



Alamogordo City Commission

NOTICE OF MEETING

Regular Meeting Agenda

March 26, 2024 - 6:30 PM

Donald E. Carroll City Commission Chambers
City Hall, 1376 E. Ninth Street

Susan L. Payne Mayor
Sharon McDonald Mayor Pro-Tem, District 5
Nick Paul District 1
Stephen Burnett District 2
Warren Robinson District 3
Josh Rardin District 4
Mark Tapley District 6

Rick Holden City Manager
Ashley Smith City Attorney
Rachel Hughs City Clerk

MISSION STATEMENT as Adopted by the City Commission on March 24, 1995.

The City of Alamogordo is a Municipal Corporation that exists solely for the purpose of providing the best possible services to our customers, the citizens of Alamogordo. We are committed to providing these services with honesty, integrity, compassion, fairness, and a commitment to excellence.

We are committed to the long-term financial stability and responsible growth of the City and all decisions will be driven by our commitment to provide the best services possible in a financially sound and responsible manner given the economic realities facing the City.

In accordance with Section 10-15-1.D, NMSA 1978 (2010 Cumulative Supplement), this agenda has been posted on the east bulletin board located in the south of the City Hall and in the glass case located outside the north entrance of the City Hall, distributed to the appropriate news media, and posted on the City website: <http://ci.alamogordo.nm.us> within the required time frame. As a courtesy, the entire Agenda Packet has also been posted on the City of Alamogordo website: <http://ci.alamogordo.nm.us>

The Mayor and City Commission request that all cell phones be turned off or set to vibrate. Members of the audience are requested to step outside the Commission Chambers to respond to or to conduct a phone conversation. The Alamogordo Commission Chambers is wheelchair accessible. Other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Clerk's Office at 575-439-4100.

CALL TO ORDER & ROLL CALL

Announce the presence of a Quorum.

INVOCATION & PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PRESENTATIONS

1. Swearing in of the Alamogordo Fire Department Staff: Chief Jerry Ramirez, Deputy Chief Liam Lashley, Fire Inspector Michael Lucas, Lt. Thomas Ontiveros, Firefighters Gage Lawhorn, Kylen Mathias, Marcus Murray, Billie Byun (Moore), Juan Flores, Liam Arnold, Seth Murillo and Jacob Lawrence. (David

Overstreet, Municipal Court Judge)

PUBLIC COMMENT

Residents must sign up with the City Clerk to address the City Commission. The standard allotted time is 3 minutes, but the Mayor reserves the right to change depending on the number of public comments.

CITY MANAGER'S REPORT

REMARKS AND INQUIRIES BY THE CITY COMMISSION

CONSENT AGENDA (Roll Call Vote Required for an Ordinance or Resolution)

All matters listed under the Consent Agenda are considered to be routine by the City Commission and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

2. Approve the minutes for the Regular Commission meeting on March 12, 2024. *(Rachel Hughs, City Clerk)*
3. Consider, and act upon, Resolution 2024-20 establishing a six-month moratorium on new off-premise billboards for the City of Alamogordo. *(Rick Holden, City Manager)*. **(Roll Call Vote Required)**

ITEMS REMOVED FROM CONSENT AGENDA

NEW BUSINESS

4. Consider, and act upon, approval of the Annual Reports from City Boards and Committees for Fiscal Year 2024. *(Rachel Hughs, City Clerk and Stephanie Hernandez, Assistant City Manager)*

EXECUTIVE SESSION (Roll Call Vote Required)

5. Adjourn into Executive Closed Session in compliance with 10-15-1(H)(7) NMSA (as amended) to discuss Pending Litigation: Downtown Ventures. **(Roll Call Vote Required)**

ADJOURNMENT

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 3/26/2024

Report Date: 03/11/2024

Report No: 1.

Submitted By: Amanda Renner

Subject: Swearing in of the Alamogordo Fire Department Staff: Chief Jerry Ramirez, Deputy Chief Liam Lashley, Fire Inspector Michael Lucas, Lt. Thomas Ontiveros, Firefighters Gage Lawhorn, Kylene Mathias, Marcus Murray, Billie Byun (Moore), Juan Flores, Liam Arnold, Seth Murillo and Jacob Lawrence. *(David Overstreet, Municipal Court Judge)*

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Swearing in only.

Background:

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 3/26/2024

Report Date: 03/18/2024

Report No: 2.

Submitted By: Rachel Hughs

Subject: Approve the minutes for the Regular Commission meeting on March 12, 2024. *(Rachel Hughs, City Clerk)*

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Approve the minutes.

Background: This is required by the Open Meetings Act.

**CITY OF ALAMOGORDO, NEW MEXICO
CITY COMMISSION REGULAR MEETING MINUTES
6:30 P.M., DONALD E. CARROLL COMMISSION CHAMBERS
March 12, 2024**

**SUSAN PAYNE, MAYOR
SHARON McDONALD, COMMISSIONER
JOSH RARDIN, COMMISSIONER
STEPHEN BURNETT, COMMISSIONER
NICHOLAS PAUL, COMMISSIONER**

**MARK TAPLEY, COMMISSIONER
WARREN ROBINSON, COMMISSIONER
RICK HOLDEN, CITY MANAGER
ASHLEY SMITH, CITY ATTORNEY
RACHEL HUGHS, CITY CLERK**

CALL TO ORDER / ROLL CALL / INVOCATION / PLEDGE OF ALLEGIANCE

Mayor Payne called the meeting to order at 6:30 p.m. Roll Call was taken by the City Clerk. City Clerk Hughs announced there was a quorum present. The Invocation was given by Commissioner Robinson and the Pledge of Allegiance was led by Mayor Pro-Tem McDonald.

APPROVAL OF AGENDA

**Commissioner Burnett moved to approve the agenda.
Commissioner Robinson seconded the motion.
Motion carried with a vote of 7-0-0.**

PRESENTATIONS

1. Tularosa Basin Downwinders Consortium presentation. (Mary White, Tularosa Basin Downwinders Consortium Member)

Ms. White said she was here to discuss the Radiation Exposure Compensation Act, RECA. We are working to get New Mexico covered by the Act and are here to ask the Commission to consider passing a resolution or proclamation in support of covering New Mexico under RECA. RECA expires in June, and if it expires without our legislation, that is the end. We will likely never get help for the radiation exposure caused by the Trinity atomic bomb. We were close in December with legislation and votes for the National Defense Authorization Act, NDAA, which passed the US Senate with a supermajority vote. House Speaker Jim Jordan took it out of the NDAA in December, but we now have Jim Jordan on our side.

Ms. Edna Hinkle said she was a breast cancer survivor. Her grandparents lived twenty-seven miles from Trinity, and they had six children. The entire family is affected by cancer. The government said the land was uninhabited, and they were not warned to leave the area beforehand. The government took their ranch to form the White Sands Missile Range, and the family moved to Alamogordo. Thirty-one members of the families around the ranch have had cancer. Sixteen died, and thirteen survived. Eleven years ago, in 2013, \$346,000 was submitted to my insurance for cancer treatment, and that does not include many associated costs. After chemo, I am more susceptible to skin cancer and have had thirty-one instances of it. I am past the cancer but will never be past the side effects.

Ms. White said if the legislation sunsets, there will not be another opportunity. Everything we need is in this legislation. When innocent people are injured, we ask the federal government to step up and take responsibility. Ten pounds of plutonium packed in the Trinity bomb did not fission and rained down for days. The concussive force sent radiation for hundreds of miles.

Commissioner Rardin asked how many other municipalities the Tularosa Basin Downwinders Consortium was seeking support from. Ms. White said that cities and counties across New Mexico were stepping up. We have the support of the western states' governors, such as Texas and the New Mexico House and Senate.

Mayor Payne asked what the state legislator's responses were. Ms. White said that one legislator asked what proof or testing there was, and the response was, we have no money. We are fighting cancers with garage sales and bake sales for funding. The other states had no measure of proof. They were presumed to have been affected due to their proximity to an atomic bomb. The same goes for New Mexico, and this was the most problematic bomb dropped one hundred feet off the ground. The government did not want massive loss of life or property destruction. This meant a huge concussive force with radiation. After that, they evacuated for one hundred and fifty miles, which was not uninhabited. From the archives, we know there was concern the government would be sued and liable.

PUBLIC COMMENT

None.

CITY MANAGER'S REPORT

City Manager Holden made the following remarks:

1. We will get the agendas to the Commission in a timelier fashion so you can have more time to review them.
2. Staff is working on a Tourism Plan to identify what tourism is, how we get there, and what we are doing. Assistant City Manager Hernandez is working closely with the Center of Commerce and Tourism Specialist Flint.
3. We are in a Water Rate Study. We will call the commissioners to schedule a one-on-one meeting with the rate study consultant. Understanding the full depth of the ongoing program and study is important. It has been ten years since the City has embarked on water rates. We are going to simplify the water process considerably.
4. We are working on the parking issues on Oregon Street. There is no reason why kids cannot park at the high school they go to. We will place signs up, limit parking along the street, and regulate it so people who want to come to the Park can use it. School kids will not be allowed to park here during school hours. If that is not understood, some may be towed as a last resort. We know they may move to other areas, and we are working closely with the school. The school has been putting out notices advising kids to find other parking places.
5. We still do not have liquor liability insurance. We are working with the New Mexico Municipal League Self-Insurance Fund to provide that insurance, but we are not getting anywhere. In the interim, we have had to cancel events like the Saint Patrick's Day Bash. We cannot sell alcohol, and in that short time, we could not get someone to take that on as a private contractor.
6. Regarding the Rocket City Fun Center, staff has worked with Jay and his counterparts. He has been cooperative. From the staff's standpoint, it looks like he will meet the obligations of the LEDA portion. We are moving to the next phase, which is to develop an inventory to know what is in the building and who it belongs to. We have to deal with the cost of bringing the facility up to a minimum standard to continue operating as a bowling alley. Potential lingering tax issues regarding liquor also need to be resolved. We plan an executive session to discuss potential litigation, remaining bond responsibility, the land, and options.

REMARKS AND INQUIRIES BY THE CITY COMMISSION

Mayor Payne made the following comments:

There are many positive things happening in our community. We have so many new police officers, the Ferguson Academy, a new Base Commander, and the Center of Commerce is coming along.

Commissioner Robinson made the following comments:

The Altus Award should be publicized so people know about it. Mayor Payne said that is coming. National people are coming to present the award.

CONSENT AGENDA

2. Approve the minutes for the Regular Commission meeting on February 27, 2024. (Rachel Hughs, City Clerk)

3. Consider, and act upon, Ordinance 1686 for adoption and final publication to add Article 11-08, Section 08-010 - 08-040 to Chapter 11 Criminal Code, concerning Peddler and Solicitor Regulations. (Ashley Smith, City Attorney) (Roll Call Vote Required)

4. Consider, and act upon, Ordinance 1687 for adoption and final publication to add Article 11-07, Section 07-010 - 07-060 to Chapter 11 Criminal Code, concerning Alcoholic Beverage Regulations. (Ashley Smith, City Attorney) (Roll Call Vote Required)

5. Consider, and act upon, bid award IFB 2024-01 to AggTec for an estimated amount of \$84,600.00 for the purchase of concrete to be utilized by various departments. (Evelyn Huff, Finance Director)

6. Consider, and act upon, Resolution 2024-19 requesting written approval from the Local Government Division of the Department of Finance and Administration, State of NM for the revised budget numbers computed as of March 12, 2024. (Evelyn Huff, Finance Director) (Roll Call Vote Required)

Commissioner Burnett removed Item 5 from the Consent Agenda.

Mayor Pro-Tem McDonald moved to approve the Consent Agenda as amended.

Commissioner Robinson

seconded the motion.

Roll Call Vote was taken.

Motion carried with a vote of 7-0-0.

ITEMS REMOVED FROM CONSENT AGENDA

5. Consider, and act upon, bid award IFB 2024-01 to AggTec for an estimated amount of \$84,600.00 for the purchase of concrete to be utilized by various departments. (Evelyn Huff, Finance Director)

Commissioner Burnett asked how many times we have written off bills for AggTec in the last two years. Finance Director Huff said she was not aware of any and would have to research it. Commissioner Burnett said in the water bill last year it was in excess of \$10,000. That may have been for Mesa Verde. She said Mesa Verde had a large bill written off for the hydrant meter that had not been turned in or billed. We got it back. Commissioner Burnett said it was not AggTec then.

Commissioner Burnett moved to approve.

Commissioner Robinson seconded the motion.

Motion carried with a vote of 7-0-0.

ADJOURNMENT

**Commissioner Burnett oved to adjourn at 7:08 p.m.
Mayor Pro-Tem McDonald seconded the motion.
Motion carried with a vote of 7-0-0.**

Mayor Susan L. Payne

ATTEST:

City Clerk Rachel Hughs

(Prepared by Dylan Aleshire, Deputy City Clerk)
Approved at the Regular Meeting held on March 26, 2024.

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 3/26/2024

Report Date: 03/19/2024

Report No: 3.

Submitted By: Stephanie Hernandez

Subject: Consider, and act upon, Resolution 2024-20 establishing a six-month moratorium on new off-premise billboards for the City of Alamogordo. (*Rick Holden, City Manager*). **(Roll Call Vote Required)**

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Approve the Resolution.

Background:

RESOLUTION NO. 2024-20

**A RESOLUTION ADOPTING A SIX-MONTH MORATORIUM ON NEW OFF-
PREMISE BILLBOARDS FOR THE CITY OF ALAMOGORDO**

WHEREAS members of the City of Alamogordo City Commission have requested that staff establish a six-month moratorium on new off-premise billboards.

WHEREAS the City Commission continues to recognize the propagation of off-site commercial advertising, identified as billboards, can significantly detract from the city of Alamogordo's goal of enhanced aesthetics and improved image; and,

WHEREAS the City of Alamogordo defines a billboard under this moratorium as any off-premise advertising done on an elevated sign, that which is mounted on a wood, composite, or metal structure equal to or greater than four (4) feet in height off the ground, that has a sign face equal to or greater than one hundred (100) square feet, including but not limited to digital display; and

WHEREAS the City of Alamogordo defines an off-premise sign as any sign displaying a commercial message that pertains to a business, person, organization, activity, event, place, service, or product not principally located, or primarily manufactured, or sold on the premises on which the sign is located; and

WHEREAS the City of Alamogordo passed Resolutions No's. 2018-12 on April 3, 2018, expiring October 3, 2018, and; Resolution 2023-19 on May 23, 2023 expiring November 23, 2023 establishing a six-month moratorium on new off-premise billboards,

WHEREAS the City of Alamogordo is in the process of updating the Code of Ordinances, which will include language pertaining to Signs and Billboards.

WHEREAS this moratorium will continue to apply to new electronic billboards, as well as continuing a moratorium on converting existing billboards into electronic signs.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the City of Alamogordo, New Mexico adopts Resolution No. 2024-20, implementing a six-month moratorium on new off premise billboard.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2024.

CITY OF ALAMOGORDO, NEW MEXICO
a New Mexico municipal corporation

By: _____
Susan L. Payne, Mayor

ATTEST:

Rachel Hughs, City Clerk

APPROVED AS TO FORM:

Ashley Smith, City Attorney

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 3/26/2024

Report Date: 03/19/2024

Report No: 4.

Submitted By: Rachel Hughs

Subject: Consider, and act upon, approval of the Annual Reports from City Boards and Committees for Fiscal Year 2024. *(Rachel Hughs, City Clerk and Stephanie Hernandez, Assistant City Manager)*

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Approvet the reports.

Background:

At least once each year, every public board, commission, or committee shall present a written report to the mayor and city commission of its activities for the past year and any recommendations as may be deemed appropriate and a record of attendance of members for the term of the year. The reports are from July 2023 to February 2024.

Boards and committees/ Liaisons

Airport Advisory Board – Tony Gonzalez

Airport Zoning Board - Tony Gonzalez

Alamogordo Disability Council – Stella Rael

Alamogordo Public Library Board - Melissa Garcia

Cemetery Board – Sven Sears

Community Development Advisory Committee - Debbie Osborne

Mayor's Committee on Aging - Britney Ybarra

Mayor's Youth Advisory Board – Rachel Hughs

Parks and Recreation Board – Sven Sears

Senior Volunteer Programs Advisory Council - Julia Rene' Reynolds

Airport Advisory Board

Annual Report for July 2023 – February 2024

This Board was created by Ordinance 450 in October 1970, with many ordinance changes, with Ordinance 1607 in February 2020 being the most current ordinance.

Purpose of the Board:

The airport board shall, from time to time, make such general studies of airport construction and facilities as may be useful in keeping the airport efficient and adequate to the needs of the city and the air transportation industry. It shall make recommendations to the city commission in respect to expansions, improvements, facilities, and policies governing the operation of the airport. It shall, acting in an advisory capacity, work toward the general improvement of the airport, promote the expansion of existing and new business at the airport, and shall act in an advisory capacity on budget matters to the airport manager regarding the airport.

How many members make up the Board and any special requirements to be a member:

The airport board shall be composed of five (5) members, to be appointed by the mayor, two (2) of whom shall be licensed certified pilots. Members shall be residents of either the city or the county, with a maximum of two (2) members residing in the county who do not own property in the city. The remaining three (3) members shall consist of persons who either reside or own property in the city with a preference being given to city residents. Appointments shall be for two-year overlapping terms.

How often does the Board meet: The first Thursday of each month.

Activities within the timeframe:

- Lease agreements will become uniform once the current ones expire.
- The board voted to switch the Chair and Vice Chair around. Lance Grace is now the Vice Chair, and Manny Gonzales Jr. is now the Chair.
- There are talks to promote the airport by hosting more events there.

- Kim Harris from the FAA believes the airport has great potential. She recommends that a new Master Plan be put together. The Master Plan is part of becoming 139 certified.
- The City received an FY23 design grant for a pavement preservation project for Taxiway A.
- The CIP 24'–28' includes the Master Plan, which is eligible and justified for the funds to be used.
- A new aircraft tracking system was ordered. The tracking system is needed to provide the FAA with the number of flights coming in and out of our airport. These numbers are needed to qualify for 139 certification.
- Troy Orr was hired as the new Airport Manager.
- There is a new team put together to complete the F-4 project. This will include finishing the paint job, moving the jet to a new location, and how it will be displayed. The current plan is to have it located at the corner of Hwy 54/70, just past the overpass.
- 90% of the design for the crack seal project has been submitted to the FAA. This is part of the Master Plan. The next step is the Phasing Plan, which will require that the runway be closed for up to seven days during normal operating hours.
- A Jet Blast event to be held at the airport is scheduled for 2025. No date has been selected yet.

Attendance of each meeting:

Member	Regular Meeting 7/06/23	Regular Meeting 8/03/23	Regular Meeting 9/07/23	Regular Meeting 10/05/23	Regular Meeting 11/02/23	Regular Meeting 12/07/23	Regular Meeting 01/04/24	Regular Meeting 02/01/24
Manny Gonzales, Chair	X	X	X	X	X	X	X	X
Lance Grace, Vice-Chair	X	X	X	X	X	X	X	X
Rob Hicks	X		X	X		X	X	X
Jeff Rabon	X	X	X	X	X	X	X	
Erich Wuerschling	X	X	X	X			X	X

Name of Liaison and title:

Tony Gonzalez, Executive Assistant – Community Services

Airport Zoning Board

Annual Report for July 2023 – February 2024

This Board was created by Ordinance 508 in November 1973.

Purpose of the Board:

The Board was created because of the necessity of immediately establishing such a Board so that an immediate study could be made with respect to adopting an Airport Hazards Zoning Ordinance in order to comply with the requirements of a Federal Aviation Administration grant for the construction of an overlay on the runway of the Airport; and that those conditions presented an immediate danger to the public health, safety, and welfare of the City.

How many members make up the Board and any special requirements to be a member:

The joint city-county airport zoning board shall be composed of two (2) members to be appointed by the mayor and confirmed by the governing body of the city and two (2) members to be appointed by the board of county commissioners of Otero County, and one (1) member to be appointed by a majority of the other members appointed as provided for herein. Said fifth member so appointed shall serve as chairman of the joint city-county airport zoning board.

How often does the Board meet:

Meetings are held on an as-needed basis.

Activities within the timeframe:

No activities for this annual report.

Attendance of each meeting:

There was no attendance as there were no meetings held.

Date it was suspended:

March 2022

Name of Liaison and title:

Tony Gonzalez, Executive Assistant – Community Services

Alamogordo's Disability Council

Annual Report for July 2003- February 29, 2024

This Council was created by Resolution 1988-23, October 11, 1988

Purpose of the Council

The Alamogordo Disability Council shall be advisory and is created for the purpose of reviewing city projects regarding ADA compliance.

Members and Requirements

The Disability Council shall consist of five (5) members appointed by the city commission through application to the city for a term of two (2) years. No more than two (2) members may live outside the city limits.

Meeting Dates and Times

The Disability Council used to meet on the fifteenth (15th) of each month as needed in the General Conference Room in city hall.

Activities

No activities for this annual report

Attendance

There are currently two (2) members on this board. Last meeting held on August 17, 2022

Annual report by liaison, City Planner Stella Rael

Alamogordo Public Library Board

Annual Report for July 2023 – February 2024

This Board was created in Article 16-02-010 (Ord. No. 559, §2, 6-28-77) of the Alamogordo City Code.

Purpose of the Board

The library board is created as a liaison between the community and its government for the following purposes:

- (1) To keep itself informed of library needs and to serve as a forum for discussion.
- (2) To recommend to the city manager and/or city commission and the county commission policies for overall development, including plans for additional library facilities and programs.
- (3) To encourage the greatest use of library facilities and programs.

Members and Requirements

There are seven members of the Board. Five are Residents of the City of Alamogordo appointed by the Mayor. Two Are residents of Otero County outside of the city limits appointed by the Otero County Commissioners. Members are appointed to serve two-year terms. The members serve with no compensation.

Libraries are a dynamic part of our local community. Help plan the library's future and be a part of helping the library keep up with changing technology and new trends. We seek people from all walks of life to assist in our informational and recreational missions. We need to hear from our citizens to learn what services the library should provide.

Meetings are also a time to learn about what is happening at the library. Come join us and be a spokesperson to champion your library.

Meeting Days and Times

- 4:00 p.m.
- 2nd Wednesday of each month
- Library: 920 Oregon Avenue, Alamogordo, NM 88310; Multi-Purpose Room

Activities

Activities include monthly meeting attendance. We have an agenda that allows time for unscheduled public comments and time for regular library business.

Topics discussed during FY24:

- Increase in Library Entrances
- Creation of a Teen Space
- Addition of Kanopy Video Streaming Offering
- Nationwide Book Censoring Trend & Steps To Address
- Library Participation in the Main Street Arts & Cultural District Designation
- Addition of Notary Service
- Fire Alarm System Failure
- Youth Programming
- Adult Programming
- Summer Reading Program
- Library Budget for FY25
- Open Meetings Act Requirements
- 1st Amendment Auditors

- Cleaning Service Deficiencies
- Vandalism & Homeless Issues Affecting the Library
- Grants
- Behind The Scenes Reports
- Recurring Program Schedule
- Library Schedule
- ICIP Projects
- Future Projects

Attendance of each meeting

Board Member	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24
John Davis	X	X	X	X		X	NO MTG	X
Cynthia Stevenson	X	X	X	X	X	X	NO MTG	X
Billy Childs	X	X	X	X	X	X	NO MTG	
Richard Warren	X	X	X	X	X	X	NO MTG	X
Rhonda Alterson	X	X	X	X	X	X	NO MTG	X
Dave Dooling	X	X		X	X	X	NO MTG	
Cindy Stong	X			X	X	X	NO MTG	X

Library Board Liaison

Melissa Garcia, Library Assistant, Alamogordo Public Library

Cynthia Stong

Alamogordo Public Library Board Chair

Cemetery Board

Annual Report - July 2023 - February 2024

I. Introduction

This report covers the activities of the Cemetery Board for the period of July 12th, 2023, to February 29th, 2024.

II. Board Information

- a. Name of Board:** Cemetery Board
- b. Dates of Annual Report:** July 2023 - February 29, 2024
- c. Created by:** Code 1960, § 2-1-1; Ord. No. 496, 3-13-73
- d. Purpose:** The purpose of the cemetery board shall be to make recommendations to the city commission regarding the operation, maintenance and capital improvements of the cemetery owned and operated by the city.
- e. Composition:** The cemetery board shall consist of three (3) members plus the city manager or his appointed representative as an ex officio member.
- f. Meeting Frequency:** Annually on the second Thursday in June.

III. Activities & Accomplishments

- a. Meetings:** No meetings as the Cemetery Board is currently suspended.

IV. Liaison

- a. Sven Sears, Executive Assistant of Parks & Recreation**



Community Development Advisory Committee

July, 2023 – February 29, 2024

Board/Committee/Council created by Resolution or ordinance number.

There is no record of the resolution or ordinance number that created this committee.

Purpose of the Board/Committee/Council.

The purpose of the CDAC is to help identify funding needs for the City of Alamogordo, and to provide citizen participation in the Community Development Block Grant (CDBG) Program.

The Grant Coordinator is the staff member affiliated with this Committee. The Committee helps determine funding request priorities, attends public hearings to discuss funding needs (up to three times per year), and may assist in door-to-door surveys to determine neighborhood income and funding eligibility.

How many members make up the Board/Committee/Council and any special requirements to be a member.

The CDAC currently has no members. The established membership number was 7; however, it only had 5 members in 2014.

How often does the Board/Committee/Council meet.

The CDAC was met as needed to discuss funding needs, up to 3 times per year.

Activities within the timeframe.

None

Attendance of each meeting.

None

Date it was disbanded or suspended

The CDAC has not met since 2013.

Liaison:

Debbie Osborne

Grant Coordinator

Mayor's Committee on Aging

Annual Report for July 2023 – February 29, 2024

The MCoA was established in accordance with City ordinance 1014. The first mention of the Committee was in the City Commission meeting minutes of April 24th, 1973.

Purpose of the Committee

Members assume an advocacy role for Alamogordo seniors. They locate resources to meet the needs of seniors.

Members and Requirements

There are seven (7) membership slots, all of which are currently filled.

Requirements to serve on the Committee are as follows:

- Members must be at least 60 years of age. However, the bylaws allow one (1) member under the age of 60.
- No more than two members may reside outside of City limits.

Meeting Days and Times

The Committee meets on the third Thursday of each month at 1:15 p.m.

Activities

To learn about senior resources, outside agencies are occasionally invited to educate members on the services they offer. Gerald Champion's "Community Connections" program was presented at the July MCoA meeting.

The "Info. For Life" project was closed in August 2023 after two years. This endeavor produced 3,000 refrigerator magnets with an insert for seniors to record their vital health information. The magnets will be distributed to local seniors.

MCoA members are currently working on an outreach project to educate seniors about the Alamo Senior Center. The goal is to set up a table with informational brochures at Walmart. A letter was drafted to present to Walmart management.

Discussion topics for the year were senior transportation, senior respite programs, etc. No action was taken on these items.

Attendance

Member	July 2023	August 2023	Sept. 2023	Oct. 2023	Nov. 2023	Dec. 2023	Jan. 2024	Feb. 2024
Mark Carter	----	----	✓	✓	✓	✓	✓	✓
Antonio Castro Jr.	----	----	----	----	----	✓	A	✓
Dakin, Shirley	----	A	✓	✓	✓	✓	✓	✓
Heath, Rosanna	A	A	✓	✓	✓	✓	✓	✓
Keller, Chuck	✓	✓	✓	----	----	----	----	----
Kent, Sue	✓	✓	✓	✓	✓	A	----	✓
LeComte, Karen	✓	✓	✓	✓	✓	✓	✓	✓
Morehkash, Chris	✓	✓	✓	✓	✓	----	----	----
Purrington, Sandra	----	----	----	----	----	----	----	✓

- A- Absent, excused

Recommendation

Items covered by the MCoA are typically larger items that would require City Commission approval. Any citizen or group may request to be added to the City Commission meeting agenda to present ideas or suggestions at the regularly scheduled meetings.

In 2021, the Alamo Senior Center applied for a waiver to the Aging and Long-term Services Department, requesting the discontinuation of the Nutrition Advisory Council. This waiver was approved and would also be an option for the MCoA.

In summary, it would be more appropriate for MCoA members to approach the City Commission with their areas of concern. Therefore, we recommend the discontinuation of the Mayor's Committee on Aging.

Annual report by Britney Ybarra, Staff Liaison

Alamogordo's Mayor's Youth Advisory Council

Annual Report for July 2023 - February 29, 2024

This Council was created by Ordinance 1339 in August 2008.

Purpose of the Council

The youth advisory council shall be advisory and is created for the purpose of providing a youthful viewpoint of community affairs. The powers, duties, and functions of the council.

Members and Requirements

The mayor's youth advisory council shall consist of members selected by the city commission, who shall be residents of the city or shall be a high school or middle school student enrolled in the Alamogordo Public School District or actively home-schooled, participating at the equivalent level of a ninth grade through twelfth-grade level and have demonstrated an interest in local community issues and government. Candidates must not have attained the age of eighteen (18) years at the time of appointment.

The youth leadership will consist of seven (7) members and be recommended by the general youth members and adult advisors. Youth advisory council members shall be appointed for one-year terms and can be extended if so desired until graduation. The Mayor, a representative of the Department of Public Safety, and community members serve on the Council as adult advisors.

Meeting Days and Times

The Council used to meet as needed at 5:30 p.m., and 6:30 p.m. in the Commission Chambers.

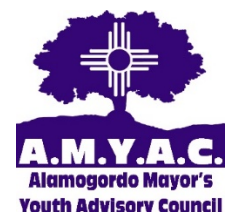
Activities

No Activities for this annual report.

Attendance

There was no attendance. There are no members on the Mayor's Youth Advisory Council. The Council last met in January 2012.

Annual report by liaison, City Clerk Rachel Hughs



Parks & Recreation Advisory Board

Annual Report - July 2023 - February 2024

I. Introduction

This report covers the activities of the Parks & Recreation Advisory Board for the period of July 12th, 2023, to February 29th, 2024.

II. Board Information

- **Name of Board:** Parks & Recreation Advisory Board
- **Dates of Annual Report:** July 2023 - February 29, 2024
- **Created by:** Ordinance # 19-03-010
- **Purpose:** To advise the City Commission and Parks & Recreation Department on matters related to parks, recreation, and open spaces within the City of Alamogordo.
- **Composition:** Five (5) members appointed by the Mayor, two (2) members appointed by the Alamogordo Public Schools Board of Education.
- **Meeting Frequency:** Once per quarter on the 2nd Wednesday of the month.

III. Activities & Accomplishments

- **Meetings:**
 - July 12, 2023: No Quorum.
 - August 2, 2023: Special Meeting - Quorum achieved. Discussed attendance, officer elections, department reports, and introduced bylaws concept.
 - October 11, 2023: No Quorum.
 - October 26, 2023: Special Meeting - Quorum achieved. Adopted official bylaws, received department reports, and created the Keep Alamogordo Beautiful Subcommittee.
 - January 10, 2024: Regular Meeting - Quorum achieved. Received department reports.
- **Bylaws Adoption:** Officially adopted bylaws for the board on October 26, 2023.
- **Subcommittee Creation:** Established the Keep Alamogordo Beautiful Subcommittee on October 26, 2023.

IV. Attendance

- Meeting attendance can be found in the table below:

Meeting Date	Quorum Achieved	Members Present	Members Absent
July 12, 2023	No	Lori Armstrong Kristina Marzano Adam Montorio	William Clouse Nolan Adams Billy Hays David Orr
August 2, 2023	Yes	Lori Armstrong Kristina Marzano Adam Montorio Nolan Adams Alan Edmonson	William Clouse David Orr
October 11, 2023	No	Lori Armstrong Kristina Marzano Adam Montorio	William Clouse Nolan Adams Alan Edmonson David Orr
October 26, 2023	Yes	Lori Armstrong Kristina Marzano Adam Montorio Nolan Adams	William Clouse Alan Edmonson Nate Winrow
January 10, 2024	Yes	Lori Armstrong Kristina Marzano Adam Montorio Nate Winrow	William Clouse Nolan Adams Alan Edmonson

V. Liaison

- Sven Sears, Executive Assistant of Parks & Recreation



Senior Volunteer Programs Advisory Council

July 2023 to February 29, 2024

This council was formed by Resolution. The Council shall operate under the sponsorship of the City of Alamogordo and in accordance with Regulations (Section 4.2) of the AmeriCorps Seniors FGP and SCP Operations Handbooks.

Purpose of the Council

The Main Purpose of the Advisory Council shall be: To serve in an Advisory capacity to the sponsor and to assist the SVP's Staff in planning and support, to assist in assessing community needs, support the development of a service ethic in the community, advise on volunteer recruitment strategies, link the project with other community service resources, advise on programming for impact, assess project accomplishments and impact, assist in developing non-federal resources, suggest ways the project can gain increased visibility and recognition in the community, and/or advise on how trends in the community are affecting seniors.

Members and Requirements

All members must meet City requirements for board member eligibility. The City of Alamogordo Senior Volunteer Programs Advisory Council shall consist of a minimum of five (5) members, not to exceed eight (8) members, with one (1) member representing either the Foster Grandparent Program or the Senior Companion Program. The Senior Volunteer Programs Coordinators, Administrator, and sponsor representative/s shall be ex-officio and non-voting members. The Regulations of AmeriCorps Seniors require that the Advisory Council have a membership that includes people with knowledge of human and social needs of the community; competent in the field of community service and volunteerism; capable of helping the sponsor meet its administrative and program responsibilities including project assessment, fund-raising, publicity, and data reporting requirements; with interest in and knowledge of the capability of older adults; and that reflect the demographics of the service area.

Meeting Days and Times

The Council shall meet quarterly at a time and place selected by the Council. Meetings are currently held on the 3rd Wednesday of January, April, July, and October at 1:15 in the Classroom at the Alamo Senior Center.

Activities

July 2023 - Reduction of members to reflect the Foster Grandparent and Senior Companion Programs only as the RSVP program was disbanded and update of by-laws to correspond. The

appointment of 2 new board members after resignation of several members for various personal reasons.

January 2024 – appointment of 1 new board member, election of officers, discussion on how to increase volunteer recruitment, suggested to create survey asking current Senior Center consumers about their experience and desire to volunteer, which will be compiled and presented at April meeting. Volunteers were given the opportunity to tell their personal stories on how these programs have touched their lives and why they continue to volunteer.

Appointment of a new board member after the January 17th meeting. SVP Specialist met with a new member and gave information and copies of by-laws to the new member.

Attendance

July 19, 2023 - Members in attendance were Rebecca Miller, Stephen Butler, Zoa Brown, Xochiti Valenzuela, Russell Solano, Ryan Sanders-SVP Specialist and Magdalena Morales-ASC Manager.

October 18, 2023 – Meeting not held as Susan Poore and Julia Rene' Reynolds were only people present. No quorum present.

January 17, 2023 – Members in attendance were Lara Bentley, Stephen Butler, Brandi Ferebee, Shonna Lawson, Rebeca Miller, Susan Poore, Kassandra Hertsgaard-FGP/SCP Volunteer, Dawn Tamez-SCP Volunteer, Julia Rene' Reynolds-SVP Specialist, Magdalena Morales-ASC Manager and Veronica Ortega-Communities Services Director.

The council remains active.

Annual report by liaison, Julia Rene' Reynolds, SVP Specialist

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 3/26/2024

Report Date: 03/19/2024

Report No: 5.

Submitted By:

Subject: Adjourn into Executive Closed Session in compliance with 10-15-1(H)(7) NMSA (as amended) to discuss Pending Litigation: Downtown Ventures. **(Roll Call Vote Required)**

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation:

Background: