

VILLAGE OF RUIDOSO

**AGENDA INDEX
REGULAR COUNCIL MEETING
FEBRUARY 11, 2025 AT 1:00 PM**

**313 Cree Meadows Dr. Ruidoso
NM, 88345**

CALL TO ORDER

MOMENT OF SILENCE/INVOCATION AND PLEDGE OF ALLEGIANCE/SALUTE TO THE STATE FLAG.

Invocation

Pledge of Allegiance

Salute to the State Flag: "I Salute the Flag of the State of New Mexico, the Zia Symbol of Perfect Friendship Among United Cultures."

ROLL CALL

APPROVAL OF AGENDA.

CONSENT REGULAR ITEMS.

1. Approval of Governing Body Minutes
January 14, 2025 - Regular Meeting
January 28, 2025 - Special Meeting
January 28-29, 2025 - Workshop Meeting Strategic Planning
February 4, 2025 - Workshop Meeting

PUBLIC INPUT. (LIMITED UP TO THE FIRST HOUR OF THE MEETING)

MAYORAL REPORTS AND PRESENTATIONS.

1. Presentation of New Employees
Adam Hutton - Parks and Rec/Maintenance Tech - DOH 1/27/25
Mathias Runningwater - Parks and Rec/Maintenance Tech - DOH 2/10/25

VILLAGE MANAGER REPORT.

1. Village Manager's Report
2. Update on Flood Plain Mapping

REPORTS FROM MUNICIPAL OFFICIALS.

PUBLIC HEARINGS.

1. Public Hearing for Adoption of Ordinance 2025-01, an Ordinance Amending the Village of Ruidoso Municipal Code of Ordinances Chapter 543, Land Use; Article II-Land Development Code; Division 4-Zoning Districts; Section 54-72-Overlay Zones; and Appendix A- Fees, Fines and Penalties.
2. Public Hearing for Adoption of Ordinance 2025-02, Planning Commission Case

RZ 2024-317-Rezone Request from R-1 Single-Family Residential District to C-2 Community Commercial District for 25943 and 25933 US Highway 70, Section 36, T11S, R13E, Tracts 3 and 4.

REGULAR ITEMS.

1. Discussion and Possible Action on Agreement between the Village of Ruidoso and Healing Americas Heroes for Grant Administration on Capital Outlay Grant #24-12993, in the Amount of \$450,000.00.
2. Discussion and Possible Action on Task Order RFP #2024-004P-02-Amendment 1 with Cobb, Fendley & Associates, Inc. to Include Additional Time for Field Data Collection as Part of the Storm Drain Infrastructure Asset Inventory in an Amount Not to Exceed \$272,166.50 for a Total Project Cost of \$426,658.25 Including NMGRT.
3. Discussion and Possible Action on Adoption of Resolution 2025-05, a Resolution of Support and Commitment to the Funding of the 2026 New Mexico Department of Transportation (NMDOT) Municipal Arterial Funding Program (MAP) in the Amount of \$334,846.00.
4. Discussion and Possible Action on Adoption of Resolution 2025-06, a Resolution of Support and Commitment to the Funding of the 2025-2026 New Mexico Department of Transportation (NMDOT) Cooperative (COOP) Funding Program in the Amount of \$382,768.00.

CLOSED SESSION.

- Discussion of limited personnel matters concerning Contract for Village Manager. § 10-15-1.H.2, NMSA 1978.
- Discussion subject to the attorney-client privilege pertaining to threatened or pending litigation in which the Village of Ruidoso is or may become a participant. §10-15-1.H.7, NMSA 1978.
- Discussion of the purchase, acquisition, and/or disposal of real property and/or water rights by the Village of Ruidoso. § 10-15-1.H.8, NMSA 1978.

Any action taken as a result of the closed session will be brought back into open session.

ADJOURN.

I certify that notice has been given in compliance with 2025-01. If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village Clerk at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Village Clerk if a summary or other type of accessible format is needed.

AGENDA MEMORANDUM

Village of Ruidoso

Consent Regular Item - 1.

To: Mayor Crawford and Councilors

Presenter(s): Jini S. Turri, Village Clerk

Meeting Date: February 11, 2025

Re: Approval of Governing Body Minutes

Item Summary:

Approval of Governing Body Minutes
January 14, 2025 - Regular Meeting
January 28, 2025 - Special Meeting
January 28-29, 2025 - Workshop Meeting Strategic Planning
February 4, 2025 - Workshop Meeting

Financial Impact:

None

Item Discussion:

Approval of Governing Body Minutes
January 14, 2025 - Regular Meeting
January 28, 2025 - Special Meeting
January 28-29, 2025 - Workshop Meeting Strategic Planning
February 4, 2025 - Workshop Meeting

Recommendations:

To Approve Governing Body Minutes
January 14, 2025 - Regular Meeting
January 28, 2025 - Special Meeting
January 28-29, 2025 - Workshop Meeting Strategic Planning
February 4, 2025 - Workshop Meeting

ATTACHMENTS:

Description

Regular Meeting Minutes January 14, 2025

Special Meeting Minutes January 28, 2025

Strategic Planning Minutes
Workshop Meeting Minutes February 4, 2025

**VILLAGE OF RUIDOSO
GOVERNING BODY, REGULAR MEETING
313 CREE MEADOWS DRIVE, RUIDOSO, NEW MEXICO 88345
JANUARY 14, 2025**

CALL TO ORDER

Mayor Lynn D. Crawford, called the Regular Meeting of the Governing Body, Village of Ruidoso to order at 1:00 p.m. by calling for a Moment of Silence, the Pledge of Allegiance and Salute to the State Flag. Councilors Hooker, Lutterman, Jackson, Salas, Cory and Eby were recorded present in person. Municipal employees present were Ronald L. Sena, Village Manager; Michael Martinez, Deputy Manager; Jini S. Turri, Village Clerk; Yvonne Vigil, Deputy Clerk; Adam Sanchez, Public Works Director; Matthew Baird, Parks and Recreation Director; Steve Minner, Deputy Police Chief; Anthony Montes, Community Center Manager; Dianne Staab, Library Manager; Eddie Ryan, Manager of Events and Strategic Partnerships; Zachary J. Cook, Village Attorney; Randy Koehn, Water Production Manager; Robin Parks, Staff Accountant II; Stephanie Warren, GIS Coordinator/Planner; Judi Starkovich, Finance Director; Ashlie Carbajal, Water Resource Manager; Alex Koenig, Community Development Director; Diana Free, HR Administrative Asst.; Johanna Quintana, HR Generalist; Cade Hall, Fire Chief; Isaac Garcia, RWWTP Director; Dick Cooke, Forestry Director; Christy Coker, Purchasing Agent; Vyanca Vega, Capital Projects Manager; David Tetreault, Parks & Rec Assistant Director; Amanda Castillo, Library Supervisor; Lee Baker, Airport Manager; Jamie Urban, Police Lieutenant; Mark Coker, Multi-Discipline Building Inspector; Stephanie Warren, GIS/Planner; Eric Queller, Emergency Manager and Amber Word, Community Center Coordinator. There were approximately 3 visitors in attendance.

APPROVAL OF AGENDA.

Councilor Jackson moved to approve the agenda and allow the Mayor to move items as necessary, Councilor Hooker seconded and the motion carried with a roll call vote of all "ayes".

CONSENT REGULAR ITEMS.

Councilor Salas moved to approve the Consent Regular Items as presented, Councilor Eby seconded the motion and the motion carried with a roll call vote of all "ayes".

1. Approval of Governing Body Minutes
December 10, 2024 - Regular Meeting
January 7, 2025 - Workshop Meeting
2. Approval of Certificate of Records Destruction No. 2025-01
3. Approval of Request to Schedule Public Hearing February 11, 2025, for Planning Commission Case RZ 2024-317-Rezone Request from R-1 Single-Family Residential District to C-2 Community Commercial District for 25943 and 25933

US Highway 70, Section 36, T11S, R13E, Tracts 3 and 4.

4. Approval of Request to Schedule Public Hearing February 11, 2025, For Ordinance 2025-01, An Ordinance Amending the Village of Ruidoso Municipal Code Chapter 54 Land Use, Article II Zoning, Division 3 District Regulations, Section 54-106 Short-Term Residential Rental Overlay Zone and Appendix A Fees, Fines and Penalties.
5. Approval of Ratification of Amendment to Memorandum of Understanding (MOU) between the Village of Ruidoso as the Fiscal Agent for the Lincoln County/Ruidoso DWI Program and the Village of Ruidoso as the Administrative Authority for the Ruidoso Police Department for DWI Enforcement and Reimbursement of Overtime Costs in Amount Not to Exceed Six Thousand Dollars (\$6,000.00) for the Period of Time between July 1, 2024 and May 31, 2025.
6. Approval of Adoption of Resolution 2025-02 a Resolution Authorizing the Village of Ruidoso to Submit an Application to the Department of Finance and Administration, Local Government Division to Participate in the Local DWI Grant and Distribution Program.
7. Approval of T-Hangar Agreement between The Village of Ruidoso, Sierra Blanca Regional Airport and Casey Pritchard, for T-Hangar Bravo 10 beginning January 15th, 2025.
8. Approval of Task Order RFP#2021-007P-11-Amendment 4 River Well (H-1979-S3) Rehabilitation and H-1979-S13 Clean Out and Pumping Test with John Shomaker & Associates Inc. for an Extension of Time from September 2024 to June 2025.
9. Approval of Task Order RFP #2022-006P-MCA-01-Amendment 4 Eagle Creek Wellfield Phase III with Molzen Corbin & Associates, Inc. for an Extension of Time from October 2024 to March 2025.
10. Approval of Task Order RFP #2022-006P-MCA-08 – Amendment 1 Sanitary Sewer Collection System Infiltration and Inflow Study with Molzen Corbin & Associates, Inc. for an Extension of Time from December 2024 – December 2025 and Changing Name of Village Contact.

PUBLIC INPUT.

Bill Hall recognized the efforts of the Governing Body during the fire and flood disasters and expressed his concerns that FEMA will loose focus on small communities affected by disasters.

Jennifer Brewer recognized the efforts of the street department along with the parks & recreation department during the last snow.

MAYORAL REPORTS AND PRESENTATIONS.

1. Presentation of New Employees and Promotions

Mayor Crawford recognized the following:

New Employees:

Austin Meuli – FD – Asst. Fire Chief – DOH 12/30

Lukas Pickard – Water Production – Maintenance Tech – DOH 12/30

Dakota Slotman – Solid Waste – Heavy Equipment Operator – DOH 12/30

Bryan Lozano Portillo – Fire Department – FF – DOH 1/7

Sophia Henry – Library – Library Assistant – DOH 1/13

Gavin Maes – Parks & Recreation – Maintenance Tech – DOH 1/13

Transfers:

Emilio Salcido – Firefighter - Transfer from ACO 12/29

Kelly Airgood - Staff Accountant I - Transfer from Parks and Rec 1/13

2. Presentation of Employees and Department of the Quarter

Employee of the Quarter 4 (October-December):

Public Safety: Simon Haase - ACO

Public Works/Infrastructure: Richard Butler - RWWTP

Community Services: Amanda Castillo - Library

Administrative: Christy Coker - Purchasing

Department of the Quarter 4 (October-December): Finance

Mayor Crawford recognized the following Employees and Department of the Quarter:

Employee of the Quarter 4 (October-December):

Public Safety: Simon Haase - ACO

Public Works/Infrastructure: Richard Butler - RWWTP

Community Services: Amanda Castillo - Library

Administrative: Christy Coker - Purchasing

Department of the Quarter 4 (October-December): Finance

3. Introduction of Tim Duckworth, Ruidoso Midtown Association Executive Director

Mayor Crawford introduced Tim Duckworth the new Executive Director for Ruidoso Mid-Town Association.

4. Update on Village of Ruidoso Fiber Project - Johnny Montoya

Johnny Montoya, representing Windstream updated Council on the fiber project being done within the Village.

5. Introduction of Todd Barranger, Spirit Golf Management - Lessee of The Links Golf Course

Mayor Crawford introduced Todd Barranger, representing Spirit Golf Management, the new Lessee for The Links Golf Course.

VILLAGE MANAGER REPORT.

1. Village Manager's Report

Ronald L. Sena, Village Manager, gave his monthly managers report. Ron recognized Mayor Crawford as President of the NM Municipal League for the coming year. He also announced that the Mayor would be presenting his State of the Village on January 27, 2025, with strategic planning to follow on January 28-29, 2025. He also announced the start of the 2025 Legislative Session and that Lincoln County Day would be held on February 5, 2025.

2. Update on Ice Skating Rink

Matthew Baird, Parks and Recreation Director presented to Council revenue to date made from proceeds of the ice skating rink.

3. Update on Country Club Property

Matthew Baird, Parks and Recreation Director presented to Council future proposed improvements for Wingfield Park.

REPORTS FROM MUNICIPAL OFFICIALS.

Councilor Salas recognized the ongoing efforts of Village of Ruidoso Staff. Councilor Lutterman stated that the California fires brought back memories of the Village's disaster and expressed her thanks for all the progress the Village has made since the fire. Councilor Eby stated that the Village Christmas party was a great way to end 2024 and thanked the employees for all their hard work. Councilor Cory stated that it was encouraging to see all the crowds in mid-town during the holidays. Councilor Jackson agreed with all said and stated that the Village of Ruidoso staff works well with each other. Councilor Hooker stated that although there will always be negative comments from the public, the Village of Ruidoso takes care of everyone, residents and tourists alike.

PUBLIC HEARINGS.

1. Public Hearing for the Adoption of the Chapter 54 Land Use Code of Ordinances Rewrite, Proposed Ordinance 2024-08

Mayor Crawford opened the Public Hearing stating that the purpose of the Public Hearing was for the consideration of adoption of Ordinance 2024-08, Chapter 54 Land Use Code of Ordinances Rewrite. Phyliss Taylor, with Sites Southwest, presented to Council that the process for the rewrite of Chapter 54 was finally complete and ready for adoption. She presented that some terminology in the current rewrite needed to be corrected for consistency and that she would like to point out the corrections to be made before adoption of the ordinance. She stated that with approval, "village council" would be replaced with "governing body"; replace "planning director" with "planning administrator" and replace "planning department" with "planning administrator" throughout the ordinance except for Sections 54-282 to 54-284. Mayor Crawford asked for public comments, there being none Mayor Crawford closed the Public Hearing. After further discussion between all, Councilor Jackson made a motion to approve and adopt Ordinance 2024-08 with the noted replacements, Councilor Hooker seconded the motion and upon a roll call vote of Councilor Jackson voting "aye", Councilor Hooker voting "aye", Councilor Eby voting "aye", Councilor Salas voting "aye", voting "aye",

Councilor Lutterman voting "aye" and Councilor Cory voting "aye" the motion passed.

REGULAR ITEMS.

1. Discussion and Possible Action on Adoption of Resolution 2025-03 a Resolution Adopting the 2023 Combined Utility Master Plan to Include Appendices A-E.

Councilor Lutterman made a motion to approve the resolution, Councilor Hooker seconded the motion and upon a roll call vote of all in attendance voting "aye" the motion passed.

2. Discussion and Possible Action on Change Order No.2 with D&R Tank for Water Storage Tank Rehabilitation Re-Bid ITB #2024-001B, Requesting Quantity Adjustments and Decreasing the Contract Amount by \$137,782.19, Including NMGRT.

Councilor Hooker made a motion to approve the change order, Councilor Hooker seconded the motion and upon a roll call vote of all in attendance voting "aye" the motion passed.

3. Discussion and Possible Action on Amendment #1 with Souder Miller & Associates for Construction Phase, Construction Observation, and Closeout Phase Services for the Country Club Water Line Replacement in the Amount of \$202,479.39 Including NMGRT.

Councilor Cory made a motion to approve the amendment, Councilor Jackson seconded the motion and upon a roll call vote of all in attendance voting "aye" the motion passed.

CLOSED SESSION.

Councilor Jackson made a motion to recess into:

- Discussion of limited personnel matters. § 10-15-1.H.2, NMSA 1978.
- Discussion subject to the attorney-client privilege pertaining to threatened or pending litigation in which the Village of Ruidoso is or may become a participant. §10-15-1.H.7, NMSA 1978.
- Discussion of the purchase, acquisition, and/or disposal of real property and/or water rights by the Village of Ruidoso. § 10-15-1.H.8, NMSA 1978.

Councilor Hooker seconded and the motion carried with a roll call vote of all "ayes".

Mayor Lynn D. Crawford recessed the Regular Meeting and entered into Closed Session at 3:25 p.m.

Present in closed session were members of the Governing Body, Ronald L. Sena, Village Manager; Zach Cook, Village Attorney; Jini S. Turri, Village Clerk; and Michael Martinez, Deputy Manager.

Mayor Lynn D. Crawford adjourned the Closed Session and reconvened the Regular Meeting at 4:19 p.m.

Councilor Jackson moved to certify that matters discussed in the closed session were limited only to those specified in the motion for closure, Councilor Hooker seconded and the motion carried with a roll call vote of all "ayes".

Any action taken as a result of the closed session will be brought back into open session.

ADJOURN.

There being no further business to come before the Governing Body, Mayor Lynn D. Crawford adjourned the Regular Meeting at 4:20 p.m.

MINUTES ARE DRAFT UNTIL APPROVED:

Minutes were passed and approved on this 11th day of February, 2025.

APPROVED:

Lynn D. Crawford, Mayor

ATTEST:

Jini S Turri, Village Clerk

**VILLAGE OF RUIDOSO
GOVERNING BODY, SPECIAL MEETING
313 CREE MEADOWS DRIVE
RUIDOSO, NM 88345
JANUARY 28, 2025**

Mayor Crawford called the Special Meeting of the Governing Body, Village of Ruidoso, to order at 8:00 a.m. by calling for a Moment of Silence and the Pledge of Allegiance/Salute to the State Flag. Councilors Salas, Hooker, Lutterman, Cory, Eby and Jackson were recorded present in person. Municipal employees present in person were Ronald L. Sena, Village Manager; Jini Turri, Village Clerk; Yvonne Vigil, Deputy Clerk; Eddie Ryan, Manager of Events and Strategic Planning; Matthew Baird, Parks and Recreation Director; Adam Sanchez, Public Works Director; Judi Starkovich, Finance Director; Alex Koenig, Community Development Director; Robin Parks, Staff Accountant II; Joshua Long, Street Department Manager; Cade Hall, Fire Chief; Austin Meuli, Assistant Fire Chief; Christy Coker, Purchasing Agent; and Vyanca Vega, Capital Projects Coordinator. Legal Counsel present was Zachery Cook. Municipal Employees present via Zoom were Dick Cooke, Forestry Director; Robyn Bryant, Solid Waste Office Manager; Ann Lowery, Administrative Assistant II; Anthony Montes, Community Center Manager; and Jerry Parsons, Solid Waste Manager.

1. Discussion and Possible Action on Adoption of Resolution 2025-04, a Resolution Amending the Fiscal Year 2025 Budget (Quarter Ending December 31, 2024) for Certain Funds and Application to the Local Government Division (LGD) of the New Mexico Department of Finance and Administration (DFA) for Approval Thereof.

Judi Starkovich stated the following: each quarter, the Finance department reviewed changes to the budget; the areas reviewed were: revenues, personnel, operations, capital outlay, transfers in, transfers out, and cash for each fund; the Department of Finance and Administration (DFA) required Council pass a resolution for all budget increases, decreases, and transfers between funds; the revision encompassed all budget changes processed October 1, 2024 through December 31, 2024 (Quarter 2 of FY 2025); and the budget resolution was due to DFA on January 31, 2025.

Ms. Starkovich review the budget changes in detail with Council and stated the resolution would serve as the second budget adjustment for FY 2025 and the Internal Finance Committee reviewed and approved the budget adjustment on January 24, 2025.

Councilor Cory moved to Approve Adoption of Resolution 2025-04, a Resolution Amending the Fiscal Year 2025 Budget (Quarter Ending December 31, 2024) for Certain Funds and Application to the Local Government Division (LGD) of the New Mexico Department of Finance and Administration (DFA) for Approval Thereof. Councilor Jackson seconded and the motion carried with a roll call vote of all ayes.

2. Discussion and Possible Action on Purchase of a 10,000 Gallon Horizontal AC

Tank to Replace the Current Antiquated Failed Tank.

Joshua Long stated the following: the Street department needed to replace the asphalt oil tank; without the tank the street department's paving operations were at a stand still; having a village owned asphalt plant made us successful with both our COOP and MAP projects; as well as the capability to repair roads, do street cuts, and pave new and old village owned areas; an Invitation to Bid (IFB) went out twice with no response; and three quotes were requested with just two responses received.

Councilor Jackson moved to Approve Purchase of a 10,000 Gallon Horizontal AC Tank to Replace the Current Antiquated Failed Tank to Include Delivery Charges and any Unknowns that may Occur. Council Lutterman seconded and the motion carried with a roll call vote of all ayes.

3. Discussion and Possible Action on Purchase of Chevy 4500 Mechanic Truck through CES Contract #2024-24-C120-ALL in the Amount of \$87,353.00.

Joshua Long stated the following: the 2025 4x4 Chevy 4500 Mechanic's Truck would replace the twenty-one year old mechanic truck; the truck would come with a utility bed for tools and parts and would be equipped with two 65 gallon fuel tanks and a winch; and the truck would be utilized for out in the field repairs.

Councilor Lutterman moved to Approve Purchase of Chevy 4500 Mechanic Truck through CES Contract #2024-24-C120-ALL in the Amount of \$87,353.00. Councilor Hooker seconded and the motion carried with a roll call vote of all ayes.

ADJOURNMENT:

There being no further business to come before the Governing Body, Mayor Crawford adjourned the Special Meeting at 8:26 a.m.

MINUTES ARE DRAFT UNTIL APPROVED:

Minutes were passed and approved on this 11th day of February, 2025.

APPROVED: _____
Lynn D. Crawford, Mayor

ATTEST: _____
Jini S. Turri, MMC, Village Clerk

VILLAGE OF RUIDOSO
GOVERNING BODY
STRATEGIC PLANNING WORKSHOP MEETING
313 CREE MEADOWS DRIVE
RUIDOSO, NM 88345
JANUARY 28-29, 2025

Mayor Lynn Crawford called the Strategic Planning Workshop Meeting of the Governing Body, Village of Ruidoso to order at 9:00 a.m. on January 28, 2025, by calling for a Moment of Silence and the Pledge of Allegiance/Salute to the State Flag. Councilors Jackson, Lutterman, Eby, Hooker, Salas and Cory were recorded present in person.

LEGISLATIVE UPDATE – A.J. FORTE, NMML EXECUTIVE DIRECTOR (via Zoom)

A.J. Forte, Executive Director for the New Mexico Municipal League provided an overview of the 2025 Legislative Session.

OVERVIEW OF PROCESS

Review of Form of Government - Zach Cook, Village Attorney presented to the Governing Body that the Village of Ruidoso operates under a Council-Manager form of government and explained details of operations.

Review Village Mission & Purpose Statement- Jini Turri, Village Clerk read the mission and purpose statement for the Village of Ruidoso.

Review of Organizational Charts – Cheryl Gerthe, HR Director, reviewed the organizational charts for all departments, reporting vacant positions, if any, in each.

TACTICAL PLANS REVIEW AND CONSIDERATION OF DEPARTMENTAL TACTICAL PLANS

ADMINISTRATIVE:

Legal – Zach Cook

Zach presented his Tactical Plan and touched on the following priorities:

- (1) Maintain compliance with the Inspection of Public Records Act and the Open Meetings Act;
- (2) Special projects related to the 2024 fires and floods;
- (3) Assist Directors and HR Management with human resources issues; and
- (4) Management of contracts and compliance with the state procurement code.

Clerk’s Office – Jini Turri

Jini presented the Tactical Plan for the Clerk’s office and touched on the following priorities:

- (1) Transfer all permanent records to storage at the Horton Complex;
- (2) Cleanup, restructure and organization of Records Management in LaserFiche;
- (3) Updating and maintain a master inventory list;
- (4) Create a master property list of all Village owned properties, easements, water rights, etc.; and
- (5) Continuing education for the Deputy Clerk for designation as a Certified Municipal Clerk.

Human Resources – Cheryl Gerthe

Cheryl presented the Tactical Plan for Human Resources department and touched on the following priorities:

- (1) Conduct a compensation study;
- (2) Perform an organizational assessment;
- (3) Tract retention and turnover;
- (4) Develop an incentive plan for employees who received State and/or Federal certifications; and
- (5) Establish recruitment .

Finance – Judi Starkovich

Judi presented the Tactical Plan for the Finance department and touched on the following priorities:

- (1) Prepare a Comprehensive Annual Financial Report (CAFR);
- (2) Develop operating manuals on how to process tasks within Tyler Incode X;
- (3) Comprehensive financial planning for the development of cost-of-service rates for departments and the development of five and ten year plans to ensue adequate funding not only for capital projects but for required levels of service for events; and
- (4) Hire an Assistant Finance Director;

Utility Billing – Judi Starkovich

Judi presented the Tactical Plan for the Utility Billing department and touched on the following priorities:

- (1) Develop a policy and process of addressing delinquent accounts and the process of applying liens;
- (2) Create a “One Stop Shop” for utility connections; and
- (3) Develop a new billing cycle for utility billing.

TOURISM, EVENTS AND MARKETING:

Events & Strategic Partnerships – Eddie Ryan

Eddie presented the Tactical Plan for events and strategic partnerships and touched on the following priorities:

- (1) Identify impactful events that can foster positive community growth, promote a pro-growth environment, and have a significant economic impact;
- (2) Work towards bringing in musical groups that complement the community;
- (3) Work as the film liaison for the Village of Ruidoso;
- (4) Bring in outdoor recreation opportunities that best meet the community's needs; and
- (5) Work with local, state, and national entities to develop partnerships with the Village of Ruidoso.

Wingfield Heritage House Museum – Stephanie Long

Stephanie presented the Tactical Plan for the Wingfield Heritage House Museum and touched on the following priorities:

- (1) Collect the history of Ruidoso;
- (2) Create a welcoming place for the community and museum visitors;
- (3) Work toward making the museum self-sustainable through fundraising; and
- (4) Educate visitors through outreach, media and in-house education.

Convention Center – Bernadeen Herrera

Bernadeen presented the Tactical Plan for the Convention Center and touched on the following priorities:

- (1) Continue to grow our customer base to reflect "A" groups such as government, associations, and multi-day events;
- (2) Maintain the Convention Center as a desirable location for Community, Associations & Regional Organizations to host meetings;
- (3) Re-surface and stripe the Convention Center parking lot;
- (4) Replace stucco and rock and paint exterior of the convention center; and
- (5) Expand the convention center building.

KRUI 1490 – Greg Widener

Greg presented the Tactical Plan for KRUI 1490 and touched on the following priorities:

- (1) Create an organization with the radio station and assign roles;
- (2) Sales/Marketing-Create brand awareness and build audience;
- (3) Develop a series of cultural and historical programs highlighting Ruidoso's heritage;
- (4) Obtain an FM license; and

- (5) Integrate radio programming and marketing plan into a broader tourism strategy to promote Team Tourism.

Team Tourism – Kerry Gladden

Kerry presented the Tactical Plan for Team Tourism and touched on the following priorities:

- (1) Determine the direct impact of Lodgers' Tax/VOR funded events to our Lodgers' Tax collections through strategic analysis;
- (2) To understand the assets and attractions that drive key segments of our tourism economy and to better understand how we can serve those assets and attractions;
- (3) Utilize analytics to determine performance of our statewide competition and identify new potential audience growth;
- (4) Have a digital strategy in place to increase brand awareness of the Village of Ruidoso as a vacation destination; and
- (5) Develop a digital strategy, a PR strategy, and a public information strategy to increase brand awareness of the Village of Ruidoso as a municipality and government entity that ensures timely distribution of information to residents and local/regional media.

COMMUNITY SERVICE:

Community Development – Alex Koenig

Samantha presented the Tactical Plan for Community Development and touched on the following priorities:

- (1) Develop affordable housing to recruit and retain employees;
- (2) Prioritize clear, coordinated department policies and procedures and continue to hold regular meetings with all department leadership to maintain open communication, improved efficiencies, and fewer redundancies;
- (3) Update the Village's comprehensive plan; and
- (4) Implement a revised short term rental ordinance and new software program.

Parks & Recreation Department – Matthew Baird

Matthew presented the Tactical Plan for the Parks & Recreation department and touched on the following priorities:

- (1) Improve and update recreation infrastructure in all existing parks;
- (2) Identify and seek grants that are available from the State's Outdoor Equity Fund from the NM Office of Outdoor Recreation; and
- (3) Identify future parks and recreation needs based on growth, create and adopt a trails master plan, develop and adopt a recreation center master plan, identify location for additional Campsites and RV parking, review staffing needs

to provide adequate year-round staffing, and develop a Grindstone Recreation Area Master Plan.

Community Center – Anthony Montes

Anthony presented the Tactical Plan for the Community Center and touched on the following priorities:

- (1) Maintain the Community Center as an identified Red Cross shelter during emergencies and disasters;
- (2) Complete building improvements, an addition and parking lot improvements to the Community Center;
- (3) Develop and provide new programming for the senior citizens in the area;
- (4) Create a central volunteer hub with information about volunteering; and
- (5) Continue and improve providing community service needs.

Workshop adjourned at 5:20 p.m.

Mayor Lynn Crawford called the Strategic Planning Workshop Meeting of the Governing Body, Village of Ruidoso to order at 8:00 a.m. on January 29, 2025, by calling for a Moment of Silence and the Pledge of Allegiance/Salute to the State Flag. Councilors Jackson, Lutterman, Eby, Hooker, Salas and Cory were recorded present in person.

Library – Dianne Staab

Dianne presented the Tactical Plan for the Library and touched on the following priorities:

- (1) Provide convenient community services and expand/update the library to provide more space that is modern, functional and flexible for programs; and
- (2) Prepare youth for economic opportunity and enhance the library's ability to promote career readiness and entrepreneurship.

PUBLIC SAFETY:

Police Department – Chief Steven Minner

Steven presented the Tactical Plan for the Police Department and touched on the following priorities:

- (1) Recruit and retain qualified officers;
- (2) Purchase and implement a new report management system;
- (3) Add non-sworn position to assist in patrol operations;
- (4) Update policies and continue working towards NMML accreditation; and
- (5) Evaluate the need for a new police department building.

ACO – Chief Steven Minner

- (1) Acquire a new vehicle.

Evidence and Records- Chief Steven Minner

- (1) Organization of the evidence department to maintain accountability and conform to policy and best practices;
- (2) Organize records for retention and destruction; and
- (3) Research the purchase of digital evidence enhancement software.

Dispatch – Chief Steven Minner and Katy Simpson

Steven and Katy presented the Tactical Plan for the Dispatch Department and touched on the following priorities:

- (1) Recruit and retain qualified dispatchers;
- (2) Purchase and implement new CAD software;
- (3) Update the emergency medical dispatch software; and
- (4) Create policies for the consolidated dispatch center.

Fire Department – Chief Cade Hall

Cade presented the Tactical Plan for the Fire Department and touched on the following priorities:

- (1) Development of Ruidoso fire department wildland division;
- (2) Fire Apparatus maintenance and replacement program to improve response to emergencies;
- (3) ISO Class 2 Fire Protection in the Village of Ruidoso;
- (4) Staffing for safety and emergency response;
- (5) Building and property maintenance; and
- (6) Development of annual business fire inspection program.

Office of Emergency Management – Eric Queller

Eric presented the Tactical Plan for the Office of Emergency Management and touched on the following priorities:

- (1) Install and maintain generators on critical facilities;
- (2) Revise the Emergency Operations Plan, all 24 functional annexes, and corresponding SOPs. Then conduct exercises in accordance with the HSEEP process;
- (3) Relocate the Emergency Operations Center from Fire Station One to the new Horton Complex;
- (4) Ensure the maintenance, upgrading, updating and replacement of sirens as needed; and

- (5) Apply for local, state, and federal grants pertaining to Mitigation, preparedness, response, and recovery;

WATER RESOURCE:

Forestry – Dick Cooke

Dick presented the Tactical Plan for the Forestry Department and touched on the following priorities:

- (1) Thin 100+ acres of Village property;
- (2) Inspect 900-1200 properties that are out of compliance;
- (3) Educate the public regarding green fuels management and wildfire mitigation goals for the Village;
- (4) Hazard tree removal; and
- (5) Thin vegetation from Village right of ways where they don't meet 42-80 Ordinance Standards. Increase sight distance on blind corners and areas with limited visibility.

Watershed-Ashlie Carbajal

Ashlie touched on the following priorities:

- (1) Implement an asset management program;
- (2) Develop a watershed-based plan compliant with EPA standards;
- (3) Develop a drainage master plan with updated development standards;
- (4) Diversify water source assets;
- (5) Prepare utility for emergencies;
- (6) Update water conservation plan; and
- (7) Copper and lead rule revisions.

Regional Wastewater Treatment Plant (RWWTP)- Isaac Garcia

Isaac presented the Tactical Plan for the RWWTP and touched on the following priorities:

- (1) Maintain effluent quality;
- (2) Regional Wastewater Treatment Plant Solar Installation;
- (3) Install new ¼ inch coarse bar screen in entrance works; and
- (4) Put last MBR train into service.

Water Production -Randy Koehn

Randy presented the Tactical Plan for water production and touched on the following priorities:

- (1) Water tank rehabilitation project;
- (2) Improving the efficiency of the water treatment facilities;
- (3) Dam and reservoir improvements for Grindstone and Alto Lake dams;
- (4) Protect and enhance source water protection and quality; and

- (5) Alto dam alternative analysis evaluation and design project.

PUBLIC WORKS:

Adam Sanchez presented the Tactical Plan for Public Works and touched on the following priorities:

- (1) Rehab existing sewer and manholes, lift stations and hazard mitigation;
- (2) Replace aging infrastructure water line replacement, extension of sewer lines to non-serviced areas, County Club Subdivision;
- (3) Master Plan and Rate analysis;
- (4) Construct a new Water/ Sewer utility building and yard;
- (5) Complete Cutler Repaving Project; and
- (6) Replace aging infrastructure Water line replacement, extension of sewer lines to non-serviced areas Pine Cliff Subdivisions;

Water Distribution – Frank Luna

Frank touched on the following priorities:

- (1) Retain and recruit manpower;
- (2) Replacement of antiquated equipment;
- (3) Replacement and raising manholes throughout the Village;
- (4) Replace and rehab lift stations Gavilan Canyon, Thrill Hill (Cree Meadows) and Guenevere; and
- (5) Fire Hydrant and Valve maintenance and replacement Program.

Street Department – Josh Long

Josh touched on the following priorities:

- (1) Future NMDOT MAP and CO-OP street projects;
- (2) Update fleet pickup trucks;
- (3) Retain manpower; and
- (4) Buildings, hot plant, property maintenance and repair.

Solid Waste – Jerry Parsons

Jerry touched on the following priorities:

- (1) Regularly scheduled dumpster replacement;
- (2) Replacement of tractor trailer to replace 1999 KW truck Truck;
- (3) Update container shop with spray insulation;
- (4) Update container shop with new metal on wall to replace rusted out metal;
- (5) Repave parking lot; and
- (6) Continue annual funding for reduce and refuse projects with the Keep Ruidoso Beautiful Committee.

Sierra Blanca Regional Airport – Lee Baker

Lee presented the Tactical Plan for the Airport and touched on the following priorities:

- (1) Terminal interior remodel and exterior face lift;
- (2) Rehabilitate Taxiway A & aircraft parking ramp;
- (3) Upgrade fuel farm;
- (4) Replacement program for all airport apparatus and equipment; and
- (5) Additional hangars.

ADJOURN at 6:00 p.m.

After completion of the Strategic Planning items, Mayor Crawford adjourned the Workshop which began on January 28, 2025, and ended on January 29, 2025.

APPROVED:

Lynn D. Crawford, Mayor

ATTEST:

Jini S. Turri, MMC, Village Clerk

**VILLAGE OF RUIDOSO
GOVERNING BODY, WORKSHOP MEETING
313 CREE MEADOWS DRIVE
RUIDOSO, NM 88345
FEBRUARY 4, 2025**

Mayor Crawford called the Workshop Meeting of the Governing Body, Village of Ruidoso to order at 8:00 a.m. Councilors Jackson, Lutterman, Cory, Eby and Hooker were recorded present in person. Councilor Salas was recorded absent. Municipal employees present in person were Ronald L. Sena, Village Manager; Michael Martinez, Deputy Village Manager; Jini S. Turri, Village Clerk; Yvonne Vigil, Deputy Clerk; Ashlie Carabajal, Water Resource Manager; Alex Koenig, Community Development Director; David Tetreault, Assistant Parks and Recreation Director; Adam Sanchez, Public Works Director; Eddie Ryan, Manager of Events and Strategic Planning; Matthew Baird, Parks and Recreation Director; Stephanie Warren, GIS Coordinator/Planner; and Steven Minner, Police Chief. There was no Legal Council present. Municipal employees present via Zoom were Robin Parks, Staff Accountant II; Anthony Montes, Community Center Manager; Judi Starkovich, Finance Director; and Gina Corliss, Executive Administrative Assistant.

1. Discussion on Agreement between the Village of Ruidoso and Healing Americas Heroes for Grant Administration on Capital Outlay Grant #24-12993, in the Amount of \$450,000.00.

After brief discussion, it was the general consensus of the Village of Ruidoso Governing Body to list this item as a Regular Item for the February 11, 2025 Regular Council Meeting.

2. Discussion on Task Order RFP #2024-004P-02-Amendment 1 with Cobb, Fendley & Associates, Inc. to Include Additional Time for Field Data Collection as Part of the Storm Drain Infrastructure Asset Inventory in an Amount Not to Exceed \$272,166.50 for a Total Project Cost of \$426,658.25 Including NMGR.

After brief discussion, it was the general consensus of the Village of Ruidoso Governing Body to list this item as a Regular Item for the February 11, 2025 Regular Council Meeting.

3. Presentation by the New Mexico Economic Development Department on Programs and Tools to Implement the Village of Ruidoso's Economic Development Goals.

Jim Lucero and Kevin Wilson with the New Mexico Economic Development Department gave Council a PowerPoint presentation that covered the following: New Mexico Economic Development Department (EDD) Overview; About EDD; EDD Leadership; Community, Business and Rural Development; Tax Increment Development Districts (TIDD); Local Economic Development Act (LEDA); Local Option Gross Receipt Tax (LOGRT); Industrial Parks; Tax Increment Financing; TIDD Overview; TIDD Formation;

TIDD Governance; Bonding Process; LEDA Overview; Creating a LEDA; New Mexico Qualifying Entities; Ruidoso's Qualifying Entities; Contributions; Return on Investment; LEDA is Discretionary; Investment Protection; LEDA Public Process; State Participation; Combining Assistance; Municipal LEDA; LOGRT; LOGRT Increments; LOGRT Uses; and Entities with Approved LOGRT.

ADJOURNMENT

There being no further business to come before the Governing Body, Mayor Crawford adjourned the workshop meeting at 9:23 a.m.

MINUTES ARE DRAFT UNTIL APPROVED ON:

Passed and approved on this 11th day of February, 2025.

APPROVED: _____
Lynn D. Crawford, Mayor

ATTEST: _____
Jini S. Turri, Village Clerk

AGENDA MEMORANDUM

Village of Ruidoso

Mayoral Reports and Presentations - 1.

To: Mayor Crawford and Councilors

Presenter(s): Lynn D. Crawford, Mayor

Meeting Date: February 11, 2025

Re: Presentation of New Employees and Promotions

Item Summary:

Presentation of New Employees

Adam Hutton - Parks and Rec/Maintenance Tech - DOH 1/27/25

Mathias Runningwater - Parks and Rec/Maintenance Tech - DOH 2/10/25

Financial Impact:

None

Item Discussion:

New Employees:

Mathias Runningwater - Parks and Rec/Maintenance Tech - DOH 2/10/25

Recommendations:

None

AGENDA MEMORANDUM

Village of Ruidoso

Village Manager Report - 1.

To: Mayor Crawford and Councilors

Presenter(s): Ronald Sena, Village Manager

Meeting Date: February 11, 2025

Re: Village Manager's Report

Item Summary:

Village Manager's Report

Financial Impact:

None

Item Discussion:

Village Manager's Report

Recommendations:

None

ATTACHMENTS:

Description

Manager's Report



VILLAGE MANAGER'S REPORT

TO: Honorable Mayor Crawford and Village Council

DATE: February 7, 2025

RE: Village Manager's Report

ADMINISTRATION

State of the Village – Town Hall Meeting - Report of Progress for 2024 – On January 27th, Mayor Crawford delivered the State of the Village Address in person and Via a Virtual Town Hall meeting. Mayor Crawford's address covered the Village's response to the recent fires and flooding, current financial position, departments' highlights for 2024, department priorities and recommendations for 2025 and legislative priorities for 2025. Mayor Crawford also reported Village highlights, celebrated community successes, recognized areas for improvement, and set the policy agenda for the year ahead. This momentum is a result of the positive leadership that the Village has with our Mayor and Council members, and it is with their influence and decision making that the goals set in the Strategic Plan will be implemented.

Strategic Planning Session – Goal Setting – Village Leadership and Management Team met on January 28th and 29th for the annual Strategic Plan Workshop. Manager Sena along with Department Directors, Managers, and staff facilitated a strategic thinking session that engaged the operations of the organization, as well as drawing up the future of the Village. During the strategic planning session, Department Directors and Managers presented and shared each Department's Tactical plans which included their 2024 highlights and goals for 2025.

2025 Lincoln County Day in Santa Fe – The 2025 Lincoln County Day Reception is scheduled for Wednesday, February 5th in Santa Fe. There will be a Chamber hosted reception with Legislators at 5:30 pm at the Herve Wine Bar. During the event, there will be an opportunity to speak to our Legislators regarding concerns, if any, that may be affecting area communities.

2025 New Mexico State Legislative Session – The 2025 Legislative Session will open at noon on January 21, 2025, and end at Noon, on Saturday, March 22, 2025. The 2025 Legislative Session is a 60-day session. A reception will be hosted on Thursday, February 27, 2025, by the NMML at the La Fonda, in anticipation of the NM Municipal League Legislative Day on Friday, February 28, 2025, where A.J. Forte will present an overview of legislation that has been introduced, which will impact municipalities.

New Mexico 2025 Legislative Session Priorities Capital Outlay Requests As approved by the Village Council in the ICIP, the Village has submitted a total of six Capital Outlay request forms for project funding consideration.

The list of funding requests includes:

- Workforce Housing (\$1,000,000) Bridge Replacement Construction (\$3,000,000)
- Street & Drainage Improvements (\$1,000,000)
- Sewer Infrastructure Projects (\$1,000,000)
- Fire & Watershed Improvements (\$750,000)
- Purchase & Equip a Mobile Command Unit (\$2,400,000)

New Mexico Municipal League 2025 Legislative Priorities - The First Session of the Fifty-Seventh Legislature will begin at noon on January 21, 2025. As usual, League members and staff have spent the interim developing key legislative priorities through the League's policy process, and meeting with legislators and other stakeholders to share municipalities' interests. The Municipal League Board of Directors approved the League's 2025 legislative priorities at its October 4 meeting, with a focus spanning emergency service, infrastructure, public records, water security, and protecting local authority.

These priorities are not exhaustive, and as always, the League's legislative team assesses bills throughout the session to determine potential municipal impacts, and, in consultation with the League's Executive Committee, determines positions of support or opposition, if necessary. League staff send out a weekly legislative bulletin during the session to update members on how priority bills are faring, identify new bills with potential municipal impacts, and request League member assistance to support or oppose bills.

Below is an overview of the top initiatives NMML will champion to empower our communities:

- Amplify the Impact of Emergency Medical Services Funding
- Invest in State and Local Road Infrastructure.
- Modernize the Inspection of Public Records Act.
- Modernize the Municipal Code.
- Invest in Water Infrastructure Projects
- Protect Local Decision-Making Against Preemption

Monday with the Mayor Radio Show - Mayor Crawford continues the Radio Show on 1490 KRUI (The Mountain) on Monday mornings at 8:00 a.m. Mayor Crawford invites Elected Officials, the Village Manager and other Department Directors/Managers or Supervisors, and Special Guests to participate with him as he informs the community of activities, events, projects, and any other additional Village information. Mayor Crawford also reports on the outcome and decisions made in the Council meetings and has had citizens call in with questions or comments. This has been an excellent program promoting the teamwork and leadership of the Governing Body and staff.

NMDOT Grant Award for Village Roadway Improvements Project – The Village was awarded Transportation Project Funds (TPF) for a Roadway Improvement Project. The project will include 4.9 miles of pavement rehabilitation, roadway striping, utility cover adjustments, traffic control, construction observation & testing on White Mountain Dr., Porr Dr., Jack Little Dr., LL Davis Dr., Leon Farrar Dr. & Wingfield Dr., with a 1.5" mill, 1-1.5" remix of existing road, and with a 2" overlay though the use of a heater scarify process. The Village will be procuring with Cutler Repaving, Inc, through the State-Wide Price Agreement to conduct the Roadway Improvements Project. The State-Wide

Price Agreement with Culter Repaving will be presented to Council for approval, at the November 12th Regular Council meeting. Project is slated to begin Mid to End of June,2025.

U.S. Department of Commerce Invests \$2.3 Million for Roadway Infrastructure Improvements to Support Economic Growth in Ruidoso, New Mexico - U.S. Secretary of Commerce Gina Raimondo announced the Department's Economic Development Administration (EDA) is awarding a \$2.3 million grant to the Village of Ruidoso, New Mexico, for roadway infrastructure improvements needed to support business and economic growth. This grant will design the restructure of the U.S. Highway 70 and NM Highway 48 intersection to improve access to the business district and support future economic growth. Task Orders were issued and approved by the Council on both Stantec and Bohannan Huston, for professional engineering services related to each grant project.

Department of Finance and Administration Matching Grant Award for EDA Grant- Village of Ruidoso awarded 2023 **Federal Matching Funds** for state and local match assistance for federal grants, was approved in the amount of \$465,600.00.

New Mexico Mortgage Finance Authority Housing Trust Fund Grant (NMHTF) - The Village of Ruidoso was awarded a grant by the New Mexico Mortgage Finance Authority (MFA) on Housing Innovation Funds in an amount of \$1,000,000.00. Funding will support infrastructure costs related to 603 Mechem. The grant award is funded through the Housing Innovation Program made through the New Mexico Housing Trust Fund (NMHTF) Long-term rentals to be used for Ruidoso's workforce housing initiative serving households at or below 285% Area Median Income (AMI).

603 Mechem Property Site Plan- and Housing Development Project - This project consists of developing a community-oriented feel with a neighborhood design that includes 10 new homes on the property. The new homes will be both 2-bedroom and 3-bedroom homes. These homes are modular in nature and resemble stick-built homes. They include siding and porches on the exterior with a decorative front and all the comforts of home in the interior and 10x10 storage units. White Sands Construction is currently finalizing site work preparation which includes construction of new roadways, grading of final site location, placing of retaining walls, and installation of utilities. HomeSpot Construction is laying and setting concrete foundations for the placement of the final homes delivered. All 10 homes have been delivered to site.

Horton Complex Renovation Project – White Sands Construction currently working on Phase II.

1. Project Status Coordination – Ongoing
 - a. VOR
 - b. Windstream
 - c. TDS
 - d. Systems MD
 - e. Sandia Lightwave

2. Work In Progress
 - a. HVAC
 - b. Rough in - Complete
 - c. Set RTU's -Complete
 - d. RTU Tie in - Ongoing
 - e. Sheetrock (meeting room) - Complete
 - f. Taping - Complete
 - g. Texture - Today
 - h. Paint - Ongoing
 - i. Interior Doors and Hardware - Installed

- j. Window Frames and Storefront Door (meeting room) - Complete

3. Look Ahead

- a. HVAC - Complete tie-ins and start up
- b. Plumbing
- c. Install new gas lines for RTU's
- d. Install Plumbing Fixtures
- e. Grid Ceiling - To start next Monday
- f. Paint - Ongoing
- g. Flooring
- h. Tile in restrooms to start next Tuesday
- i. LVP and VCT to start after grid ceiling
- j. Downspouts - Complete Install new down spouts at rear of building

EyeOnWater Software - The Village of Ruidoso has offered water customers access to software called EyeOnWater, which has an incredibly positive impact on our property owners. EyeOnWater is a consumer-engaged software that goes beyond traditional billing statements to connect utility water usage and their customers. The software enables utility customers to access and view their usage profile through easy-to-understand consumption graphs and provides a simple method to establish alerts. This is a perfect tool for those that winter elsewhere. The software is straightforward to set up and use on a computer or smartphone device, placing consumer data in the utility customers' hands. To sign up, you must visit <http://eyeonwater.com/signup> to create your online account. You must enter the service zip code and your billing account number. Instructions are available on the website (<http://Ruidoso-nm.gov>), or you can call the Village Hall at (575) 258-4343.

Fats, Oils, and Grease (FOG)- Fats, oils, and grease can cause blockages and overflows in the sewer collection system. Cooking grease is one of the primary causes of sewer line blockages that result in sewer overflows from manholes or backups. In addition to being costly to clean up, the overflows create potential for property damage and can lead to significant environmental, health and safety risks.

The Village of Ruidoso has a FOG inspection program for food service establishments. The FOG program consists of periodic inspections to determine compliance with the VOR sewer ordinance and to gather records of routine maintenance of grease traps.

VOR residents can help keep our sewer system flowing properly by properly disposing of cooking oil and grease. Here's how you can help.

- Do not dump cooking oil, fat, or grease into the kitchen sink or toilet.
- Do not use hot water and soap to wash grease down the drain because it will cool and harden in your pipes or in the sewer down the line.
- Do place cooked oil and meat fats in a sealed container and discard small quantities in your garbage.
- Do use paper towels to wipe residual grease or oil off of dishes, pots and pans prior to washing them.
- With your continued assistance, we can prevent unnecessary service disruptions to residences and businesses.

AIRPORT

January 2024 Operations & Fuel Summary:

2024/2025 Operations
239 /256 Up 7.11%

2024 / 2025 Jet A Fuel
3181 / 6866 Down 115.8%

2024 / 2025 100LL Fuel
1136 / 1176 Up 3.5%

- There were eight medical transports.
- There were six military operations.
- January 2 – airport manager attended mayors agenda review.
- January 6 – met with airport tenants, with mayor, Ron and Michael.
- January 6 - Armstrong Consultants conducted an engineer’s survey for the June 6, 2024, RWY lighting project.
- January 10 – manager attended weekly meeting
- January 13 – Quarterly fuel farm and truck inspection conducted by Daniel and RFD Fire Marshall.
- January 13 – Attended the South Fork Incident after action review.
- January 14 – Attended the VOR Council Meeting.
- January 15 – Attended NOTAM Manager Training via Zoom with Daniel B and Anthony L.
- January 16 - Attended the Director’s Meeting.
- January 17 – Attended the NM Airport Managers’ Meeting in ABQ.
- January 21 – Airport Emergency Plan tabletop exercise was conducted with SBRA, EOC, RFD, RPD and Lincoln County EMS.
- January 27-31 – Aero Tech conducted their annual mountain flying training at the airport and ground school at the Ruidoso Convention Center.
- January 27 – FAA and Windstream held a pre-con meeting at the airport for tying in fiber communications to the airport and FAA equipment.
- January 27 – Attended the State of the Village.
- January 29 – Presented the Airport tactical plan to council at the strategic planning session.

Daily Fuel Volume Sold

Receipt Date: 01-Jan-25 to 31-Jan-25						
Merchant Number: 7836						
Receipt Date	Avgas 100LL	Jet A Fuel with FSII Additive	Avg W/S	Max W/S	Operations	Day
1-Jan-25	20	410	6.5	14	7	We
2-Jan-25	60.3	436	5	18	20	Th
3-Jan-25	99.7	230	5	10	26	Fr
4-Jan-25	56.9	137	10	29	5	Sa
5-Jan-25	95.8	820	12.2	28	15	Su
6-Jan-25	116	370	7.4	15	10	Mo
7-Jan-25	0	100	4.5	9	1	Tu
8-Jan-25	0	0	4.5	12	2	We
9-Jan-25	0	0	10.2	20	0	Th
10-Jan-25	0	0	7	13	1	Fr
11-Jan-25	91	0	7.4	24	8	Sa
12-Jan-25	0	350	5.9	13	6	Su
13-Jan-25	0	0	6.7	14	2	Mo

14-Jan-25	94	0	4.8	10	10	Tu
15-Jan-25	95	0	4.9	9	2	We
16-Jan-25	46	0	5	10	9	Th
17-Jan-25	0	0	12.5	30	0	Fr
18-Jan-25	0	0	12.4	35	2	Sa
19-Jan-25	14.6	380	10.1	18	8	Su
20-Jan-25	0	0	10	25	0	Mo
21-Jan-25	0	0	9.3	15	3	Tu
22-Jan-25	0	0	5.5	13	9	We
23-Jan-25	27.9	470	5	10	15	Th
24-Jan-25	190.1	600	5.6	10	14	Fr
25-Jan-25	49.2	1812	9.5	14	5	Sa
26-Jan-25	0	0	4.5	7	4	Su
27-Jan-25	50.3	167	7	13	17	Mo
28-Jan-25	0	150	4.5	8	28	Tu
29-Jan-25	0	0	7.2	22	13	We
30-Jan-25	0	1	10.8	25	3	Th
31-Jan-25	69.2	433	5	9	11	Fr
	1176	6866			256	

2025 Monthly Fuel Log

Month	Jet A	100LL	Cumulative
January	6866	1176	8042
February			
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			
Total	6866	1176	

CLERK

- Staff coordinated with various Village of Ruidoso Departments and processed thirteen (13) requests for public information during January 2025. The coordination of these requests involves processing and tracking from initiation to completion to ensure the Village follows the Inspection of Public Records Act (IPRA). This entails assisting the public with completing the required form with enough specificity for clarification of their request. Staff then coordinate with the departments that have the requested documentation and either schedule a meeting with the IPRA requestor to inspect the documents or provide the copies and receipt payment. If needed, staff prepare correspondence to extend the response period as agreed upon with the department(s).
- Clerk worked on Record Retention.

- Clerk and Deputy Clerk attended State of the Village.
- Clerk and Deputy Clerk attended Strategic Planning.
- Clerk attended the South Fork Incident After Action Review.

COMMUNITY DEVELOPMENT

Planning Commission:

A regular meeting was held on January 7, 2025. The following items were heard:

- Rezone-RZ 2024-317-** Remington Johnson, on behalf of Steve Dyer, is petitioning to rezone properties located at 25943 and 25933 US Highway 70 from R-1 Single-Family Residential to C-2 Community Commercial to support the property’s current development of a Recreational Vehicle Park known as Section 36 T11S R13E Tracts 3 and 4. **RECOMMEND APPROVAL TO COUNCIL**

The next regular meeting is on February 4, 2025.

Workforce Housing Advisory Board

The next regular meeting is on March 28, 2025, at 2 PM.

Re-Addressing Update:

A team meeting was held on January 7th and January 29th to discuss current action items and the next steps. The readdressing and renaming of roads are on hold for 18 months due to the Southfork and Salt fire and flood events. Stephanie will continue reviewing the data within the grids, and we will collaborate closely with the Streets, Water, and Solid Waste departments to identify any anomalies in the field that may not be reflected in the GIS data. Our focus will be on identifying duplicate road names. The identified roads are currently under review to determine which names might be compatible with the areas that require renaming efforts. The Address Committee will meet to evaluate a proposal of three names. Additionally, we will work with the Public Information Officer (PIO) to create an online survey to expedite the response process from property owners in the affected areas.

Short Term Rentals - January 2025

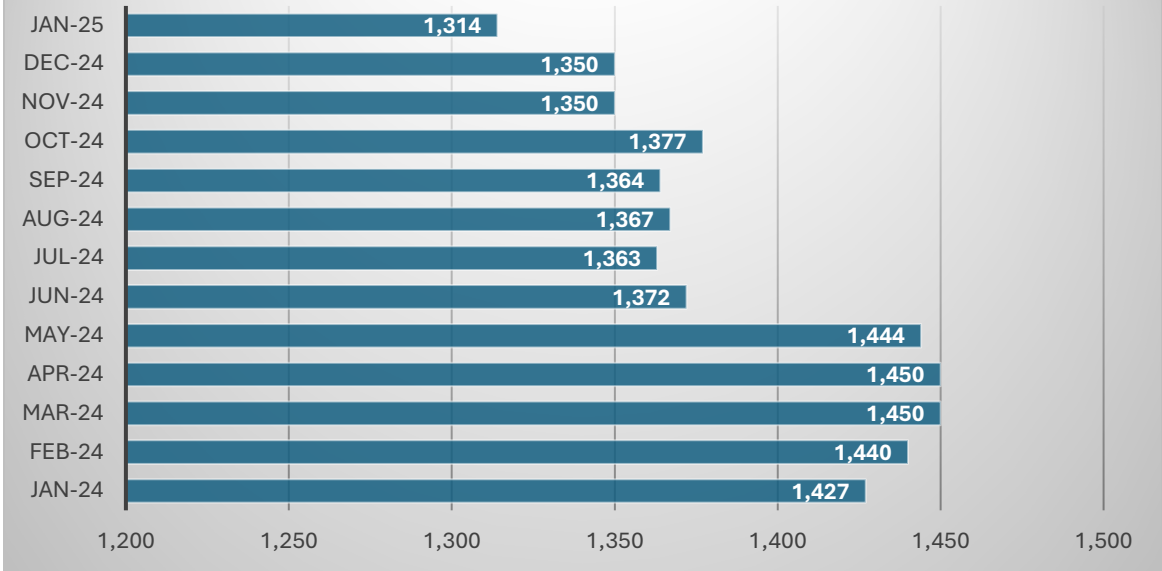
Month Stats

- 1,314 Active STR Properties
- 3,202 Internet listings found throughout the web (VRBO, Airbnb, Flipkey, etc.)
- STR Permit Fees \$ 700 – Total
- STR Permit Renewal Fees \$ 5,650 – Total
- Compliance Inspections \$ \$ 1,960 – Total
- STR Business Registration Fees \$ 1,680 – Total
- Neighbor Notifications Fees \$ 1,250 – Total

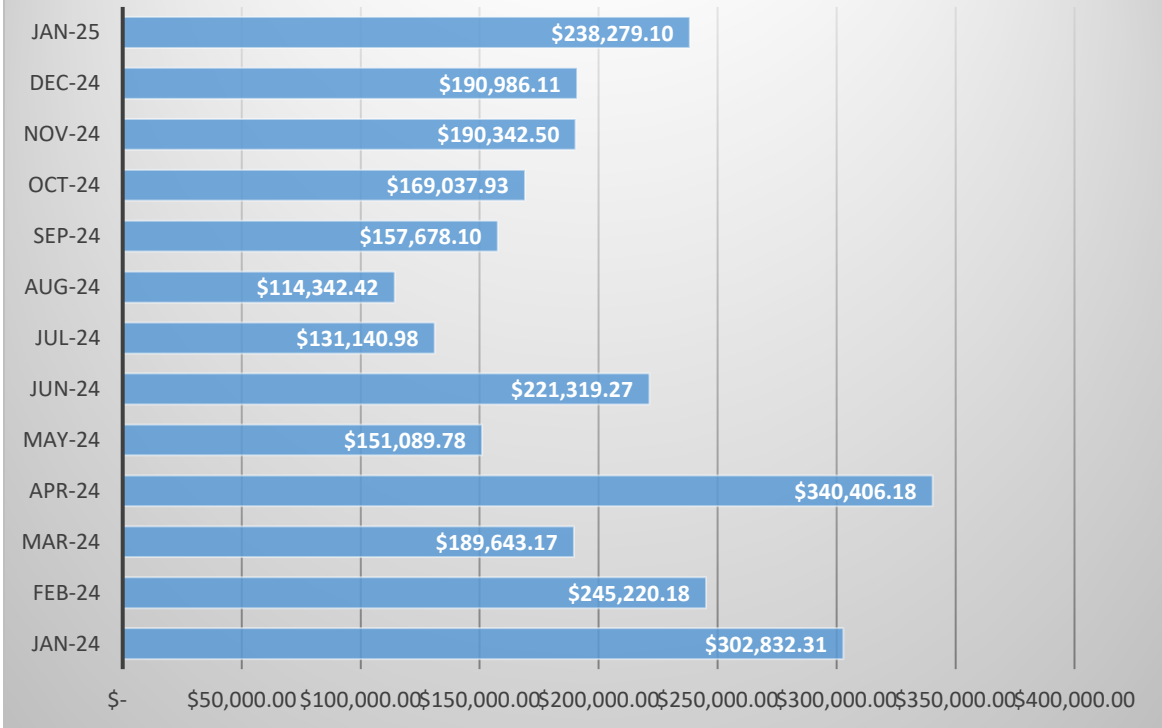
Lodgers Tax

- \$ 238,279.10

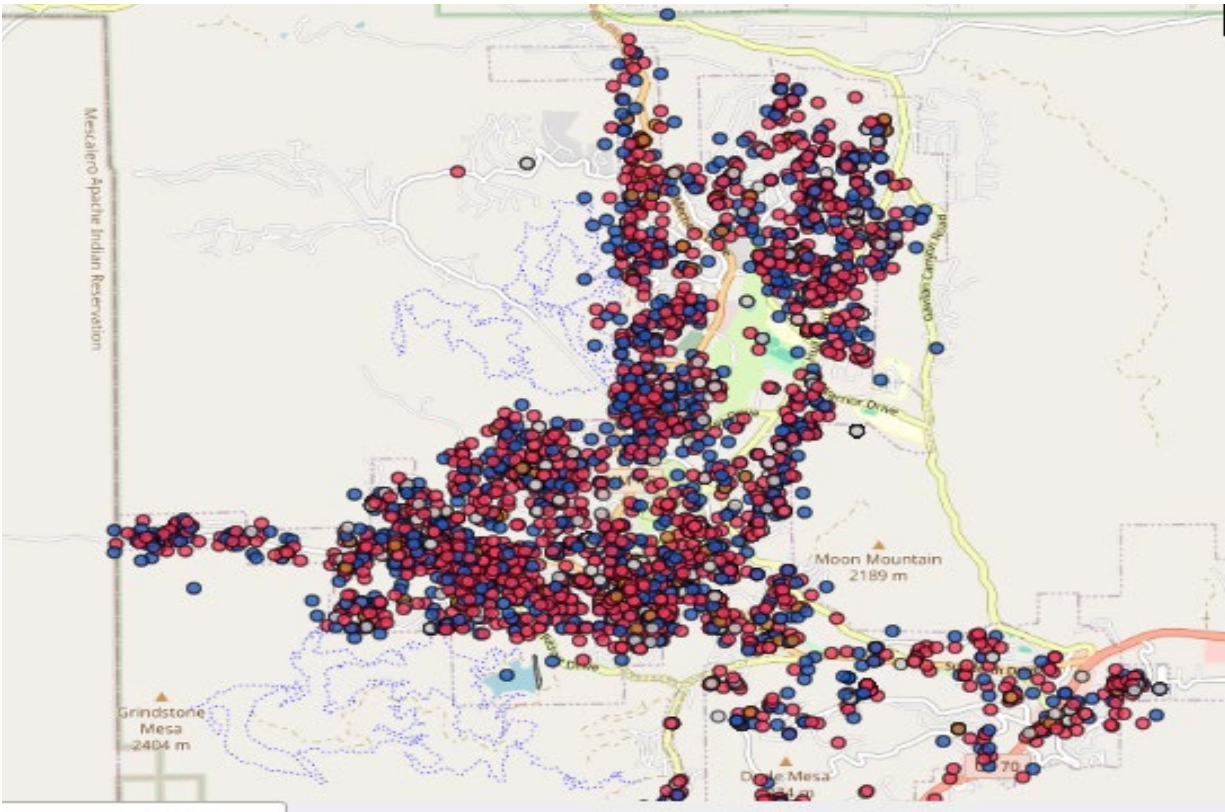
STR Permits



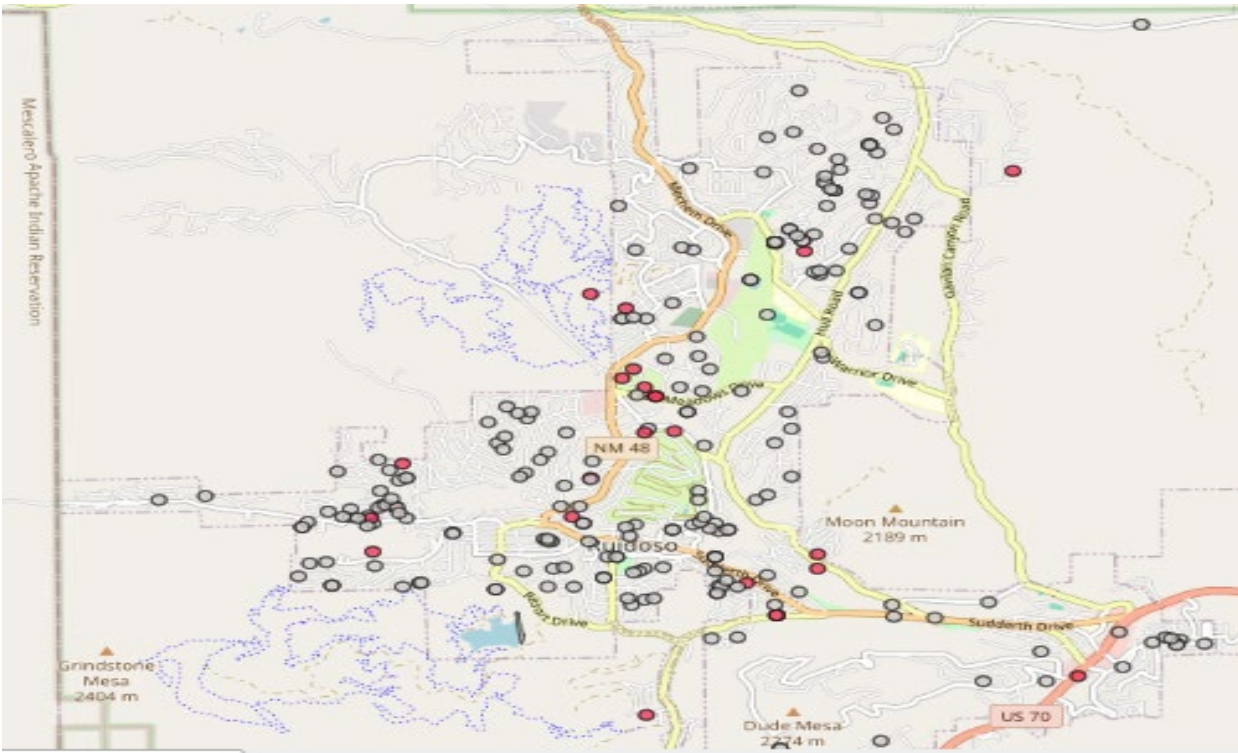
Lodgers Tax Remittance



Compliant Properties



Uncertain Compliance Status



Advertised Rental Size



ADR (Avg. Daily Rate)

\$221.26

▲ 0% in last 30 days

Advertised Property Type



Building Inspections and Permit Tallies

INSP	PERMIT #	C	R	DATE	START	END	ADDRESS	E	B	P	M	BUSINESS	OTHER	STR	PASS	FAIL	COMMENTS/INSPECTION TYPE
JK	20240853	1		1/1/2025		1325	166 MUSKETBALL	1							1		FTG (PARTIAL PASS)
JK	20240863	1		1/2/2025	1000	1008	205 MOUNTAIN HIGH CIR		1						1		DECK FTG
GDM	20230279	1		1/2/2025	1150	1155	240 TIMBERLINE	1								1	SERVICE
GDM	20230883	1		1/2/2025	1304	1316	124 KING RICHARD			1					1		GAS
GDM	20240883	1		1/2/2025	1331	1337	107 SUNNY SLOPE	1							1		SERVICE
GDM	20240822	1		1/2/2025	1558	1603	219 ALPINE MEADOWS			1					1		P ROUGH
GDM	20240027E	1		1/2/2025	1403		118 BEN HOGAN	1							1		E FINAL
GDM	20240027	1		1/2/2025		1420	118 BEN HOGAN		1						1		B FINAL
GDM	20240027	1		1/2/2025	1458	1502	123 FRENCH	1							1		E ROUGH
GDM	20240601P	1		1/2/2025	1436	1442	142 FLUTE PLAYER			1					1		P ROUGH
GDM	20240898	1		1/2/2025	1510	1518	317 SUN VALLEY	1							1		SERVICE
MC		1		1/2/2025	900	920	1119 HULL							1	1		STR
MC		1		1/2/2025	1330	1340	116 SAN JUAN							1	1		STR
MC		1		1/2/2025	1400	1420	135 EL PASO				1				1		BUSINESS
MC		1		1/2/2025	1430	1450	118 EVANS							1	1		STR
GDM	20230897	1		1/3/2025	1417	1420	240 TIMBERLINE	1							1		TEMP TO PERM REINSPECTION
GDM	20240221	1		1/3/2025	1450	1455	140 BUENA VISTA		1						1		FTG (PARTIAL PASS)
GDM	20220850E	1		1/3/2025	1512	1532	116 FLUTE PLAYER	1							1		SERVICE
JK	20220455	1		1/3/2025	1120	1134	215 CUMMINGS		1						1		S/PAN
JK	20240869	1		1/3/2025	1148	1208	147 BLUE SPRUCE		1						1		FTG
JK	20240628	1		1/3/2025	1220	1227	1214 MECHEM		1						1		SLAB
JK	20240892	1		1/3/2025	1320	1327	103 DON SNYDER		1						1		FTG
JK		1		1/3/2025	1208	1212	112 DAVIS		1						1		PIERS
MC		1		1/3/2025	1100	1130	129 GLADE							1	1		STR
MC	20240446PM	1		1/3/2025	1500	1530	136 LUPINE LOOP			1	1				2		P/TOP OUT & M/TOP OUT
GDM	20250004	1		1/6/2025	1126	1133	215 CHELSEA		1						1		FTG
GDM	20250001	1		1/6/2025	1139	1144	426 FOURTH	1									SERVICE
GDM	20240002	1		1/6/2025	1255	1308	102 SLATE CT			1							GAS
GDM	20240653E	1		1/6/2025	1321	1327	413 HULL	1									E ROUGH
GDM	20240884	1		1/6/2025	1312	1316	812 HULL		1								DECK FTG
JK	20240899	1		1/6/2025	1025	1031	302 GUAJOLOTE		1						1		FTG
JK	20240550	1		1/6/2025	1039	1046	115 TOPSIDE		1						1		SLAB
JK	20240404	1		1/6/2025	1115	1129	114 WATER SPIRIT		1						1		BWP
JK	20240402	1		1/6/2025	1129	1136	112 WATER SPIRIT		1						1		BWP
JK	20240462	1		1/6/2025	1141	1200	104 MOON DANCER		1						1		BWP
JK	20240741	1		1/6/2025	1220	1235	115 COTTAGE GROVE		1						1		CMU
MC		1		1/6/2025	1000	1030	112 PINON							1		1	NO SHOW
MC		1		1/6/2025	1100	1130	415 MECHEM				1				1		
MC		1		1/6/2025	1330		113 WILSHIRE RD							1	1		STR

INSP	PERMIT #	C	R	DATE	START	END	ADDRESS	E	B	P	M	BUSINESS	OTHER	STR	PASS	FAIL	COMMENTS/INSPECTION TYPE
MC		1		1/6/2025			106 HIGH ST							1	1		STR
MC		1		1/6/2025			117 FOREST LN							1	1		STR
MC		1		1/6/2025			904 CARRIZO CANYON #228							1	1		STR
MC		1		1/6/2025	1630		904 CARRIZO CANYON #232							1	1		STR
GDM	20240837E	1		1/7/2025	1351	1422	22 LITTLE CREEK	1							1		TEMP POWER
GDM	20230798E	1		1/7/2025	1512	1523	101 CORRIDA DE RIO			1					1		GAS METER
GDM	20230053	1		1/7/2025	1445	1451	129 BOX CANYON TRL			1					1		P TOP OUT
GDM	20240717	1		1/7/2025	1140	1145	119 FOX		1							1	BUILDING DEMO
GDM		1		1/7/2025	1153	1157	123 HUMMINGBIRD					1					SHED RED TAG
GDM	20210400	1		1/7/2025	1301	1303	119 CONVAIR	1							1		PHOTO VOLTAIC
GDM	20240857	1		1/7/2025	1316	1320	120 VIA MADERA	1							1		E ROUGH
JK	20240816	1		1/7/2025	1300	1045	107 MAIN RD		1						1		ROOF FINAL
JK	20240799	1		1/7/2025	1052	1105	417 OTERO		1						1		DECK FRAME FINAL
JK	20240475	1		1/7/2025	1126	1136	1141 STATE HWY 48		1						1		FTG
MC		1		1/7/2025	1000	1030	112 PINON							1	1		STR
MC		1		1/7/2025	1100	1120	105 YODEL							1	1		STR
MC		1		1/7/2025	1130	1150	123 NORTH							1	1		STR
MC		1		1/7/2025	900	935	113 EVANS					1					RED TAG
GDM	20240857	1		1/8/2025	1432	1434	120 VIA MADERA					1					RED TAG
GDM	20240002	1		1/8/2025	1339	1351	102 SLATE CT			1					1		GAS REINSPECTION
GDM	20250003	1		1/8/2025	1402	1410	1009 HULL	1							1		SERVICE
JK	20230724	1		1/8/2025	1050	1103	123 PORR		1						1		B/FINAL
GDM	20240773E	1		1/9/2025	1141	1145	110 BEN HOGAN	1							1		TEMP POWER
GDM	20250005	1		1/9/2025	1305	1309	108 PAT GARRET	1								1	MH SERVICE
GDM	20240749E	1		1/9/2025	1541	1546	209 ALPINE MEADOWS	1							1		SERVICE
GDM		1		1/9/2025	1058	1140	MHD MEETING					1					ZOOM MEETING WITH JESUS
GDM	20240773	1		1/9/2025	1348	1400	110 BEN HOGAN					1					CONSULTATION
JK	20240827	1		1/9/2025	1128	1145	410 GAVILAN CANYON RD		1						1		FTG
JK	20240678	1		1/10/2025	1100	1110	125 TWIN TREE		1						1		CMU
MC		1		1/10/2025	1400	1430	123 BLACK FOREST							1	1		STR
MC		1		1/10/2025	1445	1515	109 MORGAN							1	1		STR
GDM	20220850P	1		1/13/2025			116 FLUTE PLAYER			1					1		GAS
JK	20240878	1		1/13/2025	1020	1030	223 JACK LITTLE		1						1		DECK FTG (12)
MC		1		1/13/2025	1030	1100	604 WHITE MOUNTAIN #401							1	1		STR
MC		1		1/13/2025	1315	1330	219 RIO #3							1	1		STR
MC		1		1/13/2025	1330	1345	217 RIO							1	1		STR
GDM	20240057	1		1/14/2025	1312	1325	510 MOUNTAIN VIEW			1					1		GAS
GDM	20250009	1		1/14/2025	1358	1404	112 EDWARD	1							1		SERVICE
GDM	20230635E	1		1/14/2025	1435	1439	136 KREUZER	1							1		E/FINAL

INSP	PERMIT #	C	R	DATE	START	END	ADDRESS	E	B	P	M	BUSINESS	OTHER	STR	PASS	FAIL	COMMENTS/INSPECTION TYPE
GDM	20240895	1		1/14/2025	1500	1509	400 ENCHANTED LOOP	1							1		SERVICE
JK	20240749	1		1/15/2025	1130	1143	209 ALPINE MEADOWS		1						1		FTG/FOUNDATION
JK	20240149	1		1/15/2025	1218	1225	107 ALTO MESA		1						1		BWP
JK	20240228	1		1/15/2025	1228	1300	241 LINCOLN HILLS		1						1		BWP
JK	20230053	1		1/15/2025	1340	1358	129 BOX CANYON TRL		1						1		FRAME
JK	20240601	1		1/15/2025	1150	1201	142 FLUTE PLAYER		1						1		SLAB
GDM	20240074	1		1/15/2025	1406	1411	127 LARCH	1							1		SERVICE
GDM	20250022	1		1/15/2025	1344	1352	101 YELLOWPINE	1							1		SERVICE
GDM	20250018	1		1/15/2025	1420	1429	101 SPARROW HAWK	1								1	SERVICE
MC		1		1/15/2025	900	930	2637 MECHEM						1				CONSULTATION
MC		1		1/15/2025	930	1000	SOAP STORE COUNCILOR HOOKER				1						M/ROUGH
JK	20240549	1		1/16/2025	1107	1110	206 FORT STANTON		1						1		FRAME
JK	20240783	1		1/16/2025	1117	1124	117 PINE HURST		2						2		SHEATHING & FRAME
JK		1		1/16/2025	1400	1420	123 FRENCH						1				RED TAG
JK		1		1/16/2025	1425	1430	121 OSO LOOP						1				RED TAG
JK		1		1/16/2025		1430	904 HIGH MESA						1				CHECK FOR UNPERMITTED WORK
JK	20240824	1		1/17/2025	1250		116 ROOFTOP		1						1		FRAME
JK		1		1/17/2025		1315	116 ROOFTOP		1						1		SHEATHING
JK	20240680	1		1/17/2025	1345	1400	102 WEATHERS		1						1		WINDOW FINAL
JK	20240834	1		1/20/2025	1300	1315	110 VIA AGUILA		1						1		FTG
JK	20240889	1		1/21/2025	1130	1145	2002 SUDDERTH		1							1	B/FINAL
JK	20240791	1		1/21/2025	1200	1214	112 BELLA VIA		1						1		FTG
JK	20240822	1		1/21/2025	1220	1231	219 ALPINE MEADOWS TRL		2						2		FTG & SLAB
JK	20230768	1		1/21/2025	1333	1347	143 CORVO VISTA		1						1		TEMP OCCUPANCY (120 DAYS)
GDM	20240814E	1		1/21/2025		1426	112 DAVIS	1							1		TEMP POWER
GDM	20250011E	1		1/21/2025	1438	1453	106 ALPINE VILLAGE	1							1		E ROUGH
GDM	20230437E	1		1/21/2025	1509		251 HOMESTEAD LOOP	1							1		E/FINAL
JK	20240796	1		1/22/2025	1347	1358	296 SANTIAGO CIR		2						2		SLAB & REBAR FTG
JK	20240354	1		1/22/2025	1422	1425	509 WHITE MOUNTAIN MEADOWS		1							1	S/PAN (NOT READY)
MC	20240011M	1		1/22/2025	1100	1120	106 ALPINE VILLAGE				1				1		M/ROUGH
MC		1		1/22/2025	1030	1040	127 MEANDER							1	1		STR
MC		1		1/22/2025	1040	1100	147 MEANDER							1	1		STR
JK	20240446	1		1/23/2025	1043	1056	136 LUPINE LOOP		1						1		BWP
JK	20240354	1		1/23/2025	1110	1115	509 WHITE MOUNTAIN MEADOWS		1						1		S/PAN
JK	20250011	1		1/23/2025	1120	1127	106 ALPINE VILLAGE		1						1		FRAME
JK	20240693	1		1/23/2025	1303	1311	149 CROWN RIDGE		1						1		CMU
JK	20240797	1		1/23/2025	1343	1400	150 LITTLE CREEK HILLS		1						1		FTG
GDM	20240230	1		1/23/2025	1131	1145	640 SUDDERTH	1							1		E/FINAL
GDM	20250002	1		1/23/2025	1310	1314	131 SNOW PARK	1							1		SERVICE

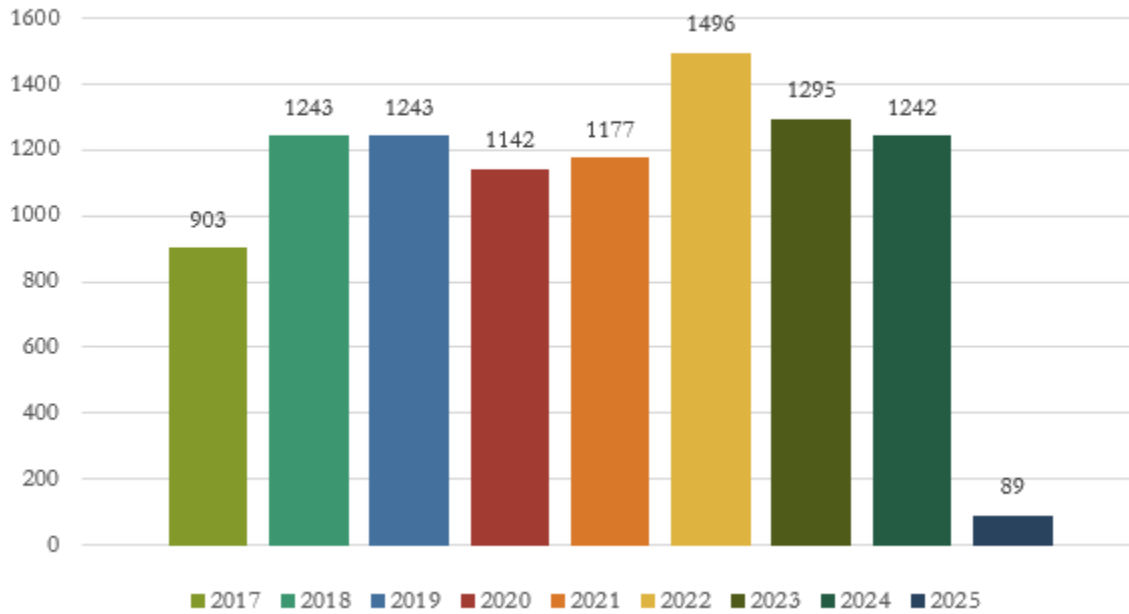
INSP	PERMIT #	C	R	DATE	START	END	ADDRESS	E	B	P	M	BUSINESS	OTHER	STR	PASS	FAIL	COMMENTS/INSPECTION TYPE
MC		1		1/23/2025	900	920	708 MECHEM STE B					1			1		BUSINESS
MC			1	1/23/2025	1330	1400	509 SECOND							1	1		STR
MC			1	1/23/2025	1400	1430	435 SECOND							1	1		STR
MC			1	1/23/2025	1430	1500	430 RIVER TRL							1	1		STR
JK	20240796		1	1/24/2025	1058	1117	152 HOMESTEAD LOOP		1						1		B/FINAL
JK	20230879		1	1/24/2025	1117	1120	240 TIMBERLINE		1						1		S/PAN
JK	20240884		1	1/24/2025	1035	1042	812 HULL		1						1		DECK FRAME
JK	20240736		1	1/24/2025	1110	1114	116 CLIFFSIDE		1						1		DEMO FINAL
JK	20240783		1	1/24/2025	1125	1132	117 PINE HURST		1						1		LATH
GDM	20230316P		1	1/24/2025	1140/1434	1157/1447	520 B CARRIZO CANYON			1					1	1	GAS
GDM	20240748		1	1/24/2025	1124	1129	1123 MECHEM		1						1		SIGN FTG
GDM	20240002P		1	1/24/2025	1206		102 SLATE CT			1					1		P/ROUGH
GDM	20240002E		1	1/24/2025			102 SLATE CT		1						1		E/ROUGH
GDM	20240002		1	1/24/2025		1219	102 SLATE CT		1						1		FRAME
GDM	20250018		1	1/24/2025	1356	1414	101 SPARROW HAWK		1						1		SERVICE
GDM	20240832		1	1/24/2025			212 WAGON TRL		1						1		SERVICE
MC			1	1/24/2025	900	920	102 CANYON							1	1		STR
MC	20250028M		1	1/24/2025	1400	1430	125 PARADISE CANYON								1		MECHANICAL
MC	20250033		1	1/24/2025	1445	1515	103 EDINBURG								1		GAS
MC	20240116P		1	1/24/2025	1300	1330	102 TIMBERLINE CT								1		GAS
JK	20240869		1	1/27/2025	1110	1117	147 BLUE SPRUCE		2						2		PIERS & CMU
JK	20240873		1	1/27/2025	1123	1130	101 PLUMAS PL		1						1		FTG
JK	20250011		1	1/27/2025	1130	1157	106 ALPINE VILLAGE		2						2		ROOF & ROOF INSULATION
JK	20240111		1	1/27/2025	1250	1305	123 WALTER HAGEN		1						1		INSULATION
JK	20240384		1	1/27/2025	1312	1322	269 LINCOLN HILLS DR		1						1		S/PAN
JK	20240641		1	1/27/2025	1352	1407	172 DEER CREEK		1						1		BWP
GDM	20250038		1	1/27/2025	1500	1516	310 SUDDERTH					1					FIRE INSP - NO STRUCTURAL DAMAGE
GDM	20240057E		1	1/27/2025	1344	1350	510 MOUNTAIN HIGH CIR		1						1		SERVICE
GDM	20240067		1	1/27/2025	1337	1341	519 MOUNTAIN HIGH CIR		1						1		CMU
GDM	20240002E		1	1/27/2025	1312	1316	102 SLATE CT		1						1		E/ROUGH
JK	20230731		1	1/28/2025	1100	1107	139 MERLYN		1						1		LATH
JK	20240529		1	1/28/2025	1117	1127	26129 US HWY 70		1						1		B/FINAL
JK	20240285		1	1/28/2025	1137	1153	240 EAGLE CREEK		1						1		B/FINAL
JK	20240061		1	1/28/2025	1220	1225	1034 MECHEM		1						1		SHEETROCK
JK	20230798		1	1/28/2025	1314	1335	119 ANTLER		1						1		FLOOR INSULATION CONDITION CRAWL SPACE
JK	20240002		1	1/28/2025	1350	1354	102 SLATE CT		1						1		S/PAN
JK	20240765		1	1/28/2025	1157	1213	111 SANDIA		1						1		FTG
GDM	20240853		1	1/28/2025	1417	1510	166 MUSKETBALL		1						1		CMU (PARTIAL PASS W/CORRECTIONS)
GDM	20250036		1	1/28/2025	1514	1523	165 MUSKETBALL		1						1		SERVICE

INSP	PERMIT #	C	R	DATE	START	END	ADDRESS	E	B	P	M	BUSINESS	OTHER	STR	PASS	FAIL	COMMENTS/INSPECTION TYPE
GDM	20240529P		1	1/29/2025	1355		26129 US HWY 70			1					1		P/FINAL
GDM	20240529E		1	1/29/2025		1410	26129 US HWY 70		1						1		E/FINAL
GDM			1	1/29/2025	1442	1505	241 LINCOLN HILLS		1						1		STEEL FRAME (PARTIAL PASS)
GDM	20240884		1	1/30/2025			812 HULL		1								DECK FINAL
GDM	20240364		1	1/30/2025			115 WILLIE HORTON		1								BWP
GDM	20240878		1	1/30/2025			223 JACK LITTLE		1								DECK FRAME
GDM	20250044		1	1/30/2025			159 ELK RUN		1								SERVICE
GDM	20240039		1	1/30/2025			135 MOON DANCE			1							GAS
GDM	20240757		1	1/30/2025			160 WALTER HAGEN		1								CMU
MC			1	1/30/2025	930	1000	108 MEANDER DR							1	1		STR
MC			1	1/30/2025	1030	1100	246 LOOKOUT DR							1	1		STR
MC			1	1/30/2025	1400	1430	106 PAMELA LN							1	1		STR
JK	20240851		1	1/31/2025	1123	1134	147 SQUAW VALLEY		1						1		FTG - PRE STEEL (PARTIAL PASS)
JK	20240674		1	1/31/2025	1143	1151	104 ST ANDREWS		1						1		FTG (PARTIAL PASS)
JK	20240406		1	1/31/2025	1200		100 DREAM CATCHER		1						1		BWP
JK	20240407		1	1/31/2025			101 DREAM CATCHER		1						1		BWP
JK	20240408		1	1/31/2025		1228	102 DREAM CATCHER		1						1		BWP
JK	20240773		1	1/31/2025	1242	1253	110 BEM HOGAN		1						1		SLAB
JK	20240797		1	1/31/2025	1320	1330	150 LITTLE CREEK HILLS		1						1		CMU
GDM	20230599		1	1/31/2025	1330	1350	2515 SUDDERTH		1						1		E/ROUGH (PARTIAL PASS)
GDM	20240867		1	1/31/2025	1430	1452	144 WINTER HAWK		1						1		SLAB
MC			1	1/31/2025	1130	1145	118 PAT THOMPSON CT								1	1	STR
TOTAL			8	169					36	87	14	6	3	10	28	155	8

LEGEND:

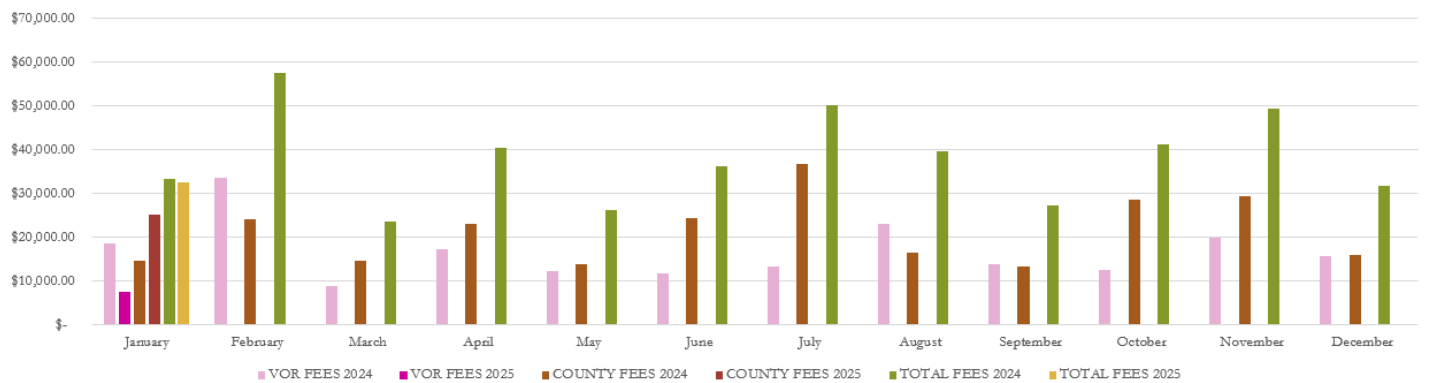
FTG = FOOTINGS
S/PAN = SHOWER PANS
CMU = CONCRETE MASONRY UNIT
C/O = CERTIFICATE OF OCCUPANCY
BWP = BRACE WALL PANEL
MHD PLACEMENT = MANUFACTURED HOUSING DEPARTMENT PLACEMENT
STR = SHORT-TERM RENTAL

Building Permit Issued Comparison 2018 to Present



Number of Permits Issued 2024 vs 2025		
MONTH	2024	2025
January	80	89
February	112	
March	98	
April	109	
May	100	
June	76	
July	117	
August	93	
September	183	
October	103	
November	99	
December	72	
TOTAL	1242	89

2023/2024 VOR vs COUNTY FEES



VILLAGE OF RUIDOSO BUILDING PERMITS COMPARATIVE - 2024 AND 2025

MONTH	VOR FEES 2024	VOR FEES 2025	COUNTY FEES 2024	COUNTY FEES 2025	TOTAL FEES 2024	TOTAL FEES 2025	TOTAL VALUATIONS 2024	TOTAL VALUATIONS 2025
January	\$ 18,699.69	\$ 7,491.69	\$ 14,735.60	\$ 25,077.30	\$ 33,435.29	\$ 32,568.99	\$ 3,967,568.34	\$ 2,760,406.92
February	\$ 33,567.64		\$ 24,063.75		\$ 57,631.39	\$ -	\$ 5,264,579.36	
March	\$ 8,833.76		\$ 14,770.01		\$ 23,603.77	\$ -	\$ 1,943,372.36	
April	\$ 17,218.40		\$ 23,181.87		\$ 40,400.27	\$ -	\$ 3,130,889.53	
May	\$ 12,253.36		\$ 13,934.31		\$ 26,187.67	\$ -	\$ 2,318,754.25	
June	\$ 11,681.80		\$ 24,431.62		\$ 36,113.42	\$ -	\$ 11,576,633.96	
July	\$ 13,283.81		\$ 36,853.94		\$ 50,137.75	\$ -	\$ 12,950,037.62	
August	\$ 23,104.57		\$ 16,532.40		\$ 39,636.97	\$ -	\$ 2,691,420.19	
September	\$ 13,925.33		\$ 13,313.77		\$ 27,239.10	\$ -	\$ 2,487,435.20	
October	\$ 12,610.47		\$ 28,663.47		\$ 41,273.94	\$ -	\$ 5,499,231.51	
November	\$ 19,904.30		\$ 29,517.77		\$ 49,422.07	\$ -	\$ 5,590,469.28	
December	\$ 15,781.03		\$ 16,063.46		\$ 31,844.49	\$ -	\$ 3,806,774.39	
TOTAL PERMITS	\$ 200,864.16	\$ 7,491.69	\$ 256,061.97	\$ 25,077.30	\$ 456,926.13	\$ 32,568.99	\$ 61,227,165.98	\$ 2,760,406.92

Business Registrations Issued:

NEW BUSINESS REGISTRATION JANUARY 2025			
Business #	NAME	LOCATION	BUSINESS TYPE
BR2025-028	LT SURVEYING, LLC DBA LT & ASSOCIATES	415 MECHEM	SURVEYING SERVICES
BR2025-1	MOUNTAIN VIEW CHRISTIAN ACADEMY	135 EL PASO RD. SUITE A	PRIVATE SCHOOL
BR2025-3	HATTITUDES	HOME OCCUPATION	HAT MAKER
BR2025-4	APEX ELECTRIC	OUT OF TOWN	ELECTRICAL CONTRACTOR
BR2025-5	RENU MEDICAL & SPA, LLC	708 MECHEM DR.	MEDICAL OFFICE & SPA
BR2025-6	SAVONBAR	OUT OF TOWN	ONLINE BATH & BODYWORKS
BR2025-9	MARK FOSTER CONSTRUCTION, LLC	HOME OCCUPATION	GENERAL CONTRACTOR
BR2025-10	ANN DODSON REALTY	HOME OCCUPATION	REAL ESTATE SALES
BR2025-12	A MOST BEAUTIFUL WORLD - ART BY JESSIE	HOME OCCUPATION	ARTIST
BR2025-13	REFRIGERATED SOLUTIONS INC.	OUT OF TOWN BUSINESS	HVAC CONTRACTOR
BR2025-15	NEW START HOMES	OUT OF TOWN	MOBILE HOME SALES
BR2025-16	BEND THE KNEE CREATIONS	OUT OF TOWN	ARTS & CRAFTS
BR2025-17	EAGLE CARPORTS	OUT OF TOWN	METAL CARPORTS
BR2025-18	THE SOAP STORE	2501 SUDDERTH DR. STE B	SOAP STORE
BR2025-19	JEM CONSTRUCTION	OUT OF TOWN	GENERAL CONTRACTOR
BR2025-21	MIMBELA CONTRACTORS INC.	OUT OF TOWN	GENERAL CONTRACTOR
BR2025-22	MDC ELECTRIC	OUT OF TOWN	ELECTRICAL CONTRACTOR
BR2025-24	A BASIC CUT LAWN CARE	HOME OCCUPATION	LAWN CARE SERVICES
BR2025-26	A+ REALTY SERVICES	1044 MECHEM DR.	REAL ESTATE SALES
BR2025-27	PAIGE ROGERS COSMETOLOGY @ HAIR WE ARE	127 RIO ST.	HAIR & NAIL SERVICES
BR2025-29	BLINC SERVICES, LLC	OUT OF TOWN	WASTE WATER COLLECTION & CLEANUP
BR2025-31	AKC PLUMBING, LLC	OUT OF TOWN	HVACC
BR2025-32	iDEAL CANNABIS CO.	2637 SUDDERTH DR. STE. B	CANNABIS RETAIL
BR2025-35	SAGE BENNETT	OUT OF TOWN	CLEANING SERVICES
BR2025-36	JASMINE'S CLEANING	OUT OF TOWN	CLEANING SERVICES
BR2025-38	SPARTAN CONSTRUCTION, LLC	OUT OF TOWN	GENERAL CONTRACTOR
BR2025-39	CUSTOM CASITAS BY BASS, LLC	HOME OCCUPATION	REAL ESTATE SERVICES
BR2025-40	FACETIME WITH GINA, LLC	708 MECHEM DR.	BEAUTY SALES & SERVICES
BR2025-43	RAMIREZ ELECTRICAL SPECIALTY	OUT OF TOWN	ELECTRICAL CONTRACTOR

CONVENTION CENTER

Events

DATE	EVENT	APPROX. # ATTENDEES
Jan. 7, 2024	Board of Realtors	75
Jan. 10, 2024	Region 9-All Staff Meeting	125
Jan. 13, 2024	EOC-After Action Review	30
Jan. 15, 2024	VOR-Forklift Training	20
Jan. 16-17, 2024	NM Respiratory Care	50
Jan. 21, 2024	VOR-Airport Tabletop exercise	20
Jan. 22, 2024	NM Cotton Growers	50

Jan. 22-24, 2024	NM Hay Association	250
Jan. 28, 2024	STR Town Hall Meeting	87
Jan. 31-Feb. 1	TTU-Health & Science Center	60

Upcoming Events

- | | |
|--------------------------------------|----------------|
| 1. VOR-WUI | February 4 |
| 2. Eastern NM Dental Society | February 6-8 |
| 3. VOR-Wellness Fair | February 12 |
| 4. Paradigm Pipeline Safety Training | February 12 |
| 5. Vines in the Pines Wine Festival | February 14-16 |
| 6. Lincoln County Youth Ag | February 22 |
| 7. VOR-Customer Service Training | February 24-25 |

EVENTS & STRATEGIC PARTNERESHIPS

FINANCE

- Council monthly reports for January (Period 7 FY 2025) will be available by mid-February.
December 2024 Benchmarks:
 GRT Revenue down 6.75% from PY (\$729,995 decrease).
 Gasoline Tax Revenue down 11.18% from PY (\$6,908 decrease)
 Lodgers' Tax Revenue down 45.24% from PY (\$770,775 decrease)
- Monthly Council reports are available on the Village website.
- There were three (3) project worksheets (PW) approved for the McBride Fire for a total of \$423,169.54 in funding. Received \$313,554.56 in Federal Funds and total outstanding \$109,614.98 (Fed \$47,097.26 and State \$62,517.72). Waiting on instructions on how to move forward to receive other funding.
- The Village is currently working with NM DHSEM to reconcile expenditures associated with the FEMA PW155 Sewer Line Project. We have reconciled all expenditures through 12/31/24. Total project expenditures equal \$31,031,154.66 (Fed \$23,373,366, State \$5,585,607.84, and VOR \$2,172,180.82). Outstanding funds due from the State \$2,572,214.32. The balance on PW 155 totals \$2,428,773.35 can be used on other projects associated with the sewer line.
- The Village is also working with NM DHSEM to reconcile expenditures incurred with the design of the six (6) FEMA bridges. Once reconciled, hopefully the state and federal portions of expenditures incurred will be released from the State as a part of the pay as you go process. Total expenditures incurred through 12/31/24 equal \$2,049,199.54.
- Audit report for FY 2024 submitted to the State Auditor on 12/16/24, since the 15th landed on a weekend. Have not received any comments on the report from the office.
- In process of filling out application for FEMA Community Disaster Loan. The first submission of financial information was completed on August 20th. Additional financial projections are needed, and we were assigned a new analyst. Working on projects for future years.
- Outstanding legislative appropriations and grants:
- Senior Center bathroom remodel (A22G-5328) \$94,000.00 Balance \$8.14
- Senior Center kitchen renovations (A23H2028) \$276,038 Balance \$1,580.06
- Recreation (23-H3061) \$500,000.00

- McBride Fire (23-ZH5051-2) \$2,500,000.00 Balance \$1,951,553.64
- Main Street Improvements (A23H2121) \$265,000.00 Balance \$26,062.00
- Links Trail (NMDOT RT20030) \$1,139,236.00 Balance \$102,089.47
- Waiting on reimbursement from the State on the following:
- Senior Center bathroom remodel (A22G-5328) \$12,744.04
- Senior Center kitchen renovations (A23H2028) \$17,043.66
- Main Street Improvements (A23H2121) \$26,062.00
- FAA Taxiway A (3-35-0052-032-2024) \$42,418.07
- Waiting to pay back the State on the following:
- Links Trail (NMDOT RT20030) \$17,477.14

Utility Billing

- The Utility Supervisor is coordinating with the Village Clerk to organize utility liens. They are also making sure that the lien ordinance is being followed.
- Working with the meter readers to locate endpoints damaged from the fires and floods.
- Working on billing calendar for 2025
- Department Statistics:
 - JANUARY 2025**
 - Lien Letters Sent Out:
 - Lien Request Sent to Village Clerk: 0
 - Payment Arrangements Process: 9
 - Leaks: 200
 - Work Orders: 248
 - Shut-Offs: 28
 - Bill Adjustments: 0
 - Leak Credits:

IT

- Windstream has switched to all Kinetic Construction In-House Teams.
- All aerial work will be completed in January. Placement of 302,000 feet of fiber.
- 7 new crews on buried work will start as of January 6th, 2025.
- Approximately 950 households have been brought in so far with the new service

Projects In Progress:

- Mechem main feed build is 100% on complete
- Rio Str is 100% complete
- White Mountain Dr is at 75% placement, with completion expected by mid-January.
- Alpine Village Rd and NM 48 Placement is 95% placed after going back from the Fire. Splicing is at 75%
- Pike's Peak RD is 90% on underground placement, delay here also due to the fire. Splicing is at 75%.
- Coconino Lane area is 100% placed and 80% spliced. It too was affected by the fire and these percentages are now as it stands since the restoration has been made.
- University Dr. is at 85% placement and splicing is 70%. This area was also affected by fire this year and the burned area has been restored, just pending a small portion.
- Gavilan Canyon Rd and Rain Dance Trail is 85% placed. This has buried work to still be done, but aerial is 100%. It is scheduled for splicing.

- Innsbrook Dr has been started and is 35% on placement.
- Sudderth Dr is at 90% placement, completion expected mid-January.
- White Mountain Dr arial is complete and underground is 75% placement, completion is expected mid-January.
- 1st St is at 75% placement, completion expected mid-January.
- Brady Canyon is at 55% placement; completion is expected at the beginning of February.
- Systems MD has completed the installation of all servers across the Village.
- IT has a list of all the computers that can be upgraded from Windows 10 software to Windows 11. A small order was placed for some units that need to be upgraded before new tariffs are put in place.
- Sent out a request for quotes to 2 vendors listed on price agreements that we currently use. Received a favorable quote back from Windstream and will proceed with this for phone service and new phones to be installed as soon as possible.

Public Wi-Fi Access	Avg User / Day	Total Users / Month	Avg Gb/ Day	Total GB / Month
Convention Ctr	3.75	75	23.50	470.17
Library	2.6	52	7.28	145.61
Village Hall	6.3	126	24.81	496.34

Capital Projects

Projects in Construction

Project	Contractor	Substantial – Final Completion
Horton Complex Phase 2	White Sands Construction	Construction in progress.
603 Mechem Housing	Homespot	Utilities are in progress. RFP for landscaping in process.
Lift Station Rehabilitations	James, Cooke, & Hobson, Inc	Control Panel Installation in progress.
Tank Restoration Phase I	D&R Tank Company	Construction in progress.
Upper Canyon Surface Diversion	Spartan	Debris Removal in process.
Broadband Expansion	Windstream Communications	7 additional crews arrived to assist in the project.

Procurement Activities:

Purchase Order Summary Report

January: 209 Count
FY25 Issued YTD: 2571 Count

January Value: \$7,180,674.41
Total Value: \$47,962,244.24

RFP #2025-006P 603 Mechem Landscaping

Advertisement for RFP #2025-006P will start 12/26/2024. A Non-Mandatory Pre-Proposal Conference was held on 01/08/2025. A site visit for potential proposers will be on 1/22/25 at 10:00 am. Proposals will be due on 02/20/2025. Award and contract are anticipated to be on the 3/11/25 Council Agenda.

RFP #2025-004P Professional Services for Legal Services at RWWTP and JUB

Advertisement for RFP #2025-004P will start 1/9/25. No Pre-Con will be held for this procurement. Submittals will be due on 1/27/25. No Proposals were received

RFP #2025-005P Aviation Fuel Supply, Equipment and Services

Advertisement for RFP #2025-005P will start on 1/23/25. No Pre-Con will be held for this procurement. Submittals will be due on 2/13/2025. Award and contract is anticipated to be on the 3/11/25 Council Agenda.

RFP #2025-007P REBID Professional Services for Legal Services at RWWTP and JUB

Advertisement for RFP #2025-004P will start 2/6/25. No Pre-Con will be held for this procurement. Submittals will be due on 2/18/25. Award and contract is anticipated to be on the 3/11/25 Council Agenda.

FIRE

We remain in Level I Fire Restrictions

The Ruidoso Fire Department is always monitoring the Energy Release Components and looking at the trends. Ruidoso area is 52.



**PUBLIC ANNOUNCEMENT
VILLAGE OF RUIDOSO**

EFFECTIVE
July 3, 2024 12:00 PM

**FIRE RESTRICTIONS FOR THE VILLAGE OF RUIDOSO
LEVEL I RESTRICTIONS**

1. COMMERCIAL FIRE PITS APPROVED FOR USE (IF SPECIFICALLY PERMITTED BY FIRE MARSHAL)
2. OUTDOOR COOKING APPROVED ON ALL TYPES OF APPLIANCES, INCLUDING CHARCOAL
3. NON-COMMERCIAL FIRE PITS, CAMPFIRES AND/OR FIREWORKS ARE NOT ALLOWED WITHIN THE VILLAGE OF RUIDOSO (UNLESS SPECIFICALLY PERMITTED BY FIRE MARSHAL)

CITATIONS WILL BE ISSUED FOR IMPROPERLY DISCARDING CIGARETTES
CITATIONS WILL BE ISSUED - NO EXCEPTIONS - NO WARNINGS
WE WILL NOTIFY THE PUBLIC IMMEDIATELY UPON ANY CHANGES
THANK YOU FOR YOUR COOPERATION

IF YOU HEAR THE SIRENS, PLEASE TURN YOUR RADIO STATION TO 3490 IMMEDIATELY FOR FURTHER INSTRUCTIONS


Joe Kasuboski
Fire Chief
Ruidoso Fire Department

- There were 121 calls ran from December 1, 2024 – December 31, 2024. This includes fire and medical calls. This is a final count per state once all reports have been approved and submitted through NMEMSTARS (the state reporting system we use). From this point on we will only report final numbers once we have them confirmed by the State.
- Attended the council workshop on January 7th.
- Attended Capital Projects meeting January 2nd.
- Attended the ADHOC RMP meeting January 8th.
- January 13th attended meeting at the Inn of the Mountain Gods concerning the July 4th fireworks show.
- January 13th attended the South Fork Incident AAR.
- January 15th attended the Consolidated Dispatch meeting.
- January 15th attended the Xterra Public Safety meeting.
- Attended Directors' meeting January 16th.
- The first department meeting of the year was on January 17th at Station 1.
- January 21st attended the annual SBRA tabletop exercise.
- On January 21st, we had a zoom meeting with T-Mobile about possible services they can provide in emergencies.
- January 22nd attended the LEPC meeting at ENMU.
- January 22nd attended a public safety meeting at RPD.
- January 23rd – 26th hosted S-130/ S-190 for new hired fireman, Ruidoso Downs Fire & Bonito Fire.
- January 24th attended Sierra Blanca Wildfire Academy AAR.
- January 27th attended the State of Village.
- January 29th presented the Fire Department's tactical plan for strategic planning.
- January 30th attended the Capital Projects meeting about the emergency siren system upgrade.
- January 30th hosted a meeting at Station 1 with Advanced Communications and Rick Sohl to fix all current emergency siren warning system.
- The Fire Department hosted the S-300 & S-400 classes at Station 1 Jan. 6th-10th.
- The Fire Department assisted and attended Sierra Blanca Wildfire Academy.
- The Siren testing will continue the 1st and 15th of each month at 1700 hours (5:00 PM) for maintenance and community preparedness. Sirens have not functioned properly, and we have been working to repair the issues.
- Engine 16 was repaired and is back in service.
- Engine 13 is out of service.
- Tender 5 out of service with starting issues.
- Ladder 1 is repaired and back in service.
- Command 1 is stickered awaiting lights & sirens to be put in service.
- Command 3 emergency lighting went out awaiting bids to be repaired.
- Command 4 emergency lighting and radio have been installed and is waiting for stickers to be put in service.

Fire Marshal:

INSPECTIONS/INVESTIGATIONS:

- 11 fire inspections
- 1 Short term rental complaint follow up
- 4 fire pit inspections

- Quarterly airport inspection
- 2 fire origin and cause investigations conducted

TRAINING:

- Members attended the following:
- S-130/S-190 and EMT B
- Chiefs and C Shift attended annual airport tabletop exercise
- Each shift is conducting 3 hours of daily ISO training and 1 hour of physical fitness training.
- Total training hours: 405 hours ISO training

OTHER:

- Working with local businesses and schools on fixing inspection deficiencies and preparing for reinspection.

FORESTRY

	Fiscal year	This Period
Forestry Current Activities Report	24/25	12/02/2024 - 12/31/2025
Item:		
Hazard Tree Removal		
Private property	50	13
Village property	13	8
Public Service Visits, Insects/Disease/Misc	46	6
Permits issued for Tree Removal (20" plus)	7	2
Private Property Compliance		
Initial	279	18
Final	345	43
Acres completed	117.778	24.606
New Construction		
Initial Inspection and Fire Hazard Rating	17	3
Final Inspection and Approval	10	1
New Construction Permitting Fees		
Forestry	\$1,700	\$200
Solid waste	\$5,140.00	
Village property Treated		
Two Cemeteries	32 acres	
Removed Junipers from library		
Working on court cases for non-compliance about 250 properties		

HUMAN RESOURCES

- A new policy update to Chapter 16 (Dress Code) of the Personnel Policy went out at the end of December so, in January, we received and tracked employee acknowledgments – we will continue to track these until all employee acknowledgements are received.
- Semi-Annual Employee Evaluations went out on January 3rd, 2025, and HR has been reviewing and approving these as they come in as well as sending reminders to Directors/Managers and employees to review and sign. Semi-Annual Evaluations are due January 31, 2025, and we will continue to track and send out reminders for these until they are all complete.
- Human Resources organized an Employee Wellness Fair in partnership with BCBS who will provide their CareVan to come and do wellness screenings for employees. Additionally, we are partnering with local vendors and organizations to who would like to participate. Vendors will set up booths and hand out health and wellness related information, give free samples of products, or demonstrate their service. The Healthy Heart Wellness Fair will be held February 12th, 2025, at the Convention Center from 10:00AM-2:00PM at the Convention Center.
- Also in February, we will be preparing for the upcoming Career Fairs in March and will be hosting our own Village of Ruidoso job fair.
- On February 24th and 25th the New Mexico Municipal League will be holding Customer Service training. This training is mandatory for all Village employees.
- The Village has 22 vacancies throughout different Departments, and we would like to fill these as soon as possible. We are looking for the most qualified individuals who will add value to our organization.

Employee Committee News

- 4th Quarter Employees and Department Winners were voted on and recognized in the January 2025 Council meeting.

Department of the Quarter Winner: Finance Department



Pictured from Left to Right: Levi Beaty, Project Manager; Robin Parks, Staff Accountant II, Vyanca Vega, Capital Projects Coordinator; Shawna Esquibel, Staff Accountant I, Christy Coker, Purchasing Agent; Judi Starkovich, Finance Director; Dustie Brothers, Utility Billing Supervisor; Kelly Airgood, Staff Accountant I

Employees of the Quarter:



Employee of the Quarter for Community Services:
Amanda Castillo
Amanda is the Library Supervisor.



Employee of the Quarter for Public Works: Richard Butler
Richard is an Operator/Lab Tech at the Regional Wastewater Treatment Plant.



Employee of the Quarter for Public Safety:
Simon Haase
Simon is an Animal Control/Code Enforcement Officer



Employee of the Quarter for Administration:
Christy Coker
Christy is the Village's Purchasing Agent.

All the winners were very deserving of their recognition! They are all certainly appreciated!

Safety News and Upcoming Safety Training

- Friday March 14, 2025, the Safety Coordinator will hold a Defensive Driving Course and Accident Investigation and Backing Class.
- We are working to add courses to the 2025 Training Calendar which will be posted on the Village website as soon as it is finalized. The courses below are scheduled and will be available for all Village employees.

2025 Safety Training Schedule

- March 12: Personal PPE Equipment and Life-Saving Equipment
- April 16: Diversity, Equity, and Inclusion
- May TBD: Sexual Harassment Prevention and Workplace Violence
- July 16: NSC First Aid/CPR
- August 13: Lock Out/Tagout & Electrical Safety
- September 10: Excavation and Trenching Safety
- October 16: Permitted Confined Space Entry Safety
- November TBD: Health Hazards in Construction (Lead, Asbestos, and Silica Awareness)

LIBRARY

General Information:

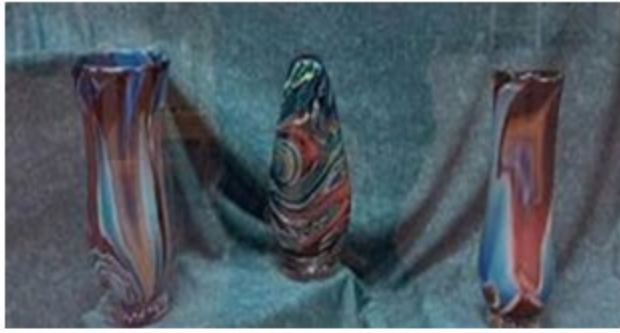
- The Library Manager attended the regular January Village Council Meeting.
- The Library Manager attended the January Director/Manager meeting.
- The Library Manager attended the State of the Village Address.
- The Library Manager attended the Village Strategic Planning Workshops.
- The Library Manager attended the Short-Term Rental Town Hall via Zoom.
- The Library Manager will continue to do housekeeping on our Integrated Library System.
- The library has upgraded the left front entrance doors to make them automatic doors. This will give patrons greater ease of access to the building.



- The Library Manager is working with Village IT to upgrade the Library Conference Room with a TV monitor and computer to be used for presentations and Zoom meetings.
- The Friends of the Ruidoso Public Library met January 7th. They will have their next meeting Tuesday March 4th at 4 pm in the Library Conference Room.
- The Ruidoso Public Library Advisory Board met on January 8th at 11:30 pm in the Library Conference Room. They will have their next meeting on Wednesday, March 5th at 12 pm in the Library Conference Room.
- Library Supervisor began her 3rd Library Science Class at Pueblo Community College in mid-January.
- The Library Supervisor continues to help input records into Past Perfect Software for the Wingfield House Museum and Heritage Center.
- Library staff completed their online Infopeople courses and will begin a new course at the end of January.
- Library Staff attended weekly Safety Meetings at Village Hall.

Outreach Services:

- The Library Manager is working with the Finance Department to get our Outreach Cargo Transit Van purchased.
- The Youth Services Librarian has begun planning our Annual DIA Celebration which will be May 3rd at the Convention Center from 11 am to 3 pm.
- The Youth Services Librarian has begun planning our Summer Reading Program which will begin June 2nd.
- We will have Quinton Schmelzenbach's Glass Art Display in January, and it will continue through February.



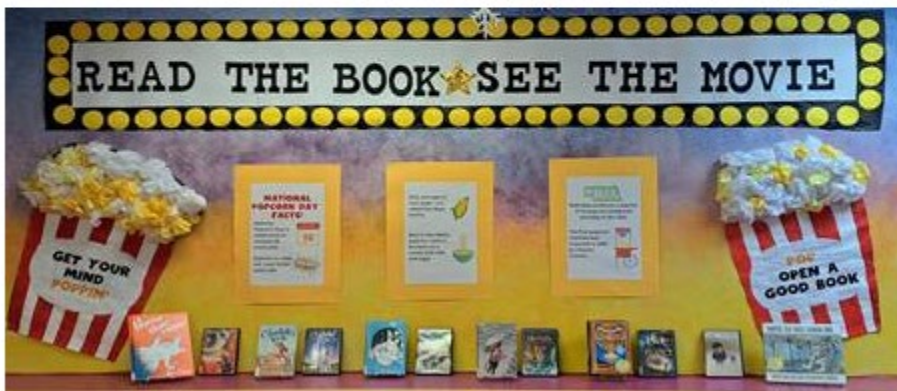
Adult Services:

- The Sierra Blanca Chapter of the Daughters of the American Revolution met on December 4th in the Library Conference Room. They had 6 attendees.
- Nicole Vasquez from HUB Insurance was at the library to meet with employees on the morning of December 13th.
- The Ruidoso Writers Group meets every two weeks on Tuesday afternoons. There was an average of 8 attendees per meeting.
- Library Staff are working on January Displays
- Here's the displays we had for December.



Youth Services:

- Youth Services are continuing to plan and prep for Spring Programming.
- Youth Services conducted 4 passive programs with 65 participants.
- Youth Services conducted 4 Baby and Me story times with 11 attendees. Baby and Me Story Times are at 10:30 am on Tuesday mornings.
- Youth Services conducted 4 Pre-School Story Times with 96 attendees. Pre-School Story Time is at 10:30 am on Wednesday mornings.
- Youth Services conducted 1 Elementary Program with 19 attendees and 1 Teen Program with 12 attendees.
- Below are pictures of Youth Services Displays we had for January.



Projects ongoing:

- Continuing to catalog and process adult and youth materials for placement on new shelf.
- Working on record database maintenance and clean up as well as member database corrections and updates.
- Ongoing weeding and repair of library materials.
- Collection Development for Adult and Youth materials.
- On going training for staff to keep them up to date on technology, emergency operations, and all the varied areas of library work.
- Increasing library outreach programming.
- Increasing library adult programming.

Statistics:

- Library material checkouts were 3,331 and check ins were 2,929.
- Total number of visitors = 7,249.
- We issued a total of 40 new cards and updated 167 cards.
- Overdrive e-book checkouts were approximately 1,236. We had approximately 16 new users. There were 373 holds for e-audios and 306 holds for e-books and we had 58 holds for print materials.
- Tumblebooks for children was used 846 times.
- Reference questions totaled 639.
- Computer users totaled 194.
- Gabbie, a text message application on our Integrated Library System Biblionix, was used approximately 277 times by 65 unique users.
- We added 158 material items.
- We had 39 Interlibrary Loan requests, and 39 books have been received.
- We had the Writer’s Group Meet two times and had a total of 11 attendees.
- There were 1007 external catalog searches, 1,565 internal searches by 226 unique users.
- Mango Languages was used 5 times.
- There were approximately 12,870 actions performed in our Biblionix Integrated Library Software.

RUIDOSO PUBLIC LIBRARY OPERATION STATS FY25

	JUL	AUG	SEP	OCT	NOV	DEC	JAN
CIRCULATION/CHECK OUTS/INS							
Adult Books	1,408	1,135	1,074	1,140	821	975	1,114
Juvenile Books	1,751	1,372	1,556	1,593	1,168	1,132	1,509
Adult Media	477	347	306	390	358	488	549
Juvenile Media	232	162	141	126	158	71	85
Library Use	18	21	14	18	9	9	33
Paperbacks	47	59	74	64	44	55	41
Check Ins	3,417	3,115	3,346	3381	2413	2408	2929
Total Books & Media	7,350	6,211	6,511	6,712	4,971	5,138	6,260
Tumble books	0	19	150	255	491	256	846
Overdrive	1,225	1,158	1107	1188	1034	1202	1236
Total E Collection	1225	1177	1257	1443	1525	1458	2082
Total Circulation	8,575	7,388	7,768	8,155	6,496	6,596	8,342
CIRCULATION OPERATION							
Days Open	26	27	24	25	22	24	25

Hours Open	192	180	176	192	152	176	184
Reference	988	961	930	911	702	711	639
New Cards	50	53	49	51	26	34	40
Patron Updates	190	142	133	120	123	108	167
Tours	0	0	107	0	71	0	0
Library Conference Rm	49	59	63	43	38	36	99
Classroom	0	0	3	17	46	0	50
Archive Room	131	63	36	22	2	5	12
Gate Count	7294	6701	5265	6543	5305	6000	6033
Total Patron Visits	8,920	8,186	6,786	7,924	6,487	7,094	7,249
ILL Requests	28	21	18	17	10	11	39
ILL Borrowed Items	28	21	18	17	10	11	39
COLLECTION							
New Books Added	109	97	112	119	154	139	66
Audiobooks Added	3	4	0	8	1	3	1
DVDs Added	5	5	0	10	1	8	0
Total Items Added	117	106	112	137	156	150	67
Items Discarded	76	20	156	76	86	37	12
PROGRAMMING							
Children's Programs 0-5 years	2	0	4	10	8	6	8
Children's Attendance 0-5 years	115	0	33	310	157	122	107
Children's Programs 6-11 years	3	1	5	1	1	2	1
Children's Attendance 6-11 years	16	95	92	100	49	137	19
Teen Programs 12-18 years	2	0	1	4	1	1	1
Teen Attendance 12 -18 years	18	0	3	56	4	15	12
YS Passive Programs		5	5	7	4	5	4
YS Passive Participation		304	513	128	43	63	65
Adult Programs	4	3	2	2	1	1	2
Adult Attendance	175	77	10	10	5	5	12
TECHNOLOGY USAGE							
Public Computers	291	262	302	282	215	229	194
WI-FI	64				200	208	62
COMMUNITY OUTREACH							
Volunteer Hrs (Adult)	87.5	174.25	149.5	171	140	138.5	126
Volunteer Hrs (Teen)	0	0	0	0	0	0	0
Total Volunteer Hrs	87.5	174.25	149.5	171	140	138.5	126
ONLINE RESOURCES							
Brainfuse/Help Now	0	0	0	0	0	0	0
Brainfuse/Job Now	0	0	0	0	0	0	0
Ancestry	0	0	0	5	0	0	0
Mango Languages	0	1	6	3	30	12	5
Pebble Go/PebbleGoNext	0	0	4	2	3	0	1
Niche Academy	6	30	0	2	1	0	0

OFFICE OF EMERGENCY MANAGEMENT

Overview

January was a busy month for emergency management, characterized by ongoing preparedness efforts, recovery coordination, and strategic planning. The Emergency Operations Center (EOC) actively monitors seasonal hazards, including the effects of winter weather. Key activities included an After-Action Review, which improved response strategies based on recent incidents. Furthermore, the department coordinated evacuation protocols for potential wildfire scenarios, ensuring readiness for quick implementation.

Key Activities

Preparedness

- The Public Works Radio Project upgrade includes replacing outdated equipment, expanding coverage areas, and integrating the system with other emergency services. The project is 95% complete; the only remaining task is programming the radios from the Street Department.
- The Office of Emergency Management (OEM) is actively working to update and revise the Emergency Operations Plan (EOP). In January, significant progress was achieved, with updates finalized for the Search and Rescue, Public Information, and Communications annexes. These revisions ensure that response protocols are current, effective, and aligned with best practices. OEM will continue to refine other sections of the EOP to improve the Village's overall emergency preparedness and response capabilities.
- The Office of Emergency Management (OEM) conducted a Tabletop Exercise at Sierra Blanca Regional Airport, bringing together key response personnel from Fire, Police, EMS, and Public Works. The exercise aimed to enhance coordination, communication, and operational readiness for potential airport emergencies. Participants navigated realistic scenarios, identifying strengths, areas for improvement, and opportunities to refine response protocols. This collaborative effort ensures a more efficient and effective response to future incidents at the airport.
- The Office of Emergency Management (OEM) has begun the planning process for the upcoming Spring Tabletop Exercise (TTX) focused on response strategies for the Monsoon Season. To ensure the exercise is well-structured and effective, OEM has formed a dedicated planning group made up of key stakeholders. The first planning meeting is scheduled to occur soon, where participants will discuss objectives, scenario development, and logistics. This exercise aims to enhance preparedness, improve interagency coordination, and strengthen response capabilities for potential incidents related to the monsoon.
- The Office of Emergency Management (OEM), in collaboration with Water Resources GIS, is developing the Evacuation Zone Book. This comprehensive resource will include detailed maps, road networks, and designated evacuation zones to support emergency response and public safety efforts. The book aims to provide first responders and emergency personnel with clear, actionable information to facilitate efficient evacuations during emergencies.
- The Office of Emergency Management (OEM) completed its 2025 Strategic Plan and formally presented it to the council. This plan details key priorities, initiatives, and operational goals to enhance the Village's emergency preparedness, response, and recovery efforts.
- In January, the Office of Emergency Management (OEM) played a crucial role in providing instruction for ICS 300 and ICS 400 courses at the Sierra Blanca Wildfire Academy. These advanced Incident Command System (ICS) courses are designed to equip emergency responders, incident managers, and key

personnel with the skills needed to effectively manage large-scale incidents and complex emergency operations.

- The Office of Emergency Management (OEM) coordinated and facilitated the first public safety planning meeting for the upcoming XTERRA event, uniting key stakeholders from Fire, Police, EMS, and event leadership. This meeting was an initial step in creating a thorough safety and emergency response plan to ensure the well-being of participants, spectators, and the community.
- The Office of Emergency Management (OEM) met with the Village of Ruidoso (VOR) Public Information Officer (PIO) to discuss ongoing and upcoming public information and emergency preparedness projects. These initiatives aim to enhance community awareness, improve access to emergency information, and strengthen overall preparedness efforts. Key projects include:
 - **Emergency Information Webpage** – A centralized online resource providing real-time updates, emergency alerts, and preparedness guidelines.
 - **PrepTalks Videos** – Informative video series designed to educate residents on disaster preparedness, response actions, and safety tips.
 - **Ready, Set, Go! Program** – A public awareness campaign to help residents understand wildfire procedures and readiness levels.
 - **Tourism-Focused Flooding Information** – Targeted outreach materials to educate visitors about flood risks, and safety measures.
 - **Be Ready Ruidoso Preparedness Campaign** – A community-wide initiative promoting proactive disaster preparedness through outreach, training, and public engagement.

Response

- No emergency response activities took place in January; however, the Ruidoso Emergency Operations Center (EOC) stayed at Activation Level 3, maintaining a heightened state of readiness. Only two weather alerts, a Winter Weather Advisory and Extreme Cold Warning, were issued during the month.

Recovery

The Office of Emergency Management (OEM) held an After-Action Review (AAR) meeting for the South Fork wildfire, bringing together all staff from the Emergency Operations Center (EOC) and first responders. This meeting marked the second phase of the AAR process, with upcoming steps that include creating the After-Action Report (AAR) and Improvement Plan. OEM is currently integrating the key findings from the review into the report. As of now, the report is on track to be completed by the end of the month, depending on OEM's availability to finalize the document.

- Continue to collaborate with FEMA, the Department of Homeland Security and Emergency Management (DHSEM), and Dennis, our PA contractor, to support the Village's ongoing recovery operations under the Public Assistance (PA) program. These efforts focus on ensuring accurate documentation and submission of eligible projects to secure federal and state funding for disaster recovery.
- The Office of Emergency Management (OEM), along with Water Resources and Village Management, participated in the U.S. Army Corps of Engineers (USACE) Emergency Management Partnership Day. This event provided a valuable opportunity to strengthen partnerships, exchange insights, and discuss ongoing recovery efforts for the Ruidoso area.
- The Office of Emergency Management (OEM), in collaboration with Water Resources and Village Management, met with representatives from CobbFenly to review the new floodplain maps and discuss ongoing floodplain management operations.

Mitigation

- Worked on compiling quotes and developing a project scope for the implementation of a high-water detection system aimed at enhancing safety at low-water crossings throughout the Village. This system

is intended to provide real-time alerts to drivers and emergency responders during flood events, thus reducing the risk of swiftwater rescues and improving situational awareness from the EOC.

- The Outdoor Warning System for Ruidoso is currently being produced by Federal Signal. According to the company’s representative, the manufacturing process takes about 90 days to complete. Once production is finished, an additional three weeks will be needed for shipping before the sirens arrive in Ruidoso. This timeline ensures that the system stays on track for deployment, enhancing the village’s emergency alert capabilities.
- The Office of Emergency Management (OEM) continues to collaborate with the Department of Homeland Security and Emergency Management (DHSEM) on various Hazard Mitigation projects aimed at strengthening the Village’s resilience to disasters. Current initiatives include:
 - **Backup Generator Project** – Ensuring critical infrastructure remains operational during power outages by securing backup power solutions.
 - **Property Buyback Program** – Assisting in the acquisition of high-risk properties to reduce future flood damage and enhance community safety.
 - **Flood Detection System** – Implementing advanced monitoring technology to provide early warnings and improve response efforts for flood events.

Looking Ahead

- Monitoring winter weather (ongoing)
- Updating the Emergency Operations Plan (ongoing)
- Attending the 57th Legislature and Lincoln County Day (Feb. 4-6)
- Meeting with FEMA CORE to discuss local emergency management (Feb. 10)
- Conducting the Area One Emergency Management Coordinating Group (EMCG) Meeting (Feb. 20)
- Attending the Integrated Preparedness Planning Workshop (IPPW) (Feb. 20)
- Meeting with the National Weather Service (Feb. 21-22)
- Hosting the Local Emergency Planning Committee (LEPC) Meeting (Feb. 26)

PARKS AND RECREATION

Ruidoso Schools MOU

MAINTENANCE AND FINANCES

- Staff cleaned Parks and Restrooms, (33-man hours White Mtn.) **\$924.00 Personnel.**
- Staff prepped the High School baseball & softball fields for play, added new windscreen to the pickleball courts, and repaired restrooms at White Mountain, 240-man hours. **\$6,720.00 Personnel.**

Total Supplies (clay & batters net)	\$3,271.00
Water –11/15/24	
Gavilan Water Bill	\$138.60
White Mountain Water Bill	\$182.85
White Mountain Electric Bill-September	\$297.74
Personnel	\$7,644.00





Photo Courtesy Mark Scambush

\$1,1534.19
273

TOTAL HOURS



Parks and Facilities PROJECTS BY NUMBERS

- Staff cleaned parks, maintenance and buildings, 1588-man hours.
- Staff picked up trash on medians, parks, and free parkings, and cleaned graffiti, 12-man hours.
- Staff removed snow from Midtown, buildings and parking lots, 204-man hours.
- Staff moved docks at Grindstone Lake, 4-man hours.
- Staff repaired Christmas decoration, 16-man hours.
- Staff had forklift training, 40-man hours.



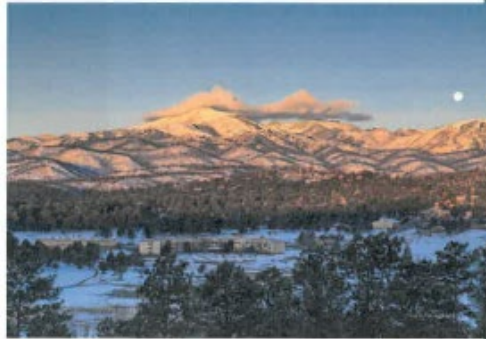
Photo Courtesy Mark Stambaugh

1,864

TOTAL HOURS

Keep Ruidoso Beautiful

- The Keep Ruidoso Beautiful Committee goes dark in January.
- Keep Ruidoso Beautiful Committee has dates set for the Recycled Art Show 4/21-25/25, the Great American Cleanup 4/27/25.
- Parks crews are refurbishing the Midtown Wine Barrel trash cans, in progress.



Programs & Activities

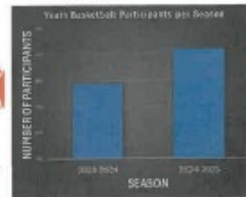
YOUTH AND COMMUNITY ACTIVITIES

- 6u & 8U Basketball continued regular season practice and games throughout the month of January at the Upper & Lower Horton Gyms. All games/practices were staffed by various Recreation staff members.
- In total 136 participants registered for the 6u & 8u 2024-2025 Basketball season that end on 1/18/25.
- 10u & 14u basketball registration ended on 1/19/25 in preparation for the 2025 Spring season.
- In total 224 participants registered for the 10u & 14u Spring basketball season.
- The 2024-2025 Youth Basketball program saw a 23% increase in registrations from 294 players in the 2023-2024 season to 360 players in the 2024-2025 season.
- The increase in Youth Basketball registrations were due in part to a registration drive campaign coordinated between the Recreation Staff and the Ruidoso School District in January.
- The Ice Rink at Wingfield Park has continued operations throughout January. The regular season hours are 5:00pm - 8:00pm Mon-Fri and 11:00am - 8:00pm Sat - Sun.
- The staffing for the Ice Rink has averaged 4 seasonal employees per day.
- The Recreation staff assisted Xterra team members in data collection related to GPS routing for possible Xterra Ruidoso course options.

Registrations are still open!



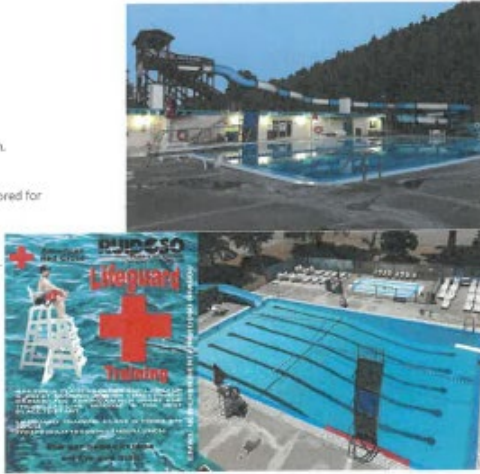
Potential Xterra GPS route around Grindstone



PROGRAMS & ACTIVITIES

Public Pool Update

- Pest control Treatment contract was extended through the winter.
- Pool pumps, impellers are shut down and will be started once a month.
- The swimming pool water heater was turned off. Gas lines are shut.
- The water supply to the swimming pool was shut off.
- The facility is organized, cleaned and all the pool deck equipment is stored for the off-season.
- The climbing wall was taken down and stored properly
- The pool cover was installed for the winter.
- Vent covers were installed on all doors and facility windows are closed.
- All Room Heaters were serviced and started up before the Freeze.



Community Center

STAFF AND UPDATES

- The Raidoso Community Center had additional mirrors installed in its fitness and exercise equipment areas. The mirrors brought out the workout areas with a much better setting for those that use the center for fitness goals. Fitness classes are held throughout the week for a small donation and exercise equipment is available for use free of charge to anyone in the public.
- The Community Center has had its internet lines upgraded in the center to allow for more reliable and faster service of internet, Wi-Fi, and phone lines throughout the center.
- Cameras were added to the School House Park playground to provide a safer environment for the parents and children using the playground on a daily basis.
- Duplicate Bridge is hosted at the Community Center. This game is played with cards with a table of four where a partner is needed. The game is a mental game that helps to keep the mind alert. The game is described as communicating your hand to your partner while also bidding for the best hand. The game is associated with American Contract Bridge where tournaments are run consistently. Though the game is hard to describe the Community Center has an RSVP Volunteer that hosts the sessions and is willing to teach anyone that wishes to attend. Greg Tompkins has been leading Duplicate Bridge for over 27 years at the Community Center. Duplicate Bridge Games are Tuesdays and Thursdays at 1:00pm sharp. Attendees need to arrive on time to be paired up with a partner.
- \$2 Breakfast is offered in the center on Fridays from 8:00am to 9:30pm. Breakfast includes scrambled eggs, ham, pancakes, oven roasted potatoes, toast, white gravy, refried beans, coffee, and orange juice.



Community Center

Retired and Senior Volunteer Program

- The Village of Raidoso RSVP Program continues to grow each month with so many amazing volunteers that love to be here to help and serve the community.
- Happy Happy New Year!!!! Wow, what a year it has been, and Cheers for a new fresh one!!!!
- For the month of January: Wow we sure gave the gift of Warmth!!!! The RSVP Program had started it's annual Martin Luther King Jr. Day of Service Project Coat Drive here in the Village of Raidoso on October 1, 2024, which continued through January 20, 2025 (MLK Day). RSVP Staff collaborates with Evergreen Cleaners, and Christian Services of Lincoln County each year. There were 8 drop off locations throughout Lincoln County for new and gently used coats, hoodies, hats, scarfs and gloves for men, women and children of all sizes. Bins were located at Wolpomen, Albertsons, Club Gas, Horton Gymnasium, Raidoso Community Center, Raidoso Public Library, Village Hall, and Christian Public Library. Items received were all dropped off at Evergreen Cleaners where they were kindly cleaned for the benefit. Cleaned items were then dropped off at Christian Services of Lincoln County to be given out to those in need during the cold months. This yearly event is always very successful for the local community, with this year being the largest yet. Considering the horrible summer events of the fires and floods, the local community was "hands down" the most giving and supportive for each other in times of need that one could ever see. We are very fortunate and blessed to live in such an amazing place.
- The Raidoso Community Center and the RSVP volunteers are getting ready for the busy tax season ahead!!!! AARP Tax-Aide, which is one of our 15 volunteer stations, will be getting ready to start taking tax appointments at the end of this month. The dates for tax appointments will be on Thursdays and Fridays, by appointment only, starting in February 2025-April 14, 2025.
- Volunteers that contribute to the RSVP Program and in our community dedicate their hard work without hesitation. RSVP Staff, the Village of Raidoso, and the local community are beyond grateful for each and every one of these volunteers. ©



POLICE DEPARTMENT

Dispatch

- Total Calls for Service- 1353
- Total Positions Available- 11

- Total Positions Vacant- 3
- Positions Hired this month- 0
- Total Applications this month – 0

Patrol Division

- Total Calls for Service- 672
- Total Arrests made- 18
- Total Citations Issued- 59
- Total Reports taken- 73
- Special Operations Conducted- 2
- Total Positions Available- 20
- Total Position Vacant- 7
- Positions Hired this month- 0
- Total Applications this month – 14

ACO/Code Enforcement

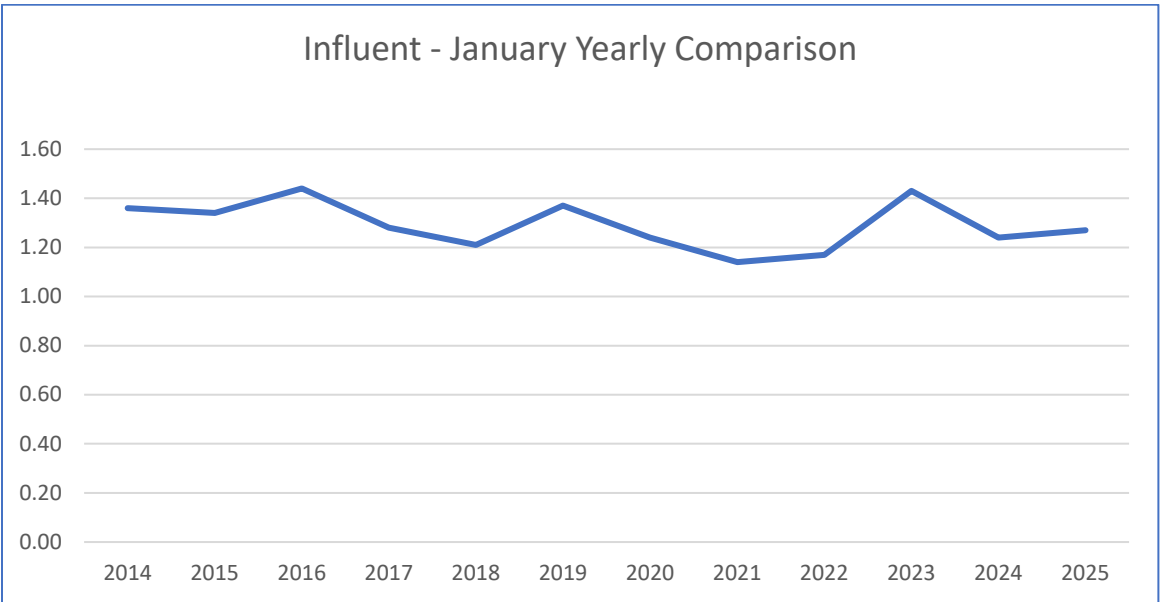
- Total Calls for Service- 72
- Citations Issued- 0
- Special Operations Conducted- 0
- Reports Taken- 0
- Total Positions Available- 4
- Total Position Vacant- 2
- Positions Hired this month-0
- Total Applications this month – 5

Criminal Investigations Division

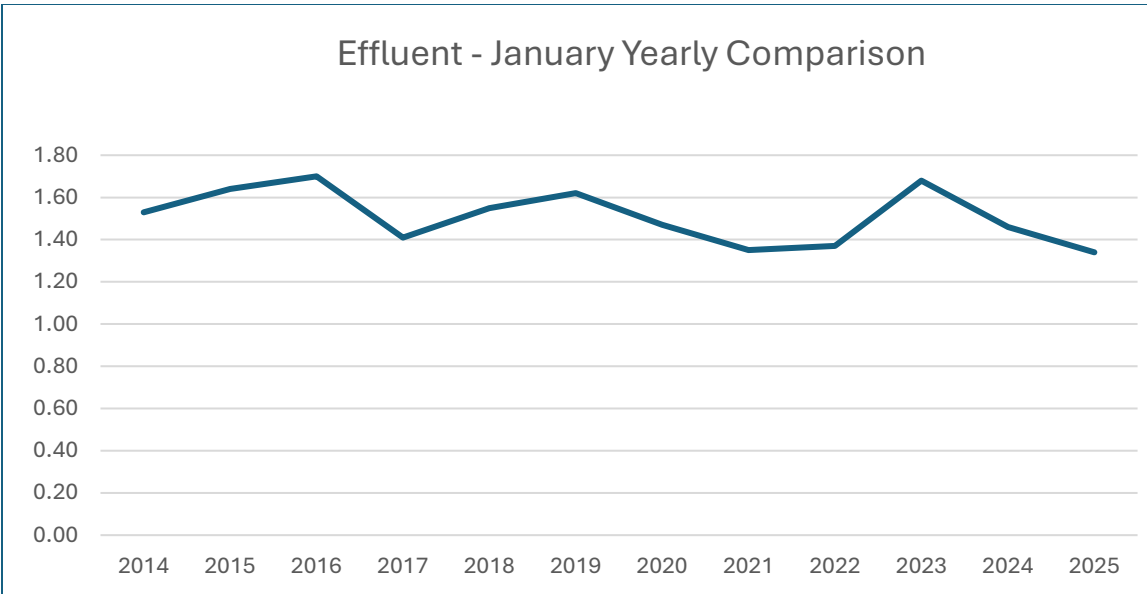
- Total Calls for Service- 10
- New Cases Received- 4
- Pending Cases- 20
- MCU Callouts - 1
- Special Operations Conducted- 0
- Total Positions Available- 4
- Position Vacant- 1-Narcotics
- Positions Hired this month- 0
- Total Applications this month-0

REGIONAL WASTEWATER TREATMENT PLANT (RWWTP)

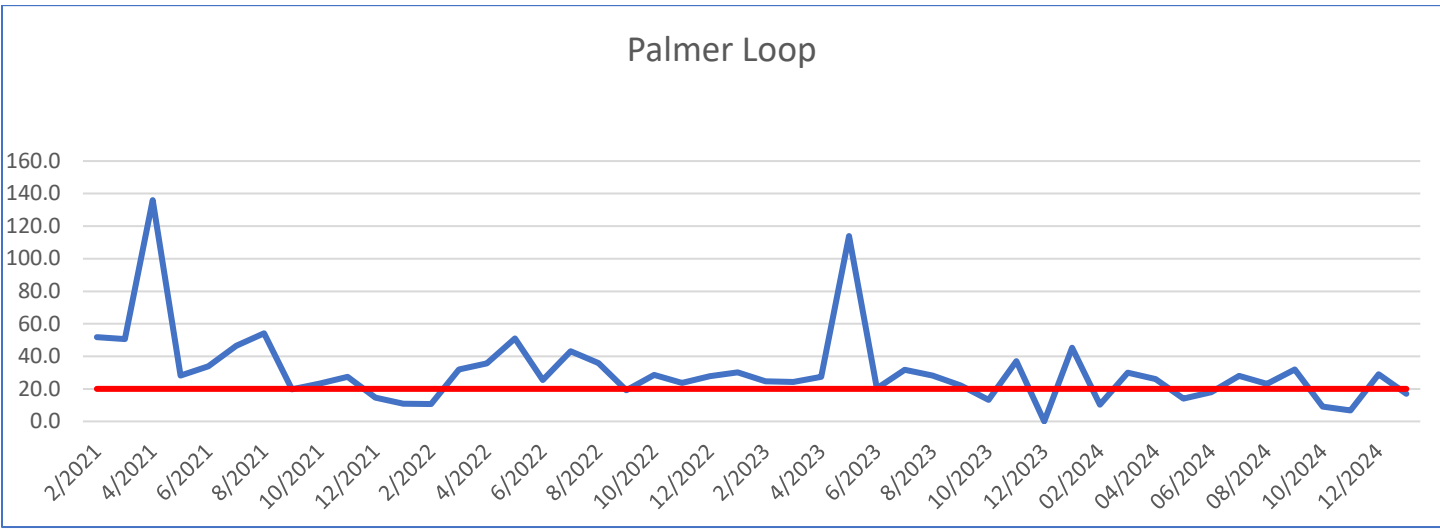
RUIDOSO - RUIDOSO DOWNS REGIONAL WASTEWATER TREATMENT FACILITY										
MONTHLY RECORD FOR INFLUENT AND EFFLUENT										
DATE	DAY	FLOW	TEMP.	pH	T.S.S.	BOD5	E. COLI	TRC ug/L	INF. T.S.S.	INF. BOD5
01/01/25	Wed	1.70	15.0	7.03	1.37	2.37		N/A	244.9	191.9
01/02/25	Thu	1.67	15.2	7.17				N/A	VSS 204.1	pH 7.52
01/03/25	Fri	1.59	15.2	7.90				N/A	VOL.83.3%	TEMP. 12.2
01/04/25	Sat	1.66	15.2	6.97	1.37	2.37		N/A	99.4	98.8
01/05/25	Sun	1.61	15.1	7.08				N/A	%removal	%removal
01/06/25	Mon	1.51	14.7	7.16				N/A		
01/07/25	Tues	1.41	14.0	7.16				N/A		
01/08/25	Wed	1.39	13.8	7.14				N/A		
01/09/25	Thu	1.32	13.4	7.06				N/A		
01/10/25	Fri	1.33	13.5	7.05				N/A		
01/11/25	Sat	1.40	13.3	7.15				N/A		
01/12/25	Sun	1.41	13.3	7.02				N/A		
01/13/25	Mon	1.37	13.1	7.13				N/A		
01/14/25	Tues	1.16	13.2	7.13			<1.0	N/A		
01/15/25	Wed	1.12	13.3	7.23	1.63	0.96		N/A	264.8	196.1
01/16/25	Thu	1.06	13.1	7.15				1	VSS 229.5	pH 7.54
01/17/25	Fri	1.27	13.3	7.27				N/A	VOL.86.7%	TEMP. 10.6
01/18/25	Sat	1.42	13.0	7.14	1.63	0.96	<1.0	N/A	99.4	99.5
01/19/25	Sun	1.41	13.0	7.10				N/A	%removal	%removal
01/20/25	Mon	1.42	13.2	7.14				N/A		
01/21/25	Tues	1.16	12.8	7.37				N/A		
01/22/25	Wed	1.27	12.9	7.23				N/A		
01/23/25	Thu	1.14	12.4	6.80				N/A		
01/24/25	Fri	1.05	12.4	7.23				N/A		
01/25/25	Sat	1.39	12.5	7.18				N/A		
01/26/25	Sun	1.32	12.4	7.07				N/A		
01/27/25	Mon	1.28	12.6	7.13				N/A		
01/28/25	Tues	1.14	12.6	7.24			1.0	N/A		
01/29/25	Wed	1.08	12.7	7.12	0.83	0.99		N/A	180.5	107.0
01/30/25	Thu	1.17	11.8	7.04				N/A	VSS 138.5	pH 7.64
01/31/25	Fri	1.36	12.6	7.10				N/A	VOL.76.7%	TEMP. 9.0
					0.83	0.99	1.0		99.5	99.1
									%removal	%removal
MONTHLY AVG.		1.34			1.28	1.44	0.50			



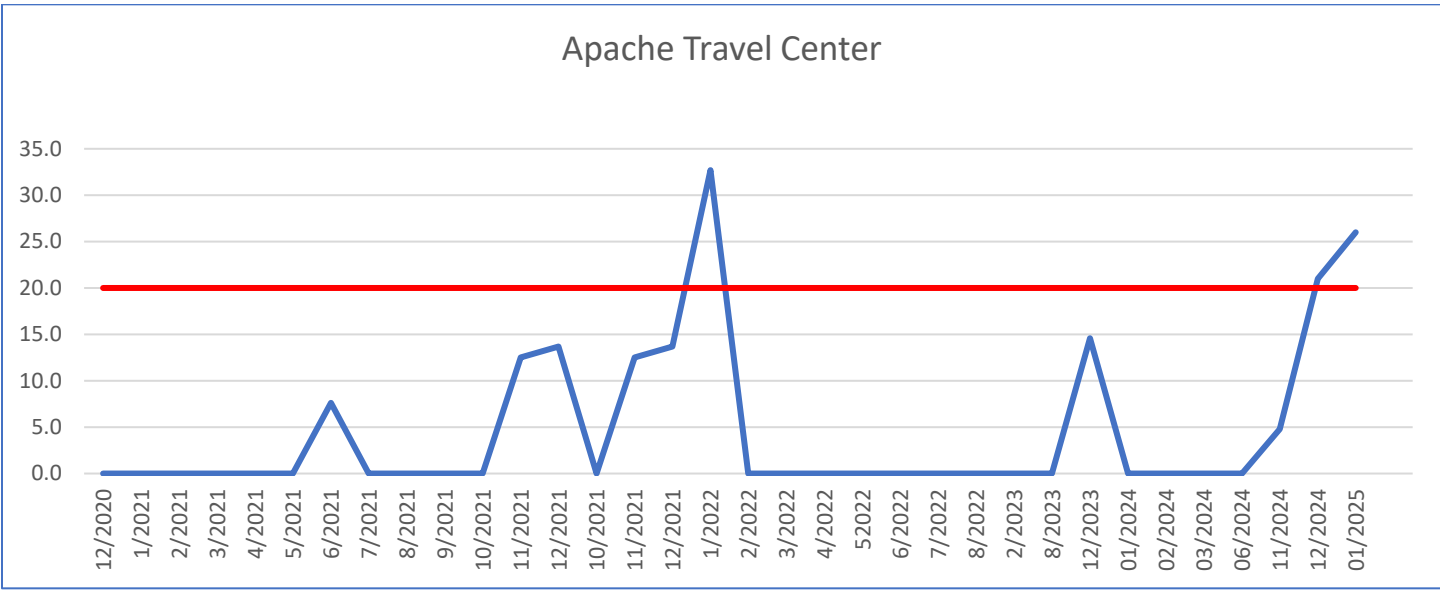
Effluent - January Yearly Comparison

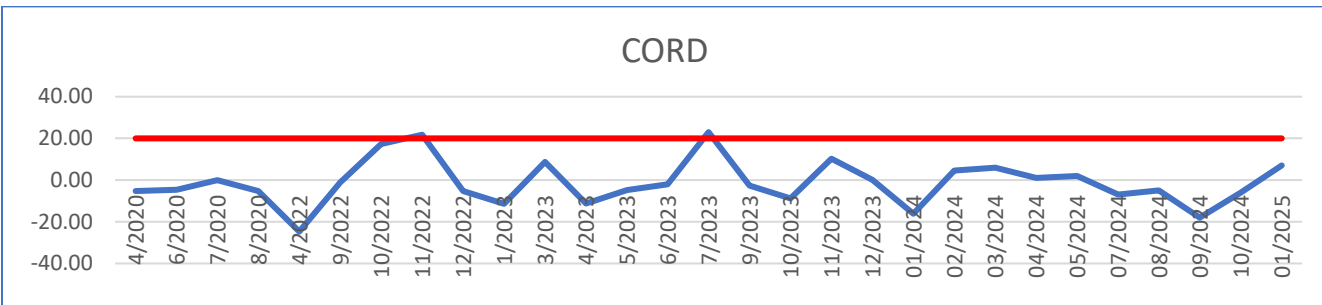
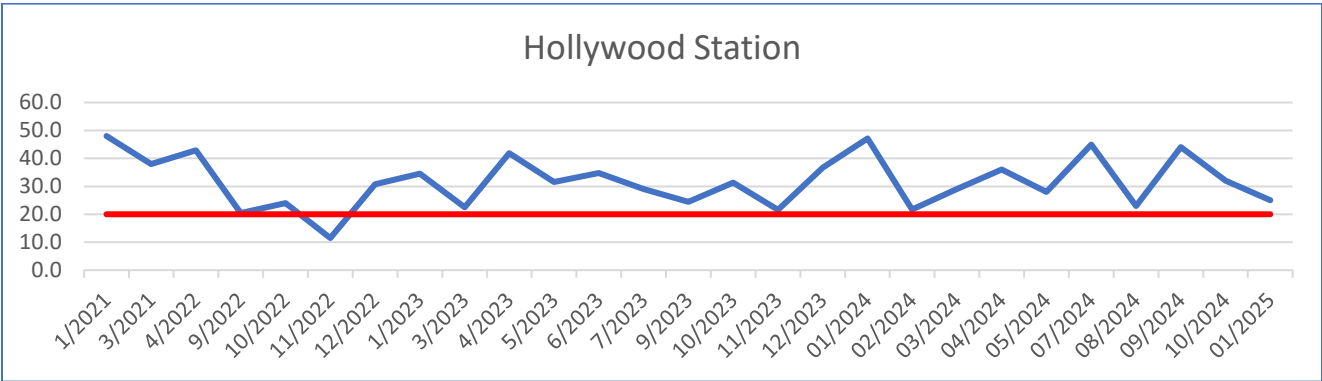
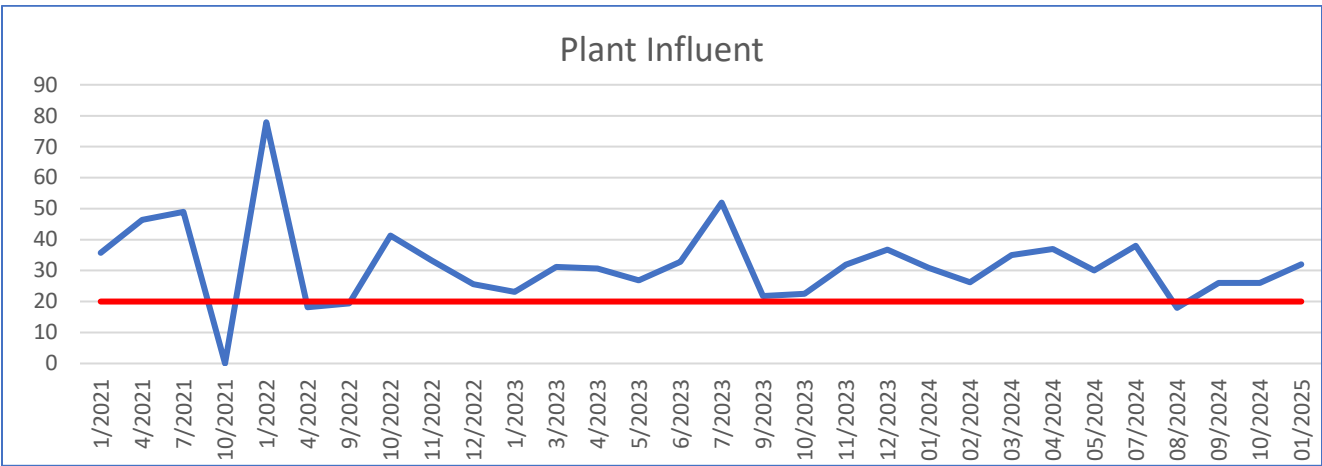
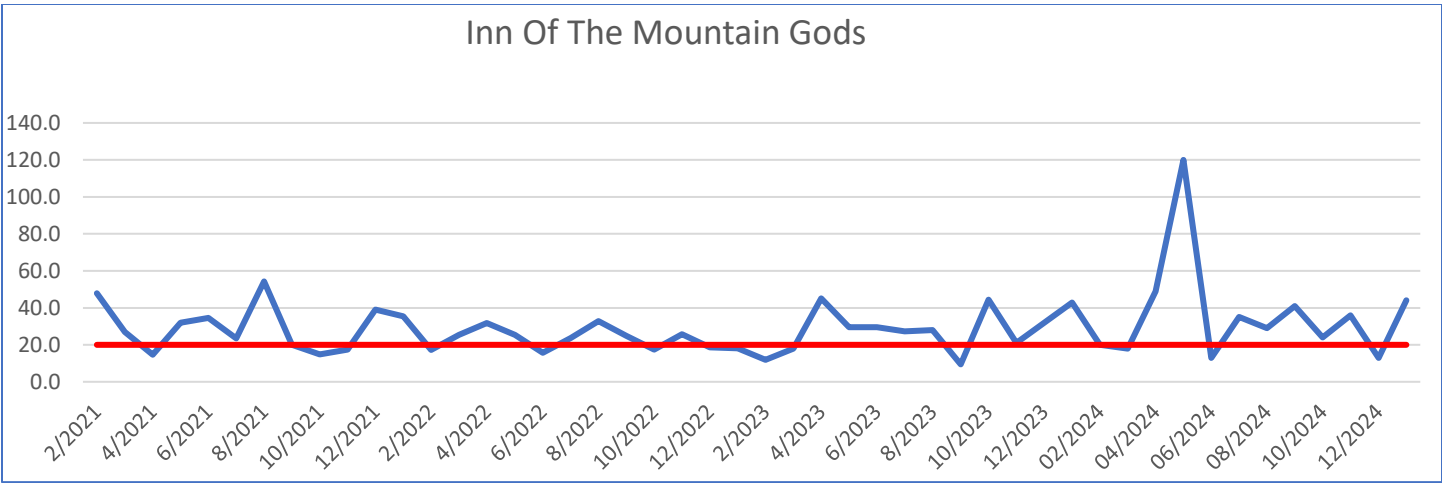


Palmer Loop



Apache Travel Center





SOLID WASTE

- The department is down one CDL truck driver and one bear mess driver.

- Grapple pick up has really picked back up. There are lots of needles falling (this time of year) and people are out cleaning; on top of forestry compliance clearing.
- We only have 2 to 3 grapple drivers running full time. We are having to pull grapple drivers to run other routes including refuse and transport.
- We are still getting a lot of illegal dumping. People are still cleaning out their homes of flood debris and others are remodeling damaged property.
- The department is getting a lot of calls wanting the flood debris picked up because it has been sitting there for a while.

Universal Waste Systems Statistics:

Listed below you will find information regarding green waste that has been collected within the Village of Ruidoso and taken to Sierra Contracting/Universal Waste Systems for disposal:

Fiscal Year		Cubic Yards of Yard Debris to Sierra Contracting	Fee	Loads
2023/2024				
JUL		5,780.00	\$56,130.66	266
AUG		4,538.00	\$44,069.37	214
SEP		4,352.00	\$42,263.09	198
OCT		3,361.00	\$32,639.30	164
NOV		3,559.00	\$34,562.12	166
DEC		3,725.50	\$36,179.03	178
JAN	UWS	4,261.00	\$41,721.91	198
FEB		2,250.50	\$56,039.41	265
MAR		3,180.00	\$31,284.76	150
APR		3,658.00	\$33,141.48	170
MAY		4,779.00	\$43,805.10	219
JUN		4,660.00	\$42,219.60	215
	TOTAL	48,104.00	\$494,055.83	2403
TONS		7215.60		

Fiscal Year	Cubic Yards of Yard Debris to Universal Waste Sys.	Fee	Loads
2024/2025			
JUL	4,090.00	\$37,055.40	191
AUG	3,377.00	\$30,396.30	160
SEP	3,456.00	\$31,311.36	165
OCT	4,451.00	\$40,326.06	211
NOV	3,625.00	\$32,842.50	172
DEC	4,438.00	\$40,208.28	206
JAN	3,676.00	\$33,304.56	169
FEB	0.00	\$0.00	0
MAR	0.00	\$0.00	0
APR	0.00	\$0.00	0
MAY	0.00	\$0.00	0
JUN	0.00	\$0.00	0
	TOTAL	27,113.00	\$245,444.46
			1274
TONS	4066.95		

Lincoln County Waste Transfer Statistics:

Listed below are the year-to-date deliveries of municipal solid waste from Lincoln County via Universal Waste Systems to the Gavilan Canyon Transfer Station:

MONTH	GROSS LOADS	GROSS TONS DELIVERED TO T.S.	PRE TAX FEE
2023/2024			
MARCH	31	197.81	\$11,447.26
APRIL	28	177.68	\$10,282.34
MAY	32	201.97	\$11,688.00
JUNE	28	177.68	\$10,282.34
JULY	27	170.97	\$9,894.03
AUGUST	28	175.13	\$10,134.44
SEPTEMBER	25	157.55	\$9,117.42
OCTOBER	26	161.71	\$9,358.16
NOVEMBER	27	170.97	\$9,894.03
DECEMBER	25	157.55	\$9,117.42
JANUARY	31	191.39	\$11,075.74
FEBRUARY	23	144.13	\$8,340.80
	331	2,084.54	\$120,631.98

MONTH	GROSS LOADS	GROSS TONS DELIVERED TO T.S.	PRE TAX FEE
2024/2025			
MARCH	26	164.26	\$9,847.39
APRIL	30	173.89	\$10,424.71
MAY	29	171.55	\$10,284.42
JUNE	20	126.55	\$7,586.67
JULY	27	170.97	\$10,249.65
AUGUST	23	134.50	\$8,063.28
SEPTEMBER	22	104.66	\$6,274.37
OCTOBER	15	98.10	\$5,881.10
NOVEMBER	23	149.22	\$8,946.34
DECEMBER	30	166.08	\$9,956.50
JANUARY	30	173.07	\$10,375.55
FEBRUARY	0	0.00	\$0.00
	275	1,632.85	\$97,889.98

Gavilan Canyon Transfer Station:

Listed below are the year-to-date deliveries of solid waste made to the Gavilan Canyon Transfer Station then transferred via transport semi-trucks to Otero-Greentree Landfill in Orogrande: (No bill to update for August 2023 or January 2025)

Fiscal Year	Solid Waste Tonnage	Fee	Loads
2023/2024			
JUL	1,109.09	\$18,074.24	50
AUG	0.00	\$0.00	0
SEP	975.73	\$16,144.42	45
OCT	932.94	\$15,298.72	47
NOV	895.73	\$14,796.86	42
DEC	857.13	\$14,096.48	42
JAN	985.51	\$16,217.86	48
FEB	804.85	\$13,286.50	38
MAR	835.98	\$13,851.32	38
APR	859.71	\$14,831.11	41
MAY	989.04	\$16,385.89	45
JUN	773.76	\$13,631.39	36
TOTAL	10,019.47	\$166,614.79	472

Fiscal Year	Solid Waste Tonnage	Fee	Loads
2024/2025			
JUL	1,111.64	\$18,849.41	46
AUG	938.31	\$15,904.37	42
SEP	862.67	\$14,643.57	38
OCT	820.19	\$13,857.64	38
NOV	827.71	\$15,314.62	38
DEC	913.16	\$15,414.01	43
JAN	0.00	\$0.00	0
FEB	0.00	\$0.00	0
MAR	0.00	\$0.00	0
APR	0.00	\$0.00	0
MAY	0.00	\$0.00	0
JUN	0.00	\$0.00	0
TOTAL	5,473.68	\$93,983.62	245

STREETS

Trimming

- Brush/Tree Trimming: stump removal

Speed Limit, Street Name & Safety Signs:

- "One Call" marking, installation, repair
- Signs
- Graffiti
- Mirror

Road and right of way maintenance: (motor grader and backhoe dirt work)

- Haul dirt/aggregates/cold mix millings:
- Jersey barrier/orange barricades - pick up barricades
- Cut road in
- Shoulder work/pick up debris
- Flood debris pile
- Install/haul rip rap
- Flood watch/debris removal/clean roads

Drainage Issues: (Ditch Cleaning, culvert maintenance, berm construction)

- Clean ditches/culverts/debris dams
- Drainage/wash outs
- Repair/install berm/swale/install culvert
- Clean/repair/drop inlet/debris dam
- Finish Drop Inlet Village Hall new parking lot

Utility Cuts: (water/sewer department and utility companies)

- Patch streets with hot mix, haul debris piles, inspections and assessments
- Haul millings
- Fix the sunken street cuts
- Street cuts

- Cold mix fills on Sudderth, Cree Meadows, High, Sunny Slope, Blue Spruce, Poco Loco, Eagle/Sudderth,

Sweeping Streets

- Swept Sudderth, and Close

Blade work and blade patching

- Repairing dirt roads/hot mix patching
- Blade work/gravel/base course/millings
- Blade patching
- Driveway apron/driveway plow damage
- Cold mix/millings on road
- Making cold mix, cold mix made
- Road/parking lot prep/repair

Pothole patching:

- Cedar Place/Birch, Deodar, E Porr, Spruce, Cummings, Cherokee, Sunny Slope, Porr, Larch, Kyle

COOP Project:

- Pave
- Clean Ditches
- Sweep

Snow/Ice/Plowing

- Plow/salt village wide

Assisting other V.O.R. departments/entities

- Traffic control barriers/cones
- Water Dept. - hauled dump truck to Tularosa

Over the Street Banners:

Guardrail installation/maintenance/repair/bridge maint./repair:

- Repair/install/reflectors/delineators
- Install bollards - RAC parking lot
- Install flashing lights
- Guardrail Maintenance - Yellow Pine, Sleepy Hollow
- Cones/barricades
- Bridge crossing repair

Paving/chip sealing/fog seal

- Pave
- Chip Seal
- Fog Seal

Stripe public parking lots and streets and curbs

- Curbs
- Stripe
- Prep paint truck to stripe various village roads

Street department news:

- Pick up broom to Albuquerque
- Maintenance work on hot plant
- Clean maintenance equipment and trucks
- Some staff to forklift class
- Maintenance Worker I - vacant

Driveway Permits:

Driveway Permits:

Red Tag Driveways:

General street repair and drainage work orders: The goal is to keep these issues moving in a timely manner.

Future and ongoing assignments and projects are as follows:

Project No. and Location	Project Fund	Type of Fund Received	Completion/ Deadline	Current Status
COOP 23-24	Application to be submitted 2/14/23 To council Asking 25% \$76,212.00 75%\$228,636.00 Total=\$304,848.00	Received: \$257,077 VOR 25% \$64,269 NMDOT 75% \$192,808	4/31/2024 12/31/2025	Resolution to council for approval of support 2/14/23. Submitted Application to NMDOT 2/22/23. Awarded Funding 06/06/23. Due to Southfork Fire & Burn Scar Flooding VOR requested NMDOT for 1 yr. extension of project, NMDOT granted extension.
MAP 2025	Application to be submitted 2/16/24 to Council Asking 25%\$94,491.25 75%\$283,473.75 Total=\$377,965	Received: \$377,965 VOR 25% \$94,491 NMDOT 75% \$283,474	6/30/2026	Resolution to Council for approval of support 2/06/24. Submitted Application to NMDOT 2/16/24. 7/2024 Awarded funding
COOP 2025	Application to be submitted 2/16/24 To council Asking: 25% \$83,591.25 75% \$250,773.75 Total=\$334,365.00	Received: \$334,365.00 VOR 25% \$83,591 NMDOT 75% \$250,774	12/31/2025	Resolution & Application to council for approval of support 2/06/24. 2/16/24 submitted application to NMDOT. 7/2024 awarded funding
COOP 2026	Application to be submitted 2/16/25			Resolution & Application to council for approval of support 2/11/25
MAP 2026	Application to be submitted 2/16/25			Resolution & Application to council for approval of support 2/11/25

TOURISM





NMTD CO-OP PROGRAM FY25

We received our NMTD Co-op Award for FY25 which will give us a \$913,300 media buy. In addition, we obtained an additional allocation of \$100,000 in incremental funds for fire recovery. Both programs are in market now.

FY25 New Mexico True CoOp MMP Production Summary						
Organization Name: Ruidoso - Fire Recovery Incremental Plan						
MEDIA TYPE	INITIATIVE	DETAILS	#	TARGETING	IN-MARKET DATE(S)	PARTNER INPUTS
CONTENT / ORGANIC SOCIAL	In-State Social Content Fire Recovery Missions x2	NM Influencers Caitlin & Amy (Simply Social) make 2 strategically timed trips to highlight the recovery, the community pulling together, and how New Mexicans can help (and come back when the time is right). Focused talking points & features	2	In-State	Mid-August / September Content Capture	INPUT FORM (Key Messaging)
CONTENT / ORGANIC SOCIAL	Custom Fire Recovery Regional Micro-Influencer content for Paid Social Distribution (Insta Reels)	\$-10 in-state/W Texas influencers	1	In-State, West Texas	Mid/Late September	
DIGITAL	Meta Paid Ads Package: FB Video + Static; Instagram Reels	View	1	West Texas		SUBMIT FACEBOOK STATIC INPUTS SUBMIT INSTAGRAM STATIC INPUTS
DIGITAL	Managed Search	Focused search effort to drive traffic to right places for early recovery conversion	1	TBC		
DIGITAL OOH	Albuquerque Programmatic Digital Out-of-Home (6 weeks)	View	1	ABQ	Mid-Aug/Sept	Use provided OOH ad templates on Brand Resource Hub.
DIGITAL OOH	West Texas Programmatic Digital Out-of-Home (6 weeks)	View	1	Amarillo, Lubbock, Midland/Odessa	Mid-Aug/Sept	Use provided OOH ad templates on Brand Resource Hub.
DIGITAL OOH	El Paso Programmatic Digital Out-of-Home (6 weeks)	View	1	El Paso/LC	Mid-Aug/Sept	Use provided OOH ad templates on Brand Resource Hub.

TOURISM - TOP PERFORMING SOCIAL POSTS

Top performing Facebook posts in January in terms of impressions:

 <p>Impressions: 70,016</p>	 <p>Impressions: 40,372</p>	 <p>Impressions: 32,291</p>	 <p>Impressions: 28,506</p>
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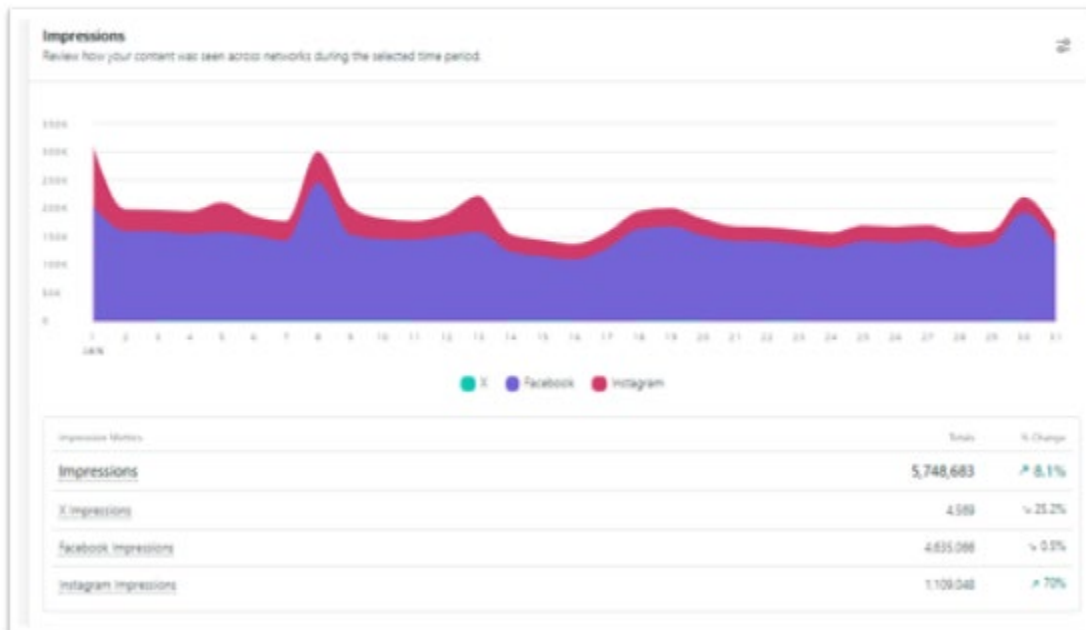
SOCIAL OVERVIEW: JAN 2025

Tourism Social Sites



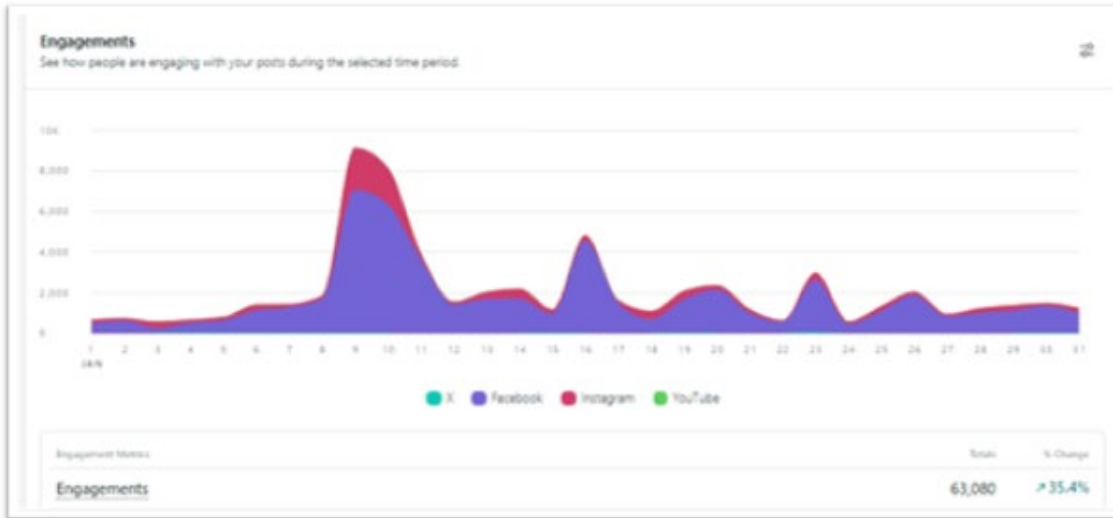
IMPRESSIONS: JAN 2025

Tourism Social Sites



ENGAGEMENT: JAN 2025

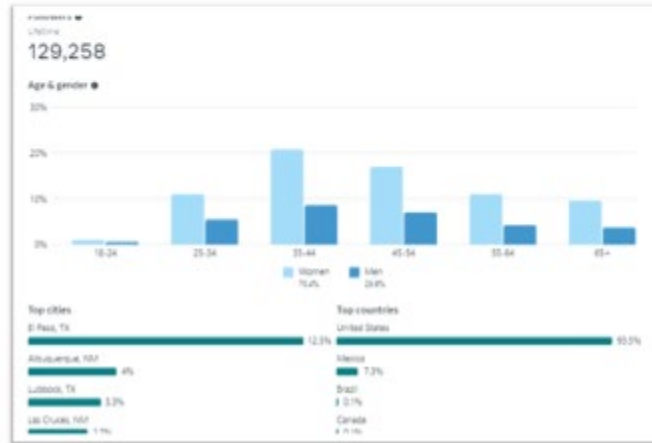
Tourism Social Sites



TOURISM AUDIENCES

Audience demographics of the followers on Tourism social

Facebook page



Instagram page




MUNICIPAL - TOP PERFORMING SOCIAL POSTS

Top performing Facebook posts in January in terms of impressions:

Village of Ruidoso
Wed 1/8/2025 9:27 am MST


Due to snow and ice North Grindstone Canyon Road is closed



Impressions: 35,504

Village of Ruidoso
Thu 1/9/2025 12:00 pm MST


A special message to our friends in the County of Los Angeles and County of Ventura - Government area... As a...



Impressions: 33,067

Village of Ruidoso
Tue 1/14/2025 6:10 pm MST

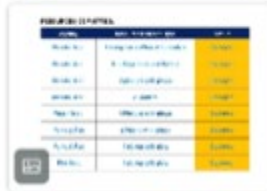
Join the newly formed Short-Term Rental Sub-Committee for a Town Hall Meeting to discuss the impact of short-term rentals ...



Impressions: 20,447

Village of Ruidoso
Wed 1/8/2025 12:25 pm MST

Shout out to all of the Village crews who have been hard at work on the streets and sidewalks keeping our community...



Impressions: 15,214

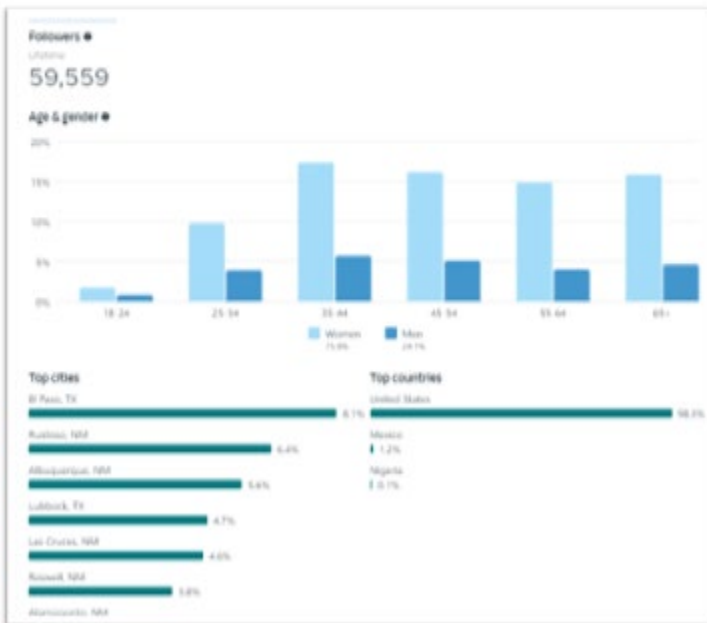
SOCIAL OVERVIEW: JAN 2025

Municipal Social Sites



MUNICIPAL AUDIENCE

Audience demographics of the 59,559 followers on the Municipal Facebook page:



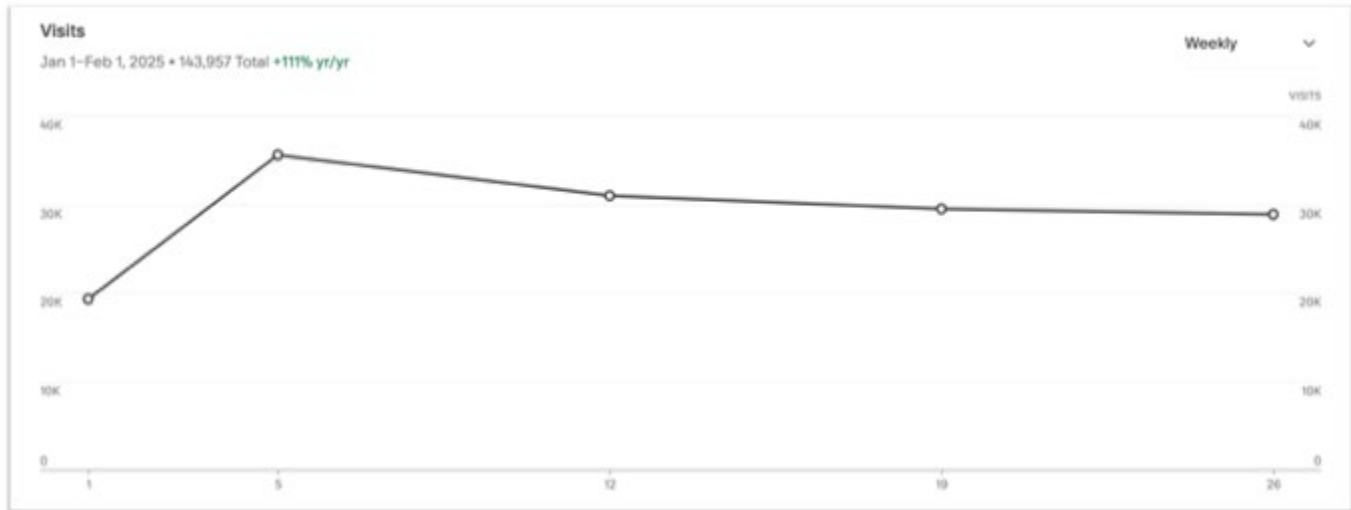
WEBSITE –TRANSLATION TOOL



There were a record number of 1,177 translations by visitors during the month of January.

In total, the tool has been used 6,324 times in the past 12 months.

WEBSITE ANALYTICS TOURISM: JANUARY



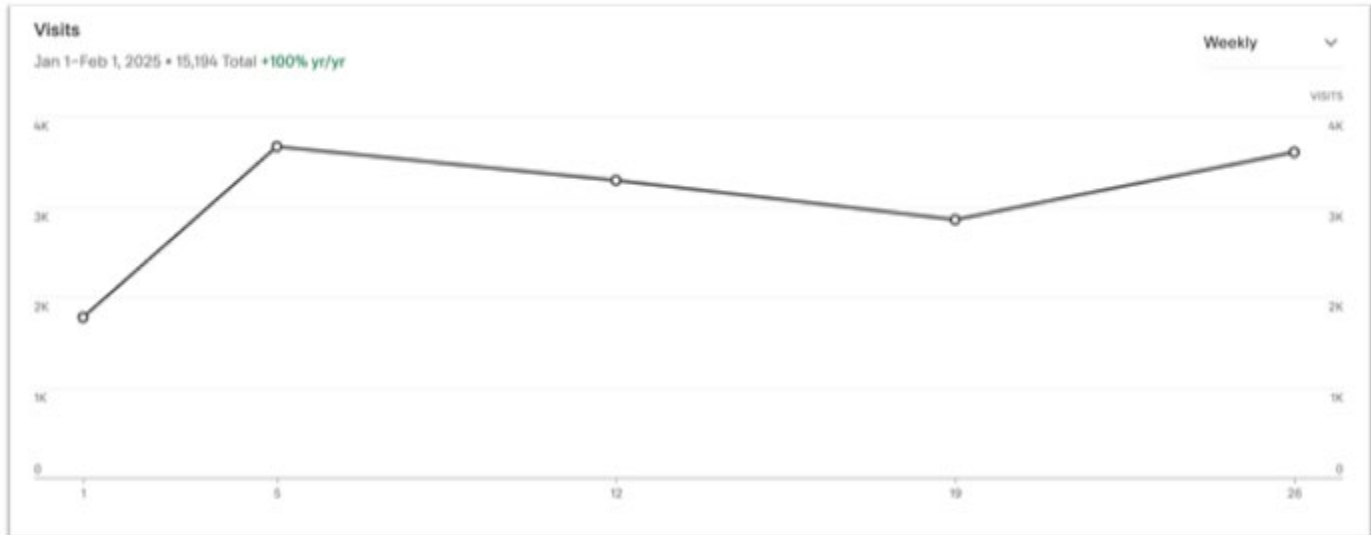
WEBSITE ANALYTICS TOURISM: GEOGRAPHIC STATS

▼ Texas	69,011
Dallas	20,021
El Paso	13,796
Others	4,292
Houston	2,324
Lubbock	1,856
Arlington	1,698
Unknown	1,621
Fort Worth	1,611
Austin	1,476
San Antonio	1,392
Irving	1,321
Midland	
Amarillo	

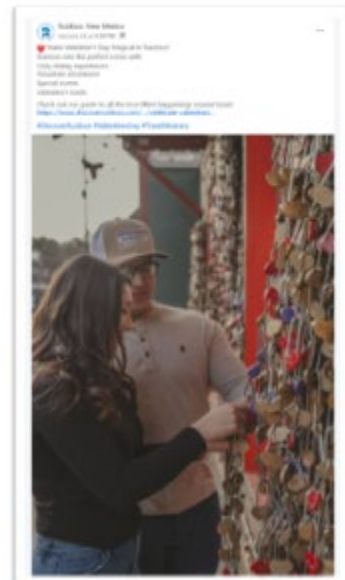
Texas continues to be our biggest audience on DiscoverRuidoso.com and for the second month in a row, Dallas is leading El Paso in traffic to the website.

▼ New Mexico	6,420
Albuquerque	3,499
Las Cruces	1,334
Alamogordo	1,004

WEBSITE ANALYTICS MUNICIPAL: JANUARY VISITS



JANUARY SOCIAL MEDIA



JANUARY DIGITAL



Ski New Mexico



Go-NewMexico



Military – Ft Bliss & HAFB

JANUARY PRINT



San Antonio Magazine – Jan/Feb issue

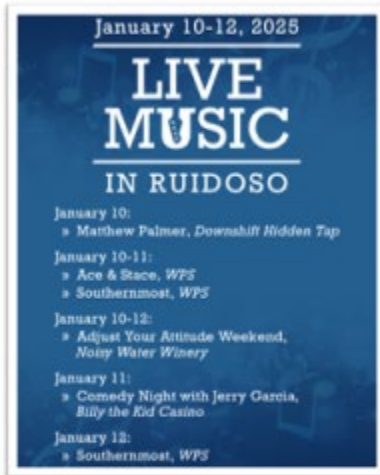
JANUARY BILLBOARDS



Our digital billboards in El Paso & Albuquerque featured a variety of winter messages in January. The same executions ran on I-10 in El Paso



JANUARY EVENTS



Live Music all Month



State of the Village Meeting



Short Term Rentals Town Hall

UPCOMING EVENTS

6th Annual Bunny Run/Walk and Easter Egg Hunt

RUN RUIDOSO

Saturday, April 19, 2025

7:00 AM race start
before the Easter Egg Hunt
Cedar Creek Recreation Area Trails

Scan below to register or register in person on the day of the race from beginning at 6:15 AM
\$25 registration fee. \$5.00 of each ticket will go to the Lincoln County Food Bank.

DiscoverRuidoso.com

VINES IN THE PINES ART AND WINE FESTIVAL

February 15-16, 2025

Take your time and enjoy wine by the glass while you shop through over 50 of our local vendors who feature handmade goods such as gourmet cheeses and candies, handmade crafts, and specialty items showcased by each vendor.

Tickets include entry, complimentary wine glass, AND savings at each winery!

Hours: Saturday and Sunday, 12:00 - 6:00 pm.

TAP HERE FOR MORE INFO

DiscoverRuidoso.com

With the State SR Walk & Bike

RUN RUIDOSO

Saturday, March 16, 2025

10:00 AM race start
White Mountain Recreation Complex

Scan below to register or register in person on the day of the race beginning at 6:15 AM and walk only at the State Park parking lot. All event registrations are handled by Lincoln County Food Bank.

DiscoverRuidoso.com

PR: JAN 1-31, 2025



Total Mentions: Distribution of clips over time. Each clip counts as one mention

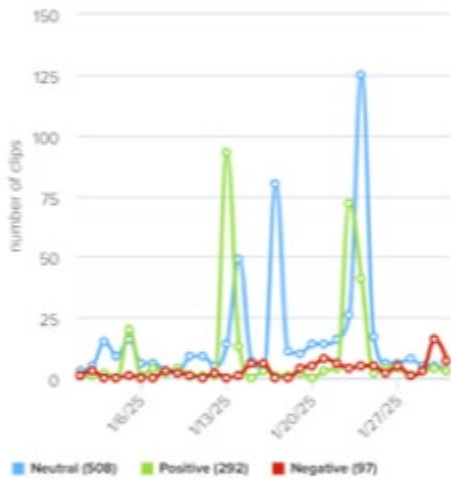
Reach: Distribution of clips over time based on their reach. Print/broadcast is based on circulation/viewership. Online is based on unique visitors per month.

Value of Coverage: Distribution of the publicity value. Each clip's value is calculated using a formula given to each outlet.

PR: JAN 1-31, 2025

Sentiment

Sentiment Over Time



Sentiment Over Time: This is the distribution of sentiment tagged as positive, negative, or neutral as by calculated auto-toning.

Share of Sentiment

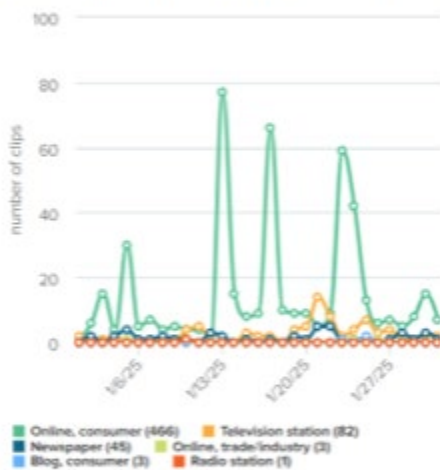


Share of Sentiment: Breakdown of clips based on their sentiment by positive, negative, or neutral as by calculated auto-toning.

PR: JAN 1-31, 2025

Coverage by Media Type

Trend of Coverage by Media Type



Trend of Coverage by Media Type: Distribution of the media type of all included clips. Each clip counts as one mention towards its media type.

Share of Coverage by Media Type



Share of Coverage by Media Type: Breakdown of clips based on their media type.

NMTD CO-OP PROGRAM FY25

- Sampling of our winter creative below
- Round 3 of creative was submitted 1/15



NEW MEXICO + TRUE

WATER DISTRIBUTION / WASTEWATER COLLECTIONS

Water crew responded to and completed the following

- 3/4" line leaks-7
- 1" line leaks-2
- 2" line leaks-9
- 4" line leaks-1
- 6"-line leaks-3
- 8" line leaks-2
- Fire Hydrant Repair/Maintenance-3
- Frozen lines – 5

Meter crew responded to and completed the following

- Prv's and meter maintenance- 18
- Leaks- 200
- Work orders- 248
- Shut off's – 28

Sewer crew responded to and completed the following

- Rodded 3355 feet-
- 955 feet- Service lines
- 2400 feet- Main lines
- Blockages- 12
- Customer-7
- VOR-5

- Repairs-1
- Lines-1

WATER PRODUCTION

Top priorities for Water Production— Tank Restoration Phase 1, Alto Lake Dam Analysis Evaluation and Design, Upper Canyon Diversion Project, & Two Rivers rehabilitation design.

- Eagle Creek Diversion – Diverting – 109 gpm into Alto Reservoir (Depends on the ntu's and availability).
- Upper Canyon Diversion – Diverting – 0 gpm into Grindstone Reservoir (Hollywood staff gauge is at 4.54 cfs)
- Alto Lake to Plant 3 – 199 gpm (Started pumping water on 12/31/24)
- Grindstone Reservoir level Elevation – 6885.6 – 33.97' (from spillway).
- Well Operations Plan – Eagle Creek water (when available), NF4, NF3, NF1, Green Well, & A-1, A-2, A-3, A-4, Apple Orchard, Middle Gavilan, Fault, and Brown Well.
- Alto Lake Dam – The application for 2024 FEMA High Hazard Potential Dam (HHPD) Rehabilitation Grant (through the Office of the State Engineer Dam Safety Bureau)
- for an investigation and alternatives design analysis to address dam safety deficiencies at Alto Lake Dam in
- Lincoln County was submitted in November 2024.
- Little D Tank Rehabilitation Project –D&R Tank Completed the primer on the inside & outside of tank.
- Back Wash Tank – 21.94'
- Grindstone Lake Temp – 37.3°F.
- Disaster Engineering Consultant – Took Dennis to all the structures that were affected from the floods and fire and sent him all supporting documentation to be submitted to FEMA for reimbursement.
- The Water Production Department - Will be hosting the Sanitary Survey Training for NMED in the second week of July 2025.

Plant #4

- Grindstone Tank level (3 million) = 46.7' / 51.9' (Overflow) (1/04/25).
- Raw Water = 423,000 gallons (1/04/25).
- Water produced = 394,000 gallons (1/05/25).
- Completed monthly fire extinguisher inspections at plant 4 on 1/25.
- Filter 4 was completed and is back in service.
- Painted outside of Filter 4.
- Plant operators are adjusting polymer flow rates as needed.
- Actual % TOC removal was 25.8%.
- Operating 3 filters at 150 gpm.
- Generator test (without load) is every Wednesday at 9:00 a.m. (SCADA alarms when generator starts and shuts down).
- Generator test (with load) is once a month on the first at 9:00 a.m.
- Performing cleanup inside of Plant 4.
- Reorganized the maintenance room at Plant 4.

Plant #3

- West Alto Tank level (5 million each) = 57.8' / 57.8' (Overflow) (1/04/25).
- East Alto Tank level (5 million each) = 55.9' / 57.2' (Overflow) (1/04/25).
- Water production – 1,267,000 gallons (1/04/25).
- Raw water to plant – 1,408,000 gallons (1/04/25).
- Alto Lake to Plant 3_– 199 gpm (Started pumping water on 12/31/24)
- Completed monthly fire extinguisher inspections at plant 3 on 1/25.
- Water Plant Operators are running Zeta Potential Analysis daily and adjusting polymer as needed.
- Eagle Creek flow - 67 gpm.
- Operators are utilizing zeta potential data to make polymer adjustments to optimize plant performance.
- Generator test (without load) is every Wednesday).
- Generator test (with load) is once a month.
- Actual % TOC removal was 8.1.
- The maintenance crew completed the clearwell pipe painting project.
- The maintenance crew is painting the floor in the clearwell.

Wells/Booster Stations & Misc. Items

- Performing weekly maintenance and pump rotations at pumphouses.
- Completed monthly fire extinguisher inspections at all pumphouses in 1/25.
- Monitoring PRV's daily and repairing as needed.
- Received a quote for the fence repair at Cherokee well/interconnect.
- Received the new VFD for the SBRA pumphouse.
- Production crew removed the mud out of the back room at Plant 1.
- Coats Pump and Supply replaced the pump/motor at NF1 Well and well is back in service.
- Wells are being rested in the Alto area and water is being pumped from Alto Reservoir to Plant 3.

Projects.

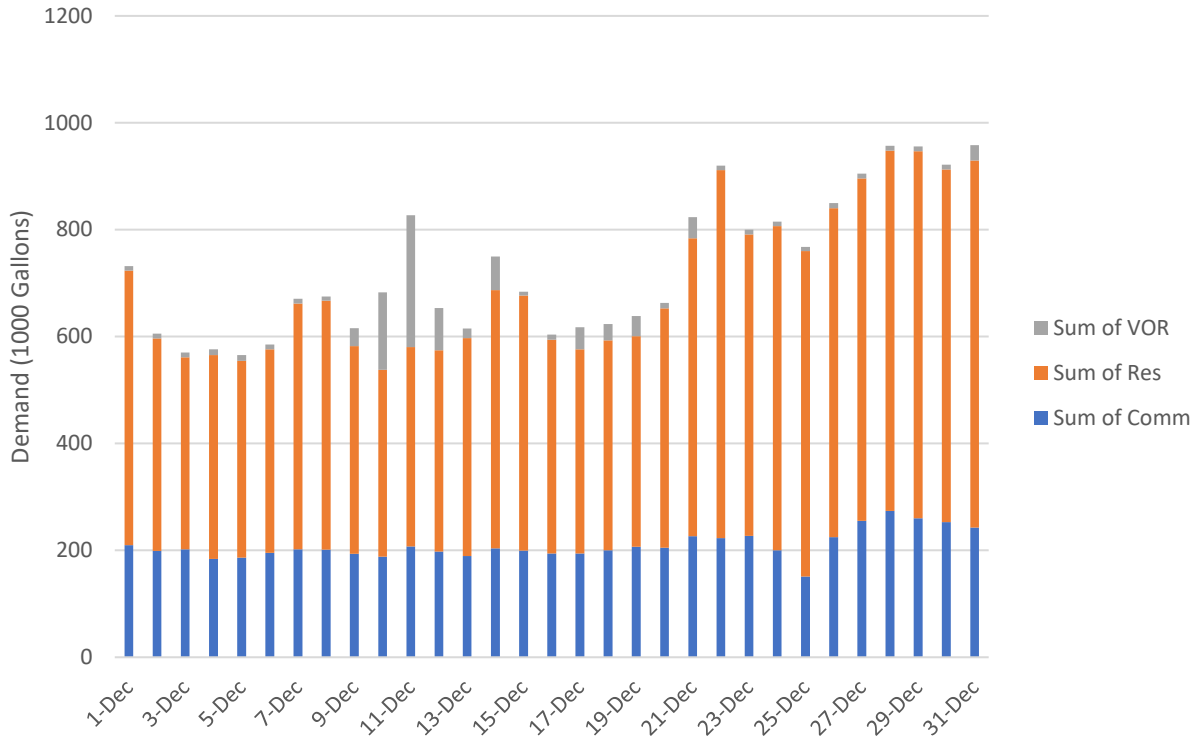
- Little D tank rehabilitation project – D&R Tank Completed the primer on the inside & outside of tank. The crew will be coating the tank for the next two weeks.
- The application for 2024 FEMA High Hazard Potential Dam (HHPD) Rehabilitation Grant was submitted in November 2024. The grant application was also submitted to the Water Trust Board.
- Hasse Construction will the warranty repairs on the principal spillway (S-11 area). The work will be completed when the temperature is warmer.

NMED/EPA/OSE

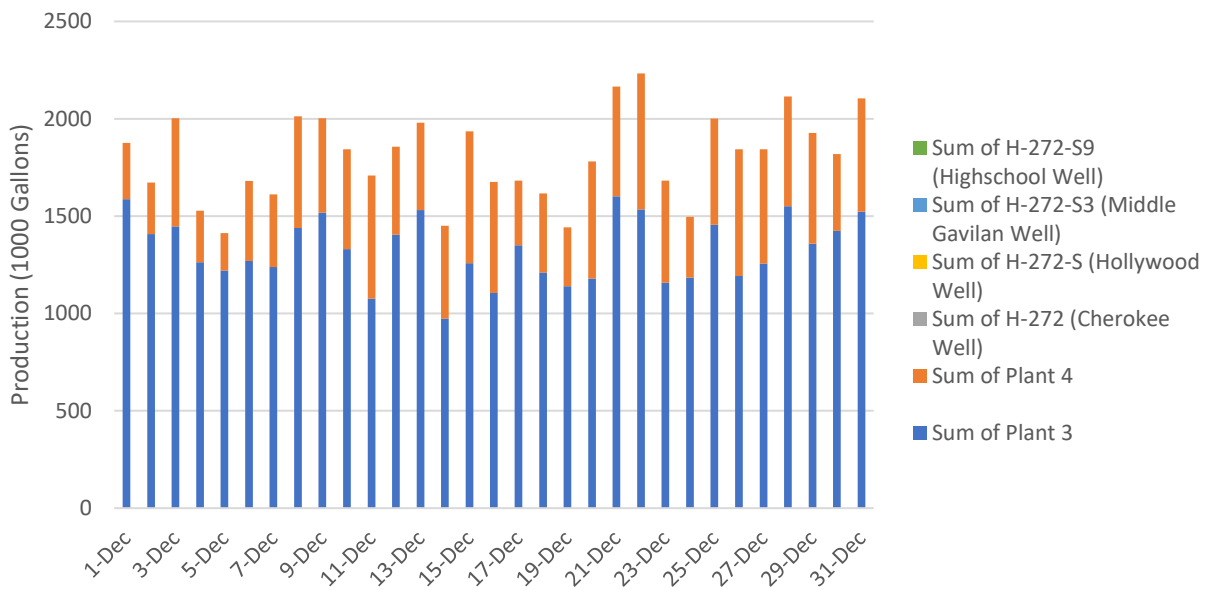
- Completed (20) Bac-T sampling for January.
- Completed January TOC samples for plant 3 & 4.
- Completed SUVA samples for January.
- Submitted January MOR to NMED on 1/07/2025.
- Submitted Seepage data to NMOSE- DSB on 1/08/2025.

WATER RESOURCE

Water Demand



Water Production



WINGFIELD HERITAGE HOUSE MUSEUM

January at the Museum

- The paint was sagging and distressed on an area of the ceiling, downstairs near the kitchen. White Sands construction opened a section of the ceiling to see if there was an active leak in the area. They didn't find any evidence of an active leak and concluded that the area may have still been damp from an old leak when that area was sealed during the construction phase. They repaired, patched, and painted the area. We are keeping an eye on it to see if any further damage happens.
- The Wingfield Family and the Museum were highlighted in the "Southern New Mexico Historical Review," published annually by the Doña Ana County Historical Society. Stephanie will be giving a lecture to their membership in March.
- The Friends of the Wingfield Heritage House Museum has been created and granted a 501c3 non-profit designation. We are looking for board members to get the organization started.
- We have over 1100 catalog records in the PastPerfect database, mostly photos and archive materials.
- The January episodes of Ruidoso Rewind included Lincoln County in 1909, The Founding and History of Lincoln County, Historian Eve Ball, and Sheriff Pat Garrett. So far, we have broadcast 44 episodes.
- Stephanie has been working on getting some Spring programs together and getting ready to change out one of the temporary exhibit galleries.



Della Wingfield's Oath of Office to be Deputy Postmaster of Ruidoso, 1930.



Postcard of US 70, west of Ruidoso, late 1930s

AGENDA MEMORANDUM

Village of Ruidoso

Village Manager Report - 2.

To: Mayor Crawford and Councilors

Presenter(s): Michael Martinez, Deputy Manager
Ashlie Carabajal, Water Resource Manager

Meeting Date: February 11, 2025

Re: Update on Flood Plain Mapping

Item Summary:

Update on Flood Plain Mapping

Financial Impact:

None

Item Discussion:

Update on Flood Plain Mapping

Recommendations:

None

AGENDA MEMORANDUM

Village of Ruidoso

Public Hearings - 1.

To: Mayor Crawford and Councilors

Presenter(s): Alex Koenig, Community Development Director,
Michael Martinez, Deputy Village Manager,
Chrysanti Jones, Short-Term Rental Administrative Assistant II

Meeting Date: February 11, 2025

Re: Public Hearing for Adoption of Ordinance 2025-01, an Ordinance Amending the Village of Ruidoso Municipal Code of Ordinances Chapter 543, Land Use; Article II-Land Development Code; Division 4-Zoning Districts; Section 54-72-Overlay Zones; and Appendix A- Fees, Fines and Penalties.

Item Summary:

Public Hearing for Adoption of Ordinance 2025-01, an Ordinance Amending the Village of Ruidoso Municipal Code of Ordinances Chapter 543, Land Use; Article II-Land Development Code; Division 4-Zoning Districts; Section 54-72-Overlay Zones; and Appendix A- Fees, Fines and Penalties.

Financial Impact:

Proposed Short-Term Rental Permit Fee Increased from \$115.00 to \$565.00 to cover cost of service for the Short-Term Rental program and impacts adjustment to municipal services.

Request budget to support cost of service and impact to municipal services totaling the amount of \$678,000.00. Breakdown based upon permit fee times 1,200 short-term rental permits.

Personnel \$433,000.00 :

- Short-Term Rental Personnel: \$180,000.00 (new inspector-full time and adjustment to current Short-Term Rental Administrative Assistant salary)

Public Safety Personnel (Fire, Police, Code Enforcement) \$125,000.00

Public Works Personnel (Streets, Solid Waste, Utilities) \$100,000.00

Forestry Personnel \$28,000.00

Program Operations: \$110,000.00

Vehicle (new for inspector) \$60,000.00

Tablets (administrator and inspector) \$4,000.00

Cell Phone (administrator and inspector) \$1,500.00
Desktop Computer (inspector) \$2,000.00
Office Non-Cap Furniture (inspector) \$2,000.00
Staff Training (program, travel and lodging accommodation) \$6,000.00
STR Operator Management Training (video component production) \$10,000.00
General Office Supplies \$5,000.00
Legal Fees: \$2,000.00
Clothing (uniforms) \$500.00
Fuel \$1,000.00
Vehicle Maintenance \$1,000.00
Postage \$15,000.00

3rd Party Software and Services \$135,000.00 (prices based on 1500 permits)

*Software \$40,000.00
*Program Outreach \$15,000.00
*Online Registration Portal \$15,000.00
*Lodgers' Tax Remittance Portal \$15,000.00
*24-Hour Complaint Hotline and Portal \$30,000.00
*Public Information Front Facing Portal \$10,000.00
*Inspection Module \$10,000.00

Item Discussion:

A Short-Term Rental Sub-Committee was formed in Spring 2024 which consists of three Planning Commission Members and four Staff members of the Village of Ruidoso. There were four public sessions held to gather and identify concerns from the members of our community, Short-Term Rental Owner Operators and Property Management companies. During the course of the last eight months, the provided ordinance amendments and fee modification proposal have been drafted.

These modifications are intended to address quality of life and safety concerns including the adjustment to occupancy of the rental properties, prohibition of fire-pits, and strengthen the permit revocation and suspension process. The permit fee increase is to sustain the cost of operation of the Short-Term Rental program, as the current budget is utilizing Lodgers' Tax to support the full software and a portion of the personnel cost. The proposed permit fee increase will provide for an additional inspector to accommodate the new inspection schedule and to relieve the current building inspectors to perform inspections on the rebuilding of our community. Additional funding will also be provided to Public Safety, Public Works, and Forestry to offset the costs of enforcement and impacts on service from Short-Term Rentals.

By obtaining a new identification and permitting software, the number of Short-Term Rentals operating without a permit and not submitting Lodgers Tax will be reduced and the impacts to the community and infrastructure are accounted for and addressed. A public portal will make updated and accurate information available to the public on Short-Term Rentals in the Village. The benefit of the 24-hour call center and hotline will ensure accountability of Short-Term Rental Owners and Managers and will alleviate the undue burden of calls to our Dispatch Center.

The Planning Commission held a public hearing on February 4, 2025, and unanimously recommended approval of the proposed ordinance to the Village Council for adoption.

Recommendations:

To Approve Adoption of Ordinance 2025-01,an Ordinance Amending the Village of Ruidoso Municipal Code of Ordinances Chapter 543, Land Use; Article II-Land Development Code; Division 4-Zoning Districts; Section 54-72-Overlay Zones; and Appendix A- Fees, Fines and Penalties.

ATTACHMENTS:

Description

Proposed Ordinance 2025-01

VILLAGE OF RUIDOSO

ORDINANCE 2025-01

AN ORDINANCE AMENDING THE VILLAGE OF RUIDOSO MUNICIPAL CODE OF ORDINANCES CHAPTER 54, LAND USE; ARTICLE II- LAND DEVELOPMENT CODE; DIVISION 4-ZONING DISTRICTS; SECTION 54-72 – OVERLAY ZONES; AND APPENDIX A—FEES, FINES, AND PENALTIES.

WHEREAS, THE Governing Body of the Village of Ruidoso is updating the Short-Term Residential Rental Overlay Zone to reflect the current applicable building codes; and

WHEREAS, The Governing Body of the Village of Ruidoso has determined that these amendments are necessary; and

WHEREAS, The Planning Commission and the Governing Body have conducted a duly advertised public hearing to consider this ordinance and unanimously recommends approval and adoption; and

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the Village of Ruidoso that Chapter 54, Article II, Division 3, Section 54-72 is hereby amended by the addition of new text and modification or deletion of existing text as follows:

The strike out language is to be removed, and the additions to the section are bold and underlined.
--

Sec. 54-72. Short-term residential rental overlay zone.

- (a) Purpose of zone. The Governing Body of the Village of Ruidoso finds and declares as follows:
- (1) Short-term residential rentals provide a community benefit by expanding the number and type of lodging facilities available to seasonal visitors.
 - (2) Short-term residential rentals are not commercial but are strictly a residential use of the property under the Village of Ruidoso Municipal Code.
 - (3) The provisions of this section are necessary to prevent a burden on village services and impacts on residential neighborhoods posed by short-term residential rentals.
- (b) Applicability of requirements. This overlay zone applies to all non-commercial residential property within the village regardless of the zoning district. These requirements ~~of section 54-72~~ shall apply to dwelling units that are rented at some time during the year for a short duration that are not part of a commercial business enterprise such as a hotel, motel or commercial cabin rental located on a single lot or a group of contiguous lots within a commercial zoning district. These requirements do apply to individual dwelling units on non-contiguous property owned and operated by a hotel, motel or commercial cabin rental owner.
- (c) Definitions. For purposes of this section, the following words and phrases shall have the meaning respectively ascribed to them by this subsection:
- (1) Local contact person means an owner, representative of the owner or local property manager who lives in the Village of Ruidoso or within proximity of the village limits such that he/she is available to respond within an hour or less to tenant and neighborhood questions or concerns and is authorized to respond to any violation of this section and take remedial action.

- (2) Managing agency or agent means a person, firm or agency licensed with the New Mexico Real Estate Commission representing the owner of the residential rental, or a person, firm or agency owning the residential unit.
- (3) Operator means the person who is proprietor of a residential rental, whether in the capacity of owner, lessee, sub-lessee, or mortgagee in possession.
- (4) Owner means as defined in section 1-2 of this Code.
- (5) Remuneration means compensation, money, rent, or other consideration given in return for occupancy, possession or use of real property.
- (6) Rent means the consideration charged, whether or not received, for the occupancy of space in a residential rental, valued in money, whether to be received in money, goods, labor or otherwise, including all receipts, cash, credits, property and services of any kind or nature, without any deductions therefrom whatsoever.
- (7) Short-term residential rental means a dwelling unit or ~~one-bedroom~~ **single-booking** within a dwelling unit including either a single-family detached or multiple-family attached unit, rented for the purpose of overnight lodging for a period of not less than one night nor more than 29 consecutive days to the same person or persons
- (8) Sleeping unit as defined by the International Building Code, 2015, and as amended, means a room or space in which people sleep, which can also include permanent provisions for living, eating, and either sanitation or kitchen facilities, but not both. Such rooms and spaces that are also part of a dwelling unit are not sleeping units.
- (9) Third-party internet listing service means an internet-based (or online) marketplace that connects owners of short-term residential rentals to potential renters by way of a website and in exchange for a service fee. Third-party listing agent shall not mean local contact person or managing agency or agent as defined in this chapter.

(10) Short-Term Rental Occupant(s) a transient person or group of transient persons in which lodging is provided and offered for compensation.

- (d) Short-term residential rental permit required. No owner of a residential dwelling unit shall rent the unit for a short term without having a current valid short-term residential rental permit issued by the Village of Ruidoso. Short-term residential rental permits are issued to the owner for a period of one year and are non-refundable. **A permit shall not be issued until the application is verified for compliance and the property has passed a compliance inspection by the Village of Ruidoso staff.**
 - (1) Nothing contained within this section shall be construed to abridge the ability of bona fide neighborhood covenants and/or deed restrictions to be more restrictive than the regulations within this section. Such covenants and deed restrictions shall not be enforceable by the Village but remain the responsibility of property owners to ensure compliance within the applicable neighborhood.
- (e) Application for short-term residential rental permit. The dwelling unit owner or managing agency shall apply to the village for a short-term residential rental permit and supply, at a minimum, the following information:
 - (1) The name, address, email address and contact telephone numbers (including 24-hour emergency contact number) of the owner of the residential rental for which the permit is to be issued.
 - (2) The name, address, email address and contact telephone numbers (including 24-hour emergency contact number) of the agent, representative or local contact person for the owner of the residential rental.
 - (3) The maximum number of occupants and vehicles that the dwelling unit can accommodate.
 - a. The parking calculation shall be based upon a minimum of one off-street parking space provided per sleeping unit. Properties offering a ~~single-room~~ **single-booking** rental must also meet parking requirements ~~as set forth in section 54-141(e)(1) a.~~
 - b. The occupancy per sleeping unit shall be ~~determined by the floor area of each sleeping unit, number of restrooms per dwelling unit, infrastructure suitable to service the occupants and shall be in accord with~~

~~habitable and occupancy codes contained within the duly adopted Code or successor as required per section 22-31(a)~~ **no more than 2 adults per sleeping unit of the dwelling unit.**

~~(4) An application fee of \$50.00 per year.~~

~~(5)~~ **(4)** Compliance inspections are required on all short-term permits **and shall be inspected annually.** ~~The inspections are valid for biennial (every two years), and the fee is \$40.00.~~

After a permit is **reviewed for compliance** ~~issued the compliance~~ an inspection will be conducted by Village of Ruidoso staff ~~no later than 30 days.~~ **at a time scheduled by the property owner, agent, or representative.**

If the property is not in conformance with the compliance requirements at the time of the inspection, a correction notice will be issued, and a reinspection fee may be assessed ~~of \$40.00~~ if the inspector is required to return.

The compliance inspection shall meet the following requirements:

- a. An ABC type fire extinguisher(s) minimum of 3 lbs. maximum of 5 lbs. to be mounted at points of egress which lead to a public way, with at least one provided per floor and minimum one per dwelling unit with at least two per dwelling unit if greater than 1,000 square feet, top of the extinguisher to be mounted at a height not lower than 48 inches and not greater than 60 inches from the floor. Extinguishers must be inspected and maintained according to state requirements and must properly display the inspection history of the device.
- b. Approved (and working) smoke alarms installed as per manufacturer's instructions in every room used for sleeping and in the vicinity of each room used for sleeping, in compliance as required per section 22-31(a) of this Code and on every level of the home, including the basement.
- c. Every sleeping room and living area with access to a primary means of escape shall provide a clear, unobstructed path of travel to the outside. Sleeping areas must meet the requirements of egress as defined by the International Building Code and in compliance with the International Fire Code. All sleeping areas must have windows no less than 20 inches wide by 24 inches tall, the height of the window from the floor cannot be more than 44 inches. Any means of egress with more than 20 feet from egress to ground must provide an emergency ladder or steps.
- d. ~~Where approved, an open fire permit in accordance with section 42-42 of the Village of Ruidoso Code of Ordinances shall be posted at, or immediately adjacent to the primary entrance to the building.~~ Outdoor cooking appliances shall be properly maintained and notification visibly posted for their permissive use in accordance with section 42-42. Indoor fireplaces shall be properly maintained and inspected by a qualified person as necessary. **Any property being used as a short-term rental will be restricted from obtaining a fire-pit permit and any outdoor burning will be prohibited at all times.**
- e. Authority for code compliance inspection. By submitting application, the owner authorizes the Ruidoso Fire Department, the village code enforcement officer or other designated village employee or representative to conduct a code compliance inspection of the residence at intervals deemed appropriate by the village, or if deemed necessary when it is alleged or suspected that a violation of this section may exist or have occurred.

f. A NOAA-approved emergency notification device shall be provided in each unit and placed in clear view.

~~(6) Owner/agent authorization.~~

~~(7)~~ **(6)** Business registration ~~and taxes.~~ **is not required if**

~~Business registrations are \$35.00 and are required for anyone conducting business within the Village of Ruidoso.~~

~~If an owner rents, lists, or books their property with a managing agency, a business registration is not required.~~

If a property owner rents, lists, or books their property without a managing agency, a business registration is required.

~~(8)~~ **(7)** Notification to adjacent property owners shall be required for all short term rental permits.

The notification fee is \$25.00. The staff of the Village of Ruidoso will notify all property owners within 200 feet of the permitted property notifying the intent to use their home as a short term rental, and the name and number of the local contact person.

Managing agent may opt out to perform this task by certifying compliance with the notifications. If the managing agent opts out to perform this task, the \$25.00 fee will not be charged.

The Village shall mail a postcard to all property owners in the Village limits on August 1 and February 1 of each year notifying them of the availability of information regarding the location and contact information for all permitted short-term rental properties in the Village. This information will be maintained on either the Village website or on a third-party website.

~~(9)~~ **(8)** The owner or managing agent/agency shall attest that they have met these requirements in each property registered as part of the initial rental registration and each successive renewal registration. ~~The form utilized to attest to these requirements shall be part of the registration form provided by the village and be authenticated by a notary public.~~ **Managing agents shall be required to supply a copy of the contract showing the address of the dwelling unit and the property owners' signature on an annual basis.**

~~(f)~~ Application renewal or update. Prior to the expiration of the permit or when there is a change to the information contained in the permit regarding ownership, changes in the structure or parking area, or contact person, a new permit application shall be submitted. A transfer fee of \$10.00 **as set forth in Appendix A shall be assessed for property owners transferring the permit from a Managing agency to themselves a compliance inspection and reinspection fee will be assessed at the time of transfer. If a property is transferred from one Managing Agency to another a new permit and inspection will be required.**

~~(g)~~ **Discontinuation of use as a short-term rental property. Should the dwelling unit owner intend to discontinue short-term residential rental of the property, a statement to that effect shall be filed with the Village and the permit will be closed. Should the property owner decide to resume the use of the property as a short-term rental, a new permit must be obtained from the Village.**

~~(g)~~ **(h)** Fees. Fees are set forth in appendix A to this Code. ~~The initial application fee sufficient to cover the cost of processing the application, reviewing the information submitted, and issuing a revised permit.~~

~~(h)~~ **(i)** Review of application and issuance of permit.

(1) The village shall complete the review of the initial permit application within fifteen business days. Renewals notifications of all permits shall occur 60 days prior to renewal. ~~Such permits that are active at the time of this ordinance adoption shall not need to be prorated if extending their expiration to coincide with the new renewal date.~~

(2) Once the application review is complete, the village shall notify the applicant of the decision of whether or not to issue the permit based on compliance with this section. If approval is granted, the village will issue a short-term residential rental permit specifying the maximum number of cars and the maximum number of occupants allowed. Failure to renew the permit within 30 days after the ~~applicable first day of August~~ **permit's expiration date** shall subject the owner to payment of a late permit renewal penalty fee.

(3) An application for permit or renewal application shall be denied if:

a. All applicable fees and taxes have not been paid, including lodgers' taxes as provided under chapter 78, article II of the Village of Ruidoso Code of Ordinances; or

b. Outstanding property nuisance or building code violations exist on the property; or

- c. The applicant has not met the fuels management certification requirements of section 42-80, or as amended, of the Village of Ruidoso Code of Ordinances; or
- d. ~~The owner of the property is not compliant with subsection (h)(6)(5) herein and has exceeded the number of adjudicated citations afforded under that subsection.~~

d. The property is delinquent in payment of Village utilities.

- (4) The Village of Ruidoso recommends all property owners to purchase short-term rental insurance.
- (5) Failure to comply with any provision of chapter 78 of the Village of Ruidoso Code of Ordinances may result in a ~~revocation~~ **suspension** of the permit for a 12-month time period at the discretion of the ~~planning director~~ **Community Development Director until the delinquent taxes are paid in full. There shall be no short-term rentals allowed during the time of suspension.**
- (6) ~~If the dwelling unit owner plans to discontinue short term residential rental of the property, a statement to that effect shall be filed with the village and the permit will be revoked.~~

(7) Permit Revocation Process:

- ~~— a. In the event that two or more citations for violations of village ordinances at a specific short term dwelling unit result in convictions in the Village of Ruidoso Municipal Court within a 12 month time period, or in the event that three or more citations for violations of village ordinances issued at a specific short term dwelling unit result in convictions in the Village of Ruidoso Municipal Court within a 36 month time period, the planning director shall revoke the permit of a period of 12 months. After that time, the property owner may reapply for a new short-term rental license after paying all applicable fees. A warning letter shall be sent to the property owner after the first conviction. Violations shall also be subject to section 1-6 of the Code for each conviction.~~
- ~~— b. Notwithstanding the provisions of section 541-106(h)(6)a. above, citations issued within a 24-hour period at the same short term dwelling unit that result in more than one conviction in the Village of Ruidoso Municipal Court shall be counted as only one conviction.~~

(i) Tenant notification requirements. Each short-term residential rental unit shall have a clearly visible and legible notice posted by the owner or managing agency or agent within the unit on or adjacent to the interior of the front door containing the following information:

- (1) A copy of the short-term residential rental permit.
- (2) The name of the managing agency, agent, property manager, local contact person or owner of the unit, and a telephone number at which that party can be reached on a 24-hour, seven days a week basis.
- (3) The maximum number of occupants three years of age and older permitted to stay in the unit.
- (4) The maximum number of vehicles allowed to be parked on the property.
- (5) The number of on-site parking spaces and the parking rules for seasonal snow removal (if applicable).
- (6) The specific procedures regarding the disposal of trash and refuse.
- (7) A notification that an occupant may be cited and fined for creating a disturbance and/or for violating other provisions of the Village of Ruidoso Municipal Code.
- (8) Notice that noise provisions contained in the Village of Ruidoso Municipal Code section 38-31 will be enforced.
- (9) Notification that the Village of Ruidoso Municipal Code prohibits ground fires, campfires, fire rings and fire pits ~~other than by permit.~~ **at any short-term rental property within the Village limits.**
- (10) The 911 address for the property.
- (11) Notice that animal leash laws contained in section 14-8 (prohibited acts; animal nuisances; vicious or dangerous animals) will be enforced.

(12) Notification that the Village of Ruidoso Municipal Code section 42-40 makes it "unlawful for any person to discard a lit cigarette, cigar, match or other type of incendiary material."

(13) Link to online information regarding short-term rentals and how to make a complaint regarding another property in the vicinity causing a nuisance.

(14) Information on how to register to receive local emergency alerts.

(15) Any additional health and safety information provided by the Village of Ruidoso to protect lives and property.

⊕ **(k)** Exterior advertising or signage. Exterior signage on short-term rental units which indicate availability, phone numbers or other type of information is prohibited. For the purposes of this section, signage shall only be permitted if it includes the name of the dwelling unit or owner's name and does not include advertisement of the property.

(l) Permit Suspension and Revocation Process

(1) The Community Development Director shall suspend the permit for any property having three (3) unresolved issues within a 12-month period.

(2) Unresolved issues include the following:

(a) Occupancy beyond number allowed by permit reported to the Village or third-party monitoring agency;

(b) Vehicles parked on property beyond number allowed by permit reported to Village or third-party monitoring agency;

(c) Noise violation reported to Village or third-party monitoring agency;

(d) Failure of local contact to respond to an alleged occupancy, parking, noise, or outdoor burning violation within 30 minutes when contacted via telephone, email, or text message by the Village or third-party monitoring agency.

(3) Occupancy, parking, and noise issues shall be considered unresolved if not rectified within 90 minutes from the time the Village has contacted the emergency contact for the property.

(4) The failure of the local contact to respond within 30 minutes is an automatic unresolved issue.

(5) Illegal use of a fire-pit or outdoor burning reported to Village or third-party monitoring agency and confirmed by the Village will result in an automatic suspension of the permit and initiation of permit revocation;

(6) A written notice of each unresolved issue and permit suspension shall be provided to the property owner and management company (if applicable) within 3 business days of the determination of an unresolved issue or suspension.

(7) A property may not be rented as a short-term rental during a period of suspension.

(8) The Community Development Director shall place on the next available regular Governing Body meeting a request for revocation of the permit upon suspension.

(9) The property owner and any other party may provide written testimony to the Governing Body for consideration no less than 7 days prior to the meeting date when the request for revocation is to be heard. Oral testimony may be provided by the property owner or any other party at the Governing Body meeting.

(10) The Governing Body shall hear and consider all testimony and make a determination by a majority of the membership present on the appeal to:

a) Revoke the permit;

b) Reverse the determination of one or more of the unresolved issues leading to a reinstatement of the permit;

c) Table the appeal request to the next regular meeting.

(11) Any permit that is revoked by the Governing Body shall be prohibited from renting as a short-term rental for 365 days from the date when the permit was suspended by the Community Development Director.

(12) Should the Governing Body not render a decision on the request for revocation within 90 days of the suspension, the permit shall be reinstated by the Community Development Director and the number of unresolved issues be reset to zero.

- (k) **(13)** Penalties for violation of requirements of this section. In addition to any other penalties or fines authorized by the Village of Ruidoso Municipal Code, the owner of a short-term residential rental unit shall be required to pay a penalty as set forth in appendix A to this Code in order to obtain, retain or renew a short-term residential rental permit.
- (1) **a)** Each day that an owner rents a unit for a short term without first obtaining a short-term residential rental permit or **rents while permit is suspended** is considered a separate violation of the Village of Ruidoso Municipal Code as provided for in section 1-6.
 - (2) **b)** The village code enforcement officer or other designated village employee or representative shall take action to correct the violation as provided for in this Code or state statute.
 - (3) **c)** The first suspected or observed violation of this section by the village may result in an initial warning notice requesting registration of the unregistered short-term residential rental unit in accordance with the provisions of this code without subject to penalty. Should the property owner fail to comply after receiving such initial notice from the village, penalties may be assessed as provide elsewhere in this Code in section 1-6, including the assessment of a registration fee twice the listed amount.

(Ord. No. 2009-06, 3-10-09; Ord. No. 2017-06, § 1, 5-9-17; Ord. No. 2019-01, 1-8-19; Ord. No. 2019-03, 3-12-19)

APPENDIX A—FEES, FINES, AND PENALTIES

Short-term residential rental permit:			
<u>a.</u> Application Permit fee per year	\$50 <u>\$565</u>		For a 1-year permit <u>Annually</u>
<u>b.</u> Compliance inspection certification for property owners not doing business with property managers	\$40		Biennial (every 2 years)
<u>b.</u> There shall be a Reinspection fee for properties that do not pass the compliance if inspector must return	\$40 <u>\$50</u>		
<u>c.</u> Business Registration Fee	\$35		Annually
Mailing notification to property owners in 200² Managing agents may opt out paying this fee	\$25		Annually
<u>d.</u> <u>Late renewal penalty</u>	<u>\$300</u>		

<p>e. Fee for registering an unregistered rental after continued noncompliance with warning notification</p>	<p>Twice listed amount in addition to fines and penalties <u>Two times the permit fee</u></p>	
<p>f. Transfer Fee: Change in Property Manager or change in Property Owner</p> <p><u>i. Change from one Management Company to another Management Company</u></p> <p><u>ii. Change from a Management Company to Self-Management</u></p> <p><u>iii. Change from Self-Management to Management Company.</u></p>	<p>\$10 <u>\$100</u></p>	

This Ordinance shall be recorded upon adoption and become effective five days thereafter. at which time Ordinance Sec. 54-72 shall be repealed.

PASSED, APPROVED, AND ADOPTED on this 11th day of February 2025.

Lynn D. Crawford, Mayor

(SEAL)

ATTEST:

Jini Turri, Village Clerk

AGENDA MEMORANDUM

Village of Ruidoso

Public Hearings - 2.

To: Mayor Crawford and Councilors

Presenter(s): Alex Koenig, Community Development Director
Stephanie Warren, GIS Coordinator/Planner

Meeting Date: February 11, 2025

Re: Public Hearing for Adoption of Ordinance 2025-02, Planning Commission Case RZ 2024-317-Rezone Request from R-1 Single-Family Residential District to C-2 Community Commercial District for 25943 and 25933 US Highway 70, Section 36, T11S, R13E, Tracts 3 and 4.

Item Summary:

Public Hearing for Adoption of Ordinance 2025-02, Planning Commission Case RZ 2024-317-Rezone Request from R-1 Single-Family Residential District to C-2 Community Commercial District for 25943 and 25933 US Highway 70, Section 36, T11S, R13E, Tracts 3 and 4.

Financial Impact:

None

Item Discussion:

Public Hearing for Ordinance 2025-02, Planning Commission Case RZ 2024-317-Rezone Request from R-1 Single-Family Residential District to C-2 Community Commercial District for 25943 and 25933 US Highway 70, Section 36, T11S, R13E, Tracts 3 and 4.

Recommendations:

To Approve Adoption of Ordinance 2025-02, Planning Commission Case RZ 2024-317-Rezone Request from R-1 Single-Family Residential District to C-2 Community Commercial District for 25943 and 25933 US Highway 70, Section 36, T11S, R13E, Tracts 3 and 4.

ATTACHMENTS:

Description
Ordinance 2025-02
Case Report
Mailing List
Planning and Zoning Commission Minutes

VILLAGE OF RUIDOSO

ORDINANCE 2025-02

AN ORDINANCE AMENDING THE VILLAGE OF RUIDOSO MUNICIPAL CODE OF ORDINANCES CHAPTER 54, LAND USE, FOR CASE #RZ 2024-317 - LAND USE ZONE DESIGNATION CHANGE REQUEST FROM R-1 SINGLE-FAMILY RESIDENTIAL DISTRICT DESIGNATION TO C-2 COMMUNITY COMMERCIAL DISTRICT DESIGNATION – SECTION 36 T11S R13E TRACTS 3 AND 4, RUIDOSO, LINCOLN COUNTY, NEW MEXICO; REMINGTON JOHNSON APPLICANT; AND AMENDMENTS TO THE ZONING MAP OF THE VILLAGE OF RUIDOSO TO REFLECT SAID ZONE CHANGES

WHEREAS, The Governing Body of the Village of Ruidoso duly adopt the revised Village of Ruidoso Official Zoning Map on April 12, 2016, establishing the official Zoning Districts and Boundaries; and

WHEREAS, the Village Council of Ruidoso (hereafter the “Council”) is in receipt of Re-zoning Application # RZ 2024-317 submitted by Remington Johnson on behalf of the owner of Section 36 T11S R13E Tracts 3 and 4, requesting a zone change from R-1 Single-Family Residential District to C-2 Community Commercial District zoning designation for the said property; and

WHEREAS, in accordance with Section 54-65 of the Village Code, the Village of Ruidoso Planning Commission conducted a duly advertised public hearing regarding Case # RZ 2024-317 on January 7, 2025, after which made its findings of fact and, per Section 54-61(e)(3), recommended unanimously with 5 ayes that the council consider changing the zoning designation to C-2 for the Applicant’s lot; and

WHEREAS, The Council conducted a duly advertised public hearing to consider this ordinance on February 11, 2025, in accordance with Section 54-65(e) of the Village Code; and

WHEREAS, pursuant to Sections 54-61(e)(3) of the Village Code, the Council makes the following findings of fact relative to the zone change of the property:

1. The proposed zone change is consistent with the Village Code and Comprehensive Plan.
2. The subject lot is contiguous to an existing C-2 zoning district and as such, granting this zone change would not constitute a “spot zoning” as defined within NMSA.
3. The subject lot would meet the minimum lot area and dimensional requirements contained within the C-2 zoning district regulations.
4. The application is consistent with the provisions of NMSA 1978 §3-21-5 in that there would be no overcrowding or undue concentration of population, and that infrastructure would not be adversely impacted, among other findings.
5. The proposed zoning change is consistent with the character of the neighborhood and potential uses allowed in the C-2 zoning district would not intensify the existing allowable uses of the property.
6. There does not appear to be evidence of any negative impacts to adjacent property owners nor any health or public safety hazard.

NOW THEREFORE, BE IT ORDAINED by the Governing Body of The Village of Ruidoso, that the zone district designation to be changed to C-2 Community Commercial zoning district for the property legally described herein as Section 36 T11S R13E Tracts 3 and 4, Ruidoso.

Section one. The Village of Ruidoso Official Zoning Map shall be hereby amended and adopted to include and depict the aforementioned property as being contained within the C-2 zone and that corresponding regulations contained within Section 54-92 of the Village Code and its successors shall henceforth apply to the properties.

Section two. All other properties within the referenced zoning districts not specifically amended by this ordinance, shall remain unchanged and in full force and effect and shall not be amended on the Official Zoning Map.

Section three. *Effective date.* The provisions of this Ordinance shall become effective five (5) days upon the publishing of its adoption, unless contested in accordance with the procedures specified by applicable State statutes regarding referendum petitions.

PASSED, APPROVED, and ADOPTED by the GOVERNING BODY of the VILLAGE OF RUIDOSO this _____ day of _____ 2025.

VILLAGE OF RUIDOSO

By: _____
Lynn D. Crawford, Mayor

**(SEAL)
ATTEST:**

Jini S. Turri, Village Clerk



Village Hall – 313 Cree Meadows Drive, Ruidoso, New Mexico 88345

Case Report – Rezone Request #RZ-2024-317

Subject Property: 25943, and 25933 US Highway 70

Present Zoning: R-1 Single-Family Residential District

Requested Zoning: C-2 Community Commercial District

Legal Description: Section 36 T11S R13E Tracts 3 and 4

Applicant: Remington Johnson on behalf of Steve Dyer

Hearing Date: January 7, 2025

Property Size (Approx.): 25943 US HWY 70: 65854 sq. ft.(1.5 acre) **25933 US HWY 70** 405,849 sq. ft. (9.3 acre)

Property Dimensions (Approx.):

25943 US HWY 70 Width: 367.2' **Length:**183.5'

25933 US HWY 70 Width: 1041.25' **Length:**841.35'

Applicable Sections of Village Code:

- Sec. 54-65. – Rezoning
- Sec. 54-92.- R-1 Single-Family Residential District
- Sec. 54-100.–C-2 Community Commercial District
- Sec. 54-148.- Recreational Vehicle Parks

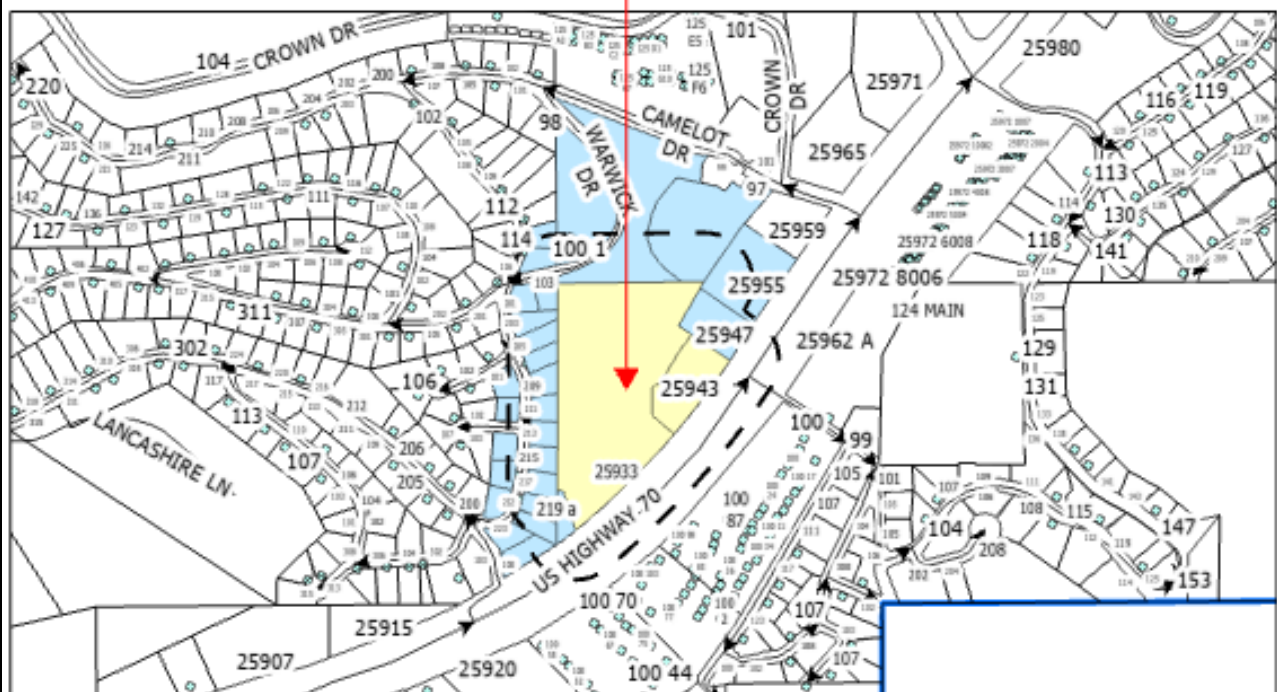
I. REQUEST: The applicants are petitioning to rezone from the R-1 Single-Family Residential District to the C-2 Community Commercial District for the properties located at 25943 and 25933 US Highway 70, Section 36 T11S R13E Tracts 3 and 4. The applicants intend to continue the property's development of a Recreational Vehicle Park, which currently exists on the properties.

II. NOTIFICATION AREA MAP

Planning Case RZ 2024-317

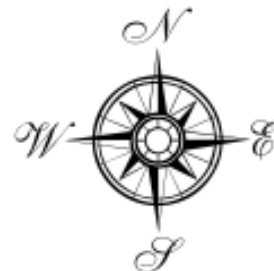
The Community Development department has received a petition to rezone properties located at 25934 and 25933 US Highway 70, from R-1 Single-Family Residential District to C-2 Community Commercial District to support the properties current development of a Recreational Vehicle Park, known as Section 36 T11S R13E Tracts 3 and 4.

Notifications are sent to property owners within 200' of the request and are shown as blue lots on the map below.



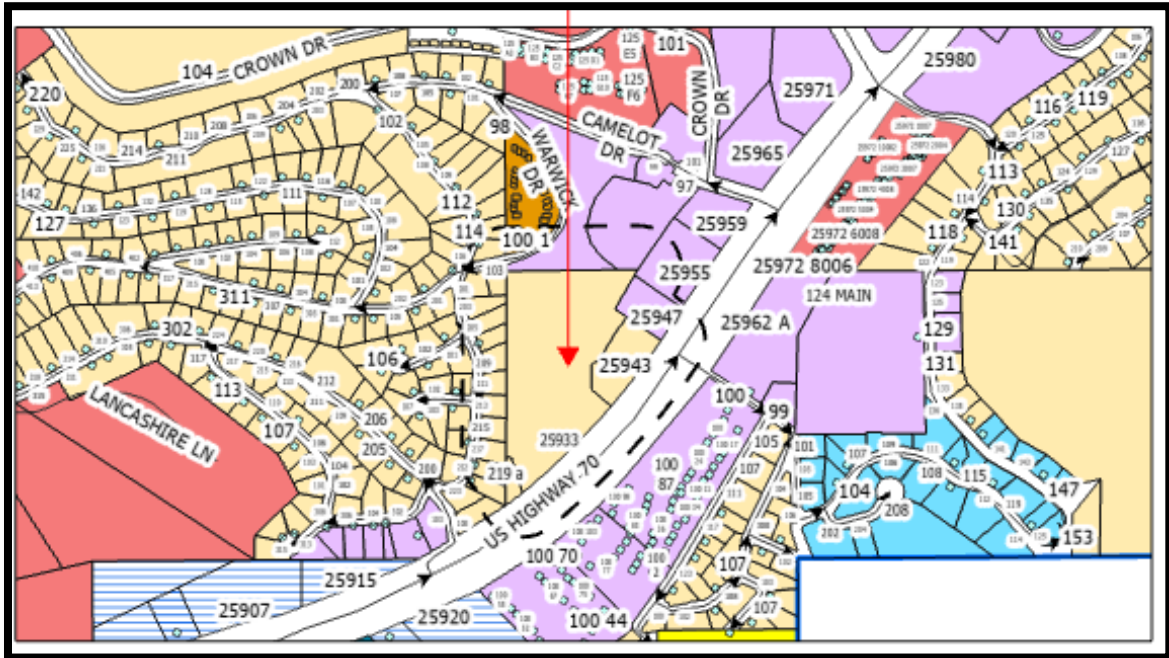
Legend

-  25933 HWY 70 Buffer
-  Applicant
-  Properties within 200' of Applicant
-  Parcels
-  VOR_Boundary
-  Address
-  Roads_Layer



III. CURRENT ZONING AND SURROUNDING AREA

Direction	Zoning	Existing Land Use
North	C-2	Commercial/Motel
East	C-2	Commercial/Outdoor Storage Units
South	C-2	Commercial/Mobile Home Park
West	R-1	Residential



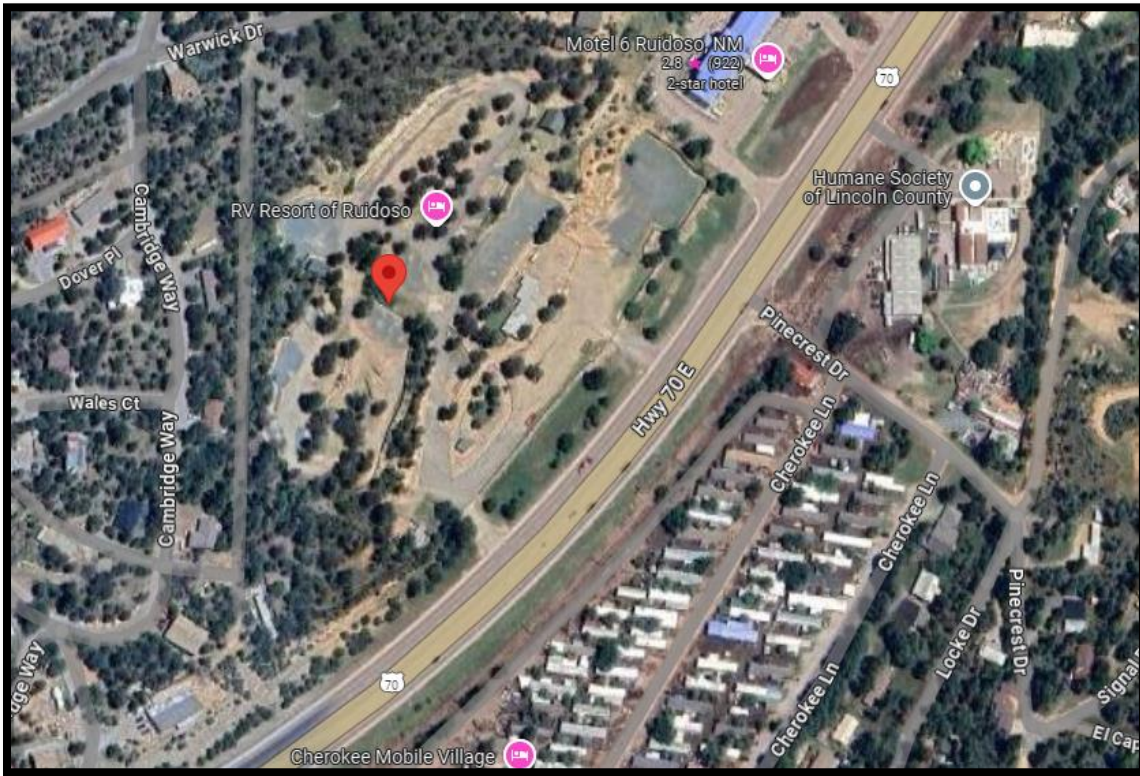
VOR.DBO.Zoning_Districts

ZONING

- AR-1 Agricultural Residential District
- C-1 Neighborhood Commercial District
- C-2 Community Commercial District
- C-3 Midtown Commercial District
- C-4 Heavy Commercial District
- I-1 Industrial District
- M-1 Low-Density Mobile Home District
- M-2 Medium-Density Mobile Home District
- PUD Planned Unit Development District
- PUD-C Planned Unit Development Commercial District
- PUD-M Planned Unit Development Mixed District
- R-1 Single-Family Residential District
- R-2 Two-Family Residential District
- R-3 Multiple-Family Residential District
- R-4 High-Density Residential District

IV. SITE DATA

Aerial View from Google Maps



Street View from Google Maps





V. ANALYSIS

Sec. 54-65. Rezoning.

(a) Generally; initiation. In accordance with the provisions of state statutes, the council may from time to time change the zoning of parcels of land within the village. **These changes in zoning classification are for the purpose of meeting the land use needs of the residents of the village in conformance with the village comprehensive plan.** **Rezoning may be initiated by the council, by the planning commission, or by petition of the person whose property would be affected by the rezoning.**

(b) Application. An application for rezoning shall be made on a form provided by the planning administrator. The application shall indicate the legal description of the property, the present zoning classification, and the recommended use of the property by the village comprehensive plan. The applicant shall present evidence to the planning administrator of ownership or type of controlling interest in the property (e.g., option to purchase). This application shall be completed and submitted along with the established fee to the planning administrator at least 30 days prior to the public hearing by the planning commission.

(c) Public hearing requirements.

(1) **No rezoning may be adopted until public hearings have been held on the matter by the planning commission and by the council.**

(2) Notice of any public hearing shall be accomplished as set forth in section 54-40.

(d) **Hearing and recommendation by planning commission. A rezone not initiated by the planning commission shall be referred to the planning commission for study and public hearing. In its deliberations on the matter, the commission shall consider oral or written statements from the applicant, the public, village staff and its own members. The application may not be postponed more than two meetings in succession. The planning commission shall notify the council, in writing, of its recommendation.**

(e) Hearing and decision by council. The council may, at its next regular meeting after receipt of the report and recommendation of the planning commission, set a date for a public hearing on the rezoning request or, by majority vote of all members of the council, act to deny the planning commission's recommendation for rezoning and thereby retain current zoning. A rezone which has been recommended

for denial by the planning commission shall not be reviewed by the council except upon written request by the applicant. During the scheduled public hearing on the matter, the council may approve or disapprove the request for rezoning by ordinance, or postpone the request. The application may not be postponed more than two meetings. If approved, the planning administrator shall revise the official zoning map accordingly. A vote of a majority of all members of the council shall be required to reverse the recommendation of the planning commission.

(f) Protests. If there is a written protest against a change in the zoning classification of a parcel of land, signed by the owners of 20 percent or more of the area of lots included in the proposed change, or of those within a distance of a 100-foot radius, the change shall not be approved except upon the affirmative vote of a majority of all of the members of the council.

(g) Resubmittal of application. Application for a zoning district change which has been rejected by the planning commission and/or village council for a parcel of land shall not be resubmitted or reconsidered for a period of one year after it has been acted upon at a public hearing of the planning commission, except that application may be made for a different zoning district change on the same parcel of land six months after a previous action has been taken; provided that such application for a different zoning district change shall be permitted only on payment of a double fee.

(Code 1985, § 10-2-5; Ord. No. 2008-11, 10-14-08)

Sec. 54-92. - R-1 single-family residential district.

(a) *Purpose; maximum density.* The purpose of the R-1 single-family residential district is to provide for the development, at a low density, of single-family detached dwellings and directly related complementary uses. The district is intended to be strictly residential in character with a minimum of disturbance due to traffic or overcrowding.

(b) *Principal permitted uses.* Principal permitted uses in the R-1 district are:

- (1) Single-family dwellings.
- (2) Public parks.

(c) *Conditional uses.* Conditional uses in the R-1 district are:

- (1) Day care centers. A minimum of 35 square feet per child shall be provided within the day care facility for indoor activity and at least 50 square feet of fenced-in outdoor play space per child shall be provided on site. Fenced-in outdoor play space shall not include driveways, parking areas or land unsuited for children's play space by virtue of the usage or natural features. A state license shall be obtained prior to commencement of operation of a day care facility.
- (2) Electrical substations, gas regulating stations, water pump stations, water towers and lift stations.
- (3) Public buildings.
- (4) Churches.
- (5) Schools.

(6) Radio, television or microwave transmitting towers, except as otherwise allowed herein as accessory uses.

(7) *Two family dwellings*. Provided the following conditions are met:

- a. One of the dwellings is owner occupied as their primary residence.
 1. When second dwelling is for long term monthly rental.
- b. The use is for generational housing, long term monthly rental or care provider.
- c. Parking shall be provided at the rate of one space for the second dwelling, plus two spaces for the resident owner. All parking shall be provided on site and shall be landscaped to maintain residential character of the property.
- d. Shall comply with 3 (a) of the Ruidoso Code for two family dwellings.

(e) *Development requirements*.

(1) Development requirements for the R-1 district are as follows:

a. Subject to subsection aa. below, minimum lot area: 10,000 square feet. See [section 54-66](#) for lots less than 10,000 square feet.

1. Resubdivision. Resubdivision of previously subdivided or platted land shall be as provided herein. The provisions of this subsection shall apply to any land, regardless of size, identified as a lot, tract or similar term and described by lot or tract number or letter, block number or letter, street address or similar means.

a. Reserved.

b. The planning commission and village council shall consider the size of adjoining lots, the effects of the resubdivision on those adjoining lots, the availability of village utilities and the capacity to provide utility service to the newly created lots, and other pertinent factors in determining the actual sizes of the lots to be allowed. Adjoining lots shall include those lots separated from the subject lots by a street or alley.

c. The provisions herein shall not apply to:

d. Tracts of land described only by metes and bounds;

e. Those cases where all of the land in a previously platted subdivision is owned by a single person and an application for replat of the entire subdivision is submitted pursuant to subsection [54-284\(d\)\(1\)](#).

f. Nothing herein shall be construed to prevent the replatting of smaller lots into larger lots or otherwise replatting contiguous or adjacent lots where there is no increase in the number of lots after the replat as otherwise provided by this Code.

b. Minimum lot width: 75 feet.

- c. Minimum lot depth: 100 feet.
- d. Minimum front setback: 20 feet.
- e. Minimum side setback: 10 feet.
- f. Minimum corner side setback: 20 feet. Street side(s)
- g. Minimum rear setback: 20 feet.
- h. Maximum height: 35 feet.

Sec. 54-100. - C-2 Community Commercial District.

(a) *Purpose*; The purpose of the C-2 community commercial district is to provide for low-intensity retail or service outlets which deal directly with the consumer for whom the goods or services are intended. The uses allowed in this district are to provide goods and services on a community market scale and should be located in areas which are served by arterial street facilities.

(1) Merchandise which is offered for sale may be displayed beyond the confines of a building in any C-2 district, but the area occupied by such outdoor display shall not constitute a greater number of square feet than ten percent of the ground floor area of the building housing the principal use, unless such merchandise is a type customarily displayed outdoors such as automobiles and garden supplies.

(2) All materials, supplies, merchandise or other similar matter not on display for direct sale, rental or lease to the ultimate consumer or user shall be stored within the confines of a 100 percent opaque wall or fence not less than six feet tall. No storage of any type shall be permitted within the one-half of the required front or side street setback nearest the street, or within any required interior side or rear setback.

(a.1) *Additional districts*. There are created additional sub-districts within the C-2 district, identified as C-2a through C-2f, as may be designated on the official zoning map after notice and hearing, and which are subject to the C-2 provisions herein, provided that additions or exceptions to the C-2 provisions may be made by ordinance from time to time for specific sub-districts.

(b) *Principal permitted uses*. Principal permitted uses in the C-2 district are as follows, subject to the provisions of subsection (c) of this section (conditional uses):

- (1) Antique stores and arts and craft stores.
- (2) Art studios or galleries.
- (3) Retail bakeries.
- (4) Barbershops.
- (5) Beauty parlors.
- (6) Hotels and motels, and cabin rental, detached or semidetached, and including incidental rental offices, pools, spas and related recreational facilities for use of guests only, and also including recreational equipment rental and sales available primarily for guests, which activity shall be under the same proprietorship.

- (7) Candy and ice cream stores.
- (8) Cannabis retailer.
- (9) Cannabis testing and research laboratory.
- (10) Drugstores, variety stores, and notion and soft goods stores.
- (11) Professional offices.
- (12) Public buildings.
- (13) Self-service laundries and cleaning pickup stations.
- (14) Restaurants or prepared foods, including alcoholic beverages served in conjunction with food service.
- (15) Banks, savings and loans and other financial institutions.
- (16) Clubs and meeting facilities.
- (17) Entertainment, recreational, health and exercise facilities.
- (18) Essential public services and utility installations.
- (19) Hospitals and medical clinics.
- (20) Hotels, motels, cabin rentals, bed and breakfasts and other such lodging establishments.
- (21) Professional offices.
- (22) Radio and television studios, printing and publishing houses and other such media production facilities.
- (23) Rental stores.
- (24) Restaurants, bars and package liquor sales.
- (25) Retail sales and services.
- (26) Schools and instructional centers.
- (27) Service establishments.
- (28) Animal hospitals, clinics and kennels, provided the establishment and animal runs are completely enclosed in a building.
- (29) On-site cannabis consumption premise.

(f) *Setbacks and height.* Setback and height requirements for the C-2 district are as follows:

(1) *Minimum setback from property lines.* The minimum building setbacks from property lines shall be as follows:

a. Building setbacks:

1. Front: 20 feet.

2. Interior side and rear: 10 feet.
3. Corner side: 15 feet. Street side(s)
4. Residential district boundary: Same as the adjoining residential district.

b. Parking lots:

1. Front: 4 feet.
2. Interior side and rear: 3 feet.
3. Corner side: 4 feet.
4. Residential district boundary: 3 feet.

(2) *Maximum height.* Maximum height of structures shall be 35 feet.

(c) *Conditional uses.* Conditional uses in the C-2 district are:

(7) Overnight campgrounds, which shall be developed in accord with [section 54-148](#).

(g) *Lot width and lot area.*

(1) The minimum lot width shall be 100 feet, except that corner lots shall have a minimum width of 150 feet.

(2) Minimum lot area shall be determined by building area, parking requirements and required setbacks.

Sec. 54-148. - Recreational vehicle parks.

(a) *Conditional use permit required; occupancy of recreational vehicles.* A conditional use permit is required for all recreational vehicle park developments and is intended to provide for the development of recreational vehicle parks at standards consistent with the health, safety and welfare of the village. Recreational vehicle parks are permitted by conditional use permit only in C-2 districts. Recreational vehicles, as defined in [section 54-31](#), when used for living purposes, shall be located solely in recreational vehicle parks.

(b) *General requirements.*

(1) *Access; minimum area.* Recreational vehicle parks shall abut and have access from major arterial streets and shall be a minimum of two acres.

(2) *Utilities.* Water, sewer, electricity, telephone and other necessary utilities shall be available at the recreational vehicle park, and placement shall be approved by the planning commission.

(3) *Driveways.* Access and interior driveways shall be designed to increase ease of access, increase privacy and provide safety. Placement shall be approved by the planning commission.

(4) *Density of spaces.* The density of spaces in any recreational vehicle park shall not exceed 20 spaces per acre.

(5) *Setbacks.* Setbacks shall be the same as for other permitted uses in a C-2 district.

(c) *Development standards.*

(1) *Size of spaces.* Spaces for recreational vehicles shall be a minimum of 1,500 square feet, with minimum dimensions of 30 feet by 50 feet.

(2) *Pads.* Recreational vehicle pads shall be a minimum of 14 feet by 35 feet, and shall be paved with asphalt or other all-weather surface.

(3) *Setbacks within spaces.* Setbacks within the recreational vehicle space shall be a minimum of eight feet in the front, and five feet in the side and rear.

(4) *Landscaping.* A landscaping concept plan shall be approved by the planning commission for all areas not covered by structures or paved.

(5) *Screening.* Screening of the perimeter of a recreational vehicle park by a wall and/or other approved landscaping shall be required.

(6) *Arrangement of spaces and accessways.* Private accessways and individual space arrangements shall be designed to accommodate frequent movement of recreational vehicles.

a. Interior streets shall be a minimum of 20 feet for one-way traffic and 27 feet for two-way traffic, and shall be paved with asphalt, concrete or crushed rock.

b. The street layout shall be designed for preservation of natural features and to follow topography to the greatest extent possible.

(7) *Recreational area.* There shall be active recreational area for tenants, comprising not less than seven percent of the gross site area, which shall not include required setback areas.

(8) *Community building.* There shall be a community building which shall provide for recreational and service needs of occupants of the recreational vehicle park. It shall include restrooms, showers and a laundry. No dry cleaning shall be permitted in the recreational vehicle park. The community building may not be included as part of the required recreational area.

(9) *Refuse collection facilities.* Adequate refuse collection facilities shall be provided, constructed and maintained in accordance with all village health regulations, and shall be screened and designed to bar animals from access to refuse. Refuse shall be removed from collection sites at least once a week.

(10) *Lighting.* Lighting shall be provided to illuminate accessways and walkways for the safe movement of vehicles and pedestrians at night.

(11) *Sewage disposal.* An approved means for emptying sewage holding tanks shall be provided.

(12) *Expansion of existing parks.* Expansion of existing recreational vehicle parks shall be in accordance with provisions of this section.

(13) *Caretaker's residence.* One mobile home may be placed in the recreational vehicle park for use by a caretaker.

(Code 1985, § 10-5-18)

VI. Comprehensive Plan

Private Campgrounds¹⁹

- **Along the River RV Park.** 127 Hwy 37, Alto; alongtheriverrv.com; 575-336-4444
- **Apple Tree RV Park.** 593 E US 70, Ruidoso Downs; 575-378-4995
- **Arrowhead RV Park.** 25999 US 70, Ruidoso; arrowheadmotelandrv.com; 888-547-6652
- **Bonito Hollow RV Park & Campground.** 221 Hwy 37, MM1 Alto; bonitohollow.com; 575-336-4325
- **Circle B RV Park.** 26514 US 70, Ruidoso Downs; circlebrv.com; 575-378-4990
- **Deer Crossing RV Park (Adult 55+).** 27680 Don Mauricio, San Patricio; deercrossingrvpark.com 575-653-4838
- **Eagle Creek RV.** 159 Ski Run Road, Alto; eaglecreekrvresort.com; 575-336-1131
- **Eagle Lake Campground & RV Park.** County Road 532 (Ski Run Road); 575-464-3904
- **Hall's Hideaway RV Park.** 525 Gavilan Canyon, Ruidoso; 888-329-1220

- **Horseman's Bunkhouse.** 417 Harris Lane, Ruidoso Downs; 575-802-3810
- **Lazy Days RV.** 26536 US 70, Ruidoso Downs; 575-378-8068
- **Little Creek RV Park.** 290 State Hwy 220, Alto; 575-336-4044; littlecreekrvpark.com
- **Mama Bear RV Park.** 214 W Smokey Bear Boulevard, Capitan; 575-354-2394
- **Midtown Mountain Campground.** 302 Mechem Drive, Ruidoso; 575-964-8555; midtownmountaincampground.com
- **Mountain High RV Park.** State Hwy 48 Alto; mthighrv.tripod.com; 575-336-4236
- **Pine Ridge RV Campground.** 124 Glade Road, Ruidoso; 575-378-4164
- **Rainbow Lake RV Resort.** 806 Carrizo Canyon Road, Ruidoso; rainbowlakecabinandrv.com; 575-630-2267
- **Recreation Village (Adult 55+).** 717 E. White Mountain Drive, Ruidoso; recreationvillagervpark.com; 866-608-2267
- **Riverside RV Park.** 298 Gavilan Canyon Road, Ruidoso; riversidervparkruidoso.com; 575-257-3428
- **Ruidoso Motorcoach Ranch.** 358 NM 220, Alto; ruidosomotorcoachranch.com; 575-336-4556
- **RV Resort.** 26039 US 70 Ruidoso; rvresortofruidoso.com; 575-257-2600
- **Sands Motel & RV.** 1400 Central Avenue, Carrizozo; 575-648-2989
- **Seeping Springs Trout Lake & RV.** 110 Seeping Springs Road, Ruidoso Downs; seepingspringsfishing.com; 575-378-4216
- **Shadow Ridge RV Park.** 16 US 70, Ruidoso; 575-257-2320
- **Silver Leaf RV Park.** 26610 US 70, Ruidoso Downs; 575-378-1855
- **Stone Mountain RV Resort.** 510 Hwy 37, Nogal; ruidoso-rvpark-campground.com; 575-354-0698
- **Twin Spruce RV Park.** 621 US 70, Ruidoso; twinsprucervpark.com; 575-257-4310

The Planning Commission has the following options:

1. **Recommend Approval** of the rezoning petition to the Village Council, with reasons stated in the motion, to conduct a Public Hearing for a final decision and approval.
2. **Require modifications** to the rezone petition and have it returned for Planning Commission review at the next meeting.
3. **Recommend Denial** of the rezoning petition to the Village Council, with reasons stated in the motion, to conduct a Public Hearing for a final decision.

Approval of rezoning requires a **2/3 majority vote** of those members of the Planning Commission present. The reasons for either approval or rejection must be stated in the findings of fact and motion.

VII. STAFF RECOMMENDATIONS

The determination of appropriateness for granting or denying a petition to rezone rests only on the consistency with applicable statutes, codes, and policies and with the Commission’s analysis of the impacts on the surrounding properties and the community at large.

Upon review of the application and the proposed development, Staff finds that the rezoning petition appears consistent with the Village Code. The properties are currently developed, and the current zoning on the property is not suited toward the existing development of the Recreational Vehicle Park. The property is currently being sold; new owners need to correct the zoning deficiency for the development to ensure that no unforeseen issues arise with obtaining commercial loans. It has been found that the development does cross lot lines; Staff recommends having the approval to include a condition of requiring a replat to combine both tracts. No additional approvals will be required to use the Recreational Vehicle Park unless there is an expansion or significant change made to the business operations.

Staff recommends approval based on the following findings:

1. Staff finds that in accordance with §54-65(a) “Rezoning” Changes in zoning classification are for the purpose of meeting the land use needs of the residents of the Village in conformance with the Village Comprehensive Plan. The recommendation to the Village Council is necessary for the reasonable use thereof.
2. Staff finds that the granting of this rezoning would not adversely impact the health, safety, welfare, or neighborhood character and is therefore in accord with §54-65 of the Village Code.
3. Staff finds that the proposed zoning change is adjacent to the R-1 Single-Family Residential District.

Suggested Motion:

“Based upon the foregoing findings of fact per §54-65, §54-92, §54-100 and §54-148 of the Village Code, I move to **RECOMMEND APPROVAL TO THE VILLAGE COUNCIL** the requested zoning reclassification for Case #RZ-2024-317 based upon the facts and findings stated within the case report.”

Prepared & Submitted by: Stephanie J. Warren
GIS Coordinator/Planner

#

By signing below, the Owner/Applicant agrees to comply with all the conditions adopted by the Planning and Zoning Commission ("the Commission") at its hearing on this application. The Owner/Applicant further agrees that no changes to the plans as presented to the Commission will be made without prior approval from village staff or the Commission. Failure to comply with the application as approved by the Commission may result in Court action or revocation of approval.

Owner/ Applicant

Date

GP GEO	OWNER	ADDRESS	CITY	STATE	ZIP	PHYSICAL ADDRESS
4074066131111CS0000	BLOWERS REVOCABLE TRUST	5671 CAMINO ESCONDIDA	LAS CRUCES	NM	88011	100 WARWICK UNIT A-4
4074066129115000000	RICHARD SHIKEY & BETH LEBLAN	2646 CUMBREST CT	LAS CRUCES	NM	88011	100 WARWICK UNIT A-3
4074066131116000000	CLAIRE BROCKMAN	PO BOX 7925	RUIDOSO	NM	88355	100 WARWICK UNIT A-2
4074066134116000000	FARRELL THURSTON	PO BOX 2018	LAS CRUCES	NM	88004	100 WARWICK UNIT A-1
4074066190148000000	STORAGE SYSTEMS	4717 HONDO PASS DR STE 3-C	EL PASO	TX	79904	25947 US HWY 70
4074066184107000000	RUIDOSO HOSPITALITY LLC	PO BOX 249	ROSEVILLE	CA	95661	97 CAMELOT DR
4074066204127000000	SHIVAY HOTELS LLC	26150 US HWY 70	RUIDOSO DOWNS	NM	88346	25955 US HWY 70
4074066158096000000	STRAIN FAMILY TRUST	5209 ROAL OAK PLACE	ROYAL OAKS	CA	95076	101 CAMELOT
4074066148172000000	STEVE DYER	4717 HONDO PASS DR STE 3-C	EL PASO	TX	79904	25933+ 25943 US HWY 70
4074066118120000000	DAVID VANDERGRIF	PO BOX 8374	RUIDOSO	NM	88355	119 CAMBRIDGE WAY
4074066112136000000	DAVE & LYNNE CLEAVINGER	1865 FM 1490	LEVELLAND	TX	79336	201 CAMBRIDGE WAY + 103 WARWICK DR
4074066120111000000	RASOUL & NASRIN KARBASI	1625 FAIR OAKS CT	WESTLAKE	TX	76262	117 CAMBRIDGE WAY
4074066115145000000	HOWE LIVING TRUST	3378 VIA ELBA	LOMPOC	CA	93436	203 CAMBRIDGE WAY
4074066118152000000	ROBERTO & ELIDIA AGUILAR	37 CHIMESO RD	ARTESIA	NM	88210	205 CAMBRIDGE WAY
4074066113242000000	ERNESTO & FABIOLA IBARRA	PO BOX 8142	RUIDOSO	NM	88355	100 LANCASHIRE LN
4074066119160000000	DANIEL & MELISAUN GONZALES	120 EAST COTTONWOOD ROAD	ARTESIA	NM	88211	207 + 209 CAMBRIDGE WAY
4074066128228000000	WYATT & JERI SPARKS	2907 1/2 SUDDERTH	RUIDOSO	NM	88345	219+ 219A + 221+ 223 CAMBRIDGE WAY
4074066105183000000	RONALD STEPHENS & DONNA JA	104 E PARK AVE	PALESTINE	TX	75801	100 WALES CT
4074066120204000000	FRANK SHREVE	PO BOX 8184	RUIDOSO	NM	88355	215 + 213 CAMBRIDGE WAY
4074066120214000000	SHIRLEE SEATON	PO BOX 1956	RUIDOSO	NM	88355	217 CAMBRIDGE WAY
4074066104210000000	LOPEZ TRUST	2980 CAMINO CASTILLO	LAS CRUCES	NM	88005	210 CAMBRIDGE WAY
4074066104199000000	EBB INV	831 STATE ST	SANTA BARBARA	CA	93101	101 WALES CT
4074066101221000000	RICHARD GUTMAN	1170 MILL ROAD CIR	RYDAL	PA	19046	212 CAMBRIDGE WAY
4074066120182000000	JOHN & SANDRA TAYLOR	110 WOOD LN STE 4	RUIDOSO DOWNS	NM	88346	211 CAMBRIDGE WAY
4074066105171000000	WILLIAM & MARY O'CONNOR	PO BOX 13626	RUIDOSO	NM	88355	101 DOVER PL
4074066139096000000	JUAN VERDUGO	3846 SIMMONS AVE	RIVERSIDE	CA	92505	100 WARWICK DR
	REMINGTON JOHNSON	17836 SANTA FE CIRCLE	FOUNTAIN VALLEY	CA	97708	

returned 1-1-25

Letters Mailed: 27
Letters Returned: 1

VILLAGE OF RUIDOSO PLANNING COMMISSION

REGULAR MEETING

Tuesday, January 7th, 2025

CALL TO ORDER AND ROLL CALL:

Vice Chairman Michelena called the regular meeting to order at 2:00 PM. Commissioners Byars, Hall, Michelena, and Richardson in person, Commissioner Baugh by Zoom were recorded as present with Commissioner Rigsby and Commissioner Williams recorded as absent. Village staff present were Alex Koenig, Community Development Director; Michael Martinez, Deputy Village Manager, Stephanie Warren, GIS Coordinator/Planner by Zoom, Britta Magnusson, P&Z Administrative Assistant II; and Yvonne Vigil, Deputy Village Clerk. There were five guests in person.

DECLARATIONS OF CONFLICT OF INTEREST:

None were stated.

CERTIFICATION OF COMPLIANCE WITH RESOLUTION 2024-01:

Director Koenig certified that the notice of the meeting was posted in accordance with Resolution 2024-01 and section 54-40 of the Village Municipal Code.

APPROVAL OF AGENDA:

Commissioner Hall moved to approve the agenda, seconded by Commissioner Richardson.

Deputy Clerk Vigil called roll to record votes:

Commissioner Byars: Aye
Commissioner Hall: Aye
Commissioner Baugh: Aye
Commissioner Richardson: Aye
Motion carried with all ayes.

APPROVAL OF MINUTES:

Commissioner Hall moved to approve the Regular Meeting minutes and was seconded by Commissioner Baugh.

Deputy Clerk Vigil called roll to record votes:

Commissioner Byars: Aye
Commissioner Hall: Aye
Commissioner Baugh: Aye
Commissioner Michelena – Abstention
Commissioner Richardson: Aye
Motion carried with Commissioner Michelena abstaining.

PUBLIC INPUT: (Limited to items, not on Public Hearing Agenda and up to 3 minutes per speaker).

Dawn McGlassen asked when the short-term rental town hall meeting will be rescheduled. Director Koenig stated that a town hall meeting was being considered for later in the month and when the date is set, it will be published to inform the public.

QUASI-JUDICIAL PUBLIC HEARING (*all parties with standing shall have an opportunity for cross-examination.*)

- a) **Rezone-RZ 2024-317-** Remington Johnson on behalf of Steve Dyer is petitioning to rezone properties located at 25943, and 25933 US Highway 70 from R-1 Single-Family Residential to C-2 Community Commercial to support the property's current development of a Recreational Vehicle Park known as Section 36 T11S R13E Tracts 3 and 4.

Director Koenig stated the property is currently being used as an RV Park and the applicants are seeking to purchase the site to continue operation of the RV Park.

Vice Chairman Michelena swore in Remington Johnson and Matt Ingram.

Mr. Ingram stated that Mr. Johnson is the current owner of Pine Ridge RV Resort and during the purchase transaction noticed the property was zoned residential and per ordinance the appropriate zoning would be C-2. He continued that all utilities are available for each rental space and the property includes a single-family residence, used as an onsite office for the RV park. The buyers are also interested in purchasing the adjoining lot adjacent which is zoned C-2. Plans are being developed for improvements to make the park more upscale and kid friendly.

Commissioner Michelena opened the Public Hearing at 2:15 pm.

No comments were made.

Commissioner Michaelena closed the Public Hearing at 2:17 pm.

Director Koenig stated the staff recommendation was for approval. Mrs. Warren confirmed that 27 letters were mailed out, 1 letter was returned, and no written comments were received.

Vice Chairman Michelena opened the meeting to the Commissioners for comments and questions.

Commissioner Richardson asked if the purchase is dependent on the rezoning approval. Mr. Ingram stated that was somewhat the case, as it would assist in implementing the plans to improve the property and potentially add a few rental cabins.

Commissioner asked how the property was zoned for R-1 and not a commercial property. Deputy Village Manger Martinez responded it was approved prior to annexation and the potential purchase provides an opportunity to more appropriately zone the property as commercial.

Commissioner Hall commented the development crosses several lot lines and a replat to a single lot should be a condition of the rezoning.

Commissioner Hall made a motion based on the forging findings of fact per 54-65 54-90 54-1 100 and 54-48 of the Village code I move to recommend the approval to the Village Council the requested zoning classification for case number RZ- 2024- 317 based on the findings of facts stated within the case report and subject to the recommendations on page 18 to 26 the three recommendations the staff made plus the replat of the two lots into one once the rezoning is approved. Seconded by Commissioner Richrdson.

Deputy Clerk Vigil called roll to record votes:

Commissioner Baugh: Aye

Commissioner Byars: Aye

Commissioner Hall: Aye

Commissioner Richardson: Aye

Vice Chairman Michelena: Aye

Motion carries with all ayes.

COMMUNITY DEVELOPMENT REPORT:

Director Koenig stated it appears development is continuing to return to normal levels and there is continued growth in both Lodgers Tax and short-term rentals.

Deputy Village Manager Martinez provided an update on the new flood maps. The consultant should be completing the hydrology and hydraulics (H&H) study in mid-January, which means the maps should be coming to the Council in February.

COMMISSIONER'S COMMENTS:

Vice Chairman Michelena asked if Mr. Martinez had an update on project at 603 Mechem. Mr. Martinez informed the Commission that all the homes are on the property and work continues on the final pad; however, the low temperatures may delay pouring the last concrete piece. They have started utilities and with good weather, those should be complete by the end of January. The goal for completion is February 2025, with the original goal of June 2024 being impacted by the two major fires and then the floods.

Commissioner Richardson asked if the homes will be occupied once they are move-in ready. Mr. Martinez replied that there is currently a wait list through our third-party manager, and they should be fully occupied when available.

Commissioner Byars mentioned that there are buildings around town that have been under construction for multiple years and asked how long a building permit is valid. Mr. Martinez stated that permits are good for a year if contractors are showing progress and having the project inspected. The Clean and Lien program is also a tool allowing the Village to take over the project and complete it, then putting a lien on the property to be collected if the owner is unable to pay the balance they owe.

Commissioner Richardson asked about the homes and businesses along the river that have not been cleaned up nor repaired. Mr. Martinez answered that while permitting is on hold, but the cleanup is not. Some owners did qualify for the free cleanup, and we are working with some residents and providing

them that information. Some are delayed due to their insurance, and the Village is working and handling them on a case-by-case situation. The new flood maps will also allow for property owners to move forward with decisions on whether repairs to damaged buildings will be allowed or not and what requirements will be in effect for rebuilding to the ordinance standards for properties located in flood plains.

With no further business before the Planning Commission the meeting adjourned at 2:51pm.

MINUTES ARE DRAFT UNTIL APPROVED AT THE NEXT REGULAR MEETING

Passed and approved this ____ day of _____, 2025.

APPROVED: _____

Ron Michelena, Vice Chairman

ATTEST: _____

Stephanie J. Warren, GIS Coordinator/Planner

AGENDA MEMORANDUM

Village of Ruidoso

Regular Items - 1.

To: Mayor Crawford and Councilors

Presenter(s): Ronald Sena, Village Manager
Judi Starkovich, Finance Director

Meeting Date: February 11, 2025

Re: Discussion and Possible Action on Agreement between the Village of Ruidoso and Healing Americas Heroes for Grant Administration on Capital Outlay Grant #24-I2993, in the Amount of \$450,000.00.

Item Summary:

Discussion and Possible Action on Agreement between the Village of Ruidoso and Healing Americas Heroes for Grant Administration on Capital Outlay Grant #24-I2993, in the Amount of \$450,000.00.

Financial Impact:

The funds are budgeted in the Intergovernmental Grants Special Revenue Fund's Capital Outlay - Projects line item (218-791-53006) in the Amount of \$450,000.00.

Item Discussion:

The Village of Ruidoso received a capital outlay appropriation during the 2024 Legislative Session under Capital Outlay Number 24-I2993 in the amount of Four Hundred Fifty Thousand Dollars (\$450,000), with One Percent (1%) allocated for Art in Public Places ("AIPP"), to plan, design, demolish, construct, furnish, equip, and renovate a veterans' conference center, including residential facilities and accessibility improvements, near Fort Stanton in Lincoln County, New Mexico.

Recommendations:

To Approve Agreement between the Village of Ruidoso and Healing Americas Heroes for Grant Administration on Capital Outlay Grant #24-I2993, in the Amount of \$450,000.00.

ATTACHMENTS:

Description
Agreement
Capital Outlay Appropriation

AGREEMENT BETWEEN THE VILLAGE OF RUIDOSO, NEW MEXICO AND HEALING AMERICAS HEROES

THIS AGREEMENT is made and entered into as of the date last executed below by and between the **Village of Ruidoso, New Mexico** (hereinafter referred to as the "Village") and **Healing Americas Heroes**, a nonprofit entity (hereinafter referred to as "HAH").

RECITALS

WHEREAS, the Village of Ruidoso received a capital outlay appropriation during the 2024 Legislative Session under Capital Outlay Number **24-I2993** in the amount of **Four Hundred Fifty Thousand Dollars (\$450,000)**, with **One Percent (1%)** allocated for Art in Public Places ("AIPP"), to plan, design, demolish, construct, furnish, equip, and renovate a veterans' conference center, including residential facilities and accessibility improvements, near Fort Stanton in Lincoln County, New Mexico (the "Project");

WHEREAS, the appropriation is subject to the laws and regulations of the **State of New Mexico Department of Finance and Administration ("DFA")** and the terms of the **Capital Appropriation Agreement**;

WHEREAS, HAH desires to provide input on the improvements funded by the appropriation, particularly as they relate to veterans' needs, but acknowledges that it will not serve as the decision-maker for such improvements;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

ARTICLE I. PURPOSE OF AGREEMENT

The purpose of this Agreement is to establish the roles and responsibilities of the Village and HAH in relation to the Project funded under Capital Outlay Number 24-I2993.

ARTICLE II. RESPONSIBILITIES OF THE PARTIES

A. Responsibilities of the Village:

1. The Village shall act as the fiscal agent for the Project, ensuring compliance with all applicable laws, regulations, and terms of the Capital Appropriation Agreement with DFA.
2. The Village shall oversee the planning, design, demolition, construction, furnishing, equipping, and renovation activities associated with the Project.
3. The Village shall consult with HAH to gather input on the needs and preferences of veterans for the Project.
4. The Village shall retain final decision-making authority regarding all aspects of the Project.

B. Responsibilities of HAH:

1. HAH shall provide input to the Village regarding the Project, focusing on the needs and preferences of veterans to ensure the improvements serve their intended purpose.
2. HAH shall attend meetings and provide timely responses to requests for input from the Village.
3. HAH shall not engage in decision-making or fiscal management of the Project funds.
4. HAH acknowledges and agrees that its role is advisory only and that the Village retains sole authority over the Project.

ARTICLE III. TERM AND TERMINATION

A. Term: This Agreement shall become effective as of the date it is executed by both parties and shall remain in effect until the completion of the Project or June 30, 2028, whichever occurs first, unless terminated earlier as provided herein.

B. Termination: Either party may terminate this Agreement for cause upon providing thirty (30) days written notice to the other party. Termination shall not relieve either party of obligations incurred prior to the termination date.

ARTICLE IV. GENERAL PROVISIONS

A. Amendments: This Agreement may be amended only by written agreement signed by both parties.

B. Entire Agreement: This Agreement constitutes the entire understanding between the parties regarding the subject matter herein and supersedes all prior agreements or understandings, whether written or oral.

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

D. Notices: Any notices required or permitted under this Agreement shall be in writing and delivered to the parties at the addresses below:

- **Village of Ruidoso:** 313 Cree Meadows Dr., Ruidoso, NM 88345
- **Healing Americas Heroes:** 250 Black Jack Pershing Rd., Ft. Stanton, NM 88323

E. Severability: If any provision of this Agreement is found to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

SIGNATURES

IN WITNESS WHEREOF, the parties have executed this Agreement as of the dates set forth below.

Village of Ruidoso, New Mexico

By: _____

Name: _____

Title: _____

Date: _____

Healing Americas Heroes

By: _____

Name: _____

Title: _____

Date: _____

STATE OF NEW MEXICO
DEPARTMENT OF FINANCE AND ADMINISTRATION
GENERAL FUND 93100 CAPITAL APPROPRIATION PROJECT

THIS AGREEMENT is made and entered into as of the date it is executed, by and between the Department of Finance and Administration, hereinafter called the "Department" or abbreviation such as "DFA/LGD", and **VILLAGE OF RUIDOSO**, hereinafter called the "Grantee". This Agreement shall be effective as of the date it is executed by the Department.

RECITALS

WHEREAS, in the **Laws of 2024, Chapter 66, Section 28, Paragraph 351**, the Legislature made an appropriation to the Department, funds from which the Department is making available to the Grantee pursuant to this Agreement; and

WHEREAS, the Department is granting to Grantee, and the Grantee is accepting the grant of, funds from this appropriation, in accordance with the terms and conditions of this Agreement; and

WHEREAS, pursuant to Sections 9-6-5 and 9-6-5.1 NMSA 1978, the Secretary of the Department of Finance and Administration has the power and the authority to (i) maintain long-range estimates and plans for capital projects and develop standards for measuring the need for, and utility of, proposed projects; (ii) contract for, receive and utilize any grants or other financial assistance made available by the United States government or by any other source, public or private; (iii) provide planning and funding assistance to units of local government, council of government organizations, Indian tribal governments situated within New Mexico, and to nonprofit entities having for their purpose local, regional or community betterment; (iv) incident to any such programs, may enter into contracts and agreements with such units of local government, council of government organizations, Indian tribal governments, nonprofit entities and the federal government; and (v) delegate such authority to the Local Government Division as being necessary and appropriate to such delegation;

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and obligations contained herein, the parties hereby mutually agree as follows:

ARTICLE I. PROJECT DESCRIPTION, AMOUNT OF GRANT AND REVERSION DATE

A. The project that is the subject of this Agreement is described as follows:

24-I2993 \$450,000.00 APPROPRIATION REVERSION DATE: June 30, 2028

Laws of 2024, Chapter 66, Section 28, Paragraph 351, Four Hundred Fifty Thousand (\$450,000.00), from the General Fund 93100 to plan, design, demolish, construct, furnish, equip and renovate a veterans' conference center, including residential facilities and accessibility improvements, near Fort Stanton in Lincoln county;

The Grantee's total reimbursements shall not exceed Four Hundred Fifty Thousand \$450,000.00 (the "Appropriation Amount") minus the allocation for Art in Public Places ("AIPP amount")¹, if applicable, Four Thousand Five Hundred \$4,500.00, which equals Four Hundred Forty-five Thousand Five Hundred \$445,500.00 (the "Adjusted Appropriation Amount").

In the event of a conflict among the Appropriation Amount, the Reversion Date, as defined herein and/or the purpose of the Project, as set forth in this Agreement, and the corresponding appropriation language in the laws cited above in this Article I(A), the language of the laws cited herein shall control.

This project is referred to throughout the remainder of this Agreement as the "Project"; the information contained in Article I(A) is referred to collectively throughout the remainder of this Agreement as the "Project Description." [Optional Language if special conditions apply. Attachment A sets forth additional or more stringent requirements and conditions, which are incorporated by this reference as if set forth fully herein. If Optional Attachment A imposes more stringent requirements than any requirement set forth in this Agreement, the more stringent requirements of Attachment A shall prevail, in the event of irreconcilable conflict.] The Grantee shall reference the Project's number in all correspondence with and submissions to the Department concerning the Project, including, but not limited to, Requests for Payment and reports.

IN WITNESS WHEREOF, the parties have duly executed this Agreement as of the date of execution by the Department.

GRANTEE

Village of Reusoso

Entity Name

[Signature]

Signature of Official with Authority to Bind Grantee

By:

Lynn D Crawford

(Print Name)

Its:

Mayor

(Title)

6/25/24

Date

DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION

Jeannette Gallegos

By:

Jeannette Gallegos

Its: Cabinet Secretary or Designee

6/28/2024

Date

AGENDA MEMORANDUM

Village of Ruidoso

Regular Items - 2.

To: Mayor Crawford and Councilors

Presenter(s): Ashlie Carabajal, Water Resource Manager

Meeting Date: February 11, 2025

Re: Discussion and Possible Action on Task Order RFP #2024-004P-02-Amendment 1 with Cobb, Fendley & Associates, Inc. to Include Additional Time for Field Data Collection as Part of the Storm Drain Infrastructure Asset Inventory in an Amount Not to Exceed \$272,166.50 for a Total Project Cost of \$426,658.25 Including NMGRT.

Item Summary:

Discussion and Possible Action on Task Order RFP #2024-004P-02-Amendment 1 with Cobb, Fendley & Associates, Inc. to Include Additional Time for Field Data Collection as Part of the Storm Drain Infrastructure Asset Inventory in an Amount Not to Exceed \$272,166.50 for a Total Project Cost of \$426,658.25 Including NMGRT.

Financial Impact:

The task order will be budgeted out of available funds in the SGRT Special Revenue Fund.

Item Discussion:

Due to the additional time that is needed to complete the surveying portion of the task order, we are requesting additional funds to complete the inventory portion. Cobb Fendley is estimating an additional six weeks of field data collection.

Recommendations:

To Approve Task Order RFP #2024-004P-02-Amendment 1 with Cobb, Fendley & Associates, Inc. to Include Additional Time for Field Data Collection as Part of the Storm Drain Infrastructure Asset Inventory in an Amount Not to Exceed \$272,166.50 for a Total Project Cost of \$426,658.25 Including NMGRT.

ATTACHMENTS:

Description
Task Order
Engineer Letter

**TASK ORDER
FROM
VILLAGE OF RUIDOSO
TO
Cobb, Fendley & Associates, Inc.
FY 2024**

1. **Task Order Number:** RFP#2024-004P-02-Amendment 1
2. **Title:** Storm Drain Infrastructure Asset Inventory
3. **Location:** Village of Ruidoso
4. **Scope of Services Required:** Provide surveying and engineering services to create a storm drain infrastructure asset inventory
5. **Project Number:** _____
6. **Village Contact:** Christella Armijo or Ashlie Carabajal
Cobb Fendley Contact: Sean Wolfe
7. **Performance Time:** October 2024 – June 2025
8. **Estimated Cost:** \$154,491.75 including NM gross-receipts tax
9. **Amendment 1 Total Cost:** \$426,658.25 including NMGRT
10. **Attachments:** September 20, 2024 “Task Order #2, Contract RFP#2024-004P Village of Ruidoso Storm Drain Infrastructure Asset Inventory”
11. **Amendment 1 Attachment:** January 24, 2025 “RFP #2024-004P-02 Drainage Asset Inventory, Village of Ruidoso Supplemental Fee Request”
12. **The parties hereto executed the original Task Order on: (date)** _____

Village of Ruidoso

Cobb, Fendley & Associates, Inc.

Lynn D. Crawford, Mayor

Sean Wolfe, PG, Region Manager

Date: _____

Date: _____

(SEAL)

ATTEST:

Jini S. Turri, Village Clerk

January 24, 2025

Ashlie Carabajal
Water Resources Manager
Village of Ruidoso
313 Cree Meadows Drive
Ruidoso, NM 88345
Email: ashliecarabajal@ruidoso-nm.gov

VIA EMAIL

**RE: RFP #2024-004P-02 Drainage Asset Inventory, Village of Ruidoso
Supplemental Fee Request**

Dear Ashlie,

CobbFendley has been actively engaged collecting field survey data for identifiable drainage infrastructure to support the Village's asset inventory program. Our original fee estimate for field survey activities was based on projected time required to collect these data. This approach was taken without prior knowledge of the extent of infrastructure in the Village that lacked record information. Our efforts to date have been very successful with substantial information collected and provided to you as progress deliveries. Our efforts have included numerous team members from several CobbFendley offices.

We have exceeded our \$154,491.75 budget, the amount included within our total purchase order for field survey and engineering activity, RFP#2024-004P-02. As of January 18, 2025, we have expended \$177,819.26 (excl NMGRT) for surveying services which includes \$161,327.00 of labor costs for field and office staff and \$16,492.26 in expenses to support a typical field team of three surveyors using company equipment. This equates to an overage of \$67,819.26 (excl NMGRT) of \$110,000 allocated (excl NMGRT) for survey efforts beginning in mid-November through January 19, 2025.

We anticipate six more weeks of field data collection with up to three team members continuing the work. Additional data processing time is included. To support the remaining schedule, we request a supplemental fee of \$198,794.53 (incl NMGRT). This will be billed on a time and materials basis, with invoices reflecting this approach. The addition of \$198,794.53 for future effort, and an additional \$73,371.96 (current overage incl NMGRT) totals \$272,166.50. This addition will bring our total task order budget to \$426,658.25 including NMGRT.

We appreciate the opportunity to support the Village now and into the future as we work together toward identifying infrastructure conditions. Please feel free to contact me with any questions or additional information needs. Thank you very much.

Sincerely,



L. Brad Sumrall, PE
Principal | Team Lead
Municipal Engineering - Mountain Region

AGENDA MEMORANDUM

Village of Ruidoso

Regular Items - 3.

To: Mayor Crawford and Councilors

Presenter(s): Joshua Long, Street Department Manager

Meeting Date: February 11, 2025

Re: Discussion and Possible Action on Adoption of Resolution 2025-05, a Resolution of Support and Commitment to the Funding of the 2026 New Mexico Department of Transportation (NMDOT) Municipal Arterial Funding Program (MAP) in the Amount of \$334,846.00.

Item Summary:

Discussion and Possible Action on Adoption of Resolution 2025-05, a Resolution of Support and Commitment to the Funding of the 2026 New Mexico Department of Transportation (NMDOT) Municipal Arterial Funding Program (MAP) in the Amount of \$334,846.00.

Financial Impact:

The Street Department will utilize its in-house equipment and labor for the project. Total Project Cost \$334,846.00, NMDOT 75% \$251,134.50 & VOR 25% \$83,711.50.

Item Discussion:

The Village of Ruidoso Street Department is asking for support and commitment for the 2026 MAP Project. The Street Department plans to use its in-house equipment and labor, and to purchase materials. Purchase of materials will be dependent upon the Hot Plant being operational at that time. If not operational hot mix will have to be purchased. The project area will be: Terrace Drive, Lower Terrace Drive, Upper Terrace Drive, and Course View Drive.

Recommendations:

To Approve Adoption of Resolution 2025-05, a Resolution of Support and Commitment to the Funding of the 2026 New Mexico Department of Transportation (NMDOT) Municipal Arterial Funding Program (MAP) in the Amount of \$334,846.00.

ATTACHMENTS:

Description
Resolution 2025-05
Estimated Cost Summary
Project Map

VILLAGE OF RUIDOSO

RESOLUTION 2025-05

**A RESOLUTION OF SUPPORT & COMMITMENT TO THE FUNDING OF THE
2026 New Mexico Department of Transportation MAP Funding Program**

PREAMBLE

- A. The appearance, maintenance and public safety on the streets within the limits of the Village of Ruidoso is a vital concern to the traveling public in the area.
- B. The project will be Project to add a Drainage Rehabilitation/Improvements, Pavement Rehabilitation/Improvements, and Miscellaneous to various streets within the project area : Terrace Drive, Lower Terrace Drive, Upper Terrace Drive, and Course View Drive.
- C. The overall cost for the project will be \$ 334,846.00 with the state's participation being 75% or \$ 251,134.50, and the Village of Ruidoso's contribution being 25% or \$ 83,711.50. The Village of Ruidoso shall pay all costs, which exceed the total amount of \$ 334,846.00.
- D. That the Village of Ruidoso has complied with all the guidelines as set forth in the Procedures for Local Government Road Fund Program, as established by the New Mexico State Highway & Transportation Department, for application for funding.
- E. The Project can be considered as a Phase I and Phase II MAP Project.
- F. This Resolution authorizes for the Mayor's signature on behalf of the Village Of Ruidoso, to enter into a Cooperative Agreement for the project funding, once awarded by the State.

NOW THEREOFRE BE IT RESOLVED BY THE GOVERNING BODY OF THE VILLAGE OF RUIDOSO:

That the Village of Ruidoso certifies that the project is in public right of way and is necessary for the public good and convenience to serve the public and traveling public and in full support of the project with commitment to its 25% matching share.

PASSED, ADOPTED AND APPROVED THIS _____ day of February, 2025

Lynn D. Crawford, Mayor

SEAL

ATTEST:

Jini Turri, Village Clerk

ESTIMATED SUMMARY OF COSTS AND QUANTITIES

ENTITY: Village of Ruidoso

D0: _____

PROJECT

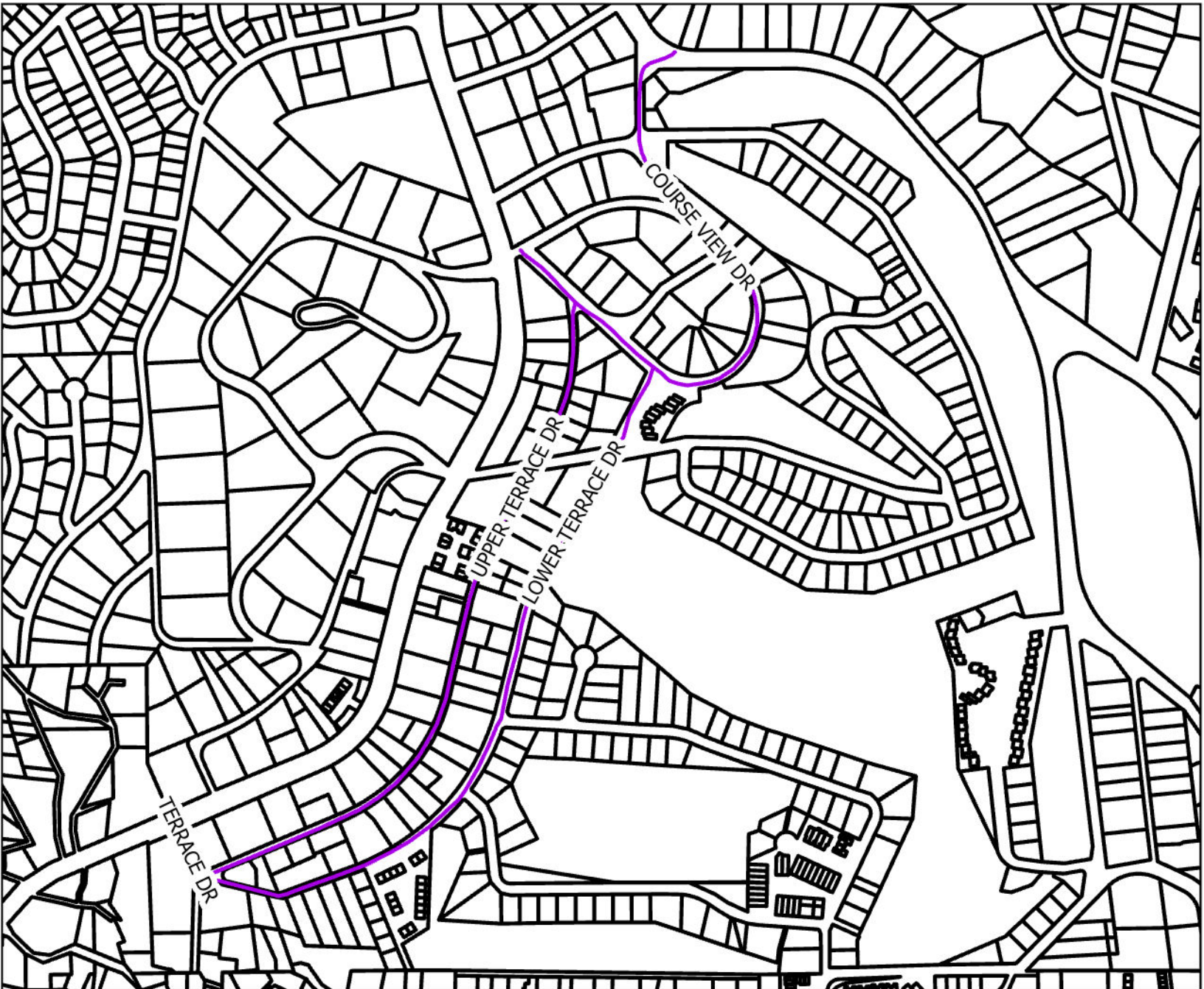
No.:

Vendor: 54454

TERMINI: Village will improve Drainage Improvements/Rehabilitation, Pavement Improvements/ Rehabilitation, & Misc. within the Project area which includes: Terrace Drive, Lower Terrace, Upper Terrace, and Course view Drive







SCOPE OF WORK: Pavement Rehabilitation/Improvements, Drainage Rabilitation/Improvements, & Micellaneous to various streets within the village limits of the Village of Ruidoso.

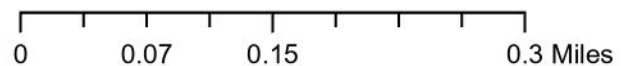
ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT COST	Estimated COST
1	Materials	Total	1.0	\$332,346.00	\$332,346.00
2	Engineer Certification	total	1.0	\$2,500.00	\$2,500.00
3					..
4					
5					
6					
7					
8					
9					
10					
11					
					\$334,846.00



Level Course, Clean Bar Ditches, with 2 1/2" Overlay

Legend

-  COURSE VIEW 2,640 Feet
-  LOWER TERRACE 3,168 Feet
-  TERRACE (Included into footage of Upper Terrace)
-  UPPER TERRACE 3,168 Feet
-  DBO.VOR_Boundary
-  DBO.Parcels



AGENDA MEMORANDUM

Village of Ruidoso

Regular Items - 4.

To: Mayor Crawford and Councilors

Presenter(s): Joshua Long, Street Department Manager

Meeting Date: February 11, 2025

Re: Discussion and Possible Action on Adoption of Resolution 2025-06, a Resolution of Support and Commitment to the Funding of the 2025-2026 New Mexico Department of Transportation (NMDOT) Cooperative (COOP) Funding Program in the Amount of \$382,768.00.

Item Summary:

Discussion and Possible Action on Adoption of Resolution 2025-06, a Resolution of Support and Commitment to the Funding of the 2025-2026 New Mexico Department of Transportation (NMDOT) Cooperative (COOP) Funding Program in the Amount of \$382,768.00.

Financial Impact:

The Street Department will utilize its in-house equipment and labor for the project.
Total Project Cost \$382,768.00 NMDOT 75% \$287,076.00 & VOR 24% \$95,692.00.

Item Discussion:

The Village of Ruidoso Street Department is asking for support and commitment for the 2026 COOP Project. The Street Department plans to use its in-house equipment and labor, & to purchase materials. Purchase of materials will be dependent upon the street department's hot plant being operational at that time. If not operational hot mix will have to be purchased. The project area will be: Sunny Slope Drive, Sunny Slope Court, Slate Court, Marble Drive, Marble Court, and Coal Drive.

Recommendations:

To Approve Adoption of Resolution 2025-06, a Resolution of Support and Commitment to the Funding of the 2025-2026 New Mexico Department of Transportation (NMDOT) Cooperative (COOP) Funding Program in the Amount of \$382,768.00.

ATTACHMENTS:

Description
Resolution 2025-06
Estimated Cost Summary

VILLAGE OF RUIDOSO

RESOLUTION 2025-06

**A RESOLUTION OF SUPPORT & COMMITMENT TO THE FUNDING OF THE
2026 New Mexico Department of Transportation COOP Funding Program**

PREAMBLE

- A. The appearance, maintenance and public safety on the streets within the limits of the Village of Ruidoso is a vital concern to the traveling public in the area.
- B. The project will improve various roads within the Village by doing drainage improvements/rehabilitation, pavement improvements/rehabilitation, & miscellaneous to various streets within project area : Sunny Slope Drive, Sunny Slope Court, Slate Court, Marble Drive, Marble Court, and Coal Drive.
- C. The Scope of the project will be to Pavement Rehabilitation/Improvements, Drainage Improvements, and miscellaneous improvements to roadways. The Village of Ruidoso will be using in house materials, equipment and labor.
- D. The overall cost for the project will be \$ 382,768.00 with the state's participation being 75% or \$ 287,076.00 and the Village of Ruidoso's contribution being 25% or \$ 95,692.00. The Village of Ruidoso shall pay all costs, which exceed the total amount of \$ 382,768.00.
- E. The Project can be considered as a Phase I and Phase II COOP Project.
- F. That the Village of Ruidoso has complied with all the guidelines as set forth in the Procedures for Local Government Road Fund Program, as established by the New Mexico State Highway & Transportation Department, for application for funding.
- G. This Resolution authorizes for the Mayor's signature on behalf of the Village Of Ruidoso, to enter into a Cooperative Agreement for the project funding, once awarded by the State.

NOW THEREOFRE BE IT RESOLVED BY THE GOVERNING BODY OF THE VILLAGE OF RUIDOSO:

That the Village of Ruidoso certifies that the project is in public right of way and is necessary for the public good and convenience to serve the public and traveling public and in full support of the project with commitment to its 25% matching share.

PASSED, ADOPTED AND APPROVED THIS ___ day of _____, 2025

Lynn D. Crawford, Mayor

SEAL









ATTEST:

Jini Turri, Village Clerk



Level Course, Clean Bar Ditches, with 2 1/2" Overlay

Legend

-  COAL DR 792 Feet
-  MARBLE CT 528 Feet
-  MARBLE DR 2,640 Feet
-  S SLOPE CT 528 Feet
-  SLATE CT 528 Feet
-  SUNNY SLOPE DR 4,752 Feet
-  DBO.VOR_Boundary
-  DBO.Parcels

