



VILLAGE COUNCIL REGULAR MEETING AGENDA  
EDELWEISS LODGE CLUB ROOM  
TAOS SKI VALLEY, NEW MEXICO  
TUESDAY, MARCH 3, 2015 2:00 P.M.

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1. CALL TO ORDER AND NOTICE OF MEETING
2. ROLL CALL
3. APPROVAL OF THE AGENDA
4. APPROVAL OF THE MINUTES OF THE FEBRUARY 3, 2015 VILLAGE COUNCIL MEETING
5. CITIZEN'S FORUM – Limit to 5 minutes per person (please sign in)
6. FINANCIAL REPORTS
7. COMMITTEE REPORTS
  - A. Planning & Zoning Commission
  - B. Public Safety Committee
  - C. Parks & Recreation Committee
  - D. Lodger's Tax Advisory Board
8. REGIONAL AND STATE REPORTS
9. MAYOR'S REPORT
10. STAFF REPORTS
11. OLD BUSINESS
12. NEW BUSINESS
  - A. Consideration to Approve Resolution #2015-280, a Resolution Requesting a Budget Adjustment for FY2015 in the Lodger's Tax Fund
  - B. Discussion of Village Fourth of July Parade 2015
  - C. Discussion of Village Master Plan Update
13. MISCELLANEOUS
14. ANNOUNCEMENT OF THE DATE, TIME & PLACE OF THE NEXT MEETING OF THE VILLAGE COUNCIL
15. ADJOURNMENT

**VILLAGE COUNCIL REGULAR MEETING  
DRAFT MINUTES  
EDELWEISS LODGE CLUB ROOM  
TAOS SKI VALLEY, NEW MEXICO**

**TUESDAY, FEBRUARY 3, 2015, 2:00 P.M.**

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

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

**2. ROLL CALL**

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

**Governing Body Present:**

Mayor Neal King  
Councilor Kathy Bennett  
Councilor Chris Stagg  
Councilor/Mayor Pro-Tem Barb Wiard  
Councilor Tom Wittman

**Village Staff Present:**

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

**3. APPROVAL OF THE AGENDA**

Councilor Wittman requested an addition to be added under 13. Miscellaneous.

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

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

**4. APPROVAL OF THE MINUTES OF THE JANUARY 6, 2015, AND THE JANUARY 13, 2015, VILLAGE COUNCIL WORKSHOP**

**MOTION: To approve the minutes of the January 6, 2015 and the January 13, 2015 Village Council Meetings**

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

**5. CITIZEN'S FORUM**

Jeff Johnson gave the Council an update on the improvements being made to cell phone service by T-Mobile, AT&T, and Verizon. No one else spoke at the Citizen's Forum.

**6. FINANCIAL REPORTS**

Director Grabowski reported that GRT is up due to construction and Lodger's Tax is down. Ad Valorem tax receipts are up \$12,000. She will be taking a five week class in order to become a Certified Purchasing Officer (CPO) which is now a required position for each municipality to have. Budget preparation will start at the end of February. The Financial Report was accepted into the minutes.

## 7. COMMITTEE REPORTS

### A. Planning and Zoning Commission

Councilor Wittman reported on the February 2, 2015 P&Z Commission meeting:

- The Village Master Plan will be reviewed by Planner Foster, taking 12-18 months to complete. The Plan was last adopted in 2010. It will include the improvement plans for Ernie Blake Road.
- Attorney Romero discussed the Water Ordinance which will be voted on at the next meeting.
- The Village Snow Removal and Storage Ordinance will also be revised by Planner Foster.

The next meeting is scheduled for March 2, 2015 at 1:00 p.m. at the Edelweiss conference room.

### B. Public Safety Committee

Councilor Bennett reported on the February 2, 2015 Public Safety and Firewise Board meetings.

Public Safety:

- Chief Wallace will update the All Hazard Emergency Operations Disaster Plan with an outline at the May meeting.
- The Firearms/hunting ordinance is in progress.
- An AED availability project is in progress.
- Snow removal and unsafe slick sidewalks were discussed.
- Councilor Bennett will contact Dick Kinkaid (TSV, Inc.) about the icy conditions of State Rd 150.
- There were suggestions to place yield signs for cross traffic at the top of Ernie Blake Road and top of Chipmunk Road. This will be further researched.
- A recommendation was made to the Council to cancel the 4<sup>th</sup> of July parade due to construction.

The next meeting is scheduled for Monday, March 2, 2015 at 10:00 a.m. Location TBD

Councilor Wittman raised his concerns about many illegally parked cars between the Bavarian and the Phoenix and in front of the fire department substation. Hiker Parking was empty, except for his car. Staff will work with TSV, Inc. on solutions.

The Firewise Community Board of Directors met immediately after the Public Safety Meeting:

- Planner Foster will write the CWPP (Community Wildfire Protection Plan) instead of applying for grant funding for someone else to do it. It is doubtful the Village would be awarded the grant.
- Review of the Action Plan was postponed to the next meeting.

The next meeting is scheduled for Monday, March 2, 2015 at 11:00 a.m. Location TBD.

### C. Parks & Recreation Committee – No report

### D. Lodgers' Tax Advisory Board – No report

## 8. REGIONAL AND STATE REPORTS

Mayor Pro Tem Wiard reported on several meetings:

- Taos Regional Landfill Board (1/15/15) – The mid-permit review and permit modification to accept sludge was discussed. The meeting was followed by the NM Environment Department Public Hearing (5:30-10:00pm).
- Intergovernmental Council (IGC) of the Enchanted Circle (1/21/15) – Enchanted Circle Day at the Legislature was successful even with the hazardous road conditions.

Future meetings:

- February 24, 2015 – Santa Fe. NMML Legislative Reception
- February 25, 2015 – Santa Fe. Municipal Day at the Legislature and NMML Board meeting
- March 7-11, 2015 – Washington D.C. NLC Annual Congressional City Conference
- April 7, 2015 – Eagle Nest NMML District 2 – Conflicts with April VTSV Council meeting.
- April 28, 2015 – Santa Fe. DWI Grant Council

2015 Legislative Session

- Began on January 20 and will end on March 21
- Distribution of information from the NMML Legislative Bulletin on Senate Bill 274, Hold Harmless and Fund Deduction Changes (GRT on food)

## 9. MAYOR'S REPORT

Mayor King reported he has been busy on projects pertaining to the TIDD. He presented Attorney Romero with a framed picture (Taos News) of Romero shoveling snow with a cast on his foot. Dick Duffy discussed the Architectural Recommendation Committee. The members include five business owners and two residents, including Duffy.

## 10. STAFF REPORTS

Administrator Fratrack reported on:

- Townsite Act – Process is moving slowly with paperwork.
- TIDD – There was good participation on the TIDD vote. Clerk Wooldridge and Administrative Assistant Romero were praised for doing a great job juggling other work duties and projects and handling the voters.
- TIDD – Administrator Fratrack and Mayor King will attend a meeting with Taos County to discuss the County’s participation.
- Water Trust Board – The appropriate required documentation was submitted prior to the February 2 deadline for two projects, the Kachina Water Tank and the Gunsite Spring Development.

Director Wallace reported on the January activity regarding Law Enforcement, EMS, and Fire. This report is available on the Village website and at the Village office.

Director Keen reported on:

- Bavarian parking problems – Information was added to the concerns raised by Councilor Wittman. Safety is a major concern while plowing snow.
- Plant repairs – \$3900 was spent to repair blowers at the plant. It was necessary to do this prior to Spring Break.
- Snow blower – A snow blower needs to be purchased. One is available from Switzerland.
- Water testing – Passed. The Village has never failed the testing.

Director Scheiber reported on the TSV, Inc. summer construction. Every road will be affected. It is important that ingress/egress is available. There are no plans for new home construction.

Attorney Romero reported on the Y8 water well drilled in the mid-1950s. There are no records of the well producing any water. It was suggested that the Village contact Dan Kraybill (Zap) as he may have information about the well. If there are three acre feet of water rights associated with the well, it is worth pursuing.

## 11. OLD BUSINESS

**A. Consideration of Appeal and Discharge for Lodgers’ Tax Late Charge Penalties in FY2014**  
This topic was introduced and discussed at the previous meeting. The FY 2014 Lodgers’ Tax audit found that one property owner owed \$400.00 in penalties for late filings. All actual Lodgers’ Tax amounts were paid, but not the late penalties. During some of the months in question, there were no rentals so no tax was owed. The property owner requested that the Village waive the late penalties. Staff is recommending a reduced penalty (\$50/month) for the three months without rentals.

**MOTION: To follow the Staff recommendation**

**Motion:** Councilor Wiard

**Second:** Councilor Wittman

**Passed: 3-1**

**(Councilor Bennett voting Nay)**

## 12. NEW BUSINESS

**A. Consideration to Approve a Memorandum of Understanding and Agreement and Exhibits for Land Exchange, Lot Line Adjustments and for Development of “Parcel D” in the Core Village Zone between the Village of Taos Ski Valley and Taos Ski Valley, Inc., Santander Holdings, LLC, and Twining Development, LLC**

TSV, Inc. Attorney John Canepa presented the MOU and Agreement with maps. The areas addressed in the MOU include the bottom of Ernie Blake Road, next to the Sierra del Sol office and in front of the previous Thunderbird Chalet. Discussion followed.

**MOTION: To Approve the a Memorandum of Understanding and Agreement and Exhibits for Land Exchange, Lot Line Adjustments and for Development of "Parcel D" in the Core Village Zone between the Village of Taos Ski Valley and Taos Ski Valley, Inc., Santander Holdings, LLC, and Twining Development, LLC**

**Motion:** Councilor Wiard                      **Second:** Councilor Wittman                      **Passed:** 3-0  
(Councilor Stagg recused himself)

**B. Consideration to Approve Resolution #2015-279, Authorizing and Approving Submission of a Completed Application for Financial Assistance and Project Approval to the Water Trust Board and New Mexico Finance Authority**

In an effort to continue the Village Water System upgrade, one of the next priorities is to construct the below-grade two hundred and fifty thousand gallon water tank above the Kachina Village area. This tank and line system will provide the much needed fire suppression pressurization for Kachina Village. It will also allow for water chlorination contact time and water storage for the Village's entire water system. Staff is also proposing to develop the Gunsite Spring. Discussion followed.

**MOTION: To approve Resolution #2015-279 authorizing Staff to apply for funding through the Water Trust Board**

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

**C. Village of Taos Ski Valley Tax Increment Development District Formation and Bond Election Canvass of Election Returns**

Clerk Wooldridge reported that 179 votes were cast. Councilor Bennett pointed out that there were 179 ballots cast, not votes. The TIDD election results are as follows:

- Shall the Village of Taos Ski Valley Tax Increment Development District be formed?  
98% voted yes
- Shall the Village of Taos Ski Valley Tax Increment Development District be authorized to issue Property Tax Increment Bonds in a principal amount not to exceed \$40,000,000?  
97% voted yes

<b>FORM:</b>	<b>Votes Cast = 335.785</b>	<b>Yes = 328.365</b>	<b>98%</b>	<b>No = 7.421</b>	<b>2%</b>
<b>BOND:</b>	<b>Votes Cast = 335.785</b>	<b>Yes = 326.898</b>	<b>97%</b>	<b>No = 8.887</b>	<b>3%</b>

**MOTION: To approve the Certificate of Canvass with the correction of "ballots" instead of "votes".**

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

**D. Consideration to Appoint a Representative to the Holy Cross Hospital Nominating Committee**

Councilor Bennett has agreed to continue to serve as the Village's representative on the nominating committee for the Holy Cross Hospital Board of Directors. Councilor Stagg said he may not continue to serve on the Hospital Board of Directors when his tenure expires and urged community members to contact Councilor Bennett if they would like to serve on the Board of Directors for Holy Cross Hospital.

**13. MISCELLANEOUS**

Councilor Wittman apologized because he believed he had accidentally breached parliamentary rules at the last Council meeting.

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

The next meeting of the Village Council Meeting is scheduled for Tuesday, March 3, 2015 at 2:00 p.m. at the Edelweiss Conference Room.

**15. ADJOURNMENT**

**MOTION: To adjourn**

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

Mark G. Fratrack  
Village Administrator  
Village of Taos Ski Valley Council  
Monthly Briefing  
March 3, 2015



**\* Ongoing & Past Projects \***

1. **Townsite Act** – Update – Met with FS. Submitted letter of request for conveyance of property, which puts the process in motion. The Bill was passed on 19 Dec 2014; FS has one year from that date to get this done.
2. **Taos County Presentation requesting participation in the TIDD** – Made a presentation to the Taos County Commissioners requesting the County to participate in the TIDD. The county's GRT are basically earmarked, so the County could only offer to participate with a portion of their "incremental" property taxes. That would be the incremental property taxes within the TIDD boundary. The Commission voted 5 to 0 to support the TIDD at a 35% incremental property tax participation rate.
3. **Columbine Hondo Celebration** – The Mayor, Councilor Wiard, and I attended a celebration for the Columbine Hondo Bill passing. Many speakers.
4. **Capital Outlay Request Submitted** – Submitted a Capital Outlay Request package to Representative Gonzales, Senator Cisneros, and one to the Governor's office. The total request is for \$1,082,000. Three priorities within this requested amount are: Waste Water Treatment Plant Planning; Waste Water Treatment Plant Design Engineering Services; and Waste Water Treatment Plant Construction Engineering/Related Services. Attached is the narrative for the package.
5. **Kachina Parking** – Ray, Don, Matthew, and Chief Wallace got together to layout, or come up with a plan on how to handle parking in the Kachina area. They have a diagram for both summer and winter. We'll get with TSVI to talk about our diagram.
6. **Budget Planning** – The Finance Director and I had our first, very preliminary, budget preparation meeting. And so it begins...

**\* Department Briefs \***

1. **Dept. of Public Safety Update:** (Chief Wallace)
2. **Community Development/Planning Update:** (Don, Community Development Director)
3. **Public Utilities Dept. Update:** (Ray, Public Works Director)
4. **Dennis Romero, Legal Counsel:** Lack of parking lot jurisdiction



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**Mayor:** Neal King  
**Council:** Kathleen Bennett, J. Christopher Stagg,  
Barbara Wiard, Thomas Wittman  
**Administrator:** Mark G. Fratrack  
**Clerk:** Ann Wooldridge

**VILLAGE OF TAOS SKI VALLEY  
2015 CAPITAL EXPENDITURE APPROPRIATION REQUEST  
ICIP PRIORITY NO. 1  
UPGRADE to WASTE WATER TREATMENT PLANT (WWTP)**

**PROJECT SUMMARY**

As part of the Columbine Hondo Wilderness Act that was signed by the President, the Village of Taos Ski Valley (VTSV) is slated to receive land from the Forest Service through the Townsite Act. This property will be the location of the new WWTP. It is estimated to take 12 to 18 months before the land will be dedicated to VTSV. VTSV looks to plan and design a state of the art, energy efficient WWTP to be ready for construction once the Townsite Act process is completed. The improvements are necessitated by planned private sector increase in commercial and residential developments. The WWTP services approximately 100 people a day during the off-season while servicing 250,000 to 300,000 skiers, visitors, employees, and residents during a short four month ski season. The current WWTP reaches maximum capacity during the high use periods. VTSV has initiated some minor upgrades to the existing WWTP to help increase capacity and flow rate. Development has been approved for an 85 room hotel, a multi-unit condominium complex, to include retail and restaurant spaces, which would further stress the WWTP. Any additional growth would be prohibitive if upgrades are not made soon.

The New Mexico Environment Department (NMED) and the EPA have expressed trepidation regarding the Village's current and future treatment plant and capacity issues. The Village is required to make bi-monthly progress reports to the EPA on VTSV's efforts to upgrade the treatment plant.

This will be a two-phase project. Phase one will be the planning and design, while phase two will be the actual project construction. The Village retained a general engineering consulting firm to help in completing the necessary planning, design, and construction. The estimated costs for phase one are as follows:

1. Waste Water Treatment Plant Planning – Preliminary Engineering Report, Process Design Report, Environmental Information Document, Townsite Act Coordination and Preparation – USFS Assessment, Geotechnical Investigation and Report, Site Surveying. Total: \$182,000.
2. Waste Water Treatment Plant Design Engineering Services – Preliminary Engineering Services, and Final Engineering Service & Contract Documents. Total: \$600,000.
3. Waste Water Treatment Plant Construction Engineering/Related Services – Preliminary and Final Design. Bid & Construction Related Engineering Services. Total: \$300,000.

Total Project Cost: \$1,082,000.

**SUMMARY**

The Village respectfully requests a capital expenditure appropriation of \$1,082,000.00 to complete Phase One of the Village wastewater improvement project. This will allow the Village to begin construction of the treatment plant in 2016 or 2017 to keep in line with present and future requirements. We thank you in advance for your strong consideration.

**Village of Taos Ski Valley**  
Agenda Item

**AGENDA ITEM TITLE:** Consideration to Approve Resolution #2015-280, Budget Adjustment Request (BAR) for the Lodger's Tax fund.

**DATE:** March 3, 2015

**PRESENTED BY:** Nancy Grabowski

**STATUS OF AGENDA ITEM:** New Business

**CAN THIS ITEM BE RESCHEDULED?:** Not Recommended

**BACKGROUND INFORMATION:** After reviewing the Lodger's Tax beginning fund balance for fiscal 2015, the Lodger's Tax Board agreed at their December 2014 meeting to increase their spending budget for this fiscal year. Their target ending balance is \$160,000.00, and in FY2015 the beginning fund balance was actually \$222,316.78. Collections of Lodger's Tax for fiscal 2015 have been steady and on track. Based on these considerations, the Lodger's Tax Board voted unanimously at their February 25, 2015 meeting to increase the spending budget by \$62,000.00 from \$270,000 to \$332,000.00 for FY2015. Reference the attached proposed budget.

**RECOMMENDATION:** Motion to approve Resolution #2015-280, Consideration to increase the spending budget of the Lodger's Tax Fund for FY2015 (15).



Lodger's Tax Budget  
2014/2015

<b>Revenues</b>	<u>Collection</u>
Projected Tax Collection 2014/15	\$270,000.00
Beginning Balance 2014/15	<u>\$222,316.00</u>
<b>Total Revenues</b>	<b>\$492,316.00</b>

<b>Expenditures</b>	
VTSV - CC	\$150,000.00
Community Proposals:	\$137,000.00

Field Institute of Taos	\$2,000.00
German School	\$3,000.00
Jillana Ballet School	\$8,000.00
School of Music	\$2,500.00
TSV, Inc	\$14,000.00
Winter Wine Festival	\$7,800.00
Taos Opera Institute	\$3,500.00
Northside At Taos Ski Valley	\$2,000.00
High Mountain Hideout	\$0.00
Taos Sports Associates	\$3,000.00
Barn Dance 2014 *	\$10,000.00
Tents- Pagoda *	\$10,000.00
Summer Music Series	\$3,000.00
Flags-Greeters-Signage *	\$10,000.00
Social Strategy-Facebook Implementation *	\$15,000.00
Summer Shuttle *	\$6,000.00
Trade Shows *	\$19,000.00
New Projects	\$18,200.00

\* Funds have Been Approved

Parks & Rec Requests	\$10,000.00
Insurance	\$2,000.00
Taos to VTSV Shuttle	\$30,000.00
Audit	<u>\$2,750.00</u>
<b>Total Expenditures</b>	<b>\$331,750.00</b>

Total Revenue	\$492,316.00
Total Expenditure	<u>-\$331,750.00</u>
Ending Balance	\$160,566.00

2/25/2015

VILLAGE OF TAOS SKI VALLEY  
RESOLUTION 2015-280

A RESOLUTION REQUESTING AN EXPENSE BUDGET ADJUSTMENT FOR FISCAL YEAR 2015 AS FOLLOWS:

WHEREAS, hereby resolved that the Village of Taos Ski Valley having met in a regular meeting on March 3, 2015 proposes to make an adjustment to the Fiscal 2015 budget as follows:

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
15 – Lodger’s Tax	6220 Outside Contractor Expense Increased	\$62,000.00

WHEREAS, at the regular meeting of the Village of Taos Ski Valley governing body on March 3, 2015, has considered adjustments to its budget for the Fiscal Year 2014-2015; and

WHEREAS, said budget was developed on the basis of need and through cooperation with all user departments, elected officials and other department supervisors; and

WHEREAS, the official meetings for the review of said documents were duly advertised and posted in compliance with the State of New Mexico Open Meetings Act; and

WHEREAS, it is the majority opinion of this Council that the proposed budget adjustments meet the requirements as currently determined for Fiscal Year 2014-2015.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the governing body of the Village of Taos Ski Valley, State of New Mexico hereby approves, authorizes and directs that the Village of Taos Ski Valley budget for Fiscal Year 2014-2015 be amended accordingly.

PASSED, APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

THE VILLAGE OF TAOS SKI VALLEY

By: \_\_\_\_\_  
Neal King, Mayor

(Seal)

ATTEST:

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

VOTE: For \_\_\_\_\_ Against \_\_\_\_\_

## VILLAGE OF TAOS SKI VALLEY

### Village Council Agenda Item

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AGENDA ITEM TITLE: **Discussion and Consideration on the Village 4<sup>th</sup> of July Parade**

DATE: March 3, 2015

PRESENTED BY: Kathy Bennett, Councilor

STATUS OF AGENDA ITEM: New Business

CAN THIS ITEM BE RESCHEDULED: Yes

BACKGROUND INFORMATION: At a recent Public Safety Committee meeting, a few of the members expressed concerns on how the Village sponsored 4<sup>th</sup> of July parade would be conducted. There is a very good chance that Sutton Place (normal parade route) will be under construction on the 4<sup>th</sup> of July. Even if Sutton Place is intact, the Pagoda turn-around area will most likely be under construction, so all vehicles would not be able to turn around at the Parade end. With all the construction going on in the core area, the Public Safety Committee suggests that the Village makes other plans on where and how to handle the 4<sup>th</sup> of July Parade.

RECOMMENDATION: Staff recommends that a plan is agreed upon far in advance of the 4<sup>th</sup> of July to allow for proper Parade planning and logistics coordination.

**VILLAGE OF TAOS SKI VALLEY**

**VILLAGE COUNCIL**

**AGENDA ITEM SUMMARY**

**DATE OF MEETING:** March 3, 2015

**AGENDA ITEM:** Discussion of the Village Master Plan

**PRESENTED BY:** Matthew Foster, Planner

**STATUS OF AGENDA ITEM:** New Business (For Discussion Only)

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

**BACKGROUND:**

The Community Development Department is recommending that the Planning & Zoning Commission and the Village Council consider adopting a new Master Plan to replace the current master plan which was adopted in 2010.

Staff will highlight the previous plans already approved, the purposes for creating a new plan, the principles which guide the recommendations within the plan, the "elements" of the plan, the alternative methods for engaging the community in the process, and the preliminary schedule for completing the plan.

**RECOMMENDATION:** Authorize the staff to proceed with the Master Plan.