



# Alamogordo City Commission

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## NOTICE OF MEETING

### Regular Meeting Agenda

February 25, 2025 - 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  
Vacant ..... District 1  
Stephen Burnett ..... District 2  
Warren Robinson ..... District 3  
Josh Rardin ..... District 4  
Mark Tapley ..... District 6

Stephanie Hernandez ..... Acting 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

#### COMMISSIONER DISTRICT 1 VACANCY

1. Commissioner District 1 Vacancy interviews and possible appointment. (*City Commission*)

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**PRESENTATIONS**

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2. Annual State of the City. *(Susan L. Payne, Mayor)*

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**PUBLIC COMMENT**

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*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.*

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**CITY MANAGER'S REPORT**

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**REMARKS AND INQUIRIES BY THE CITY COMMISSION**

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

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*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.*

3. Approve the minutes for the Regular Commission meeting on February 11, 2025. *(Rachel Hughs, City Clerk)*
4. Consider, and act upon, Ordinance 1711 Case Z-2025-0001(A) for adoption and final publication of a map amendment to rezone the property located at 523 Maryland Ave. from R-4 Multiple Family Dwelling to C-3 Business District. *(Stella Rael, City Planner)* **(Roll Call Vote Required)**
5. Consider, and act upon, Resolution 2025-05 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 February 25, 2025. *(Evelyn Huff, Finance Director)* **(Roll Call Vote Required)**

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**ITEMS REMOVED FROM CONSENT AGENDA**

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**EXECUTIVE SESSION** (Roll Call Vote Required)

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6. Adjourn into Executive Closed Session in compliance with 10-15-1(H)(2)NMSA (as amended) to discuss: 10-15-1(H)(2)NMSA (as amended) Pending Litigation: All Current Litigation. *(Ashley Smith, City Attorney)*

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**ADJOURNMENT**

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# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 2/25/2025

**Report Date:** 02/19/2025

**Report No:** 1.

**Submitted By:** Rachel Hughs

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**Subject:** Commissioner District 1 Vacancy interviews and possible appointment. (*City Commission*)

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**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact:

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**Recommendation:** Appoint a Candidate to District 1.

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**Background:**

On January 14, 2025, Resolution 2025-02 was approved, declaring a vacancy exists on the City Commission for District 1. The following individuals have submitted all the required documents to the City Clerk by the deadline of February 14, 2025. The following candidates have been verified by the City Clerk as valid candidates for the District 1 position.

Candidates (in the order all their required documents were received and verified)

Brian N. Schroeder  
Ivan Lynorrick Maxwell  
Luis D. Montes  
Crystal Jean Guthrie

After being appointed to fill the vacancy, the Candidate will take the Oath of Office. Once the oath is administered, the new Commissioner for District 1 will take their seat at the dais and may make motions and vote on any items on the agenda.

# Candidates for the District 1 Vacant Position

(names in the order all their required  
documents were received and verified)

Brian N. Schroeder  
Ivan Lynorrick Maxwell  
Luis D. Montes  
Crystal Jean Guthrie

## Commissioner District 1 Candidates

The following candidates have been verified by the City Clerk as qualified for the District 1 vacancy.

Candidates in the order all their required documents were received.

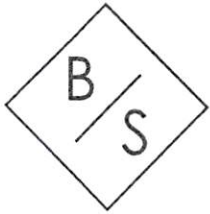
| Candidate Name          | Physical Address     | Date all Documents Submitted | Letter of Interest | Declaration of Candidacy | Disclosure Statement | Affidavit of Voter Registration | Verified |
|-------------------------|----------------------|------------------------------|--------------------|--------------------------|----------------------|---------------------------------|----------|
|                         |                      |                              |                    |                          |                      |                                 |          |
| Brian N. Schroeder      | 1512 Serrano         | 1/16/2025                    | ✓                  | ✓                        | ✓                    | ✓                               | Yes      |
| Ivan Lynorricks Maxwell | 3110 Plaza Del Prado | 1/23/2025                    | ✓                  | ✓                        | ✓                    | ✓                               | Yes      |
| Luis D. Montes          | 1806 N. Scenic Drive | 1/24/2025                    | ✓                  | ✓                        | ✓                    | ✓                               | Yes      |
| Crystal Jean Guthrie    | 1813 Juniper Drive   | 2/13/2025                    | ✓                  | ✓                        | ✓                    | ✓                               | Yes      |
|                         |                      |                              | ✓                  | ✓                        | ✓                    | ✓                               | Yes      |

  
Verified By: Rachel Hughs, CMC, City Clerk

RECEIVED

JAN 16 2025

CITY CLERK



BRIAN N. SCHROEDER

catiris1@verizon.net | 804-691-1184 | Alamogordo, NM 88310

January 16, 2025

Rachel Hughs, CMC  
Office Of The City Clerk  
Alamogordo, New Mexico 88310  
575-439-4100

RE: Alamogordo City Commissioner District 1

Dear Alamogordo City Clerk, Mayor and City Commissioner's,

I am writing to express my interest in the Alamogordo City Commissioner District 1 position. With 35+ years of professional experience as an Industrial Maintenance Mechanic, I have developed a broad skill set that I believe is well-suited to serve the citizens of Alamogordo effectively. I am excited about the opportunity to bring my problem-solving capabilities, teamwork skills, and leadership experience to this vital role.

During my career as an Industrial Maintenance Mechanic, I honed my problem-solving skills through troubleshooting complex issues with machinery and systems. In this role, I frequently had to analyze problems, identify their root causes, and implement effective solutions to ensure continuous operations. This experience has equipped me with the ability to tackle challenges thoughtfully and strategically, a skill that is particularly important for a City Commissioner when addressing the multifaceted issues that affect our community.

Moreover, working in industrial maintenance has instilled in me the importance of teamwork. Collaborating closely with engineers, technicians, and other stakeholders was crucial to achieving our objectives efficiently and ensuring the safety and success of our projects. I am confident that this experience will enable me to work collaboratively with fellow commissioners, city staff, and community members to advance the interests of our district.

Leadership has been another critical aspect of my professional journey. In my previous role, I often led project teams, coordinated with various departments, and mentored junior colleagues. These leadership experiences have prepared me to guide and influence initiatives effectively as a City Commissioner, ensuring that our district's vision is realized and our shared goals are met.

I would like to address an ending in my work history due to a recent relocation and subsequent retirement in June of 2022. This move was an important personal decision, and it also allows me to bring fresh perspectives and ideas to the community I am now proud to call home. I am eager to invest my time and energy into making Alamogordo an even better place for all residents.

Thank you for considering my application. I am enthusiastic about the opportunity to contribute positively to the development and governance of Alamogordo as a City Commissioner. I look forward to the possibility of discussing how I can serve District 1 with dedication and integrity.

Thank you for your time and consideration.

Sincerely,  
Brian N. Schroeder

*Brian N. Schroeder*

STATE OF NEW MEXICO     )  
                                           ) ss.  
 COUNTY OF OTERO         )

CITY OF ALAMOGORDO  
 DECLARATION OF CANDIDACY

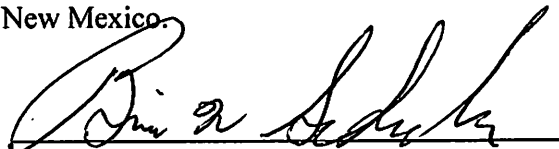
I, Brian N. Schroeder, being first duly sworn upon my oath, do  
 (Candidate's Name exactly as shown on Affidavit of Registration)  
 hereby state for my affidavit that:

I, Brian N. Schroeder, hereby declare that I am a candidate for the  
 (Candidate's Name exactly as shown on Affidavit of Registration)  
 office of District 1 (One) City Commissioner, a term to expire on December 31, 2025.

I affirm that I currently reside at 1512 SERRANO 88310, located within the City Limits of  
 Alamogordo, New Mexico, and within the boundaries of District 1 (One). I have been a resident of Alamogordo,  
 New Mexico, at the above-stated address, since MAY of 2022.

- I affirm that my name and resident address, as stated in this Declaration of Candidacy are identical to my name and resident address as stated in my affidavit of registration on file with the Otero County Clerk.
- I affirm that I am eligible and legally qualified to hold the office for which I have declared my candidacy.
- I affirm that I have not been convicted of a felony; however, if I have been convicted of a felony, I affirm that my elective franchise has been restored and that I have been granted a pardon or a certificate by the Governor restoring my full rights of citizenship.
- I affirm that I, or my authorized representative, can be reached at the following telephone number(s) for purposes of receiving telephone notice 804-691-1184 or 804-201-7590, or by email at CATIRIS1@VERIZON.NET

I affirm that this Declaration of Candidacy is an affidavit under oath and that any false statement knowingly made herein constitutes a fourth-degree felony under the laws of New Mexico.

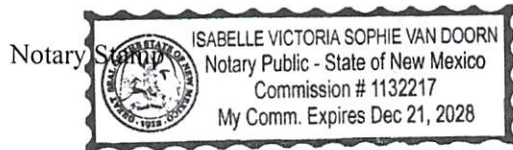
  
 Signature of Candidate

SUBSCRIBED AND SWORN TO BEFORE ME THIS 16<sup>th</sup> DAY OF January, 2025.

MY COMMISSION EXPIRES:

Dec, 21, 2028

[Signature]  
Notary Public



Received in the office of the City Clerk on the 16<sup>th</sup> day of January, 2025  
at 2:10 a.m./p.m.

[Signature]  
Rachel Hugh, CMC, City Clerk

State of New Mexico                     )  
                                                           ) ss.  
County of Otero                             )

CITY OF ALAMOGORDO  
DISCLOSURE STATEMENT

I, BRIAN N. SCHROEDER candidate for the office of District 1 (One)  
City Commissioner, a term to expire on December 31, 2025, do hereby state for my affidavit that:

I, BRIAN N. SCHROEDER, hereby disclose the following real  
property and businesses in New Mexico in which I have a financial interest:

List all real property and businesses below.

1512 SERRANO, ALAMOGORDO N.M. 88310  
DEMING RANCHETTES TRACTS NUMBERED 30 AND 31  
BLOCK NUMBERED 5, UNIT NUMBERED 88 LUNA COUNTY N.M.

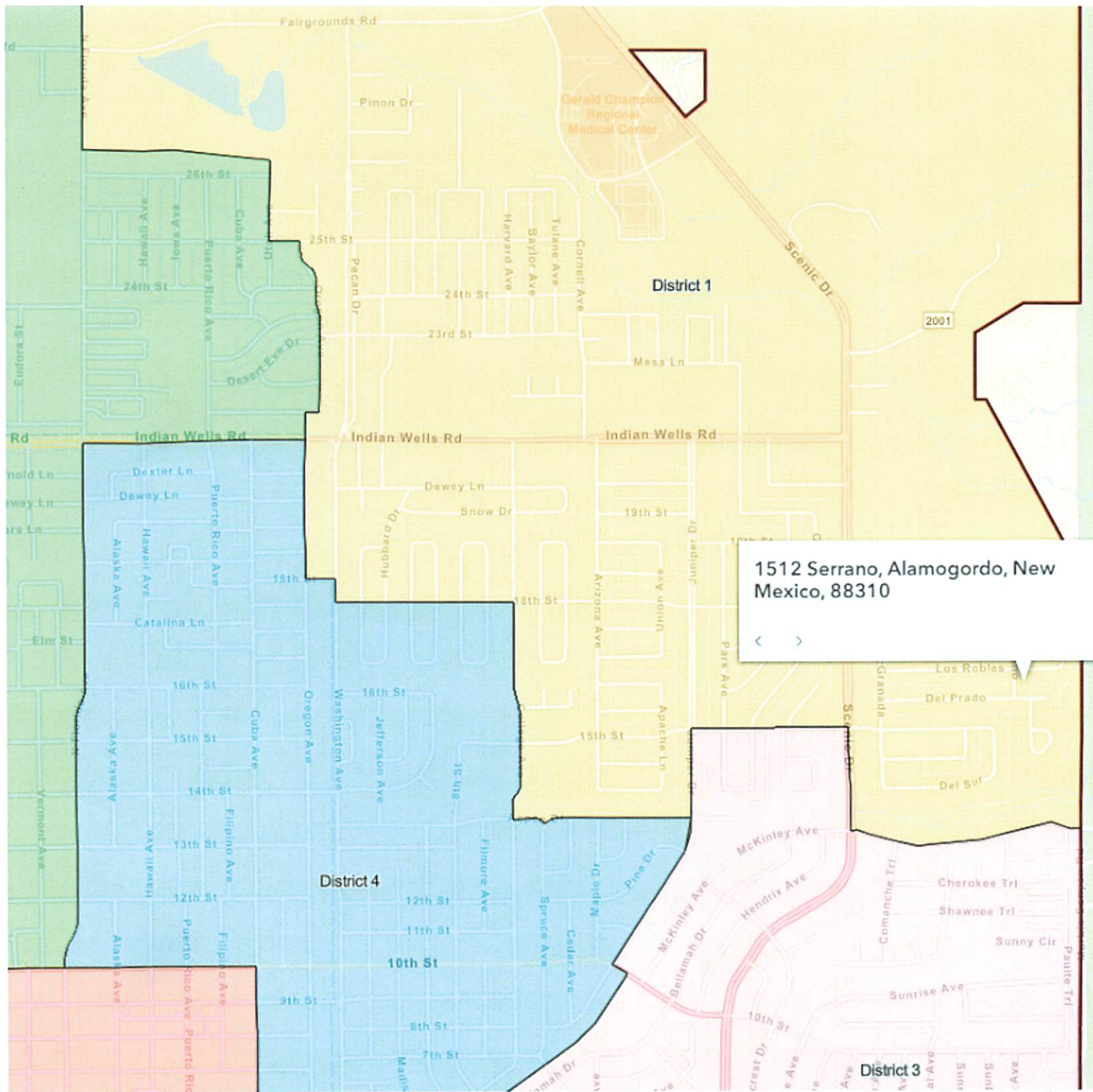
Signature of Candidate Brian N. Schroeder

SUBSCRIBED AND SWORN TO BEFORE ME THIS 16<sup>th</sup> DAY OF January, 2025.

MY COMMISSION EXPIRES: 12/21/28 Felicitas  
Notary Public Signature



Received in the office of the City Clerk on the 16<sup>th</sup> day of January, 2025 at  
2:10 a.m./p.m.  
Rachel Hugh, CMC, City Clerk



1512 Serrano, Alamogordo, New Mexico, 88310

< >

District 3

Ivan Lynorrick Maxwell

3110 Plaza Del Prado, Alamogordo, NM 88310 · (901) 570-5595 · 19imax82@gmail.com

RECEIVED

JAN 23 2025

CITY CLERK

January 23, 2025

City of Alamogordo - City Commission  
1376 East Ninth Street  
Alamogordo, NM 88310

Mayor Susan Payne, Mayor Pro Tem McDonald, Commissioners Burnett, Robinson, Rardin, Tapley, City Clerk Rachel Hughes and the City of Alamogordo:

I am writing this letter to declare my interest in the vacant City Commissioner seat, District 1. I am honored to present myself as a candidate for the vacant City Commissioner seat in Alamogordo. My background as a military veteran, my personal experiences overcoming adversity and my strong commitment to the community, position me as the best candidate for this role. I offer a unique blend of discipline, resilience and dedication; qualities that will serve the city, and its residents, well.

As a military veteran, I have honed the leadership skills and discipline critical in a City Commissioner role. My time in the military taught me how to navigate complex situations, make tough decisions under pressure and prioritize the needs of others. I understand the value of teamwork and collaboration, which will allow me to work effectively with fellow commissioners, city staff and local stakeholders to address the challenges facing Alamogordo. Additionally, my experiences have instilled in me a strong sense of duty, accountability and service, which drives my desire to serve the residents of Alamogordo with integrity and dedication.

One of the most defining experiences of my life was overcoming homelessness in California. This challenging period shaped me in profound ways and instilled in me a sense of resilience and empathy I carry with me every day. I know firsthand what it feels like to face adversity and uncertainty, and I understand the importance of supporting individuals who are experiencing hardship. My personal journey strengthened my resolve to create a community in which everyone has access to the resources and opportunities they need to succeed – regardless of their background or circumstances – and has also given me a unique perspective on the importance of affordable housing, mental health resources and social services. As a City Commissioner, I will advocate for policies to help prevent homelessness and provide support to those who are struggling. I will work to ensure Alamogordo remains a city that fosters an environment where everyone can thrive, and residents are uplifted.

I also would like to become a part of the City Commission in Alamogordo to have the opportunity to work, collaboratively, to create policies that promote the safety and well-being of not only our citizens, but the police officers who serve our fine community as well. A key priority for me would be to create a balance that allows our law enforcement to perform their duties effectively while maintaining trust and communication with the community. I am dedicated to supporting measures to provide the resources and training our officers need to succeed in their roles, in addition to fostering an environment of understanding and cooperation between officers and the community they protect. The role of City Commissioner is vital in shaping the future of our city and I am committed to contributing to that vision with a focus on progress, safety and unity.

I recognize being part of a strong, effective commission team is essential to success, and I believe my experiences make me the ideal person for this position. The team dynamic within the commission makes all the difference in ensuring individual ideas are channeled into actionable, well-supported initiatives. I am confident my collaborative approach, along with my commitment to the safety and growth of Alamogordo, will allow me to contribute positively to the commission. The collective strength of a group makes an individual truly effective and I am eager to be a part of such a group.

I look forward to the opportunity to work alongside fellow commissioners and serve our community with integrity and dedication. Thank you for the opportunity to express my interest in filling the District 1 vacancy within the City Commission.

Very Respectfully,



Ivan L. Maxwell

STATE OF NEW MEXICO )  
 ) ss.  
COUNTY OF OTERO )

CITY OF ALAMOGORDO  
DECLARATION OF CANDIDACY

I, IVAN LYNDORRICK MAXWELL, being first duly sworn upon my oath, do  
(Candidate's Name exactly as shown on Affidavit of Registration)  
hereby state for my affidavit that:

I, IVAN LYNDORRICK MAXWELL, hereby declare that I am a candidate for the  
(Candidate's Name exactly as shown on Affidavit of Registration)  
office of District 1 (One) City Commissioner, a term to expire on December 31, 2025.

I affirm that I currently reside at 3110 PLAZA DEL PRADO, located within the City Limits of  
Alamogordo, New Mexico, and within the boundaries of District 1 (One). I have been a resident of Alamogordo,  
New Mexico, at the above-stated address, since DECEMBER of 2023.

- I affirm that my name and resident address, as stated in this Declaration of Candidacy are identical to my  
name and resident address as stated in my affidavit of registration on file with the Otero County Clerk.
- I affirm that I am eligible and legally qualified to hold the office for which I have declared my candidacy.
- I affirm that I have not been convicted of a felony; however, if I have been convicted of a felony, I affirm  
that my elective franchise has been restored and that I have been granted a pardon or a certificate by the  
Governor restoring my full rights of citizenship.
- I affirm that I, or my authorized representative, can be reached at the following telephone number(s) for  
purposes of receiving telephone notice 901-570-5595 or \_\_\_\_\_, or by  
email at 19imax82@gmail.com.

I affirm that this Declaration of Candidacy is an affidavit under oath and that any false statement knowingly made  
herein constitutes a fourth-degree felony under the laws of New Mexico.

  
Signature of Candidate

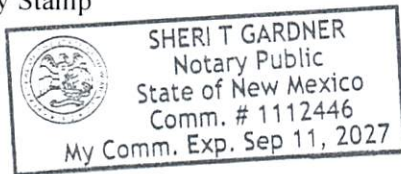
SUBSCRIBED AND SWORN TO BEFORE ME THIS 21 DAY OF January, 2025.

MY COMMISSION EXPIRES:

09-11-2027

[Signature]  
Notary Public

Notary Stamp



Received in the office of the City Clerk on the 21<sup>st</sup> day of January, 2025  
at 4:20 a.m. p.m.

[Signature]  
Rachel Hugh, CMC, City Clerk

State of New Mexico                     )  
                                                      ) ss.  
County of Otero                         )

CITY OF ALAMOGORDO  
DISCLOSURE STATEMENT

I, Clay Maxwell, candidate for the office of District 1 (One)  
City Commissioner, a term to expire on December 31, 2025, do hereby state for my affidavit that:

I, Clay Maxwell, hereby disclose the following real  
property and businesses in New Mexico in which I have a financial interest:

List all real property and businesses below.

3110 PLAZA DEL PRADO  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

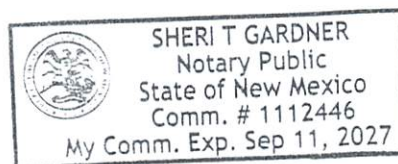
Signature of Candidate Clay Maxwell

SUBSCRIBED AND SWORN TO BEFORE ME THIS 21 DAY OF January, 2025.

MY COMMISSION EXPIRES: 09-11-2027

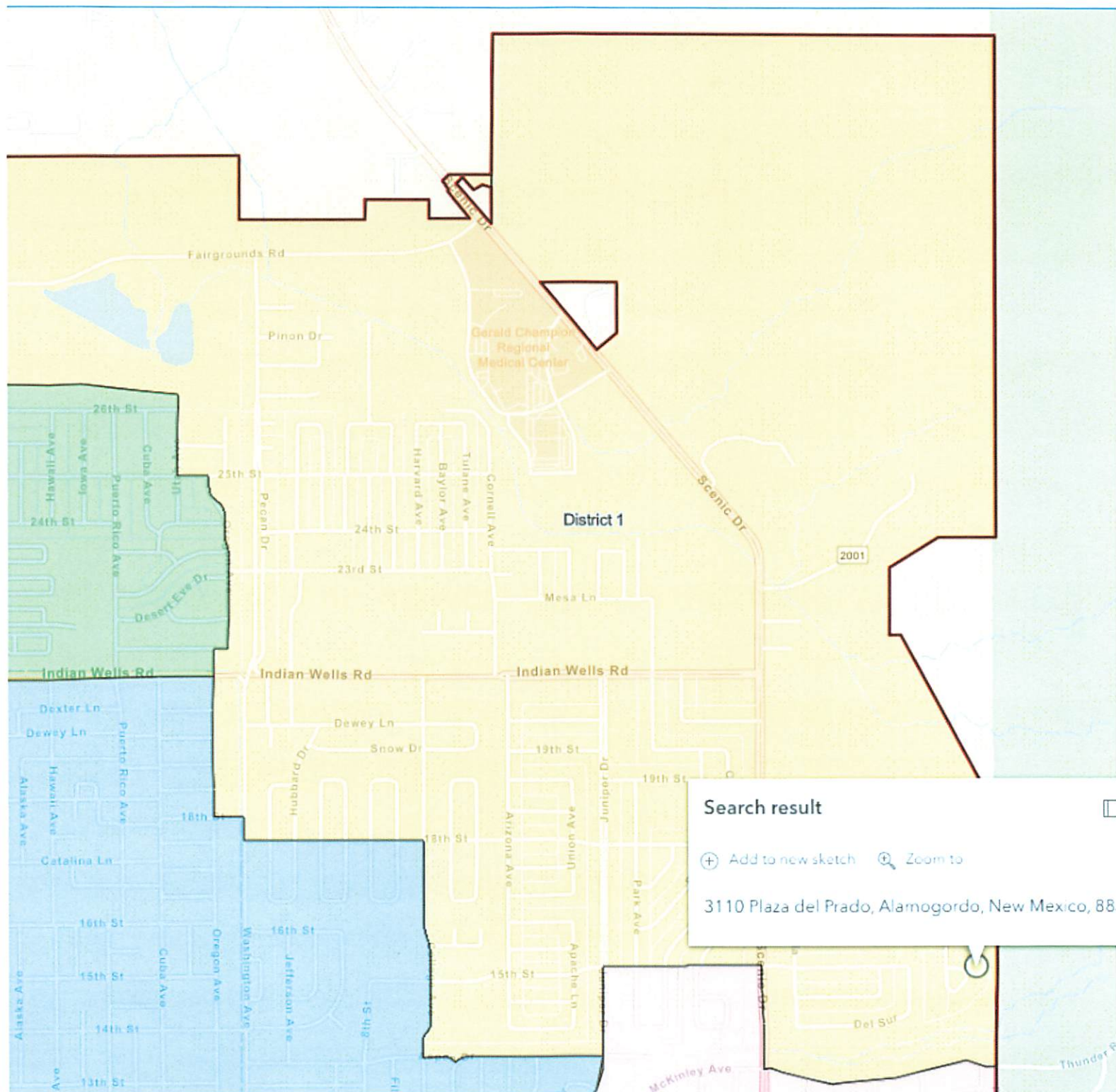
[Signature]  
Notary Public Signature

Notary Stamp



Received in the office of the City Clerk on the 21st day of January, 2025 at  
4:20 a.m./p.m.

Rachel Hugh, CMC, City Clerk

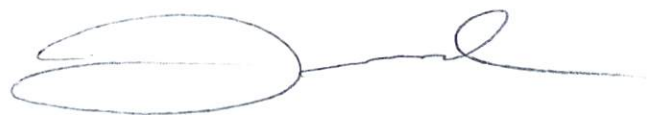


1-24-2025

To whom it may concern

I, Luis Daniel Montes are intrested in the Commissioner Position of District 1 in Otero County New Mexico where I reside at 1806 Scenic Dr Alamogordo NM. I was born in Otero County in 1981 and resided in Lincoln County till the year of 2003 when i met my Wife from La Luz NM. I moved to La Luz and got Married in 2005 and have been married now for almost 20 years. We moved into the City of Alamogordo in the year of 2014 when we came to stay with a dear friend who had lost his wife. We stayed with him to take care of him till he passed in 2018. Since then we have resided here at our residence in Alamogordo. I work for United Parcel Service and Napa Auto Parts here in Alamogordo for over 13 Years. I have been a Member of Management most all of my working carrier and also owned Business and still do till this day. I have the Knowledge and skills to manage and make appropriate decisions to maintain true transparancy for the people of District 1. I have three Children 2 Boys and 1 Girl. I am also one of the Pastoral Leaders here in Alamogordo at Mountain View Church. I believe in up holding the True Christian Faith, The laws Governed by the State of New Mexico and Otero County. I will do my best to make sure the City of Alamogordo puts our community first in all aspects of purposals to better our District as well as others. If Elected I look forward to serving this District with the Highest level of integrity, dedication and will work tirelessly to create lasting, positive change, Also I will ensure that every voice is being heard. Thank you for the opportunity to express my intrest for this position. GOD BLESS!

Sincerely,

A handwritten signature in blue ink, consisting of a large, stylized 'L' followed by a horizontal line and a small loop at the end.

Luis Daniel Montes

STATE OF NEW MEXICO     )  
                                          ) ss.  
COUNTY OF OTERO         )

CITY OF ALAMOGORDO  
DECLARATION OF CANDIDACY

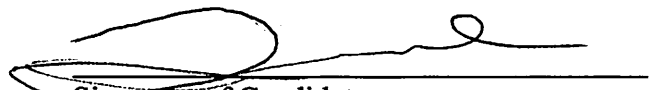
I, Luis D. Montes, being first duly sworn upon my oath, do  
(Candidate's Name exactly as shown on Affidavit of Registration)  
hereby state for my affidavit that:

I, Luis D. Montes, hereby declare that I am a candidate for the  
(Candidate's Name exactly as shown on Affidavit of Registration)  
office of District 1 (One) City Commissioner, a term to expire on December 31, 2025.

I affirm that I currently reside at 1806 N. Scenic Drive, located within the City Limits of  
Alamogordo, New Mexico, and within the boundaries of District 1 (One). I have been a resident of Alamogordo,  
New Mexico, at the above-stated address, since JANUARY of 2019.

- I affirm that my name and resident address, as stated in this Declaration of Candidacy are identical to my name and resident address as stated in my affidavit of registration on file with the Otero County Clerk.
- I affirm that I am eligible and legally qualified to hold the office for which I have declared my candidacy.
- I affirm that I have not been convicted of a felony; however, if I have been convicted of a felony, I affirm that my elective franchise has been restored and that I have been granted a pardon or a certificate by the Governor restoring my full rights of citizenship.
- I affirm that I, or my authorized representative, can be reached at the following telephone number(s) for purposes of receiving telephone notice 915-603-8892 or \_\_\_\_\_, or by email at luisdmon@yahoo.com.

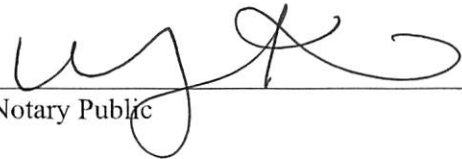
I affirm that this Declaration of Candidacy is an affidavit under oath and that any false statement knowingly made herein constitutes a fourth-degree felony under the laws of New Mexico.

  
Signature of Candidate

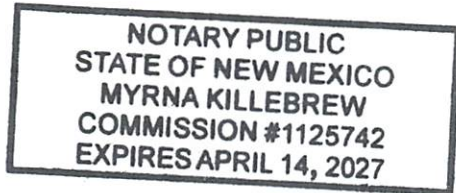
SUBSCRIBED AND SWORN TO BEFORE ME THIS 24 DAY OF January, 2024.

MY COMMISSION EXPIRES:

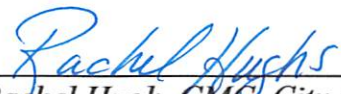
04/14/2027

  
\_\_\_\_\_  
Notary Public

Notary Stamp



Received in the office of the City Clerk on the 24<sup>th</sup> day of January, 2025  
at 1:54 a.m./p.m.

  
\_\_\_\_\_  
Rachel Hugh, CMC, City Clerk

State of New Mexico                    )  
                                                  ) ss.  
County of Otero                        )

CITY OF ALAMOGORDO  
DISCLOSURE STATEMENT

I, Luis A. Montes, candidate for the office of District 1 (One)  
City Commissioner, a term to expire on December 31, 2025, do hereby state for my affidavit that:

I, Luis A. Montes, hereby disclose the following real  
property and businesses in New Mexico in which I have a financial interest:

List all real property and businesses below.

1806 N Scenic Dr Alamogordo NM 88310  
D's Trailer Rentals LLC Alamogordo NM 88310  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Candidate

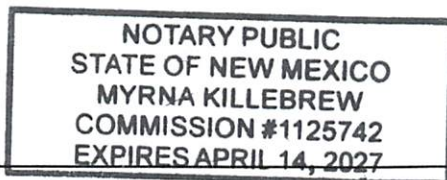


SUBSCRIBED AND SWORN TO BEFORE ME THIS 24 DAY OF January, 2025.

MY COMMISSION EXPIRES: 04/14/2027

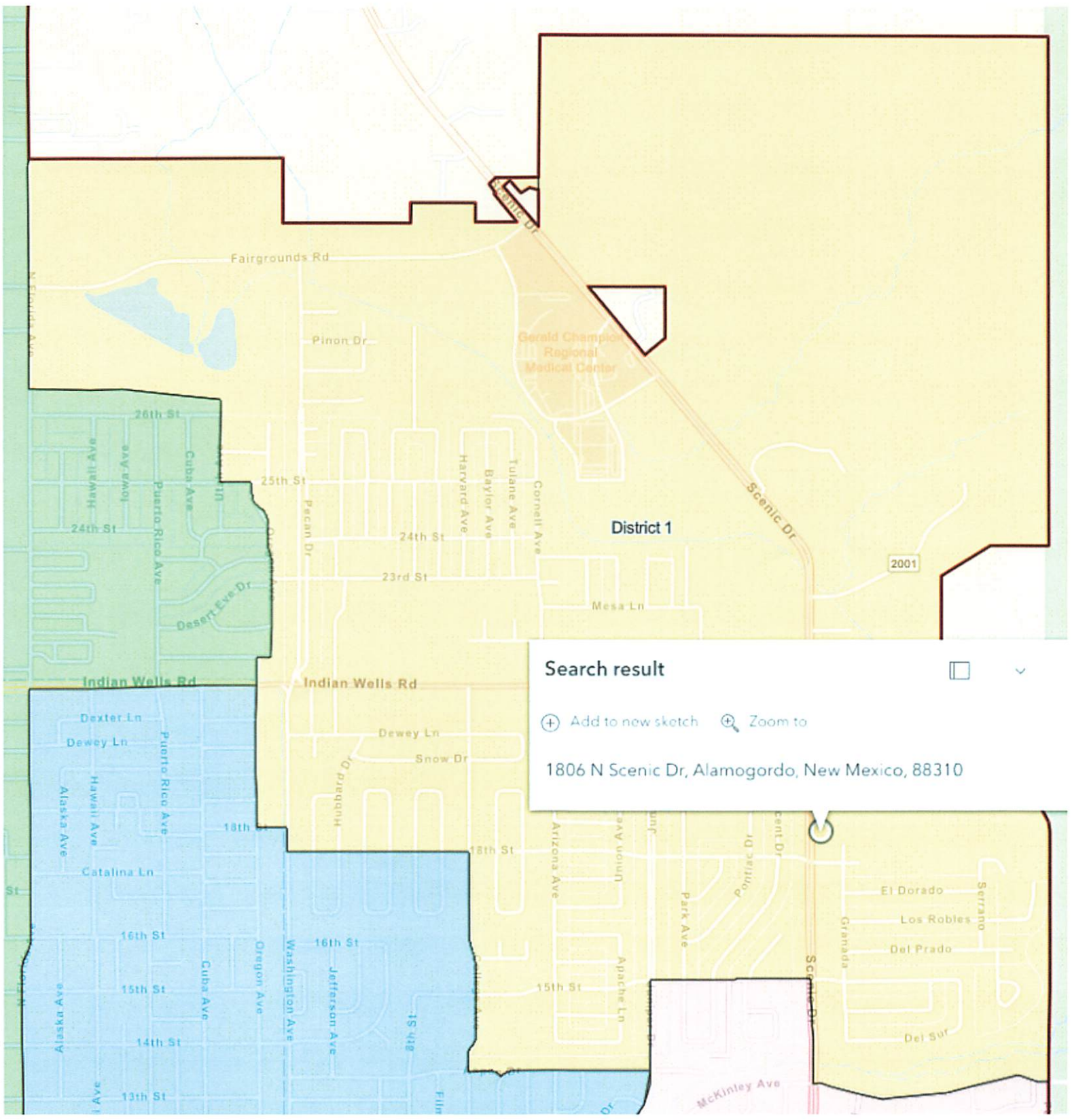
  
Notary Public Signature

Notary Stamp



Received in the office of the City Clerk on the 24<sup>th</sup> day of January, 2025 at  
1:54 a.m./p.m.

Rachel Hugh, CMC, City Clerk



### Search result



⊕ Add to new sketch   🔍 Zoom to

1806 N Scenic Dr, Alamogordo, New Mexico, 88310

Crystal J. Guthrie  
1813 Juniper Dr.  
Alamogordo, NM 88310  
crystaljguthrie@gmail.com  
575.551.4909

RECEIVED  
FEB 13 2025  
CITY CLERK

February 13, 2025

Rachel Hughs, CMC  
City Clerk  
City of Alamogordo  
1376 East Ninth Street  
Alamogordo, NM 88310

Subject: Letter of Interest for City Commissioner – District One

Dear Ms. Hughs,

I am writing to formally express my interest in serving as the City Commissioner for District One in Alamogordo. As a lifelong resident of this community, I take great pride in our city and am deeply committed to fostering positive, sustainable growth that benefits all residents.

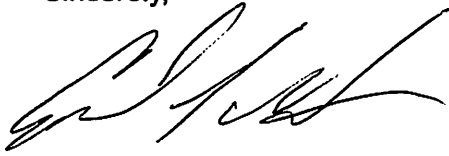
I hold a Bachelor's degree in Business from New Mexico State University and have built a strong career in business ownership and real estate. I have successfully operated several local businesses and have been a licensed real estate broker since 2019, managing and leading brokerages with a focus on ethical business practices and community development. My experience in business, leadership, and negotiations has prepared me to take on the responsibilities of a City Commissioner and serve the residents of District One effectively.

I understand that the role of a City Commissioner involves policy development, collaboration with city leadership, and advocating for the best interests of the community. I am eager to take on this responsibility by listening to residents, addressing their concerns, and working alongside fellow commissioners, the City Manager and the Mayor to implement solutions that enhance the quality of life in Alamogordo.

I would appreciate the opportunity to meet with you or the appropriate officials to further discuss my qualifications and my vision for District One.

Thank you for your time and consideration. I look forward to the opportunity to contribute to the future of Alamogordo, my home.

Sincerely,

A handwritten signature in black ink, appearing to read 'Crystal J. Guthrie', with a stylized, flowing script.

Crystal J. Guthrie

STATE OF NEW MEXICO     )  
                                           ) ss.  
 COUNTY OF OTERO         )

CITY OF ALAMOGORDO  
 DECLARATION OF CANDIDACY

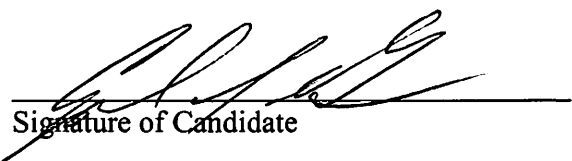
I, Crystal Jean Guthrie, being first duly sworn upon my oath, do  
 (Candidate's Name exactly as shown on Affidavit of Registration)  
 hereby state for my affidavit that:

I, Crystal Jean Guthrie, hereby declare that I am a candidate for the  
 (Candidate's Name exactly as shown on Affidavit of Registration)  
 office of District 1 (One) City Commissioner, a term to expire on December 31, 2025.

I affirm that I currently reside at 1813 Juniper Drive, located within the City Limits of  
 Alamogordo, New Mexico, and within the boundaries of District 1 (One). I have been a resident of Alamogordo,  
 New Mexico, at the above-stated address, since May of 2020.

- I affirm that my name and resident address, as stated in this Declaration of Candidacy are identical to my name and resident address as stated in my affidavit of registration on file with the Otero County Clerk.
- I affirm that I am eligible and legally qualified to hold the office for which I have declared my candidacy.
- I affirm that I have not been convicted of a felony; however, if I have been convicted of a felony, I affirm that my elective franchise has been restored and that I have been granted a pardon or a certificate by the Governor restoring my full rights of citizenship.
- I affirm that I, or my authorized representative, can be reached at the following telephone number(s) for purposes of receiving telephone notice 575-551-4909 or \_\_\_\_\_, or by email at Crystaljguthrie@gmail.com

I affirm that this Declaration of Candidacy is an affidavit under oath and that any false statement knowingly made herein constitutes a fourth-degree felony under the laws of New Mexico.

  
 Signature of Candidate

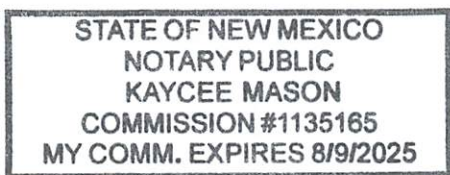
SUBSCRIBED AND SWORN TO BEFORE ME THIS 13<sup>TH</sup> DAY OF FEBRUARY, 2025.

MY COMMISSION EXPIRES:

08-09-2025

Kaycee Mason  
Notary Public

Notary Stamp



Received in the office of the City Clerk on the 13<sup>th</sup> day of February, 2025  
at 4:24 a.m./p.m.

Rachel Hugh  
Rachel Hugh, CMC, City Clerk

State of New Mexico                     )  
                                                      ) ss.  
County of Otero                         )

CITY OF ALAMOGORDO  
DISCLOSURE STATEMENT

I, Crystal Jean Guthrie, candidate for the office of District 1 (One)  
City Commissioner, a term to expire on December 31, 2025, do hereby state for my affidavit that:

I, Crystal Jean Guthrie, hereby disclose the following real  
property and businesses in New Mexico in which I have a financial interest:

List all real property and businesses below.

1813 Juniper Drive, Alamogordo, NM 88310  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Candidate

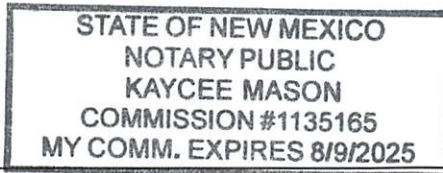
[Signature]

SUBSCRIBED AND SWORN TO BEFORE ME THIS 13<sup>TH</sup> DAY OF FEBRUARY, 2025.

MY COMMISSION EXPIRES: 08-09-2025

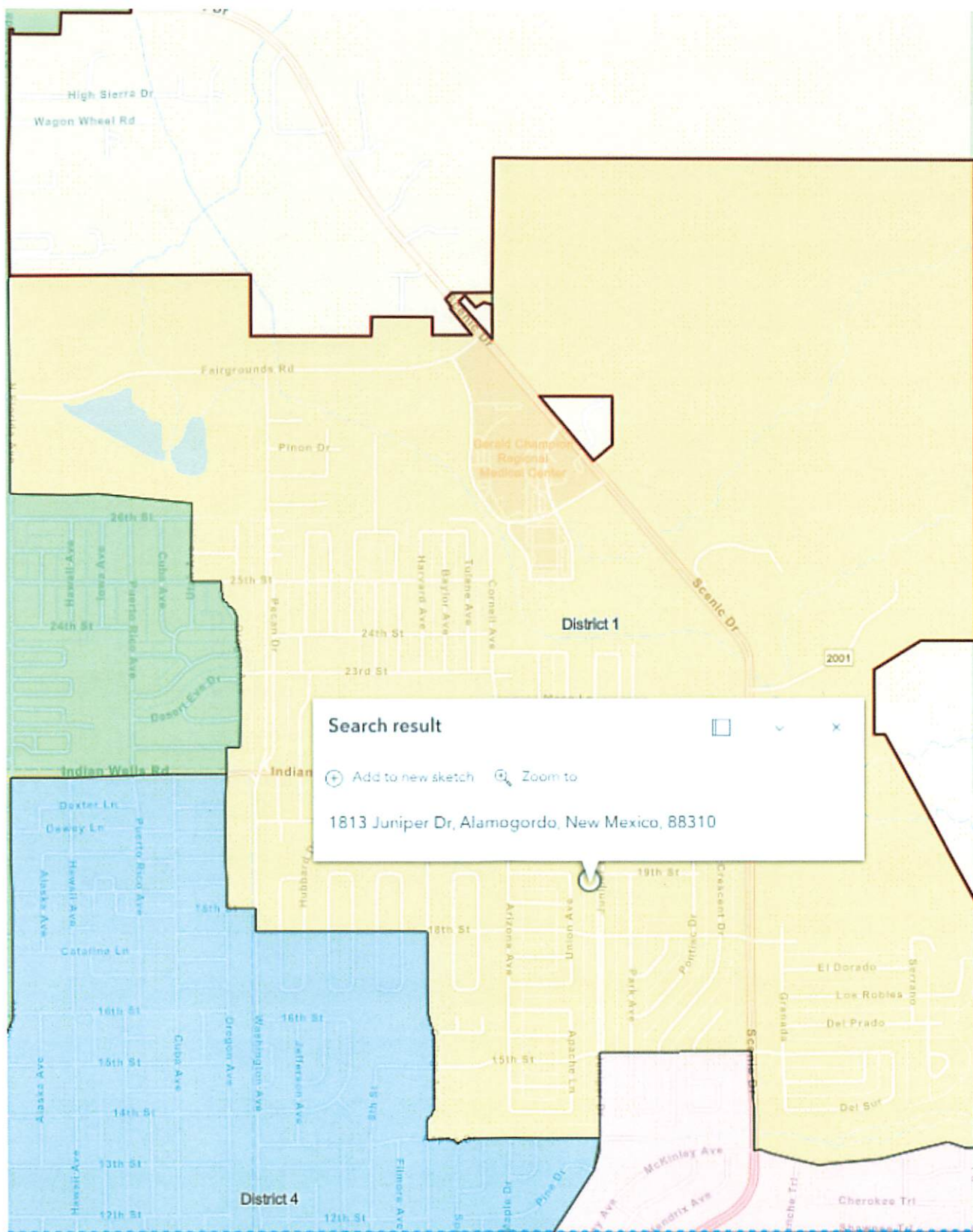
Kaycee Mason  
Notary Public Signature

Notary Stamp



Received in the office of the City Clerk on the 13<sup>th</sup> day of February, 2025 at  
4:24 a.m./p.m.

Rachel Hugh, CMC, City Clerk



# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 2/25/2025

**Report Date:** 02/19/2025

**Report No:** 2.

**Submitted By:**

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**Subject:** Annual State of the City. (*Susan L. Payne, Mayor*)

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**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact:

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**Recommendation:**

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**Background:**

City Charter Article VIII, Section 2. Powers and Duties of the Mayor

The Mayor shall present an annual State of the City message at a Public Meeting determined by the Mayor.

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 2/25/2025

**Report Date:** 02/14/2025

**Report No:** 3.

**Submitted By:** Rachel Hughs

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**Subject:** Approve the minutes for the Regular Commission meeting on February 11, 2025. *(Rachel Hughs, City Clerk)*

---

**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact:

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**Recommendation:** Approve the minutes.

---

**Background:** This is required by the Open Meetings Act.

**CITY OF ALAMOGORDO, NEW MEXICO  
CITY COMMISSION REGULAR MEETING DRAFT MINUTES  
6:30 PM, DONALD E. CARROLL COMMISSION CHAMBERS  
February 11, 2025**

**SUSAN PAYNE, MAYOR  
SHARON MCDONALD, MAYOR PRO-TEM  
VACANT, COMMISSIONER  
STEPHEN BURNETT, COMMISSIONER  
WARREN ROBINSON, COMMISSIONER**

**JOSHUA RARDIN, COMMISSIONER  
MARK TAPLEY, COMMISSIONER  
STEPHANIE HERNANDEZ, ACTING CITY  
MANAGER  
ASHLEY SMITH, CITY ATTORNEY  
RACHEL HUGHS, CITY CLERK**

**CALL TO ORDER & ROLL CALL**

---

Mayor Payne called the meeting to order at 6:30 PM. Roll Call was taken by the Deputy City Clerk. Commissioner Burnett attended by phone. Deputy City Clerk Aleshire announced there was a quorum present.

**INVOCATION & PLEDGE OF ALLEGIANCE**

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The Invocation was given by Mayor Payne, and the Pledge of Allegiance was led by Commissioner Rardin.

**APPROVAL OF AGENDA**

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Commissioner Burnett voted aye by phone.

**Mayor Pro-Tem McDonald moved to approve.  
Commissioner Robinson seconded the motion.  
Motion Passed with a vote of 6 - 0 - 0.**

**PUBLIC COMMENT**

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None.

**CITY MANAGER'S REPORT**

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**Acting City Manager Hernandez made the following comments:**

1. We have been in budget meetings all week, which are ongoing. We are thoroughly reviewing the budget, which has been exciting. Everybody has clear priorities for 2026. The departments will present what they have done and are planning to do.
2. The RFP for the Fun Center went out on Saturday. The Commission will be the Selection Committee, so it is extremely important that all questions go to Chief Procurement Officer Pyeatt. It is illegal if the Commission talks to any proposers. If they have any questions, send them to Purchasing. Everything is on our website.
3. Our Hazard Mitigation Plan was approved, and FEMA returned it to us. The Plan makes us eligible for assistance should we have an emergency.

**REMARKS AND INQUIRIES BY THE CITY COMMISSION**

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Commissioner Tapley asked if anyone had visited the Fun Center to review it and see what works. Acting City Manager Hernandez said yes. We inspected the building. There was a leak in the roof, but it was fixed. We have been maintaining things. The last thing we need to maintenance is the lanes, but Facility Maintenance Manager Bennett is working on that. It will be done before anyone takes over. For anyone proposing, we have a mandatory walkthrough on Tuesday, February 18, 2025. There has been some pushback from the State regarding the liquor license, which we thought had been taken care of. We were originally told we were okay but later told there were issues with the CRS. We will hire a tax attorney to finalize that. There will be a presentation to the Commission in April. By April, the building should be solid and the tax issue taken care of. Commissioner Rardin asked if the pinsetters on the lanes worked. Acting City Manager Hernandez said a company would come in to do a full restoration and see what equipment was working or not. Before the Fun Center shut down, half the lanes were down. Commissioner Rardin said the equipment was brand new when it was put in there. Acting City Manager Hernandez said she did not believe it was maintained properly, but people are coming in to maintain them. Commissioner Rardin said he believed US Bowling refurbished them. Acting City Manager Hernandez said she believed it was a different name.

Mayor Pro-Tem McDonald said we have a yearly clean-up, usually sponsored by District Five. I want to get the word out that there will be another clean-up on July 18, 2025, from 7 AM to noon, and I invite other Districts to participate. You can dump junk, and there will also be community shredding. I met with someone from Holloman, who thought it might be nice to have a competition with their people to join us this year. I am excited to get the competition going within the city and with Holloman.

Mayor Payne said she had the honor of presenting a Junior Fire Marshal Award this year. This is the fourth year they have done that award, and I am fortunate to have participated for all four years. I also went up to Santa Fe to participate in Otero County Days. The communication was productive. Municipal Day is coming up at the end of the month. I am particularly excited about the RFP with the Fun Center.

## **CONSENT AGENDA**

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- 1. Approve the minutes for the Regular Commission meeting on January 28, 2025. (Rachel Hughs, City Clerk)**
- 2. Consider, and act upon, Ordinance 1707 Case Z-2024-0005(A) for adoption and final publication of a map amendment to rezone 1701 Cuba Ave. from R-1 Single Family Dwelling District to R-3 Two Family Dwelling District. (Stella Rael, City Planner) (Roll Call Vote Required)**
- 3. Consider, and act upon, Ordinance No. 1698 for adoption and final publication to remove listed parking, overnight, and landing fees from Chapter 4 of the Code of Ordinances. (Troy Orr, Airport Manager) (Roll Call Vote Required)**

**Mayor Pro-Tem McDonald moved to approve.**  
**Commissioner Robinson seconded the motion.**  
**Motion Passed with a vote of 6 - 0 - 0.**

## **ITEMS REMOVED FROM CONSENT AGENDA**

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None.

## **NEW BUSINESS**

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- 4. Discussion of the Pricing Certificate and finalized rates for the City's utility projects financing through the New Mexico Finance Authority, including loan terms. (Chris Muirhead, Modrall Sperling)**

Mr. Muirhead said when I was last here on December 17, 2024, you adopted the ordinance related to financing for joint utility bonds going through the New Mexico Finance Authority. In that ordinance, it set parameters not to exceed \$32,000,000 in the borrowing, not to exceed ten percent in an interest rate, and other parameters subject to the pricing by the Finance Authority, which they would then pass on in a loan to the City. Today, the Finance Authority priced their bonds. It has several transactions they are funding there, including the City of Alamogordo, which has very favorable pricing. It falls within the parameters of the ordinance. It will close, and the money will be available in two weeks from today. Then, it will be in the bank, and you can get started on your projects.

Mr. John Archuleta of Bosque Advisors said we had the sale this morning at four-point-three-eight percent for twenty-five-year financing. The closing will be on February 25, 2025, and your account will be accredited at that particular time. The payments will be around \$1,800,000 yearly for a financing of \$25,530,000. We reached the \$28,000,000 amount because of a premium paid by the purchasers of \$2,545,000.

Acting City Manager Hernandez said the projects this initial \$30,000,000 will fund are on the agenda. Mayor Payne asked for a brief explanation of what the City was doing. Acting City Manager Hernandez said that as a result of the water and sewer rate increases, we are now able to get financing to fix infrastructure problems that we previously were not able to fix. This is the first \$30,000,000 because we cannot do all the \$130,000,000 in three years. Once this happens, there is a three-year time limit. Mayor Payne asked how this would get paid back. Acting City Manager Hernandez replied with water rates. Mayor Payne said some people do not understand, so we must reiterate. Acting City Manager Hernandez said the projects listed on the agenda are ready. We are also starting designs to get the next projects ready. We are going to keep this going.

Commissioner Rardin asked what exactly we are doing regarding the Highway 54/70 main grid replacement. Is it sewer, water, or both? Acting City Manager Hernandez said yes. He asked if it would be from one end of town to the other. She said it was the Walker area. Senior Project Manager Boyle said it was from the west side of the overpass down to both sides of Airport Road. It is a twelve-inch waterline on both sides. It will also be the one that goes across the tracks to the Golf Course, Wright Avenue. A little portion there that will have a PRV put in. It may take a little longer to design because of the bridge, maybe four to five months to finish the design. The other ones are ready to go.

**ADJOURNMENT****Mayor Pro-Tem McDonald moved to adjourn at 6:48 PM.****Commissioner Tapley seconded the motion.****Motion Passed with a vote of 6 - 0 - 0.**

ATTEST:

---

Mayor Susan Payne

---

City Clerk Rachel Hughs

(Prepared by Dylan Aleshire, Deputy Clerk)

Approved at the Regular Meeting held on February 25, 2025.

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 2/25/2025

**Report Date:** 02/19/2025

**Report No:** 4.

**Submitted By:** Stella Rael

---

**Subject:** Consider, and act upon, Ordinance 1711 Case Z-2025-0001(A) for adoption and final publication of a map amendment to rezone the property located at 523 Maryland Ave. from R-4 Multiple Family Dwelling to C-3 Business District. (*Stella Rael, City Planner*) (**Roll Call Vote Required**)

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**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact: None

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**Recommendation:** Adopt the Ordinance

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**Background:**

The Ordinance was approved for first publication by the commission by a vote of 6-0 on January 28, 2025.

The City of Alamogordo (property owner) is requesting an amendment to the zoning map to change the zoning of the property located at 523 Maryland Ave. from R-4 Multiple Family Dwelling to C-3 Business District.



City of Alamogordo

1

# City Commission



**Z-2025-0001(A)**

Stella Rael, City Planner  
January 28, 2025

# Map Amendment Request Case: Z-2025-0001(A)

## **Request:**

The Property owners request a map amendment to change the zoning of the property know as 523 Maryland Ave. from R-4 Multiple Family Dwelling District to C-3 Business District

## **Applicants:**

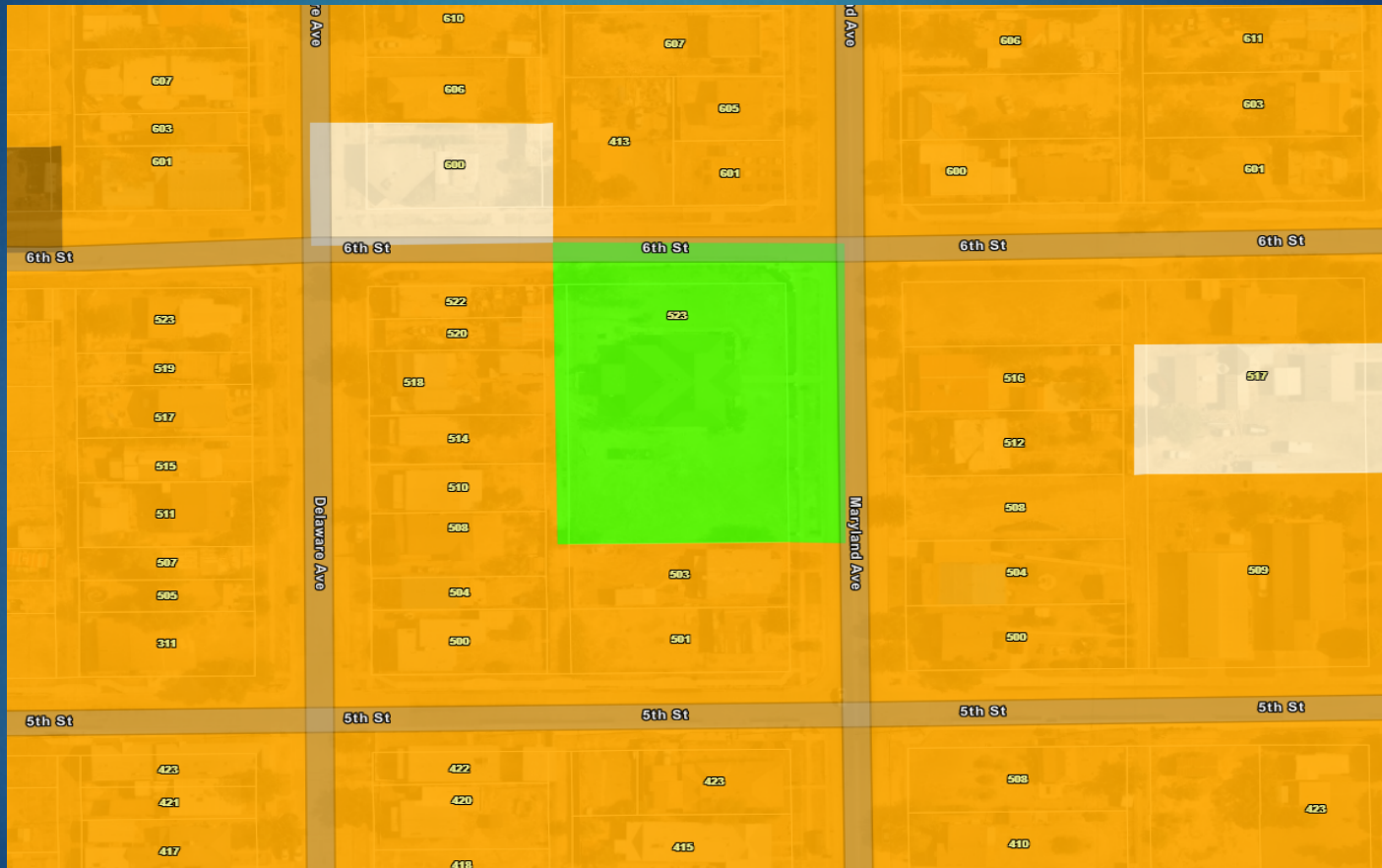
City of Alamogordo

1376 E. 9<sup>th</sup> Street

Alamogordo, NM 88310

# ZONING MAP

3



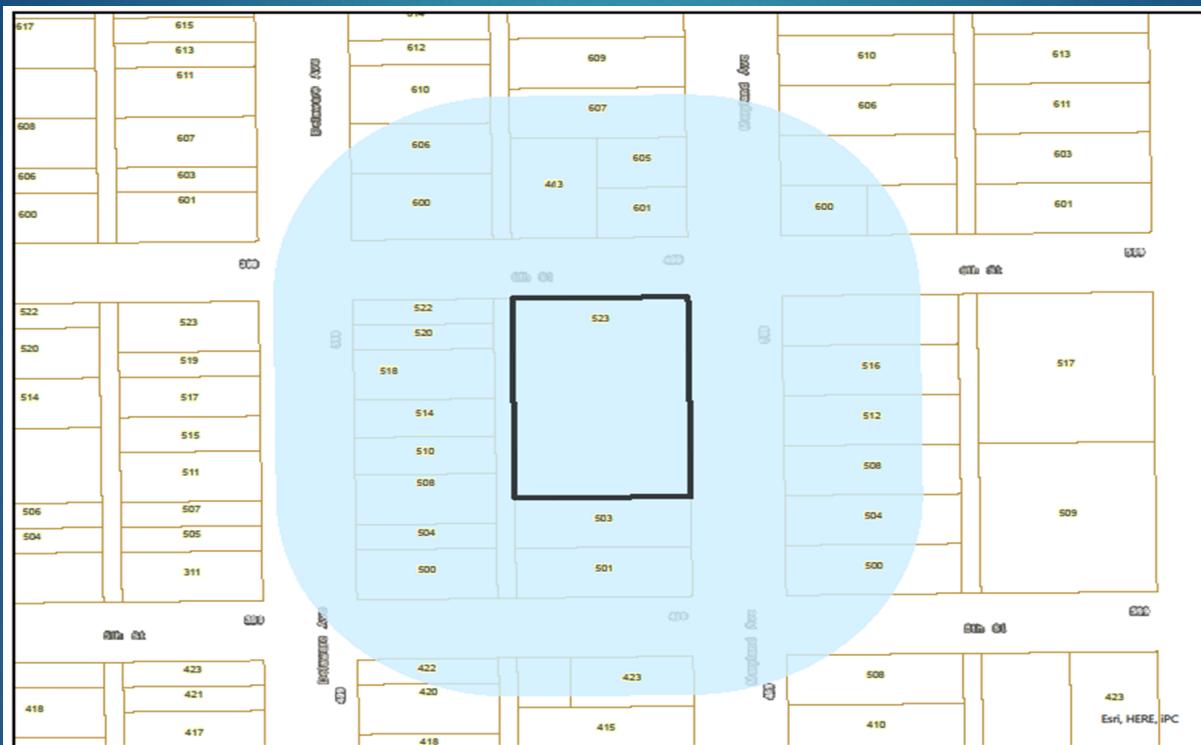
# SITE MAP

4



# PROTEST MAP AREA

5



523 Maryland Ave  
Protest Area Map

## Z-2025-0001(A)

6

### Findings of Fact

- ◆ 1. The property is located at 523 Maryland Ave.
- ◆ 2. The request is to change the zoning from R-4 Multiple Family Dwelling District to C-3 Business District.
- ◆ 3. The legal notice was published in the Alamogordo Daily News
- ◆ 4. Twenty-Six (26) letters were mailed by certified/returned receipt mail to all property owners of record within two hundred (200) feet from the property, excluding public right-of-way, of the property for which the rezoning is sought.
- ◆ 5. As of January 21, 2025, no letters have been returned undeliverable. No letters of opposition have been received.
- ◆ 6. Two property owners have come in requesting further information.

# Z-2025-0001(A)

7

- ◆ Staff recommends approval since this request will not be materially detrimental to surrounding property owners or the public.

**ORDINANCE No. 1711**

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ALAMOGORDO, CHANGING THE CLASSIFICATION OF A CERTAIN PROPERTY COMMONLY KNOWN AS 523 MARYLAND AVE. FROM R-4 MULTIPLE FAMILY DWELLING DISTRICT TO C-3 BUSINESS DISTRICT, WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF ALAMOGORDO, OTERO COUNTY, NEW MEXICO.**

**WHEREAS**, City of Alamogordo (hereinafter referred to as "the Owners") are the owners of certain real property commonly known as 523 Maryland Ave. and legally described below (herein after referred to as "the Property") located within the corporate boundaries of the City of Alamogordo, New Mexico, (hereinafter referred to as "the City"); and

**Alamo Blocks, Lots 13-16 Block 24**

**WHEREAS**, an application has been filed in the Owner's name under Case No. **Z-2025-0001(A)** to change the zoning of the Property, and

**WHEREAS**, the City Commission, after notice and hearing, finds and determines that the application for re-zoning of the Property is in the public interest and is consistent with proper development of the City.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION, THAT** the zoning of the Property, which is more fully described below:

**Alamo Blocks  
Lots 13-16  
Block 24**

is hereby changed from R-4 Multiple Family Dwelling District to C-3 Business District; and the official zoning map and comprehensive plan of the City are hereby amended to reflect this change.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2025

**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

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**Meeting Date:** 2/25/2025

**Report Date:** 02/18/2025

**Report No:** 5.

**Submitted By:** Evelyn Huff

---

**Subject:** Consider, and act upon, Resolution 2025-05 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 February 25, 2025. *(Evelyn Huff, Finance Director)* **(Roll Call Vote Required)**

---

**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact: Beginning Cash Balances - \$94,846,611

Revenues - \$1,307 Increase

Expenditures - \$760,807 Increase

Transfers In - \$0

Transfers Out - \$0

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**Recommendation:** Approve the Resolution Request

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**Background:** The City Commission adopted the FY 2024-2025 budget on July 30, 2024. Resolution 2025-05 amends the budget to reflect a more true and accurate projection of the actual revenues and expenditures. A summary and explanation of the revisions are attached for your review.

## BUDGET AMENDMENT JOURNAL ENTRY PROOF

CLERK: evelyn.huff

| YEAR                           | PER                      | JNL | SRC | ACCOUNT | EFF DATE   | JNL DESC                                            | REF 1 | REF 2 | REF 3 | ACCOUNT DESC<br>LINE DESC      | T | OB | DEBIT    | CREDIT   |
|--------------------------------|--------------------------|-----|-----|---------|------------|-----------------------------------------------------|-------|-------|-------|--------------------------------|---|----|----------|----------|
| 2025                           | 7                        | 626 |     |         |            |                                                     |       |       |       |                                |   |    |          |          |
| BUA                            | 012.200.3303.0000.40615. |     |     |         | 01/09/2025 | Sale scrap                                          |       |       |       | MISC REVENUE-SALE OF SCRAP     | 5 |    |          | 1,307.00 |
|                                |                          |     |     |         |            |                                                     |       |       |       | Sale of Scrap to Capital Equip |   |    |          |          |
| BUA                            | 012.200.3303.0000.57011. |     |     |         | 01/09/2025 | Sale scrap                                          |       |       |       | CAPITAL-EQUIPMENT              | 5 |    | 1,307.00 |          |
|                                |                          |     |     |         |            |                                                     |       |       |       | Capital Equipment from sale sc |   |    |          |          |
|                                |                          |     |     |         |            | Move funds from sale of scrap to capital equipment. |       |       |       |                                |   |    | .00      | .00      |
| BUA                            | 012.000.0000.0000.30301. |     |     |         | 01/09/2025 | Sale scrap                                          |       |       |       | APPROPRIATIONS                 |   |    |          | 1,307.00 |
| BUA                            | 012.000.0000.0000.30303. |     |     |         | 01/09/2025 | Sale scrap                                          |       |       |       | ESTIMATED REVENUE              |   |    | 1,307.00 |          |
| SYSTEM GENERATED ENTRIES TOTAL |                          |     |     |         |            |                                                     |       |       |       |                                |   |    | 1,307.00 | 1,307.00 |
| JOURNAL 2025/07/626 TOTAL      |                          |     |     |         |            |                                                     |       |       |       |                                |   |    | 1,307.00 | 1,307.00 |

**BUDGET AMENDMENT JOURNAL ENTRY PROOF**

CLERK: evelyn.huff

| YEAR                           | PER                      | JNL  | SRC | ACCOUNT | EFF DATE   | JNL DESC                                     | REF 1 | REF 2 | REF 3 | ACCOUNT DESC<br>LINE DESC                      | T | OB | DEBIT     | CREDIT    |
|--------------------------------|--------------------------|------|-----|---------|------------|----------------------------------------------|-------|-------|-------|------------------------------------------------|---|----|-----------|-----------|
| 2025                           | 7                        | 1878 |     |         |            |                                              |       |       |       |                                                |   |    |           |           |
| BUA                            | 086.600.1003.0000.57004. |      |     |         | 01/28/2025 | CC Cement Concrete slab at Collection Center |       |       |       | T CAPITAL-SITE IMPROVEMENT<br>Site Improvement |   | 5  | 21,500.00 |           |
|                                |                          |      |     |         |            |                                              |       |       |       |                                                |   |    | .00       | .00       |
| BUA                            | 086.000.0000.0000.30301. |      |     |         | 01/28/2025 | CC Cement                                    |       |       |       | APPROPRIATIONS                                 |   |    |           | 21,500.00 |
| BUA                            | 086.000.0000.0000.30302. |      |     |         | 01/28/2025 | CC Cement                                    |       |       |       | BUDGET FUND BAL - UNRESERVED                   |   |    | 21,500.00 |           |
| SYSTEM GENERATED ENTRIES TOTAL |                          |      |     |         |            |                                              |       |       |       |                                                |   |    | 21,500.00 | 21,500.00 |
| JOURNAL 2025/07/1878 TOTAL     |                          |      |     |         |            |                                              |       |       |       |                                                |   |    | 21,500.00 | 21,500.00 |

## BUDGET AMENDMENT JOURNAL ENTRY PROOF

CLERK: evelyn.huff

| YEAR | PER                      | JNL  | SRC | ACCOUNT | EFF DATE   | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC<br>LINE DESC                                                                                                                                                                                                                                                 | T | OB | DEBIT     | CREDIT    |
|------|--------------------------|------|-----|---------|------------|----------|-------|-------|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|----|-----------|-----------|
| 2025 | 7                        | 2140 |     |         |            |          |       |       |       |                                                                                                                                                                                                                                                                           |   |    |           |           |
| BUA  | 011.400.4204.0000.54520. |      |     |         | 01/31/2025 | COOP/EOP |       |       |       | SERVICES-CONTRACT                                                                                                                                                                                                                                                         | 5 |    | 50,000.00 |           |
|      |                          |      |     |         |            |          |       |       |       | T Update COA COOP & EOP                                                                                                                                                                                                                                                   |   |    |           |           |
|      |                          |      |     |         |            |          |       |       |       | Monies used to create the City's COOP (Continuity of Operations Plan) and EOP (Emergency Operations Plan). These plans assist the City Government in the event of natural or manmade disasters by giving us guidelines to assist the citizens during catastrophic events. |   |    |           |           |
|      |                          |      |     |         |            |          |       |       |       |                                                                                                                                                                                                                                                                           |   |    | .00       | .00       |
| BUA  | 011.000.0000.0000.30301. |      |     |         | 01/31/2025 | COOP/EOP |       |       |       | APPROPRIATIONS                                                                                                                                                                                                                                                            |   |    |           | 50,000.00 |
| BUA  | 011.000.0000.0000.30302. |      |     |         | 01/31/2025 | COOP/EOP |       |       |       | BUDGET FUND BAL - UNRESERVED                                                                                                                                                                                                                                              |   |    | 50,000.00 |           |
|      |                          |      |     |         |            |          |       |       |       | SYSTEM GENERATED ENTRIES TOTAL                                                                                                                                                                                                                                            |   |    | 50,000.00 | 50,000.00 |
|      |                          |      |     |         |            |          |       |       |       | JOURNAL 2025/07/2140 TOTAL                                                                                                                                                                                                                                                |   |    | 50,000.00 | 50,000.00 |

**BUDGET AMENDMENT JOURNAL ENTRY PROOF**

CLERK: evelyn.huff

| YEAR | PER                      | JNL | SRC | ACCOUNT | EFF DATE             | JNL DESC              | REF 1         | REF 2 | REF 3 | ACCOUNT DESC<br>LINE DESC        | T | OB | DEBIT      | CREDIT     |
|------|--------------------------|-----|-----|---------|----------------------|-----------------------|---------------|-------|-------|----------------------------------|---|----|------------|------------|
| 2025 | 8                        | 459 |     |         |                      |                       |               |       |       |                                  |   |    |            |            |
| BUA  | 109.500.9003.0000.57018. |     |     |         | 02/06/2025           | Density               | EAH89         |       |       | CAPITAL-STREET<br>Hubbard Bridge | 5 |    | 16,000.00  |            |
|      |                          |     |     |         | [2025-02-09 14:59:35 |                       | evelyn.huff]: |       |       |                                  |   |    |            |            |
|      |                          |     |     |         |                      | Correcting all of the |               |       |       |                                  |   |    |            |            |
| BUA  | 081.600.9303.0000.57035. |     |     |         | 02/06/2025           | Density               | EAH89         |       |       | CAPITAL-WATER LINE IMPROVEMENT   | 5 |    | 625,000.00 |            |
|      |                          |     |     |         |                      | Hubbard Bridge        |               |       |       |                                  |   |    |            |            |
| BUA  | 109.500.9003.0000.54523. |     |     |         | 02/06/2025           | Density               | EAH89         |       |       | SERVICES-ENGINEERING             | 5 |    | 18,000.00  |            |
|      |                          |     |     |         |                      | Great Blocks          |               |       |       |                                  |   |    |            |            |
| BUA  | 109.500.9003.0000.54520. |     |     |         | 02/06/2025           | Density               | EAH89         |       |       | SERVICES-CONTRACT                | 5 |    | 29,000.00  |            |
|      |                          |     |     |         |                      | Great Blocks          |               |       |       |                                  |   |    |            |            |
|      |                          |     |     |         |                      |                       |               |       |       |                                  |   |    | .00        | .00        |
| BUA  | 081.000.0000.0000.30301. |     |     |         | 02/06/2025           | Density               | EAH89         |       |       | APPROPRIATIONS                   |   |    |            | 625,000.00 |
| BUA  | 109.000.0000.0000.30301. |     |     |         | 02/06/2025           | Density               | EAH89         |       |       | APPROPRIATIONS                   |   |    |            | 63,000.00  |
| BUA  | 081.000.0000.0000.30302. |     |     |         | 02/06/2025           | Density               | EAH89         |       |       | BUDGET FUND BAL - UNRESERVED     |   |    | 625,000.00 |            |
| BUA  | 109.000.0000.0000.30302. |     |     |         | 02/06/2025           | Density               | EAH89         |       |       | BUDGET FUND BAL - UNRESERVED     |   |    | 63,000.00  |            |
|      |                          |     |     |         |                      |                       |               |       |       |                                  |   |    |            |            |
|      |                          |     |     |         |                      |                       |               |       |       | SYSTEM GENERATED ENTRIES TOTAL   |   |    | 688,000.00 | 688,000.00 |
|      |                          |     |     |         |                      |                       |               |       |       | JOURNAL 2025/08/459 TOTAL        |   |    | 688,000.00 | 688,000.00 |

**RESOLUTION NO. 2025-05**

**A RESOLUTION REQUESTING THE DEPARTMENT OF FINANCE AND ADMINISTRATION, STATE OF NEW MEXICO, APPROVE REVISED BUDGET FIGURES FOR CERTAIN LINE ITEMS IN THE CITY'S BUDGET FOR FISCAL YEAR 2024-2025.**

**WHEREAS**, the City of Alamogordo, New Mexico wishes approval to change some of the budget line-item figures of various funds; and

**WHEREAS**, the Department of Finance and Administration, State of New Mexico, gave its written final approval to the City of Alamogordo, New Mexico's annual preliminary budget on June 17, 2024, for fiscal year 2024-2025; and

**WHEREAS**, the City of Alamogordo, New Mexico, has tabulated on the following pages the additional resources and expenditures for fiscal year 2024-2025.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ALAMOGORDO, NEW MEXICO**, that the City's annual budget for fiscal year 2024-2025 be and hereby is revised as of February 25, 2025, to reflect a more true and accurate projection of the actual revenues and expenditures for fiscal year 2024-2025 as shown on the following pages.

**NOW, BE IT FURTHER RESOLVED BY THE GOVERNING BODY OF THE CITY OF ALAMOGORDO, NEW MEXICO**, that the Department of Finance and Administration, State of New Mexico, be requested to give its written approval to the revised budget figures computed on February 25, as a more true and accurate projection of the actual revenues and expenditures for fiscal year 2024-2025.

**PASSED, APPROVED AND ADOPTED** by the Governing Body of the City of Alamogordo, New Mexico, at a Regular Meeting held this 25<sup>th</sup> day of February 2025.

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 N. Smith, City Attorney

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 2/25/2025

**Report Date:**

**Report No:** 6.

**Submitted By:**

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**Subject:** Adjourn into Executive Closed Session in compliance with 10-15-1(H)(2)NMSA (as amended) to discuss: 10-15-1(H)(2)NMSA (as amended) Pending Litigation: All Current Litigation. *(Ashley Smith, City Attorney)*

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**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact:

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**Recommendation:**

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**Background:**