50	-100.0%
4060 · WTB FY2016 revenue	4,950.07	0.00	4,950.07	100.0%
4100 · Miscellaneous Revenues				
4110 · Misc Revenue- TIDD reimburse	2,647.91	3,806.56	-1,158.65	-30.4%
Total 4100 · Miscellaneous Revenues	2,647.91	3,806.56	-1,158.65	-30.4%
4190 · Rental Fees	0.00	6,000.00	-6,000.00	-100.0%
7004 · REVENUE - FINANCE CHARGE ON W/S	411.66	2,027.64	-1,615.98	-79.7%
7005 · REVENUE - INTEREST INCOME	61,986.83	3,473.70	58,513.13	1,684.5%
7006 · REVENUE -INVESTMENT INTEREST	3,035.54	251.74	2,783.80	1,105.8%
7007 · REVENUE - INTEREST IMPACT FEES	187.44	32.16	155.28	482.8%
7010 · REVENUE - AD VALOREM TAX	210,955.76	17,137.13	193,818.63	1,131.0%
9000 · BEG. BALANCE	0.00	0.00	0.00	0.0%
Total Income	2,031,289.38	1,875,782.95	155,506.43	8.3%
Gross Profit	2,031,289.38	1,875,782.95	155,506.43	8.3%
Expense				
8433 · NMFA FY2022 Fire Loan Interest	190.33	0.00	190.33	100.0%
8432 · NMFA FY2022 Fire loan Principal	28,047.05	0.00	28,047.05	100.0%
4082 · DEBT SERV - 2007 WWTP LOAN PRIN	95,422.70	95,422.70	0.00	0.0%
4083 · DEBT SERV. - 2007 WWTP LOAN INT	5,864.43	5,864.43	0.00	0.0%
6100 · Salary and Benefits				
6112 · SALARIES - STAFF	581,046.06	522,972.77	58,073.29	11.1%
6113 · SALARIES - ELECTED	13,593.12	17,069.91	-3,476.79	-20.4%
6115 · Overtime salaries	11,067.15	6,138.86	4,928.29	80.3%
6121 · WORKER'S COMP INSURANCE	6,918.00	10,306.00	-3,388.00	-32.9%
6122 · HEALTH INSURANCE	109,010.12	106,198.12	2,812.00	2.7%
6125 · FICA EMPLOYER'S SHARE	36,965.23	33,261.99	3,703.24	11.1%
6126 · WORKMAN'S COMP PERSONAL ASSESS	184.90	159.10	25.80	16.2%
6127 · SUTA STATE UNEMPLOYMENT	631.54	392.68	238.86	60.8%
6128 · PERA Employer Portion	58,221.71	46,826.41	11,395.30	24.3%
6130 · HEALTH INCENTIVE - SKI PASS/GYM	700.00	600.00	100.00	16.7%
6133 · Life Insurance	500.69	477.38	23.31	4.9%
6134 · Dental Insurance	7,242.04	6,844.38	397.66	5.8%
6135 · Vision Insurance	1,243.38	1,202.10	41.28	3.4%
6136 · FICA -EMPLOYER SHARE MEDICARE	8,645.10	7,779.04	866.06	11.1%
Total 6100 · Salary and Benefits	835,969.04	760,228.74	75,740.30	10.0%
6220 · OUTSIDE CONTRACTORS	946,674.27	264,504.58	682,169.69	257.9%
6225 · ENGINEERING	0.00	2,064.92	-2,064.92	-100.0%
6230 · LEGAL SERVICES	48,309.38	37,364.48	10,944.90	29.3%
6242 · ACCOUNTING	25,908.06	8,216.23	17,691.83	215.3%
6251 · WATER PURCHASE, STORAGE	250.52	216.46	34.06	15.7%
6252 · INTERNET	5,109.17	4,289.55	819.62	19.1%
6253 · ELECTRICITY	29,125.29	37,697.32	-8,572.03	-22.7%
6254 · PROPANE	752.47	0.00	752.47	100.0%
6256 · TELEPHONE	9,775.36	8,513.91	1,261.45	14.8%

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Cash Basis

VILLAGE OF TAOS SKI VALLEY
Preliminary Statement of Revenue & Expenses
July through December 2022

	Jul - Dec 22	Jul - Dec 21	\$ Change	% Change
6257 · RENT PAID	0.00	750.00	-750.00	-100.0%
6258 · WATER CONSERVATION FEE	216.17	148.53	67.64	45.5%
6259 · Natural Gas	9,235.90	5,623.97	3,611.93	64.2%
6270 · LIABILITY & LOSS INSURANCE	116,633.28	87,390.04	29,243.24	33.5%
6310 · Advertising	5,699.35	1,438.30	4,261.05	296.3%
6312 · CHEMICALS & NON DURABLES	6,330.07	8,076.06	-1,745.99	-21.6%
6313 · MATERIAL & SUPPLIES	35,015.17	47,872.70	-12,857.53	-26.9%
6314 · Dues/fees/registration/renewals	4,595.55	5,424.76	-829.21	-15.3%
6315 · BANK CHARGES	1,447.26	1,160.64	286.62	24.7%
6316 · Software	10,171.32	5,722.89	4,448.43	77.7%
6317 · Personal Protective Equipment	1,506.73	3,275.54	-1,768.81	-54.0%
6318 · Postage	1,115.11	1,045.00	70.11	6.7%
6320 · EQUIPMENT REPAIR & PARTS	14,273.97	2,608.26	11,665.71	447.3%
6321 · BUILDING MAINTENANCE	206.91	0.00	206.91	100.0%
6322 · SMALL EQUIP & TOOL PURCHASES	52,140.01	28,498.37	23,641.64	83.0%
6323 · SYSTEM REPAIR & PARTS	6,923.48	1,618.50	5,304.98	327.8%
6331 · OUTSIDE TESTING SERVICES	3,642.98	1,938.43	1,704.55	87.9%
6332 · EQUIPMENT RENTALS	104,981.25	47,139.02	57,842.23	122.7%
6417 · VEHICLE MAINTENANCE	3,275.10	9,274.35	-5,999.25	-64.7%
6418 · FUEL EXPENSE	20,255.84	8,511.98	11,743.86	138.0%
6432 · TRAVEL & PER DIEM	1,470.75	1,634.54	-163.79	-10.0%
6434 · TRAINING	13,262.08	2,423.98	10,838.10	447.1%
6435 · Training Elected Officials	0.00	349.64	-349.64	-100.0%
6560 · Payroll Expenses	0.00	0.00	0.00	0.0%
6570 · Other Operations Expenses	11,282.36	11,946.39	-664.03	-5.6%
6712 · LAB CHEMICALS & SUPPLIES	6,341.50	1,216.83	5,124.67	421.2%
6713 · LAB MATERIALS & SUPPLIES	-4.42	0.00	-4.42	-100.0%
6714 · LAB EQUIPMENT REPAIR & PARTS	50.00	0.00	50.00	100.0%
6715 · LAB SMALL EQUIP & TOOL PURCHASE	4,489.57	0.00	4,489.57	100.0%
6716 · LAB TESTING SERVICES	3,640.39	3,693.71	-53.32	-1.4%
6720 · LAB OUTSIDE CONTRACTORS	0.00	0.00	0.00	0.0%
8322 · CAPITAL EXPENDITURES	75,625.39	38,522.50	37,102.89	96.3%
8325 · EQUIPMENT & TOOL PURCHASE	13,966.33	0.00	13,966.33	100.0%
8421 · NMFA Interest TML #TAOS55	19,131.50	19,446.30	-314.80	-1.6%
8428 · Debt Service GRT FY2020 repay	15,579.90	15,579.90	0.00	0.0%
8430 · USDA FY20 Interest Expense	85,031.49	80,953.90	4,077.59	5.0%
8431 · USDA FY20 Principal Expense	58,236.51	62,314.10	-4,077.59	-6.5%
Total Expense	2,737,166.87	1,729,982.45	1,007,184.42	58.2%
Net Ordinary Income	-705,877.49	145,800.50	-851,677.99	-584.1%
Other Income/Expense				
Other Expense				
9001 · TRANSFER TO (IN) FUND	-856,292.96	-776,765.92	-79,527.04	-10.2%
9002 · TRANSFER FROM (OUT) FUND	856,292.96	776,765.92	79,527.04	10.2%
Total Other Expense	0.00	0.00	0.00	0.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	-705,877.49	145,800.50	-851,677.99	-584.1%

VILLAGE OF TAOS SKI VALLEY GROSS RECEIPTS & LODGER'S TAX COLLECTION SUMMARY

Gross Receipts Tax
CURRENT RATE = 9.3125%

GROSS RECEIPTS

	July	August	September	October	November	December	January	February	March	April	May	June
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	\$2,206,062.46
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	\$214,210.24	\$289,075.34	\$55,873.27
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	\$1,334,904.37	\$1,623,979.71	\$1,679,852.98
FY2022	\$68,717.19	\$41,194.60	\$84,767.28	\$114,462.17	\$87,852.52	\$130,134.55	\$101,812.08	\$288,224.10	\$264,254.52	\$288,432.00	\$387,016.42	\$60,037.50
YTD	\$68,717.19	\$109,911.79	\$194,679.07	\$309,141.24	\$396,993.76	\$527,128.31	\$628,940.39	\$917,164.49	\$1,181,419.01	\$1,469,851.01	\$1,856,867.43	\$1,916,904.93
FY2023	\$54,648.70	\$35,075.40	\$68,454.10	\$80,723.22	\$126,212.90	\$125,573.69						
YTD	\$54,648.70	\$89,724.10	\$158,178.20	\$238,901.42	\$365,114.32	\$490,688.01	\$490,688.01	\$490,688.01	\$490,688.01	\$490,688.01	\$490,688.01	\$490,688.01

Current month GRT collections reflects money generated 2 months prior.

*Funds in this sheet are recorded as cash received

Lodger's Tax

CURRENT RATE = 5%

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

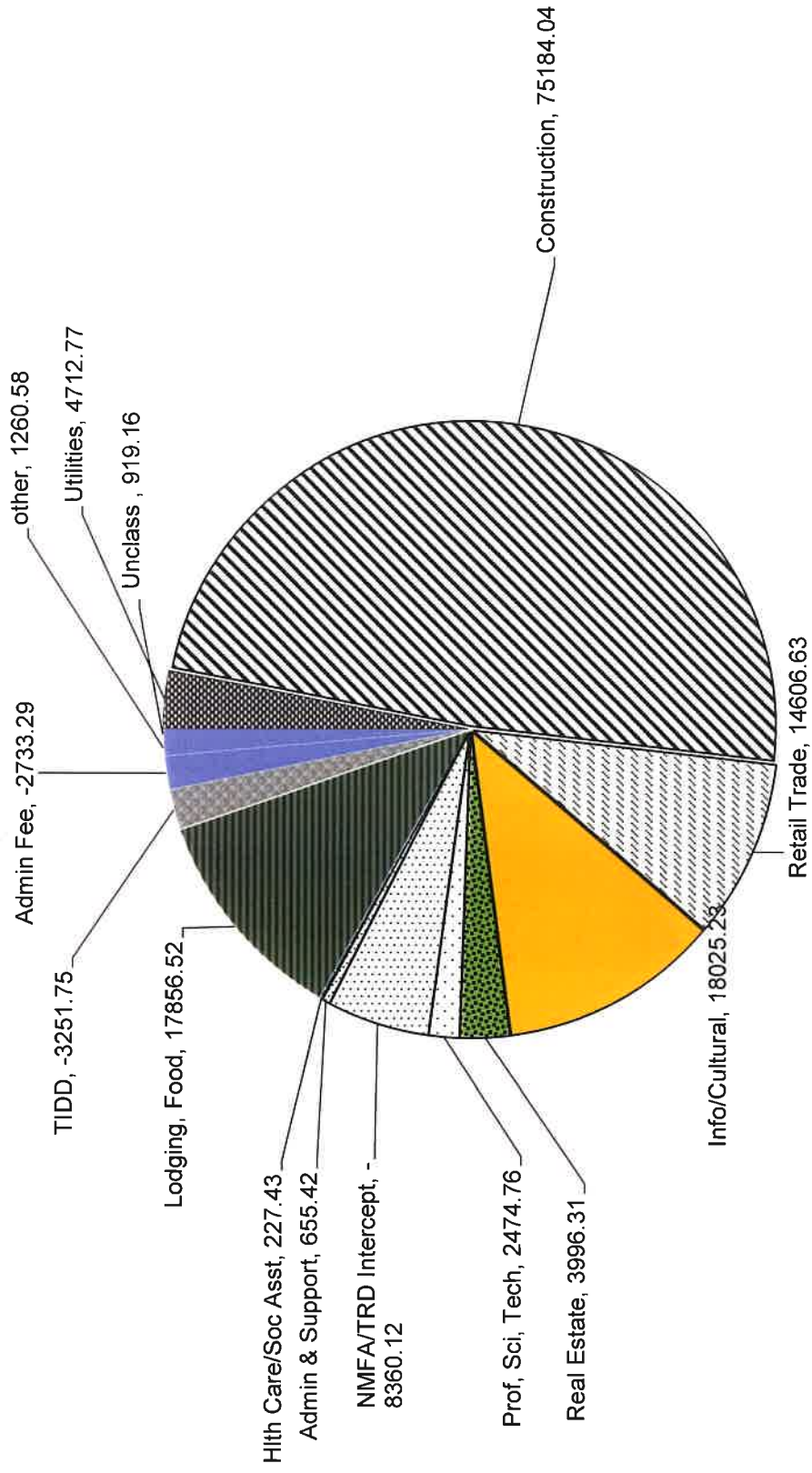
LODGERS' TAX

	July	August	September	October	November	December	January	February	March	April	May	June
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	\$6,231.96	\$55,290.11	\$42,558.56	\$84,760.20	\$96,555.93	\$10,267.66	\$7,219.30
YTD	\$8,171.37	\$23,341.95	\$36,178.86	\$53,373.38	\$67,796.76	\$74,028.72	\$129,318.83	\$171,877.39	\$256,637.59	\$353,193.52	\$363,461.18	\$370,680.48
FY2022	\$18,245.95	\$38,815.26	\$26,765.37	\$22,996.72	\$22,728.29	\$23,037.99	\$110,392.10	\$131,470.22	\$148,831.28	\$158,043.82	\$17,101.43	\$6,264.48
YTD	\$18,245.95	\$57,061.21	\$83,826.58	\$106,823.30	\$129,551.59	\$152,589.58	\$262,981.68	\$394,451.90	\$543,283.18	\$701,327.00	\$718,428.43	\$724,692.91
FY2023	\$17,714.27	\$29,642.49	\$26,135.01	\$29,754.45	\$25,300.02	\$22,079.15						
YTD	\$17,714.27	\$47,356.76	\$73,491.77	\$103,246.22	\$128,546.24	\$150,625.39	\$150,625.39	\$150,625.39	\$150,625.39	\$150,625.39	\$150,625.39	\$150,625.39

Current month LT collections reflects money generated in the previous month.

Village of Taos Ski Valley

Gross Receipts Distribution collected for October 2022 recieved in December 2022



FY2022 & FYTD2023 TIDD GRT Distribution

Date	VTSV Increment	State Increment	Admin Fees	Pay Backs	Total TIDD	NWPA & DS	Hold Harmless	VTSV Cash
7/15/2021	22,594.97	17,869.77	(425.27)		40,039.47	8,360.12	10,081.12	68,717.19
8/15/2021	22,292.78	36,146.76	(413.32)		58,076.22	8,360.12	10,960.32	41,194.66
9/15/2021	32,826.02	51,922.38	(617.83)		84,130.57	8,360.12	13,044.53	84,767.28
10/15/2021	15,512.90	24,537.46	(291.97)		39,758.39	8,360.12	14,367.03	114,462.17
11/15/2021	16,468.83	25,649.56	(312.79)		41,805.60	8,360.12	11,695.48	87,852.52
12/15/2021	(21,530.95)	(34,056.60)	405.24		(55,182.31)	8,360.12	13,823.32	130,134.55
1/15/2022	1,860.66	2,940.96	(35.03)	(4,766.59)	-	8,360.12	11,237.56	101,812.08
2/16/2022	86,951.83	137,535.92	(1,636.55)	(50,415.72)	172,435.48	8,360.12	39,743.87	288,224.10
3/22/2022	80,796.27	127,813.98	(1,520.59)		207,089.66	8,360.12	36,620.19	264,254.52
4/20/2022	140,825.42	222,750.52	(2,650.52)		360,925.42	8,360.12	44,637.00	288,432.59
5/21/2022	132,368.07	210,669.88	(2,482.17)		340,555.78	8,360.12	53,829.95	387,016.42
6/16/2022	82,974.24	131,244.40	(1,561.68)		212,656.96	8,360.12	15,439.93	60,037.50
TOTAL FY22	613,941.04	955,024.99	(11,542.48)	(55,182.31)	1,502,241.24	100,321.44	275,480.30	1,916,905.58

7/18/2022	(17,240.41)	(27,906.36)	319.99	-	(44,826.78)	8,360.12	6,426.90	54,648.70
8/22/2022	36,658.10	57,852.94	(689.95)	(44,826.78)	48,994.31	8,360.12	14,070.55	35,075.40
9/21/2022	37,758.59	57,866.32	(710.67)	-	94,914.24	8,360.12	17,588.79	68,454.10
10/19/2022	15,202.78	24,597.60	(276.99)	-	39,523.39	8,360.12	10,637.18	80,723.22
11/17/2022	133,817.63	204,886.92	(2,518.62)	-	336,185.93	8,360.12	25,992.53	126,212.90
12/15/2022	3,251.75	4,949.84	(61.40)	-	8,140.19	8,360.12	13,992.93	125,573.69
1/15/2023								
2/15/2023								
3/15/2023								
4/15/2023								
5/15/2023								
6/15/2023								
TOTAL FY23	209,448.44	322,247.26	(3,937.64)	(44,826.78)	482,931.28	50,160.72	88,708.88	490,688.01
TOTAL FY2016-FY2023	5,139,920.61	4,674,453.63	(79,312.64)	(180,961.17)	9,554,833.07	525,858.45	1,279,907.66	11,828,364.79

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

Monthly Public Safety Report

Dec-22

Law Enforcement	R. Salazar	J Gladeau	J. Hutter	V. Vigil	Totals	Last Year
Hang up		0	0	0	0	
Abandoned Vehicle		1	0	0	1	
Alcohol Offense - Adult	4	1	0	0	5	
Animal Calls	1	2	0	4	8	
Arrests		0	0	0		
Assists to other Agencies	3	1	1	2	7	
B&E /Burglary		0	0	0		
Battery or Assault		0	0	0		
Business Alarm	1	1	0	0	2	
Citizen Assists/Contacts	32	3	34	30	99	
Civil Stand-by/Civil Complaint		1	0	0	1	
Disorderly /Disturbance		0	0	0		
Domestic Calls		0	0	0		
Embezzlement		0	0	0		
Foot Patrol Hours	24	34	9	10	77	
Found/Lost Property		1	0	0		
Fraud Complaint		0	0	0		
Harassment	1	0	2	0	3	
Health Orders		0	0	0		
Larceny		0	0	0		
Law Unknown/Information	1	2	0	0	3	
Missing Adult/Person		0	0	0		
MVC's		2	3	0	5	
Narcotics Adult		0	0	0		
Natural Diasters		0	0	0		
Parking Citations		12	24	3	39	
Private Property Crash		1	2	0	3	
Reckless Driver	1	0	1	30	32	
Residential Alarm	1	1	1	0	3	
Shots Fired		0	0	0		
Suicide Subject		0	0	0		
Suspicious Persons/Vehicle	1	0	0	0	1	
Theft		0	2	0	2	
Traffic Enforcement Hours	24	16	42	5	87	
Traffic Hazard	4	0	1	3	8	
Traffic Stops	10	24	37	40	111	
Tresspass Warnings		0	0	0		
Vehicle Theft		1	1	0	2	
Verbal Warnings	2	4	0	5	11	
Welfare Check	1	0	2	2	5	
Written Citations	4	16	13	3	36	
Written warnings	4	4	24	0	32	
EMS	21	2	4	7	34	

Monthly Accomplishments for December 2022

Police Department Chief / Director Virgil Vigil

- I was able to do the application to place Chief Sammy Trujillo on the National Police Officer's Memorial Wall in Washington DC. This is scheduled to take place in May of this year. This wall is dedicated to Police Officer's that lost their life in the line of duty.
- Worked with the Risk Manager, Ashley from Taos Ski Inc. to have a debriefing for first responder and medical staff that assisted us on an untended death on a 18-month child (child and parents were part of the Ski Valley Community). Ashley was also able to establish a briefing for the community for the incident, Lt. Salazar and I attend and spoke on this debriefing.
- Worked on an operation plan to include scheduling for the busy Christmas weekend. We also added extra patrol for the New Year's Eve Fireworks event for the large crowd expected for this event.
- Fire/Ems/SAR were also scheduled for this event and were also on standby in case of an emergency during late hours into the New Year.
- Lt Salazar continuing the task of getting our department in compliance with the FBI Stats with our Spillman reporting system.
- Working with Fire Administrator Mitch Daniels and Fire Chief Wisdom and Chief Matt Rogers to keep the EMS and Fire Department staffed and cover for 7 days a week for the upcoming busy days.
- Attended the Public Safety/Firewise meeting and updated them on the progress of the Fire/Police/EMS developments, calls, and future plans.
- We have dedicated traffic enforcement on State Road # 150 and improper parking and handicap citations within the Village limits. I also got with the Public Works Assistant and were ordered tow away signs for dedicated parking spaces. This will allow us to issue improper parking citations for people parking in restricted spots.
- I update the Police Departments computers since they are outdated and no longer have security support and IT requested replacement as soon as possible. They are scheduled to be in by the January 17,2023 and ambitions will be installing the servers and software when they arrive.

Emergency Water updates

- I was able to speak with the Office of the Emergency Management, Mr. Robert Lucero. Mr. Lucero said he would see what they could assist us with, but later said we need to exhaust our resources first. I also contacted the National Guard they said we needed to make a formal request to the Santa Fe National Guard Unit.
- We placed a 500-hundred-gallon expansion tank with a cattle heater (to keep the tank from freezer), from the Fire Department at building # 4, at the Wheeler Peaks Condos. The Fire Department filled it the first time and my Police Officer's and I kept it filled since using my personal truck. We also asked for a second tank at that location since it was being used frequently. John Avila was able to get four 300 gallons tank donated to us from the Rolling Still Distillery. I later was able to retrieve them and place one at Building #2 with a cattle heater and left it behind my personal flatbed truck to be able to have mobile water if other people need it. The Village also had me purchase an electric ½ horse pump to distribute the water from the containers.
- Fire Administrator Daniel's was able to receive a donation for several pellets of water and our Police Department volunteered to personally distribute them to the residence if requested.
- I was able to get with Taos Ski valley Inc. to donate the Public Workers with some pizza when they had to work late the first night of the water outage. Lt Salazar and Fire Administrator Daniels also made arrangements with the Hondo Restaurant to also supply food for the Public Safety Workers on a different night they worked late.

Items In progress for January

- Working with Chief Rogers to get with a pharmacy to license the narcotics in the EMS Department. We also must establish a secure office with locked doors, bars, security etc....for the narcotic on inventory.
- I plan on attending Public Safety/Firewise, E911 board, Lepc and Council Meeting this month.
- I also plan on meeting with the current Taos County Sheriff, Steve Miera and establish the ongoing mutual assistance between our departments and future endeavors.

From VTSV Fire Department Chief Eddy Wisdom

So here is a regular report as what I've been trying to get done for the fire dept mostly with the response to a number of vehicle accidents and preparedness getting engine 315 as a crash rescue for vehicle extrication with hurst tools and first response. I plan to bring it to station 1 and working with Matt Rodgers to put Medic 1 in the Blake underground parking and having them respond to any accidents on State Highway 150.

A walkthrough was preformed with myself Matt Rodgers and Jeff Makell on the 12th to prepare for a training next week on fire response in the Blake Hotel along with putting engine 314 back together. I getting the PPV fan repaired and finding a place to put on the engine, it's been a task to find all the extrication tools Matt and I are coordinating for future trainings, I will put together a log of calls that have been happening in the last month and I 'am still trying to get an account for NFIRS through State Fire Marshal's Office, Derrick Rodriguez. This will be a continual update It's been difficult to get a NFIRS account, but I 'am getting closer. Like I mentioned I've teamed up with Matt and he has been a huge help and I value his help and input together we should be able to keep a regular report.

From EMS Department Chief Matt Rogers

In the last few weeks, we have submitted for the purchase of an automatic Lucas compression machine and Phillips Tempus heart monitor.

The crew with help from PD successfully handles 3 EMS calls and a MVA all within 15 min of each other. Have submitted to register the ambulance with the state. Continue to work towards getting a board of pharmacy license.

Finally brought on 3 new EMS providers to help with weekend coverage!! Their help is much appreciated

From TSVFD Fire Administrator Mitch Daniels

Working on purchase of EMS equipment with Chief Rogers.

Working on the trade-in and purchase of new apparatus with Chief Wisdom, Firefighter Trucks and HME.

Preparing for ISO inspection.

Compiling "Fire Watch" information for distribution to commercial properties, due to the water outage.

Keeping County Fire Chief and Fire Marshal apprised of our ongoing water outage and the need of support in case of a fire event.

Mitch Daniels
Village of Taos Ski Valley
Department of Public Safety
Fire/EMS Division Administrator

Planning & Community Development Department
Monthly Report to the Village Council
January 2023

Projects Updates and Key Initiatives:

Village 2024 Comprehensive Plan Update - Coordinated by the department, the Village is embarking on its Comprehensive Plan Update as obligated by State Statute. A bold re-envisioning of land use and development patterns is anticipated to respond to a recent influx of extreme wealth and regional housing trends. To better position the Village to remain a viable and sustainable community, expanded housing and employment options for a wider socio-demographic, encouraging year-round residency, will be explored. Policy goals and implementation strategies relate to land use, housing, transportation, open space and trails, hazard mitigation, public facility planning, utility infrastructure, among other key community development elements will be examined and articulated through extensive public dialogue and consensus.

The Land Use Development Code will be concurrently revised to align with the principles and goals of the new Comprehensive Plan. To defray part of the cost of this effort, which is expected to take two years and cost approximately \$300,000, a \$50K Local Government Planning Grant was submitted to the New Mexico Finance Authority. However, according to the Finance Authority, the Village has an excess amount of funding available in reserves and elsewhere to qualify for State grant funding. Unless the budget report or Village reporting changes significantly, the cost of the Comprehensive Plan Update will be requested to be self-funded in next year's Village budget.

The draft Request for Proposals for planning services is expected to be completed during February and a public notice issued shortly thereafter.

Water Master Plan - A comprehensive Water Master Plan continues to be necessary to properly plan and budget for the maintenance and growth of the entire Village water system. This past month's water service loss only further amplified this point. Whereas, the recently completed Water Study significantly aided the Village's understanding of the local water supply across time and under various expected climatic conditions and the projected water demand into the near and medium-term future, additional work remains to address the current delivery system and any projected system expansion.

Twining Road Reconstruction Project - Preliminary engineering and design completed. Final design work on-going. Public Open House tentatively scheduled for mid-March. In collaboration with the NCNMEDD, a federal RAISE grant application is being prepared to fund the approx. \$9M

cost to construct. Drainage, utility, and grade improvements are all significant project components. Of note is the \$1M in TIDD funds allocated to this project.

Development Impact Fee Assessments – The Village has received payment from the remodeled Snow Sports office off the main Village plaza (approx. \$25k) and a large residential project on Lily Lane (approx. \$67k). The DIF assessment for the proposed reconstruction of the Hotel Saint Bernard was provided to the applicant, TSVI. The total assessed amount is \$1,865,560, which is due prior to issuance of a foundation and/or building permit. No credits nor discounts have been requested by the Ski Corporation to date. Fees collected for FY '23, after adoption of the revised DIF Ordinance, total \$334,747.

Village Recreational Trails Master Plan - In partnership with the Rocky Mountain Youth Corps (RMYC), a Trails Plus grant has been awarded by the NM State Outdoor Recreation Division for development of five Village trail segments with linkages to adjacent established US Forest Service trails. Detailed trail assessments and field work occurred this Fall in preparation for trail development and built-out activities next summer. Wayfinding signs and environmental education kiosks adjacent to the Kachina wetlands trail and other trail locations are included in the project grant. Approval of a Professional Services Agreement with the RMYC is on the agenda during the January Council meeting.

Coordination with local and regional partners continues. Development of an integrated Trail Plan has risen in priority after the recent award of the trail building grant from the State Outdoor Recreation Division. The intent is to coordinate present and future trail development and expansion, branding including signage, and funding with key stakeholders such as the USFS, ETCA, Northside Ranch, TSVI, RMYC, and others.

Avalanche Hazard Assessment & Mapping Update – Initial fieldwork has focused on Northside and lands east of Lake Fork, work continues on the remainder of the Village including Amizette. The draft report is expected by early February. The report will provide a detailed review and update to the village's avalanche hazard maps and the existing avalanche hazard zoning ordinance. The current avalanche hazard maps are based on a 2001 Study by Arthur I. Mears, P.E. Since 2001, notable advances in avalanche science and new snow and avalanche data will lead to improvements in the Village's understanding and better land use regulations to protect the public's health, safety, and welfare.

Planning Commission Meetings - At the request of the developer, TSVI, the public hearing for the Conditional Use Permit request for the reconstruction of the Hotel Saint Bernard, scheduled for December 5th, was postponed. It is currently scheduled for February 6.

Council report through January 19 - 2023

Inspections performed residential: 3

Inspection in response to complaint: 0

Enforcement actions: 0

Inspections performed multi-family and commercial: 2

Permits issued since last council report:

0_ new residential building.

0_ residential repair/remodel

0_ residential demolition

0_ new commercial buildings permitted.

3_ commercial or multifamily repair/remodel permitted.

0_ demolition commercial permitted.

1_ Projects currently in application or submission review.

0_ Residential project in discussion of pending submission.

Narrative of other activities:

1. Update of the Non-Federal Lands Grant. Work plan is complete, mapping is sufficient, although not entirely to my liking due to technical issues with Village GIS system. In process of arranging review of Work Plan submission by J. R. Logan, Taos County WUI Coordinator, prior to delivery to State Forestry and State Legal review.

2. I was unavailable to attend the NCRTD January Board meeting. 2021 updates from the 2015 Uniform Mechanical Code and Uniform Plumbing Code seminars became available providing the opportunity to obtain Continuing Education Units. The plumbing seminar unfortunately conflicted with the Board meeting.

3. Reviewing resolution 2020-425 Building Permit Fees for presentation at next meeting of Council.

4. Participating in completion of CWPP, particularly regarding mapping to be included.

PUBLIC WORKS UPDATE

January 24, 2023

- Water:

- Monthly sampling
- Maintenance and Repairs
 - Water usage was up 34.91% from last year for the month of December.
 - Repaired failed altitude valve which affected the area near the Green Tank
 - Water outage starting the week of December 16, 2022
 - Located and isolated a leak under a private residence that lost approximately 100,000 gallons of water. 28,580 gallons did go through the meter, but the bigger leak was located before the meter.
 - Located and isolated a leak under a private residence that lost about 25,000 gallons due to leaks under the house.
 - Isolated Zap's Road due to the pressure drop when the system was isolated. Will be determining if there is a leak with the Village's equipment along with a private company.
 - Isolated Lily Lane due to high flow sounds with Village sound equipment. This was verified when the isolation valve was turned off. The sound of water flowing stopped once the valve was closed. The Village staff will repair the line once the leak location is located.
 - Isolated Cliffhanger Loop after that section of line was located. Pressure and volume were re-established within hours of isolating this section of mainline. The Village staff will repair the line once the leak location is located.
 - Calculations of exact amount of water loss due to the leaks will be determined once we have the numbers for the month of January.

- Wastewater:

- Plant Operations
 - No Permit excursions

Date	BOD Data		pH	TSS		NH ₃ (Ammonia)		Total P		Flow, MGD	E.Coli	Fecal	Date	Total N: mg/L	Total N: lb/d	Influent Flow MG
	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	
7	2.00	0.39	7.38	0.25	0.05	0.98	0.19	0.05	0.01	0.024	1.00	1.00	7	1.54	0.30	0.035
15			7.48			0.36	0.10	0.05	0.01	0.034			15	1.00	0.28	0.035
21	2.00	0.81	7.04	0.45	0.18	0.56	0.23	0.05	0.02	0.049	1.00	1.00	21	2.70	1.09	0.051
28			6.92			0.36	0.23	0.05	0.03	0.076			28	5.42	3.43	0.075
Total		1.20			0.23		0.75		0.08	1.361			Total	Total Nitrogen		1.444
7 Day Avg (MAX)	2.00	0.81	7.51	0.45	0.18	0.98	0.23	0.05	0.03	0.078	1.00	1.00	7 Day Avg	5.42	3.43	0.083
Min	2.00	0.39	6.83	0.25	0.05	0.36	0.10	0.05	0.01	0.023	1.00	1.00	Min	mg/L	lb/d	0.019
30 Day Avg (AVG)	2.00	0.80		0.35	0.12	0.57	0.19	0.05	0.02	0.044	1.00	1.00	30 Day Avg	2.68	1.28	0.046581
Removal %		99.38%		99.65%												
Frequency	2	31	2	4	4	31	2	2								
	BOD Data		pH	TSS		NH ₃		Total P		Flow, MGD	E.Coli	Fecal				
45 / 35.7%	460.00	99.57%		106.25	99.76%	3.20	5.34	0.75	1.20					12.3	20.5	
30 / 23.8%	250.00	99.20%		96.25	99.53%	3.20	5.34	0.50	0.800	BMR Data				8.20	13.65	

- Staff
 - Fully staffed
- Plant and Collections Update
 - Compared to the flow in 2021, we are up 14.09% for the month of December.

- Roads:

- Snow plowing
- Maintenance to Road

- Equipment

- Routine equipment maintenance
- Maintenance on all the snow equipment

January 12, 2023

Mr. Neal King, Mayor
Taos Ski Valley
P.O. Box 100
Taos Ski Valley, NM 87525

Dear Mr. King:

The Holy Cross Hospital Board of Trustees is once again selecting prospective Trustees to serve on our 12 member board. This involves the Taos Ski Valley.

The Board would like you to once again select one person to serve on our 9 member Nominating Committee for a one (1) year term. This committee will meet several times to consider names of community minded persons who would be willing to serve on the Hospital Board.

The slate of nominees will be due to the full hospital board by **May 12, 2023**. Thus, we would like your representative to be selected by **February 15, 2023**. A Nominating Committee meeting will be held in early March to orient the members to the process and the procedures for the selection of nominees. Please provide contact information for your representative as we will need to contact them regarding the meeting dates. It is very important that your representative attend these meetings.

Please inform our office at 575-751-5766 or e-mail Lenora Cisneros, Sr. Executive Assistant at lcisneros@taoshospital.org, once you have identified a willing representative.

If you have any questions, please do not hesitate to call me at 751-5714.

Sincerely,



James Kiser
Interim Chief Executive Officer

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

AGENDA ITEM TITLE: Council Acknowledgement of the FY2023 2nd Quarter Financial data for submission to the Department of Finance, Local Government Division by January 31, 2023

DATE: January 24, 2023

PRESENTED BY: Carroll Griesedieck, Finance Director

STATUS OF AGENDA ITEM: New Business

CAN THIS ITEM BE RESCHEDULED: Not Recommended

BACKGROUND INFORMATION: As per the Department of Finance (DFA), Local Government Division, it is required to have the quarterly financial information submitted no later than 30 days after the close of each quarter. Attached is the summary report to be submitted to DFA (exhibit A) by January 31, 2023, along with the Profit and Loss from July 1-December 31, 2022 (exhibit B). The Village ended the 2nd quarter of FY2023 with a net operating loss of (\$705,877). Staff is submitting this report to the Council for their review and acknowledgement of the financial status of the Village as of December 31, 2022.

RECOMMENDATION: A motion from the Council is requested to acknowledge the FY2023 2nd quarter report.

VILLAGE OF TAOS SKI VALLEY
FY2023

	A	B	AH	AI	AJ	AK	AL	AM
1	SUMMARY Fund Balance FY2023							
2								
	FUND NAME	FUND #	Ending Fund BAL FY2022	FY2023 PROPOSED BUDGET REVENUE	FY2023 YTD ACTUAL REVENUE & TRANSFER IN	FY2023 PROPOSED BUDGET EXPENSE	FY2023 YTD ACTUAL EXPENSE & TRANSFER OUT	ENDING FUND BALANCE Fund Bal 2nd Q FY 2023
3								
4								
5								
6	Water-01	01	15,496.89	243,250.00	127,595.56	251,832.00	142,223.32	869.13
7	Sewer-02 (New Fund FY2019)	02	39,276.05	841,300.00	335,434.49	873,765.00	374,087.61	622.93
8	Water Depreciation Reserve	41	169,694.22	1,005,031.00	39,298.24	917,480.00	64,044.39	144,948.07
9	Reserve for CWSRF	62	206,745.01	325.00	1,996.56	60.00	10.00	208,731.57
10	USDA Debt Service and Reserve	63	636,348.07	426,308.00	196,072.66	287,800.00	143,268.00	689,152.73
11	Sewer Depreciation Reserve	42	148,432.29	413,878.00	101,287.00	428,823.00	109,860.57	139,858.72
12	Roads/Streets	05	109,096.38	777,260.00	156,976.04	879,710.00	251,499.31	14,573.11
13	General/Administration	03	2,347,658.17	2,674,000.00	945,671.11	3,391,691.00	1,322,907.90	1,970,421.38
14	UG Electric-General Res	44	545,894.75	65,000.00	26,990.23	105,000.00	136,906.05	435,978.93
15	General Reserve	43	1,378,048.57	253,900.00	2,904.76	225,100.00	5.00	1,380,948.33
16	Law Enforcement Operating	04	0.00	429,116.00	236,897.81	429,115.00	236,897.81	0.00
17	Law Enforcement Capital	14	10,921.31	48,000.00	48,000.00	58,922.00	36,000.00	22,921.31
18	Solid Waste Enterprise Fund	77	305,777.39	64,020.00	35,427.80	329,800.00	26,177.11	315,028.08
19	Fire Cap	18	517,690.85	200,500.00	120,260.42	436,390.00	99,327.92	538,623.35
20	Fire Reserve	38	184,758.46	20,000.00	0.00	0.00	0.00	184,758.46
21	Volunteer Fire Donation	28	15,148.07	600.00	200.00	15,500.00	4,977.96	10,370.11
22	EMS	09	14,249.69	220,000.00	55,000.00	224,000.00	65,882.49	3,367.20
23	Volunteer EMS Donation	29	38,862.09	700.00	3,000.00	25,000.00	2,951.98	38,910.11
24	Parks and Recreation	10	4,863.03	15,000.00	3,000.00	18,000.00	7,529.00	334.03
25	Lodgers' Tax	15	688,700.38	700,000.00	150,625.39	1,016,000.00	553,731.08	285,594.69
26	O&M Reserves	32	377,349.67	50,000.00	0.00	10,000.00	0.00	377,349.67
27	Cannabis Regulation Act	07	0.00	500.00	0.00	15.00	0.00	0.00
28	TOTAL:		7,755,011.34	8,448,668.00	2,586,638.07	9,924,009.00	3,578,287.50	6,763,361.91
29								
30	Village Apartments	70	49,150.22	61,000.00	25,500.00	50,700.00	15,134.33	59,515.89
31								
32	Grants/(separate funds)							
33	FRF Grant/American Rescue	66	6,304.50	6,305.00	6,304.50	12,609.00	0.00	12,609.00
34	NFL Grant/NEW FY2022	64	0.00	300,000.00	0.00	300,000.00	0.00	0.00
35								
36								
37	IMPACT FEES							
38	Parks & Rec	50	70,411.59	3,015.00	7,623.65	0.00	0.00	78,035.24
39	Water	51	0.00	0.00	49,982.64	0.00	19.00	49,963.64
40	Wastewater	52	0.00	0.00	92,340.87	0.00	19.00	92,321.87
41	Gen Impact	53	246,610.18	25.00	67.97	230,000.00	0.00	246,678.15
42	Safety Impact	54	183,120.17	5,020.00	49,378.10	5,000.00	0.00	232,498.27
43	Roads Impact	55	124,363.75	16,025.00	69,746.54	55,000.00	0.00	194,110.29
44	Total Impact Fees		624,505.69	24,085.00	269,139.77	290,000.00	38.00	893,607.46
45								
46	TOTAL ALL		8,434,971.75	8,840,078.00	2,887,582.34	10,577,318.00	3,593,459.83	7,729,094.26
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EXHIBIT A

9:23 AM

01/18/23

Cash Basis

VILLAGE OF TAOS SKI VALLEY

Profit & Loss

July through December 2022

Jul - Dec 22

Ordinary Income/Expense

Income

4014 · Revenue - NM TRD Cannabis Exise	0.00
4016 · Revenue - GRT ITG Telecom	75.86
4017 Revenue GRT Comp Tax	2,744.48
4012 · REVENUE -Water Sales	82,012.11
4013 · Revenue - Sewer	328,048.33
4019 · REVENUE-Hold Harmless GRT	88,708.88
4020 · REVENUE - GRT MUNICIPAL	273,517.18
4021 · REVENUE - GRT- STATE	189,850.25
4026 · REVENUE - BUSINESS LICENSE	7,475.00
4027 · REVENUE - OTHER	95,566.82
4028 · REVENUE - GASOLINE TAX	2,644.47
4029 · REVENUE - LODGER'S TAX	150,625.39
4031 · REVENUE - PARKING FINES	1,427.00
4032 · REVENUE - ANIMAL LICENSE	107.50
4034 · REVENUE - MOTOR VEHICLE FEES	11,218.40
4035 · REVENUE - BUILDING PERMITS	4,406.21
4036 · REVENUE -Licenses/Permits Other	10.00
4037 · REVENUE - GENERAL GRANTS	54,304.50
4046 · REVENUE - SOLID WASTE FEE	35,427.80
4047 · REVENUE - OTHER OPERATING	3,179.41
4049 · REVENUE - FIRE GRANTS	119,296.00
4050 · REVENUE - IMPACT FEES	268,952.33
4051 · REVENUE - IMPACT FEE ADMIN 3%	8,318.12
4058 · Plan Review Fees	19,198.13
4060 · WTB FY2016 revenue	4,950.07
4100 · Miscellaneous Revenues	
4110 · Misc Revenue- TIDD reimburse	2,647.91
Total 4100 · Miscellaneous Revenues	2,647.91
7004 · REVENUE - FINANCE CHARGE ON W/S	411.66
7005 · REVENUE - INTEREST INCOME	61,986.83
7006 · REVENUE -INVESTMENT INTEREST	3,035.54
7007 · REVENUE - INTEREST IMPACT FEES	187.44
7010 · REVENUE - AD VALOREM TAX	210,955.76
9000 · BEG. BALANCE	0.00

Total Income	2,031,289.38
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Gross Profit	2,031,289.38
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Expense

8433 · NMFA FY2022 Fire Loan Interest	190.33
8432 · NMFA FY2022 Fire loan Principal	28,047.05
4082 · DEBT SERV - 2007 WWTP LOAN PRIN	95,422.70
4083 · DEBT SERV. - 2007 WWTP LOAN INT	5,864.43
6100 · Salary and Benefits	
6112 · SALARIES - STAFF	581,046.06
6113 · SALARIES - ELECTED	13,593.12
6115 · Overtime salaries	11,067.15
6121 · WORKER'S COMP INSURANCE	6,918.00
6122 · HEALTH INSURANCE	109,010.12
6125 · FICA EMPLOYER'S SHARE	36,965.23
6126 · WORKMAN'S COMP PERSONAL ASSESS	184.90
6127 · SUTA STATE UNEMPLOYMENT	631.54
6128 · PERA Employer Portion	58,221.71
6130 · HEALTH INCENTIVE - SKI PASS/GYM	700.00
6133 · Life Insurance	500.69
6134 · Dental insurance	7,242.04
6135 · Vision Insurance	1,243.38
6136 · FICA -EMPLOYER SHARE MEDICARE	8,645.10

Total 6100 · Salary and Benefits	835,969.04
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6220 · OUTSIDE CONTRACTORS	946,674.27
6230 · LEGAL SERVICES	48,309.38

EXHIBIT B P.1

9:23 AM
01/18/23
Cash Basis

VILLAGE OF TAOS SKI VALLEY
Profit & Loss
July through December 2022

	Jul - Dec 22
6242 · ACCOUNTING	25,908.06
6251 · WATER PURCHASE, STORAGE	250.52
6252 · INTERNET	5,109.17
6253 · ELECTRICITY	29,125.29
6254 · PROPANE	752.47
6256 · TELEPHONE	9,775.36
6257 · RENT PAID	0.00
6258 · WATER CONSERVATION FEE	216.17
6259 · Natural Gas	9,235.90
6270 · LIABILITY & LOSS INSURANCE	116,633.28
6310 · Advertising	5,699.35
6312 · CHEMICALS & NON DURABLES	6,330.07
6313 · MATERIAL & SUPPLIES	35,015.17
6314 · Dues/fees/registration/renewals	4,595.55
6315 · BANK CHARGES	1,447.26
6316 · Software	10,171.32
6317 · Personal Protective Equipment	1,506.73
6318 · Postage	1,115.11
6320 · EQUIPMENT REPAIR & PARTS	14,273.97
6321 · BUILDING MAINTENANCE	206.91
6322 · SMALL EQUIP & TOOL PURCHASES	52,140.01
6323 · SYSTEM REPAIR & PARTS	6,923.48
6331 · OUTSIDE TESTING SERVICES	3,642.98
6332 · EQUIPMENT RENTALS	104,981.25
6417 · VEHICLE MAINTENANCE	3,275.10
6418 · FUEL EXPENSE	20,255.84
6432 · TRAVEL & PER DIEM	1,470.75
6434 · TRAINING	13,262.08
6570 · Other Operations Expenses	11,282.36
6712 · LAB CHEMICALS & SUPPLIES	6,341.50
6713 · LAB MATERIALS & SUPPLIES	-4.42
6714 · LAB EQUIPMENT REPAIR & PARTS	50.00
6715 · LAB SMALL EQUIP & TOOL PURCHASE	4,489.57
6716 · LAB TESTING SERVICES	3,640.39
6720 · LAB OUTSIDE CONTRACTORS	0.00
8322 · CAPITAL EXPENDITURES	75,625.39
8325 · EQUIPMENT & TOOL PURCHASE	13,966.33
8421 · NMFA Interest TML #TAOS55	19,131.50
8428 · Debt Service GRT FY2020 repay	15,579.90
8430 · USDA FY20 Interest Expense	85,031.49
8431 · USDA FY20 Principal Expense	58,236.51
Total Expense	2,737,166.87
Net Ordinary Income	-705,877.49
Other Income/Expense	
Other Expense	
9001 · TRANSFER TO (IN) FUND	-856,292.96
9002 · TRANSFER FROM (OUT) FUND	856,292.96
Total Other Expense	0.00
Net Other Income	0.00
Net Income	-705,877.49

EXHIBIT B P.2

Village of Taos Ski Valley
Village Council
Agenda Item

AGENDA ITEM TITLE: Consideration to Approve **Resolution No. 2023-525**, A Resolution Requesting a time extension for the Financial Assistance from the New Mexico State Highway and Transportation Department FY2021 - 2023, NM DOT Municipal Arterial Program (MAP) Cooperative Agreement

DATE: January 24, 2023

PRESENTED BY: Anthony Martinez, Public Works Director

STATUS OF AGENDA ITEM: New Business

CAN THIS ITEM BE RESCHEDULED: Not Recommended

BACKGROUND INFORMATION: The Village Council needs to approve a resolution for an extension with State Highway and Transportation Department funding. After passage of the attached resolution, the Highway Department will be drafting a contract extension for Village approval for the 2021-2023 road project. The Village requests that NMDOT contribute \$93,333.00 with the Village to match or exceed \$31,111.00 for a total contract price of \$124,444.00 which is consistent with recent funding applications with NMDOT.

The project scope of work: drainage structures, culverts, blading, reshaping, hauling, disposal, placement, and compaction of all materials. We also plan to continue to apply base course and dust control materials throughout the Village to build up the roads due to material loss from erosion.

RECOMMENDATION: Approval of **Resolution No. 2023-525**, a resolution authorizing the approval for financial assistance from the New Mexico State Highway and Transportation Department



7 Firehouse Road
Post Office Box 100
Taos Ski Valley
New Mexico 87525

(575) 776-8220
(575) 776-1145 Fax

E-mail: vtsv@vtsv.org
Web Site: vtsv.org

MAYOR PRO TEM:
Thomas P. Wittman

COUNCIL:
Henry Caldwell
Brent Knox
J. Christopher Stagg
Thomas P. Wittman

VILLAGE
ADMINISTRATOR:
John Avila

FINANCE DIRECTOR:
Carroll Griesedieck

CLERK:
Ann M. Wooldridge

January 24, 2023

Ms. Amanda Nino, LGRF Coordinator
NMDOT District V
PO Box 4127
Santa Fe, New Mexico 87502
Email: Amanda.Nino@state.nm.us

Re: Village of Taos Ski Valley
Vendor No. 0000052151
Control No. HW2L500476

Dear Ms. Nino,

The Village of Taos Ski Valley is hereby requesting an extension of the June 30, 2023, deadline to June 30, 2024. The timing of the work was contingent on the work being accomplished by the Tax Increment Development District (TIDD) on Ernie Blake Road.

The scope of work for the project does not change.

Attached is a Resolution from our governing body in support of the proposed time extension.

If you have any further questions, please do not hesitate to contact Anthony Martinez, Public Works Director by email at amartinez@vtsv.org.

Sincerely,

Thomas P. Wittman
Mayor Pro Tem

**VILLAGE OF TAOS SKI VALLEY
RESOLUTION NO.2023-525**

**A RESOLUTION REQUESTING AN EXTENSION OF TIME FROM THE
NMDOT LOCAL GOVERNMENT ROAD PROGRAM
NM Municipal Arterial Program Control No. HW2L500476**

WHEREAS, The Village of Taos Ski Valley entered into a cooperative agreement on June 29, 2021, with the NMDOT to receive project funding with the Village match equal to twenty-five percent (25%) in the amount of \$31,111 and the NMDOT match equal to seventy-five percent (75%) in the amount of \$93,333 for a total amount of \$124,444; and

WHEREAS, the Village of Taos Ski Valley has identified public road projects that are needed to protect the public good and convenience and will serve the public of the municipality.

WHEREAS, the Village of Taos Ski requires additional time to complete the work as planned in the agreement.

WHEREAS, the agreement terminates on June 30, 2023 and

WHEREAS, the Village of Taos Ski Valley is requesting a time extension to June 30, 2024; and

**NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE
VILLAGE OF TAOS SKI VALLEY, THAT WE RESPECTFULLY REQUEST THE
EXTENSION OF TIME.**

PASSED, APPROVED AND ADOPTED THIS 24th DAY OF JANUARY 2023.

THE VILLAGE OF TAOS SKI VALLEY



Thomas P. Wittman
Mayor Pro Tem

ATTEST:



Ann Marie Wooldridge
Village Clerk

VILLAGE OF TAOS SKI VALLEY
Village Council
Agenda Item

AGENDA ITEM TITLE: Consideration to Approve a Professional Services Agreement with the Rocky Mountain Youth Corps for Construction and Design of Recreational Trails within the Village Trail System

DATE: January 24, 2023

PRESENTED BY: Patrick Nicholson, Planning & Community Development Director

STATUS OF AGENDA ITEM: New business

CAN THIS ITEM BE RESCHEDULED: Not Recommended

BACKGROUND INFORMATION:

In partnership with the RMYC, a Trails Plus grant has been awarded by the NM State Outdoor Recreation Division for development of five Village trail segments with linkages to adjacent established US Forest Service trails. Detailed trail assessments and field work occurred this Fall in preparation for trail development and built-out activities next summer. Wayfinding signs and environmental education kiosks adjacent to the Kachina wetlands trail and other trail locations are included in the project grant.

The Professional Services Agreement will allow the Village to contract with Rocky Mountain Youth Corps for sixteen (16) weeks to perform the scope of work outlined in the grant award. Project work will be funded with Development Impact Fees and is an approved Capital Improvement Project. Total grant budget is \$224,899, while the Village cost share is \$35,001.

This Project will add approximately 6,500 feet of connector trails throughout the Village, honoring the generosity of property owners who donated land to the Village for recreational purposes. Trail reconstruction and development will occur on five (5) distinct segments - see attached VTSV Connector Trails Map.

RECOMMENDATION: Staff recommends a motion to authorize the Professional Services Agreement with the Rocky Mountain Youth Corps for Construction and Design of Recreational Trails within the Village Trail System.

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT between *the Village of Taos Ski Valley, 7 Firehouse Road, Taos Ski Valley, NM 87525 (VTSV)* and *the Contractor, Rocky Mountain Youth Corps, 1203 King Drive Taos, NM 87571 (RMYC)* shall be effective as of the date of the last signature below. VTSV and Contractor agree that Contractor will perform the professional services identified in Exhibit A - Summary of Scope of Work & Exhibit B - Grant Proposal Application associated with:

PROJECT NAME: VTSV Trail Improvements

PRINCIPAL CONTACTS:

VTSV Contact: Name: Patrick Nicholson, Planning & Community Development Director
Address: 7 Firehouse Road
Taos Ski Valley, NM 87525
Phone: 575.770.5601
Email: pnicholson@vtsv.org

Name: Caroll Griesedieck, Finance Director
Address: 7 Firehouse Road
Taos Ski Valley, NM 87525
Phone: 575.776.8220
Email: carroll@vtsv.org

RMYC Contact: Name: Darien Fernandez, Conservation Program Director
Address: PO Box 1960
Ranchos de Taos, NM 87557
Phone: 575.751.1420 x25
Email: darien@youthcorps.org

Name: Rosanna Aragon, Finance Director
Address: PO Box 1960
Ranchos de Taos, NM 87557
Phone: 505.263.7585
Email: Rosanna@youthcorps.org

SCOPE OF SERVICES:

Background:

The Parties have a desire to establish a cooperative relationship to benefit youth of Taos by providing opportunities for job training, personal development, conservation service, and natural resource appreciation while at the same time accomplishing work that contributes to and benefits the land and resources of the Village of Taos Ski Valley.

Purpose:

The purpose of this agreement is to define the roles and responsibilities of each party in this collaboration.

Responsibilities of RMYC

- A. Recruit, hire and train one staff Coordinator, one staff Crew Supervisor and seven Corpsmembers to perform the tasks and complete the project as defined in the Grant Application and Award.
- B. Coordinate all project activities and daily tasks, including purchasing project materials and supplies.
- C. Administrator project grant award funds to insure completion of Scope of Work
- D. Manage and oversee all personnel necessary to complete the project as described in Exhibit A.
- E. Maintain all personnel employment files and process all payroll.
- F. RMYC will maintain all necessary insurances, including Worker Compensation and Liability for the extent of this Agreement.
- G. Provide detailed work schedule for crew.
- H. Provide technical support and project oversight.

Responsibilities of VTSV

- A. Support RMYC in its efforts to recruit, hire, and train program staff and Corpsmembers.
- B. Upon receiving invoices from RMYC, make timely payments for its portion of the total project budget.
- C. Provide leadership, guidance and direction on conservation project work to be performed by the youth crew.
 - a. Approve and collaborate with RMYC on detailed work schedule for crew.

Joint Responsibilities

- A. Both organizations agree to collaborate in sending out press releases to document and promote the project activities and successes.
- B. Weekly work schedule to be developed by VTSV and RMYC in advance of project work.
- C. Either party may terminate this agreement by 30-day written notification with reason and effective date.
- D. Support in the training, coaching and curriculum development for Corpsmembers.

COMPENSATION: RMYC shall be compensated for actual labor and materials required to provide the Scope of Work as defined in Exhibit A. Total compensation shall not exceed \$35,001. RMYC will invoice VTSV for the work performed and materials required as outlined in Exhibit C - Final Budget.

GENERAL TERMS AND CONDITIONS

1. TERM

This Agreement shall take effect on the last date of signature below and shall continue through October 15, 2024 unless otherwise terminated pursuant to Sections 10 or 11 or extended by written amendment.

2. SERVICES

2.1. BASIC SERVICES

RMYC shall provide VTSV the project deliverables and services as described in this Agreement within the periods stipulated herein. Services will be paid for by VTSV as indicated herein.

2.2. SCHEDULE

Contractor will perform services under this Agreement expeditiously and with professional diligence. Unless specific periods of time are specified in this Agreement, RMYC's obligation to render services hereunder will

be for a period that may reasonably be required for the completion of said services.

2.3. AUTHORIZATION TO PROCEED

Execution of this Agreement by VTSV will be authorization for RMYC to proceed with the Scope of Services as scheduled, unless otherwise provided for in this Agreement.

2.4. CHANGES/ADDITIONAL SERVICES

The Scope of Services set forth in this Agreement is based on facts known at the time of execution of this Agreement, including, if applicable, information supplied by the VTSV. For some projects the Scope of Services may not be fully definable during the initial stages and/or the VTSV may at any time during the term of this Agreement make changes to the Scope of Services. If such facts are discovered as the Project progresses, or changes that are requested by VTSV, change the cost of, or time for, performing the services hereunder, VTSV and RMYC shall negotiate an amendment to this Agreement. In such event, RMYC will promptly provide VTSV with a proposed amendment to this Agreement to recognize such changes.

3. TERMS OF PAYMENT

As a precondition to receipt of any payments under this Agreement, RMYC shall submit invoices to VTSV for services rendered and reimbursable expenses incurred.

4. VTSV-PROVIDED INFORMATION

VTSV shall provide to RMYC all criteria and full information as to VTSV requirements for the Project and furnish all available information pertinent to the Project.

5. PRINCIPAL CONTACTS

All notices under this Agreement shall be sent to the above designated Principal Contacts.

6. PROMPT NOTICE

VTSV and RMYC will each give prompt written notice to the other whenever they observe or otherwise become aware of hazardous environmental conditions or of any development that affects the scope or timing of RMYC's Scope of Services.

7. SITE ACCESS

VTSV will arrange for safe access to and make provisions for RMYC to enter project sites as required for RMYC to perform the Services under this Agreement.

8. OBLIGATIONS OF CONTRACTOR

8.1 INDEPENDENT CONTRACTOR

RMYC is an independent contractor, not an agent or employee of VTSV, and will maintain complete control of and responsibility for its employees, subcontractors and sub consultants. RMYC shall also be solely responsible for the means and methods for carrying out the Scope of Services and for the safety of its employees. RMYC is not authorized to act on behalf of the VTSV, and actions of RMYC are not actions of the VTSV.

8.2 PERFORMANCE

RMYC will perform its Services using that standard and degree of care, skill and diligence ordinarily exercised under the same conditions by professionals practicing in the same field at the same time providing similar services. RMYC represents and warrants to VTSV that RMYC is not subject to any obligations, contracts or restrictions that would prevent it from entering into or carrying out the provisions of this Agreement. Contractor further represents and warrants that it has all of the personnel, qualifications, education, and experience required to complete the Scope of Services required under this Agreement.

8.3. INSURANCE

RMYC will maintain insurance coverage for Professional, Comprehensive General, Automobile, Worker's Compensation and Employer's Liability in amounts in accordance with statutory requirements, RMYC's business requirements and prudent business practices for work of the nature covered by this project. Certificates evidencing such coverage will be provided to VTSV upon request.

8.4. COMPLIANCE WITH LAWS

RMYC will comply with all applicable laws and permit requirements in effect at the time the Services are performed hereunder.

8.5. EQUAL OPPORTUNITY EMPLOYMENT

RMYC represents that it is committed to the principles of equal opportunity and affirmative action in employment and procurement. RMYC further represents that it does not discriminate against applicants, employees, or suppliers on the basis of factors protected by federal or applicable state laws.

8.6. TAXES AND ASSESSMENTS

RMYC shall assume full responsibility for payment of all applicable, federal, state, and local taxes and special assessments with respect to RMYC's performance of its obligations and receipt of payment under this Agreement.

9. INDEMNIFICATION

To the fullest extent permitted by law, RMYC agrees to indemnify and hold harmless VTSV from and against any liability, damages and costs, (including reasonable attorney's fees and costs of defense) arising out of the death or bodily injury to any person or the destruction or damage to any property, to the extent caused during the performance of professional services under this Agreement, by the negligent acts, errors, and omissions of or anyone for whom RMYC is legally responsible.

10. TERMINATION

Either party may terminate this Agreement upon thirty (30) days written notice. In such event, RMYC will be entitled to compensation for Services properly performed up to the date of termination.

11. AMENDMENT AND LIMITS OF AGREEMENT

This instrument contains the entire Agreement between the parties, and no statement, promise or inducements made by either party that are not contained in this written Agreement shall be valid or binding. This Agreement supersedes all prior agreements and understandings between the parties. This Agreement can only be amended by written instrument signed by both parties.

12. SEVERABILITY

The various terms, provisions and covenants contained in this Agreement shall be deemed to be separate and severable, and the invalidity or unenforceability of any of them shall not affect or impair the validity or enforceability of the remainder.

13. WAIVER

No waiver by either party of any default by the other party in the performance of any particular section of this Agreement shall invalidate any other section of this Agreement or operate as a waiver of any future default, whether like or different in character.

14. GOVERNING LAW/SOVEREIGN IMMUNITY

This Agreement shall be governed by the laws of the State of New Mexico. The VTSV, for itself, its departments, enterprises, sub-entities, officials, officers, employees and agents, does not and will not consent

to suit with respect to any dispute, claim or action arising under, in connection with or otherwise relating in any way to this Agreement.

15. MATERIAL ADVERSE EFFECT

This Agreement may be amended if an event, change or effect creates a material adverse effect upon the VTSV or RMYC. Such material adverse effect may be created by or be the effects of Acts of God (including fire, flood, earthquake, storm, or other natural disaster), war (whether declared or not declared), terrorist activities, labor dispute, strike, lockout or interruption or failure of electricity or telephone service which materially impairs either party's ability to operate in accordance with the provisions of this Agreement.

16. NO THIRD PARTY BENEFICIARIES

Nothing contained in this Agreement nor the performance of the parties hereunder is intended to benefit, nor shall inure to the benefit of, any third party, including SCD's contractors, if any.

17. SUCCESSOR, ASSIGNS, AND BENEFICIARIES

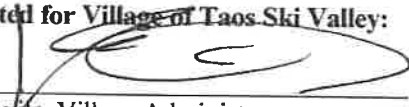
Neither VTSV or RMYC may assign, subcontract, sublet, or transfer any rights under or interest (including but without limitation, monies that are due or may become due) in this Agreement without the written consent of the other. No assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

18. AUTHORITY

The persons signing this Agreement warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing.

IN WITNESS WHEREOF, persons authorized to commit the resources of the Parties have executed this Agreement as follows:

Accepted for Village of Taos Ski Valley:

By: 
John Avila, Village Administrator

Date: 1-30-23

Accepted for Rocky Mountain Youth Corps:

By: 
Darien Fernandez, Conservation Program Director

Date: 2/9/2023

AGREEMENT FOR PROFESSIONAL SERVICES

Exhibit A

Summary of Scope of Work

The goals for the project include connecting the existing network of Village trails, which will promote an "inner" trail system that encourages residents and visitors to recreate outdoors within walking distance from their home or lodging accommodations, while promoting year-round visitation that supports the local economy. This Project will provide work experience to the next generation of conservationists. RMYC provides Corpsmembers the opportunity to develop the skills they need to enter the workforce, grow a sense of stewardship of the natural environment, and develop pride in completing a project that benefits the entire community.

The Carson National Forest (Forest), which surrounds the Village, encompasses 50 miles (+/-) of trails, including the famous Williams Lake and Wheeler Peak Summit trails. This Project will add approximately 6,500 feet of connector trails throughout the Village, honoring the generosity of property owners who donated land to the Village for recreational purposes. The Contractor will provide the trail development at general USFS trail standards. Trail reconstruction and development will occur on five (5) distinct segments – see attached VTSV Connector Trails Map.

Trail A connects the popular Bull-of-the-Woods Trail to the Kachina Vista Municipal Park. This trail is approximately 670 feet in length and RYMC will work on the thinning and clearing of trees, tread stabilization, steps, makeshift bridges, and trail realignment to protect the Rio Hondo. Specifically:

- Define trail – thinning and clearing of trees, shrubs, and stumps;
- Reroute trail to be exclusively on public property;
- Stabilize trail beds, particularly near water seeps;
- Install steps where there is rapid elevation gain i.e. near trail intersection with Bull of the Woods Road, steep terrain, and low soil capability trail tread;
- Utilize cut trees to allow users to cross the Rio Hondo - makeshift bridge.

Trail B connects Kachina Vista Municipal Park to Zaps Road. This parcel contains 1.08 acres of land and the existing trails is approximately 800 feet in length. Thinning will be needed, and a more defined path will be created to keep trail users off of private property. Additionally, the trailhead will be moved approximately 40 feet to connect better connect to Kachina Vista Municipal Park. Specifically:

- Define trail – thinning and clearing of trees, shrubs, and stumps;
- Stabilize trail beds, particularly near water seeps;
- Install steps where there is rapid elevation gain, steep terrain, and low soil capability trail tread; Steps should be constructed out of various natural materials in the area;
- Develop switchbacks near the top of Kachina Municipal Park due to rapid elevation change.

Trail C is located on a section of land across from Kachina Vista Municipal Park and is proposed to be a picnic area. This parcel is a little over a quarter acre and is approximately 180 feet in length. It needs a proper entrance from Kachina Road and Zaps Road to the property. This work could include switchbacks

or stairs at the entrance from Kachina Road, a clear-cut entrance path from Zaps Road, removal of dead and downed trees, thinning of brush, and leveling of picnic area. Specifically:

- Define trail – thinning and clearing of trees, shrubs, and stumps;
- Stabilize trail beds, particularly near water seeps;
- Switchbacks and/or stairs from the adjacent roadways;
- Leveling ground where picnic rest area will be located.

Trail D is a roughed trail 2,650 feet in length and is on a tract of land totaling 4.762 acres, which runs parallel to the Rubezal Trail and the Lake Fork Stream. This area is heavily wooded, requiring a large amount of clearing. However, it provides a crucial connection to multiple trails on the project list along with popular trails in the Forest. Specifically:

- Define trail – thinning and clearing of trees, shrubs, and stumps;
- Stabilize trail beds, particularly near water seeps;
- Install steps and/or switchbacks where there is rapid elevation gain, steep terrain, and low soil capability trail tread; Steps should be constructed out of various natural materials in the area;
- Install three (3) makeshift bridges using natural resources to protect water resources.

Trail E is an existing, approximately 515 feet, trail along the north side of the Kachina Wetlands, which intersects the much-utilized William's Lake Trail. Given its location, the Kachina Wetlands Trail represents a unique opportunity to educate the public about the value of wetlands for their intrinsic value and contribution to ecosystem conservation activities like maintaining and restoring watershed health. The Project will educate the public and preserve critical natural resources within the Rio Hondo watershed. The additional trail improvements will minimize trespassing into private property, reduce erosion, prevent damage to plants and animal habitat, and encourage public access to the Village's open space. Specifically:

- Stabilize trail bed, particularly near wetland edge;
- Increase ADA accessibility and initiate compliance with ADA Standards;
- Assist with the design, production, and installation of two environmental education signs.



Rocky Mountain Youth Corps
PO Box 1960
Ranchos de Taos, NM 87557

Date:

Crew quote prepared for:
NM Outside Trails +

VTSV Connector Trail

	RMYC In Kind	AmeriCorps	VTSV	NM Outside Trails +	Total
Salary / Labor / Benefits	Match	Leverage	Costs	Costs	Est. Value
Crew Member (CM) stipend	\$74,899	\$ 4,512	\$ 10,528	\$ 30,080	\$ 120,019
Asst. Crew Leader (ACL) stipend		\$ 784	\$ 1,829	\$ 5,227	\$ 7,840
Crew Supervisor Wage		\$ 1,020	\$ 2,380	\$ 6,800	\$ 10,200
Project Coordinator		\$ 821	\$ 1,915	\$ 5,471	\$ 8,206
Project Manager		\$ 498	\$ 1,162	\$ 3,320	\$ 4,981
Training Staff		\$ 402	\$ 939	\$ 2,682	\$ 4,023
Taxes / Benefits		\$ 1,970	\$ 4,596	\$ 13,131	\$ 19,697
Subtotal Salary/Labor/Benefits	\$ 74,899	\$ 10,007	\$ 23,349	\$ 66,711	\$ 174,966
Travel/Transportation					
Food/Per Diem		\$ 358	\$ 836	\$ 2,389	\$ 3,584
RENTAL Crew Vehicle		\$ 720	\$ 1,680	\$ 4,800	\$ 7,200
Gasoline/insurance/repairs		\$ 56	\$ 131	\$ 374	\$ 562
Travel/Transportation		\$ 1,135	\$ 2,647	\$ 7,564	\$ 11,346
Supplies/Tools/Gear					
GPS/Comm. Devices		\$ 64	\$ 151	\$ 428	\$ 643
Supplies/Materials (PPE, consumables, gear, tools)		\$ 213	\$ 496	\$ 1,417	\$ 2,125
Project Materials (materials that stay on site)		\$ 500	\$ 1,167	\$ 3,333	\$ 5,000
Miscellaneous Supplies		\$ 40	\$ 93	\$ 267	\$ 400
Supplies/Tools/Gear		\$ 817	\$ 1,907	\$ 5,445	\$ 8,168
Other					
Contractor		\$ -	\$ -	\$ -	\$ -
Crew Mobilization/orientation/recruiting/reporting		\$ -	\$ -	\$ -	\$ -
Background checks/driver records		\$ -	\$ -	\$ -	\$ -
Training - CMs		\$ 183	\$ 427	\$ 1,220	\$ 1,830
Training - Staff		\$ 67	\$ 156	\$ 447	\$ 670
Other		\$ 250	\$ 583	\$ 1,667	\$ 2,500
Total Direct Charges	\$ 74,899	\$ 12,208	\$ 28,486	\$ 81,386	\$ 196,979
Indirect Cost Rate: 22.87% of All Costs		\$ 2,792	\$ 6,515	\$ 18,613	\$ 27,920
Total Charges	\$ 74,899	\$ 15,000	\$ 35,001	\$ 99,999	\$ 224,899

ADDITIONAL NOTES

* RMYC Crew work schedule:

16 Week(s) of crew work will be scheduled for a crew of 8 people (1 Crew Leader, 1 Assistant Crew Leader, and 6 Corpsmembers).

*Crews will travel to work site on a daily basis, working 8-10 hours/day, including travel to/from the work site.

*CAMPING (or "Spike") crews typically work 8 straight days, 10 hours per day, followed by 6 days off.

*DAY crews typically work 8- or 9-hour days, 4 or 5 days per week, with weekends off; exact schedule can vary by season.

*Crews participate in weekly "Life Skills" trainings as part of their normal work week. These are led by the RMYC Training Department.

*RMYC risk management protocol includes a stretch/safety circle before beginning work.

*Crews will take one 30-minute lunch break and two 15-minute breaks; all breaks will be taken on project site.

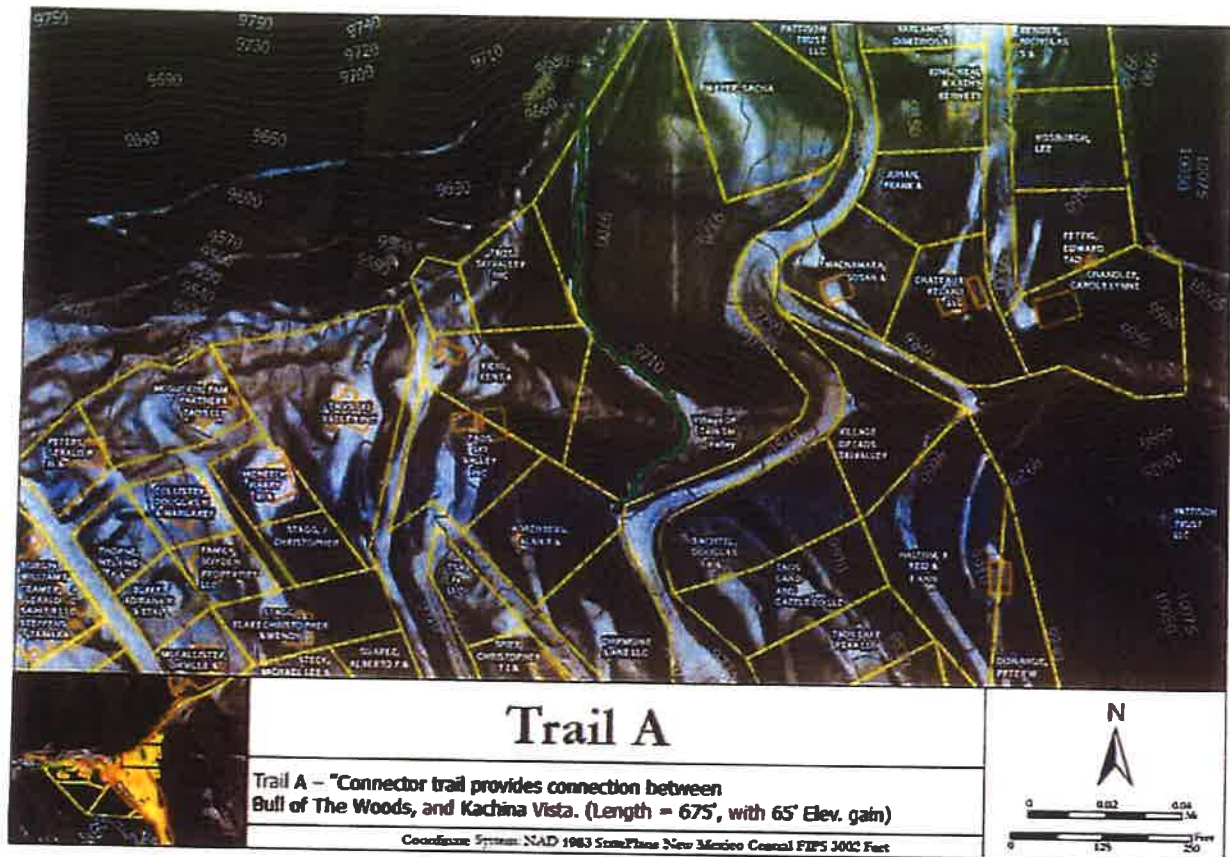
* RMYC supplies all labor and general hand tools for project, including all camping gear.

* Explanation of matching funds: Since RMYC crews are made up of AmeriCorps members, defined as volunteers, RMYC can offer the difference in member stipends and the value of a volunteer.

* Project Partner will provide all project materials that will remain on site.

* All activities are compliant with non-supplantation, non-duplication and non-displacement policies.

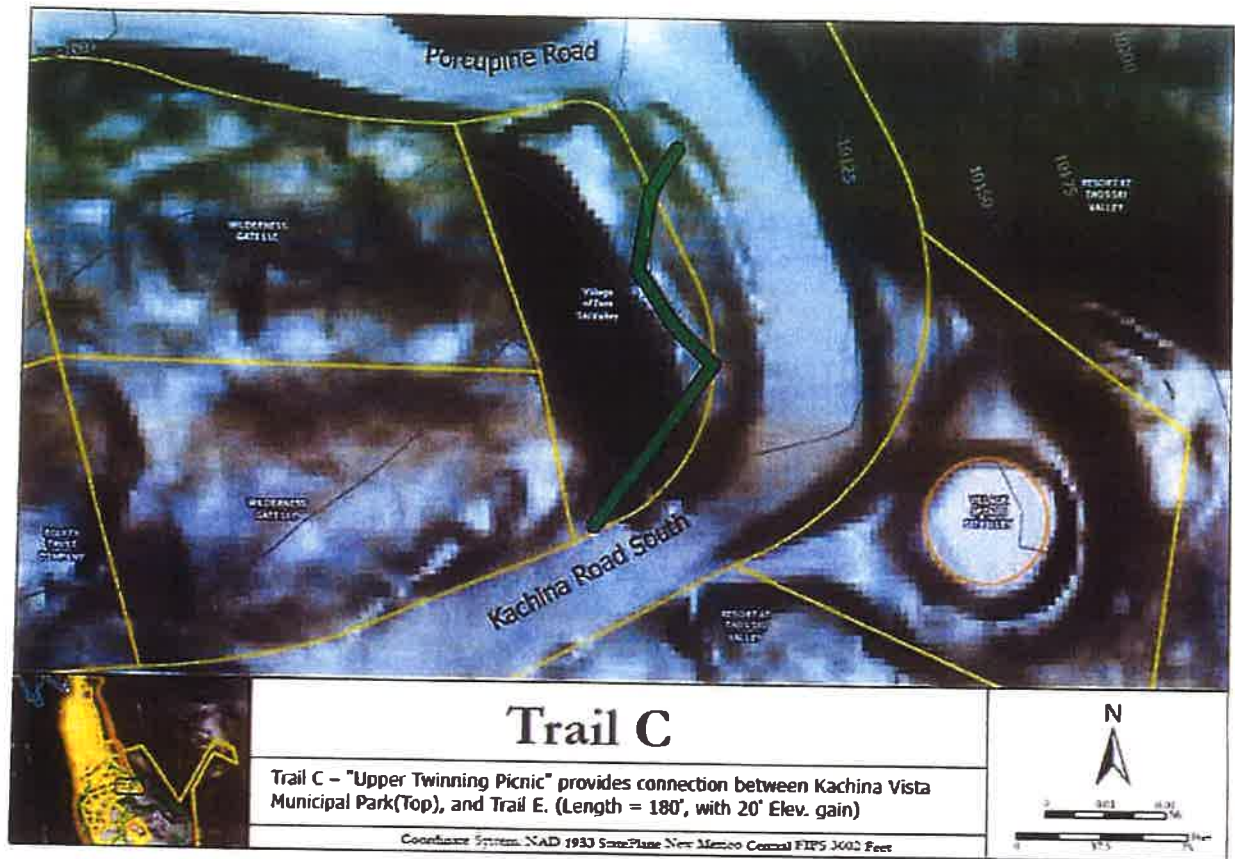
Trail A – Bull-of-the-Woods to Kachina Vista Municipal Park



Trail B – Top of Kachina Vista Municipal Park to Zaps Road



Trail C – Picnic Area



Trail D – Kachina Wetland Trail

