



**VILLAGE COUNCIL MEETING  
MINUTES  
EDELWEISS LODGE AND SPA CLUB ROOM  
TAOS SKI VALLEY, NEW MEXICO**

**TUESDAY, DECEMBER 3, 2013 2:00 P.M.**

7 Firehouse Road  
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**MAYOR:**  
Neal King

**COUNCIL:**  
Kathleen V. Bennett  
J. Christopher Stagg  
Barbara L. Wiard  
Thomas P. Wittman

**VILLAGE ADMINISTRATOR:**  
Mark G. Fratrack

**CLERK/TREASURER:**  
Vanessa N. Chisholm

**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**

Vanessa Chisholm, Village Clerk/Treasurer, called roll and a quorum was present.

**Governing body present were:**

Mayor Neal King  
Mayor Pro Tem Barbara Wiard  
Councilor Kathy Bennett  
Councilor Chris Stagg  
Councilor Tom Wittman

**Staff present were:**

Village Administrator Mark Fratrack  
Village Clerk/Treasurer Vanessa Chisholm  
Community Development Director Don Schieber  
Public Safety Director David Wallace  
Planner 1 John Miller  
Village Attorney Dennis Romero

**3. APPROVAL OF THE AGENDA**

**MOTION: To approve the agenda as submitted.**

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

**4. APPROVAL OF THE MINUTES OF THE NOVEMBER 5, 2013 VILLAGE COUNCIL MEETING**

Councilor Wittman corrected a typo in the minutes under Financial Reports (Chisholm's name was repeated twice in the first sentence.).

**MOTION: To approve the minutes from the November 5, 2013 Village Council Meeting as amended.**

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

**5. CITIZENS FORUM**

**A. Nancy Baker, NM Economic Development Department**

Ms. Baker gave a presentation about the NM Economic Development Department. The Department's vision for New Mexico: "All New Mexicans are afforded economic opportunities". Their mission: "Enhance and leverage a competitive environment to create jobs and develop the tax base and provide incentives for business development. Baker indicated it is possible that the Department could

provide ways to find new money to build a new wastewater treatment plant.

No one else spoke at the Citizen's Forum.

## 6. FINANCIAL REPORTS

### A. Financial Audit Exit Conference Presentation

Melissa R. Santistevan, CPA, CFE, CGMA, from Precision Accounting, LLC, reviewed the annual Village audit findings, including an overview of the financial highlights in the report. It was suggested that the Council look at Proprietary funds. (Pg. 14 of audit report). The audit findings included issues with receipt controls and a few incidents of noncompliance with the purchasing policy. In conclusion, it was a very good audit and Vanessa Chisholm was complimented for a job well done. This audit report was submitted to Hector H. Balderas, NM State Auditor on September 17, 2013. The confidential Lodgers' Tax audit report was distributed to the Council.

**MOTION: To approve the 2013 Audit of the Village of Taos Ski Valley by Precision Accounting, LLC.**

**Motion:** Councilor Wiard    **Second:** Councilor Staggs

**Passed:** 4-0

### B. Monthly Financial Reports

Clerk/Treasurer Chisholm distributed a Profit & Loss comparison of the previous year, 2012 with July through November 2013. She also distributed a spreadsheet depicting the disbursements of the NMFA Water Trust Board Loan #TAOS37. This funding was for water infrastructure improvements. The total loan funding has been spent. This spreadsheet will be used for analysis of future loans and projects. Review of the GRT and Lodgers' Tax summaries prompted comments of concern that more GRT money was not collected in the Fall with all the special events (Big Barn dance, Oktoberfest, etc.).

## 7. COMMITTEE REPORTS

### A. Planning and Zoning Commission

Councilor Wittman reported the P&Z Commission did not meet in December. The next meeting is scheduled for Monday, January 6, 2014, at 1:00 p.m., at the Edelweiss Lodge and Spa Club Room.

### B. Public Safety Committee

Councilor Bennett reported the committee did not meet. There will be a meeting after December 11 to discuss the appointment of a Firewise Community Board of Directors. This is a requirement for the Village becoming a firewise community.

### C. Parks and Recreation Committee

No meeting. The next meeting is scheduled for January 14, 2014. The time and place are to be determined.

The Village Public Works Department will maintain the bathrooms at the Bull of the Woods trailhead, supplying toilet paper, emptying trash, etc., due to the Forest Service staff shortage.

**D. Lodgers' Tax Advisory Board**

No meeting was held. The next meeting is scheduled for December 18, 2013, 10:00 a.m. at the Snakedance Condominiums.

**8. REGIONAL AND STATE REPORTS**

Councilor Wiard reported that the Landfill Board did not meet in November. The Intergovernmental Council (IGC) met on November 13 where the legislative regional priorities were determined. Legislative activities will include a Legislative Luncheon (December 12, Taos) and Enchanted Circle Day (January 22, Santa Fe, State Capitol).

**9. MAYOR'S REPORT**

Mayor King did not have a formal report.

**10. STAFF REPORTS**

Administrator Fratrack's report included updates on the utility projects. The trenching has been closed out and more work remains to be done on the chlorination station. The meter inside shows good flow numbers, about 300 gpm. The Forest Service is supporting the Townsite Act 100%. The Columbine-Hondo Wilderness Act was presented at subcommittee in Washington by Senator Heinrich on November 20, 2013. Next, the bill goes to committee. There was a meeting with the St. Bernard Condominium's manager regarding issues with their water well. Fratrack, Schieber, and Keen would like to attend and present at the St. Bernard Condominium's HOA Board meeting this summer. A General Engineering RFP (water, wastewater, civil engineering, roads, etc.) has been drafted and will be reviewed by Village Attorney Romero. The Community Navigation Tiger Team drafted a van use MOU for review.

Director Wallace reported that there was one crash in the parking lot over the Thanksgiving holiday weekend. No progress has been made with the Forest Service on permission to burn or a date they will burn the slash pile. Because the space will be needed for parking during the holidays, the pile will probably be moved to private property where the Village Fire Department will be able to burn it.

Director Schieber reported design and traffic topics were discussed during a conference call with developers of the Village core area. Conditional use permits are being worked on.

Planner Miller talked about the E911 and GIS software system and thanked Ann-Marie Wooldridge for her hard work on this project.

**11. OLD BUSINESS**

None

**12. NEW BUSINESS****A. PUBLIC HEARING: ORDINANCE #2014-30 Zoning Regulations Ordinance, Amendments to Ordinance #2013-30, Addition to Section 7.4 Snow Safety, Snow Removal Requirements and Replacement of any References in the Ordinance to a Hearing Officer.**

Councilor Wittman introduced the ordinance and explained the changes prior to the Public Hearing. He thanked Schieber, Miller, and Dennis Romero for their hard work on this ordinance. Mayor King opened the Public Hearing.

**SPEAKING FOR:** Mike Houx, 127 Twining Road, TSV, NM, spoke in favor of the ordinance.

**SPEAKING AGAINST:** No one spoke against the ordinance. The Mayor closed the Public Hearing.

**MOTION: To approve Ordinance #2014-30, Amendments to Section 7.4 Snow Safety, and Snow Removal Requirements.**

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

**B. Consideration to Approve Resolution #2014-253 a Resolution Authorizing a Regular Municipal Election to be held on March 4, 2014.**

The next election of municipal officers will be held on March 4, 2014. The three positions to be filled are one Mayor and two Councilors. All declarations of candidacy shall be filed with the Village Clerk, 7 Firehouse Road, on Tuesday, January 7, 2014 between the hours of 8:00 a.m. and 5:00 p.m. The election will be held on March 4, 2014 from 7 a.m. to 7 p.m. at the Edelweiss Lodge and Spa Club Room, 106 Sutton Place. Absentee voting begins on January 28, 2014 and ends on Friday, February 28, 2014. Early voting on paper ballots will begin on Wednesday, February 12, 2014 and close at 5:00 p.m. on Friday, February 28, 2014.

**MOTION: To approve Resolution #2014-253 a resolution authorizing a Regular Municipal election to be held on March 4, 2014.**

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

**C. Discussion and Consideration to Authorize the Village Administrator to sign Community Navigation Memorandum of Understanding between the Village of Taos Ski Valley, Taos Ski Valley, Inc., and Taos Ski Valley Chamber of Commerce.**

The Community Navigation Tiger Team met and discussed the best use of the Village's 15 passenger van. It was decided that the van will be used by the Village Chamber for weekday excursions. Taos Ski Valley, Inc. will be the point of contact for an early morning and evening "employee" shuttle to town to supplement the Town of Taos Chile Line schedule. Details are listed in the MOU. Discussion followed and Attorney Romero voice concerns about an MOU instead of a contract. If needed, a new document can be created.

**MOTION: To authorize the Village Administrator to make amendments as necessary and sign the Community Navigation Memorandum of Understanding or contract between the Village of Taos Ski Valley, Taos Ski Valley, Inc., and the Taos Ski Valley Chamber of Commerce.**

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

**13. MISCELLANEOUS:**

**A. Village Water Rights**

Councilor Wittman explained water rights to the audience and stated that the Village has 25.91 acre feet in water rights and is currently using about 8 acre feet. (Please note: correct numbers were edited by Village Clerk after the meeting). TSV Inc. also has water rights. In his opinion, he believes the Village has sufficient water rights. He suggested the possibility of an exchange of free Village

water system hook up for the 3 acre feet of water rights owned by the St. Bernard Condos.

**B. Village Council Meeting Days and Times**

Councilor Stagg addressed an e-mail received from Mike Klinkman, a second home owner in the Village. Klinkman is requesting a change in the time and days Village Council meetings are held. After discussion it was decided for the near future to continue meeting on the same time and day. The Open Meetings Act (passed by a resolution) setting meeting days and times, may be changed by the Council at a meeting in the future.

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

The next meeting of the Village Council will be held on Tuesday, January 7, 2014, at 2:00 p.m., at the Edelweiss Lodge and Spa Club Room.

**15. ADJOURNMENT**

**Motion: To adjourn the meeting.**

**Motion:** Councilor Wiard

**Second:** Councilor Stagg

**Passed:** 4-0.

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Neal King, Mayor

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Vanessa Chisholm, Village Clerk