



Alamogordo City Commission

NOTICE OF MEETING

Regular Meeting Agenda

April 22, 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
Crystal Guthrie 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

PRESENTATIONS

1. Alamogordo Fire Department presentation of Firefighter of the Year to Firefighter Jacob Lawrence.
(John Stroope, III, Fire Department Lieutenant)

2. Alamogordo Fire Department presentation of the Lifesaving Award to Firefighter Estrella Martinez and Firefighter Jacob Lawrence. *(Jerry Ramirez, Fire Chief)*

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.

3. Approve the minutes for the Regular Commission meeting on April 8, 2025. *(Rachel Hughs, City Clerk)*
4. Approve the statements related to the Executive Closed Sessions held on April 8, 2025. *(Rachel Hughs, City Clerk)*
5. Consider, and act upon, the award of RFP 2025-004 On-Call Plumbing Services to General Hydronics Plumbing, LLC. *(Jimmy Vargas, Public Works Director)*
6. Consider, and act upon, the award of IBF 2025-01 Re-Bid Sodium Hypochlorite to PVS DX Inc. in the amount not to exceed \$285,000.00. *(David Nunnelley, Utilities Director)*
7. Consider, and act upon, Resolution 2025-11 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 April 22, 2025. *(Evelyn Huff, Finance Director)* **(Roll Call Vote Required)**
8. Consider, and act upon, Ordinance 1713 Case Z-2025-0002(A) for adoption and final publication of a map amendment to rezone 1537 S. Florida Ave. from R-1 Single Family Dwelling District to C-3 Business District. *(Stella Rael, City Planner)* **(Roll Call Vote Required)**
9. Consider, and act upon, Ordinance 1714 Case Z-2024-0007(A) for adoption and final publication of a map amendment to rezone 2595 Holly Ave. from MH-1 Manufactured Housing Dwelling District to R-4 Multiple Family Dwelling District. *(Stella Rael, City Planner)* **(Roll Call Vote Required)**

ITEMS REMOVED FROM CONSENT AGENDA

NEW BUSINESS

10. Consider, and act upon, Ordinance 1715 for first publication repealing Ordinance 1557 pertaining to the approval of a Local Economic Development Project for secured financial assistance proposed by PreCheck, INC. *(Ashley Smith, City Attorney; Kevin Wilson & Jim Lucero, New Mexico Economic Development Department)* **(Roll Call Vote Required)**
11. Consider, and act upon, approving the City of Alamogordo withdrawing from the Tularosa Basin Regional Dispatch Authority (TBRDA) in accordance with the Joint Powers Agreement. *(Susan L. Payne, Mayor; Stephanie J. Hernandez, Acting City Manager; David Kunihiro, Police Chief; Jerry Ramirez, Fire Chief).*
12. Appointments to Boards and Committees. *(Susan L. Payne, Mayor)*

EXECUTIVE SESSION (Roll Call Vote Required)

13. Adjourn into Executive Closed Session in compliance with 10-15-1(h)(8), NMSA 1978 (as amended) to discuss Real Property: the sale of the Fairgrounds Parking Lot.

ADJOURNMENT

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 4/22/2025

Report Date: 04/14/2025

Report No: 1.

Submitted By: Amanda Renner

Subject: Alamogordo Fire Department presentation of Firefighter of the Year to Firefighter Jacob Lawrence.
(*John Stroope, III, Fire Department Lieutenant*)

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation:

Background:

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 4/22/2025

Report Date: 04/14/2025

Report No: 2.

Submitted By: Amanda Renner

Subject: Alamogordo Fire Department presentation of the Lifesaving Award to Firefighter Estrella Martinez and Firefighter Jacob Lawrence. (*Jerry Ramirez, Fire Chief*)

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation:

Background:

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 4/22/2025

Report Date: 04/15/2025

Report No: 3.

Submitted By: Rachel Hughs

Subject: Approve the minutes for the Regular Commission meeting on April 8, 2025. *(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 DRAFT MEETING MINUTES
6:30 PM, DONALD E. CARROLL COMMISSION CHAMBERS
April 8, 2025**

**SUSAN PAYNE, MAYOR
SHARON MCDONALD, MAYOR PRO-TEM
CRYSTAL GUTHRIE, 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 City Clerk. City Clerk Hughs announced there was a quorum present.

INVOCATION & PLEDGE OF ALLEGIANCE

The Invocation was given by Pastor Louie Olivas from Christ Community Church, and the Pledge of Allegiance was led by Commissioner Robinson.

APPROVAL OF AGENDA

**Mayor Pro-Tem McDonald moved to approve.
Commissioner Robinson seconded the motion.
Motion Passed with a vote of 7 - 0 - 0.**

PRESENTATIONS

1. Purple Up Day For Military Kids Day Proclamation. (*Susan Payne, Mayor*)

Mayor Payne proclaimed Friday, April 25th, 2025, as "Purple Up! For Military Kids Day" in Alamogordo and urged all citizens to wear purple in its observance. She presented the proclamation to a military family along with Colonel John Ethridge and Chief Master Sergeant William Ford of Holloman Air Force Base.

2. Presentation for RFP 2025-001 Operation & Maintenance of the Family Fun Center. (*F Frizzell Jr., Chief Operating Officer for The Inn of the Mountain Gods*)

Mr. Frizzell Jr. said he was the Chief Operating Officer for the Mescalero Apache Tribe's Hospitality and Gaming Operation. He said this presentation outlines the operation and maintenance of the Family Fun Center. One thing emphasized in the RFP was the hours of operation. We believe being open seven days a week is key. Hours would be 11:00 AM to 9:00 PM Monday through Thursday, 11:00 AM to midnight on Friday, 10:00 AM to midnight on Saturday, and 10:00 AM to 9:00 PM on Sunday. After the facility walk-through, it is pretty close to turnkey, meaning there are not many things to update. We will have to bring in arcade operations and certain small things. We are making sure to implement a comprehensive maintenance program, modernize all the entertainment options, create a family-friendly environment, themed events, and sanctioned league play. If done correctly, league play can fill the bowling alley three or four times a week. I would assume that people here want to start a sanctioned bowling play. The Acting City Manager has told me that the lanes can be played with sanctioned play. We understand that this is not our facility, and we need to take care of it. We want to make sure preventative maintenance and cleaning protocols are done on a regular basis. A big part of the RFP was around community engagement. Some of the things we want to tie into this are ensuring stimulating economic growth in the region and partnering with the local community and other businesses. We anticipate this will create thirty-five to forty jobs within the Center through our staffing plan. People who work for us and live in Alamogordo have expressed interest in working there. I do not think staffing the place will be that difficult. We are big enough to provide great benefits for team members, like paid time off, health insurance, a 401K, and a whole benefits package. We also provide career advancement for individuals who wish to pursue other operations in hotel, food, beverage, and gaming. We also want to support local businesses in town and would give preference to local vendors and suppliers to source goods and services to strengthen the Center and community. We also want to help organize vendor fairs, identify local partnership opportunities, cross-promotions, and marketing with other small businesses within town. Our biggest customers at the Mountain Gods Inn and Casino Apache come from El Paso. To get from El Paso to our places, you have to drive through here, so

targeting those individuals and getting them to stop in the Fun Center will be key to making it successful. We also want to collaborate with the military to give military discounts and set up military leagues or deployment support groups that we can work with. We believe we could set up and host regional tournaments to attract visitors. We want to make sure it is affordable to go there, have fun, and have affordable food. We will have a marketing coordinator who will do community outreach and partner with youth programs for after-school initiatives, discounted rates, fundraisers, and student leagues, which naturally brings parents as well, so everyone can have fun at the same time. This ties in with schools and STEM, such as free bowling clinics, junior bowling leagues, education partnerships, and hospitality training programs. We also want to engage with the local senior community with special morning programs where they can come in early and have fun. We can also partner with local transportation to get them there, and we could also start providing transportation ourselves in the future. Related to that are bowlers with disabilities. We want a sensory-friendly environment with adaptive equipment and to train staff to be sensitive and inclusive. A great marketing strategy will be key to keeping the place full. We are not the biggest casino in the state, but we are by far the most followed. The benefit of partnering with someone like us is that the marketing machine can leverage the Family Fun Center. Our Marketing Team markets globally, meaning the Inn of the Mountain Gods, Casino Apache, Ski Apache, Mescalero Big Game Hunts, and even our team member daycare center. We spend nearly \$500,000 annually on cybersecurity to ensure we are not hacked. We are also changing our loyalty card to earn points on all non-gaming activities as well, meaning you can use points on food, beverages, and hotels. The proposed food menu includes burgers, wings, nachos, and pizza. There will also be healthy, family-friendly options and locally-inspired dishes. We like to update our menus on a seasonal basis, so what you see here will not be the same in six months. We often procure better prices from vendors in southern New Mexico because we are the biggest customer. Our alcohol program is also really good. We work with our properties by having one point person, who is like the Director of Operations or General Manager, who manages people. If we are awarded this contract, the first thing we would do is hire somebody to run the operation. There are meeting rooms on the side of the building. I think having a top golf swing suite there would be great. You could even have leagues. Back in the RFP, there was a focus on accountability and ensuring you know what is happening. With the previous owner, you didn't know how much the Fun Center made or where the finances went. We built a budget that we thought would be realistic based on what we could charge. We would have a dynamic pricing rate where we would raise rates during peak hours and give a discount during off-hours. We also wanted family packages to get a lot of people in at a decent rate, as well as league discounts. The RFP mentioned a revenue-sharing model, and we also believe that is the best way to go. You would take a percentage of revenue based on how much we make in gross. It is our responsibility to make sure we are profitable after that. Regarding transparency and affordability, you would be able to see everything that happens there. Our gaming industry is highly regulated by the local gaming commission, the State of New Mexico, and the National Indian Gaming Association. I cannot remember any audit findings in over a decade. We are also required to be audited by a third party. We require every manager and shift supervisor to do a shift report; you will have access to those reports. We will also make monthly profit and loss statements so you can see exactly what the Fun Center is doing. You would have access to our quarterly audited financial reports for the Family Fun Center, plus annual financial statements signed by a third party. Something else we thought a lot about was the laser tag area. Laser tag is not very profitable, given the square footage. We would like to put out a community survey to see what people want in that area and then run it by the Commission. The goal is to open the place, start making money, and then renovate from there. This past summer, we had to close for a month and housed first responders during the fires. It was the busiest time of the year, and we lost millions of dollars, but we were able to meet our financial obligations to the tribe and get through it.

President Padilla said she was very supportive of this project. We have been making an effort to get along with communities better. We are going to places with neighbors like Ruidoso and coordinating the legislative sessions in Santa Fe.

Acting City Manager Hernandez said as you recall, we did not want to tie any company's hands. All we said was that they needed bowling and food. We wanted whichever company to bring in what they were most successful at. We also emphasized family-friendly and budget-friendly. We went to a revenue-sharing model because the monthly lease payment would have been outrageous, like \$36,000 or \$60,000, just really high. We did not think any company could be successful with that kind of rent. I have received many questions about LEDA funds. There are no LEDA funds here. It is all private investment. The City is making sure the building is up to code and ready for them to move in. We are taking the bowling lanes to make sure they are workable. Access has also been a question. I have asked for a meeting with Z-Trans to see if we could get that on their route.

Commissioner Guthrie asked what the timeframe would be for getting the doors open if this proceeds. Mr. Frizzell Jr. said it could be as little as sixty days, but you may not have everything up and running. For example, I understand that the arcade machines are completely gone, so we must procure new ones. Acting City Manager Hernandez said they are part of the litigation. We are going to put them in storage. Mr. Frizzell Jr. said we operate arcades and have a vendor, but I do not know the lead time. That does not mean you cannot open the bowling alley and kitchen. It would be a matter of getting staff properly trained and opening the door. You would not be able to have virtual golf right away, but I think we could move that over and get it done. Returning to the question, it would be a minimum of sixty days and a maximum of ninety. I do not want to miss the summer season. I like working fast; being a private business allows us to get through much red tape. The tribal government has been good at getting things done.

Mayor Payne said access had been brought up before as an issue. That movie theater has been out there for over twenty years, and kids do not have problems accessing it. I also want people to understand that it was never meant to be a place where you drop your kids off and pick them up later. We had a lot of trouble finding a management company the first time. This time, I believe there was more interest because it is already there for someone to move into. As President Padilla mentioned, it is very important that we work with our surrounding partners.

Mayor Pro-Tem McDonald asked how they were going to do the referenced disability part. Would that just be for the lanes or the facility itself? Are they going to get the buses to take people or not? Acting City Manager Hernandez said if you are referring to the Z-Trans bus, we have to negotiate with them. We already pay for some of that. I just need to get in the room and put that in the contract. It should not be an issue. Mayor Pro-Tem McDonald said we have a blind population, and that was one of the things brought up when I met with them. I know they want to enjoy some of the amenities we offer in Alamogordo, such as food. Mr. Frizzell Jr. said that would be part of the outreach program, where we find the individuals in need, tailor what we offer, and train staff. We could also buy equipment, if necessary, to help those individuals gain access. Building that plan as it comes up is key.

Commissioner Guthrie said there are three meeting rooms on the side of the building. Do you plan to keep some of those as meeting rooms? That may bring business as well. Mr. Frizzell Jr. said he was surprised at how big those rooms were. I think virtual golf would only take up one and a half of those. There are collapsible walls there. I think you could still have plenty of space for thirty to forty people to meet in that area.

PUBLIC COMMENT

Joyce Gobredt said she was part of the certification team that helped certify and test the bowling lanes the first time. Tournaments are a huge money-maker. We will need a pro shop and spectator area in there. Several New Mexico State Board Members in Alamogordo are willing to help. Commissioner Rardin said he thought the facility had a pro shop when it opened. It was when you walked in and to the right. There was a door and a little room.

CITY MANAGER'S REPORT

Acting City Manager Hernandez made the following comments:

1. We hired a new City Attorney, Daqrell Mori. He was the Attorney Advisor at Tinker Air Force Base, where he provided legal counsel to agency management on complex labor and employee issues, administrative proceedings, and adverse action experiences that align with what we are looking for. He also brings valuable experience from his time as an Assistant Tribal Prosecutor for the Choctaw Nation, where he handled juvenile, deprived, and felony cases and collaboration between departments and agencies. His combined experience in government operations, labor law, and public service makes him a strong addition to our leadership team. I think the Commission will like him. He will start in mid-May, so there will be a little overlap between our current City Attorney, Ashley Smith, and Mr. Mori.

REMARKS AND INQUIRIES BY THE CITY COMMISSION

Commissioner Rardin asked if the City could reach out to NMDOT about resurfacing a section of White Sands Boulevard, specifically the area in front of the Zoo from about 10th Street to Indian Wells. Can we reach out to a Senator about it to get it rolling? Acting City Manager Hernandez said we can. We have reached out before. Public Works Director Vargas tends to get people aboard. If not, we can reach out to Senator Paul. Commissioner Rardin said it was just that area, but it would be great if they wanted to do the whole thing.

Commissioner Burnett said his wife and sister-in-law started a foundation. We lost our daughter last year to epilepsy. I want to encourage anyone who has epilepsy to reach out. We help people with children, and we helped a family in Colorado this past week by buying them a \$1,800 stroller. Thank you to everyone who has helped us in this time.

CONSENT AGENDA

3. Approve the minutes for the Regular Commission meeting on March 25, 2025. (Rachel Hughs, City Clerk)

4. Consider, and act upon, Resolution 2025-06, declaring 523 Delaware Ave. to be so ruined, damaged, and dilapidated that it is a menace to public comfort, health, peace, or safety and ordering its abatement. (Josh Sides, Code Enforcement Manager) (Roll Call Vote Required)

5. Approve the statements related to the Executive Closed Sessions held on March 25, 2025. (Rachel Hughs, City Clerk)

6. Consider, and act upon, approval of Resolution 2025-10 designating the Administrative Manager as the Custodian of Records for the Alamogordo Police Department (Code Enforcement Division) and including the method of destruction of records as witnessed shredding by a bonded destruction vendor. (David Kunihiro, Chief of Police) (Roll Call Vote Required)

7. Consider, and act upon, the award of RFP 2025-002 Management Services for Microsoft Active Directory Domain, Microsoft Exchange, and Related Products to Better IT Services. (Evelyn Huff, Finance Director)

Mayor Pro-Tem McDonald moved to approve.
Commissioner Robinson seconded the motion.
Motion Passed with a vote of 7 - 0 - 0.

ITEMS REMOVED FROM CONSENT AGENDA

None.

PUBLIC HEARINGS

8. Consider, and act upon, the question of whether or not the Alcoholic Beverage Control Division should grant BW Gas & Convenience Retail, LLC, located at 1300 E. Indian Wells Road, a Transfer of Dispenser Liquor License with Off-Premises Consumption Only from the Allsup's at 100 N. White Sands Blvd., and a request of waiver, as the nearest church is within 300 feet of the proposed premises. (Rachel Hughs, City Clerk)

City Clerk Hughs said they are requesting the transfer of dispenser liquor license to be over at 1300 E. Indian Wells, and the transfer would come from the Allsup's at 100 N. White Sands Boulevard, which is currently closed. This is also a request to waive the rule from the Alcohol Beverage Control Division regarding being three hundred feet from a church or school. According to the plat, Calvary Baptist Church is across the street, and the property line is less than one hundred feet away. On March 20th, I notified the pastor of Calvary Baptist Church of this public hearing. Tonight, I was given a letter from the Allsup's Regional Manager, Marvin Green, which was from that pastor. That letter, dated April 8th, says, "To Allsup's organization, we, the members of Calvary Baptist Church of Alamogordo, New Mexico, grant the right for Allsup's Convenience Store to sell liquor at their location." The Regional Manager is here if you have questions for him.

Mayor Payne said she did not have questions but wanted to thank the Allsup's Regional Manager for all the investment going into the stores. They look great.

Commissioner Burnett moved to approve.
Commissioner Tapley seconded the motion.
Motion Passed with a vote of 7 - 0 - 0.

NEW BUSINESS

9. Consider and act upon, Case V-2025-0001(A)-Property owner Amber Leigh Hartman is requesting to be granted a variance to decrease the parking requirement per ordinance from 103 parking spaces to 47 parking spaces at the property located at 3200 N. White Sands Blvd. to service the patrons and employees of the proposed business. (Stella Rael, City Planner)

City Planner Rael said the property owner, Amber Hartman, resides in Irving, Texas. She is requesting to be granted a variance to decrease the parking requirement per ordinance from one hundred and three parking spaces to forty-seven parking spaces. These parking spaces will only serve the patrons and employees of the proposed business. This location is the old Peppers Grill. The new business plans to demolish the building and rebuild it. The size of the new building will be five thousand five hundred and ninety-one square feet. This location is next to the Fairgrounds, of which the City of Alamogordo owns the south part. When Peppers Grill was active, they used to utilize a lot of our space as parking. I am making sure this business is within their lot lines. They feel that with the size of the lot and building, they cannot meet that parking requirement. She proceeded with the findings of fact.

Commissioner Rardin asked what sort of business would go in there. City Planner Rael said it would be a plasma facility. Mayor Payne asked if that was like donating plasma. City Planner Rael said yes.

**Commissioner Burnett moved to approve.
Mayor Pro-Tem McDonald seconded the motion.
Motion Passed with a vote of 7 - 0 - 0.**

10. Consider and act upon, Case V-2025-0002(A)-The property owner, Murphy Oil USA Inc., is requesting to be granted a variance to decrease the parking requirement per ordinance from 27 parking spaces to 14 parking spaces at the property located at 223 S. White Sands Blvd. (Stella Rael, City Planner)

City Planner Rael said the property owner is requesting a variance to decrease the parking requirement per ordinance from twenty-seven parking spaces to fourteen parking spaces. The applicant and owner of this location is Murphy's Oil USA Incorporated. This location is next to the Murphy's located on White Sands Boulevard. They are proposing to build an oil-changing facility, and the reason for the decrease in parking spaces is that there will not be any customer waiting rooms. You stay in your vehicle while the oil is being changed. It is called a stacking oil change. She proceeded with the findings of fact.

Mayor Payne asked where exactly this was. Commissioner Burnett said it is to the south of the Murphy's where the gravel area is. Commissioner Rardin said it was where the old Pizza Mill used to sit. Mayor Payne asked if it would fit there. City Planner Rael said the site plan was provided, and yes, it would fit and meet the setback requirements in that zoning district. Commissioner Burnett said it was only fifteen hundred square feet.

Commissioner Rardin asked how they would egress. Would they come around the building and then come back out on New York Avenue? Would they enter through the Murphy's parking lot? City Planner Rael said yes, they will enter through that parking lot and come in. Commissioner Rardin asked if there would not be traffic coming out into New York or into White Sands. City Planner Rael said no. Commissioner Rardin said you would, but from Murphy's parking lot. City Planner Rael said yes. Commissioner Rardin said it sometimes gets congested with McDonald's and Murphy's right next to each other. Mayor Payne said it does. City Planner Rael said when this was presented to the Technical Review Committee, we looked at all that. Police and Fire are both part of my Committee. We looked at all the different what-ifs, and everyone was okay with it. Commissioner Rardin asked if they will utilize the existing exits. City Planner Rael said correct. Murphy's gas station is okay with them utilizing that.

**Commissioner Rardin moved to approve.
Commissioner Robinson seconded the motion.
Motion Passed with a vote of 7 - 0 - 0.**

11. Consider, and act upon, the award of RFP 2025-001 Operation & Maintenance of the Family Fun Center to the Inn of the Mountain Gods. (Stephanie Hernandez, Acting City Manager)

Acting City Manager Hernandez said she would stand for any questions and staff recommends approval.

Commissioner Rardin said I have a contract with a large general contractor that has a contract with Mescalero. If anyone has a problem with me voting, I will abstain. I am a sub of a general, and we are working on a project up there. I wanted to disclose it since it is the same entity, but it is not a direct conflict. It could be conceived as an indirect conflict. Mayor Payne said she did not have an issue with it. No one had objections.

Commissioner Robinson moved to approve.

Commissioner Guthrie seconded the motion.

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

12. Appointments to Boards and Committees. (Susan L. Payne, Mayor)

Mayor Payne appointed Billy Don Childs to the Alamogordo Public Library Board based on a recommendation and Rebecca Miller to the Senior Volunteer Programs Advisory Council. No one was opposed.

EXECUTIVE SESSION

13. Adjourn into Executive Closed Session in compliance with 10-15-1(H)(2)NMSA (as amended) to discuss: Limited Personnel Matters (City Manager).

Commissioner Robinson moved to Adjourn to Executive Session.

Mayor Pro-Tem McDonald seconded the motion.

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

ADJOURNMENT

ATTEST:

Mayor Susan Payne

City Clerk Rachel Hughs

(Prepared by Dylan Aleshire, Deputy Clerk)

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

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 4/22/2025

Report Date: 04/15/2025

Report No: 4.

Submitted By: Rachel Hughs

Subject: Approve the statements related to the Executive Closed Sessions held on April 8, 2025. *(Rachel Hughs, City Clerk)*

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: The statement is required per the Open Meetings Act.

Background:

As required by Section 10-15-1 (J) of the Open Meetings Act, approve the following statements authorizing them to be included in the minutes of April 22, 2025: "The Governing Body of the City of Alamogordo, New Mexico, hereby states that on April 8, 2025, an Executive Closed Session was held, and the matters discussed in the closed meeting were limited discuss only: Limited Personnel Matters (City Manager).

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 4/22/2025

Report Date: 04/10/2025

Report No: 5.

Submitted By: Barbara Pyeatt

Subject: Consider, and act upon, the award of RFP 2025-004 On-Call Plumbing Services to General Hydronics Plumbing, LLC. (*Jimmy Vargas, Public Works Director*)

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Approve the award and authorize staff to proceed with the service agreement

Background: RFP 2025-004's scope of work is to furnish all labor, plumbing materials, tools, equipment, and supervision for plumbing services at various owned and/or operated buildings for the City of Alamogordo, New Mexico, on a time and materials basis. Work will be accomplished by issuing a Task Order. Plumbing services for all the City of Alamogordo shall be on an "as-needed" basis for all City buildings. RFP was advertised on March 8th, 2025, Proposals were due on April 4th, 2025. One proposal was received and deemed responsive.

The proposal for the RFP is available for review at the Purchasing Department.

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 4/22/2025

Report Date: 04/11/2025

Report No: 6.

Submitted By: Cynthia Quairolì

Subject: Consider, and act upon, the award of IBF 2025-01 Re-Bid Sodium Hypochlorite to PVS DX Inc. in the amount not to exceed \$285,000.00. *(David Nunnelley, Utilities Director)*

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Award IFB 2025-01 to PVS DX Inc. in the amount of \$285,000.00

Background: IFB No 2025-01 Re-Bid Sodium Hypochlorite was advertised on March 29-30, 2025 and was opened April 11, 2025 at 2:00pm. Two responsive bids were received: Thatcher Co. of Nevada Inc. and PVS DX Inc. This bid is to be awarded to lowest bidder meeting specifications.

This is an estimated quantity, multi-term contract commencing April 28, 2025, through April 28, 2026, for the first term. The contract may be extended for three additional one-year terms. Quantity is determined on an estimated annual maximum usage.

The purchase of Sodium Hypochlorite will be utilized by Water Maintenance Department. It is required for compliance with drinking water permit used to disinfect water. Waste Water Maintenance Department uses Sodium Hypochlorite for disinfecting.

Bid Tabulation attached.

BID TABULATION
Sodium Hypochlorite
CITY OF ALAMOGORDO IFB BID NO. 2025-01 RE-Bid
April 11th, 2025 2:00 PM

ITEM NO.	Estimated Quantity In Gallons	DESCRIPTION	Thatcher Co. of Nevada, Inc.		Univar USA		PVS DX Inc.	
			Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	100,000	SODIUM HYPOCHLORITE- 12.5%	\$2.88	\$288,000.00	N/B	N/B	\$2.85	\$285,000.00
TOTAL				\$288,000.00		N/B		\$285,000.00

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 4/22/2025

Report Date: 04/15/2025

Report No: 7.

Submitted By: Evelyn Huff

Subject: Consider, and act upon, Resolution 2025-11 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 April 22, 2025. *(Evelyn Huff, Finance Director)* **(Roll Call Vote Required)**

Fiscal Impact:

Amount Budgeted:

Fund:

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

Revenues - \$4,501 Increase

Expenditures - \$715,283 Increase

Transfers In - \$423,671 Increase

Transfers Out - \$423,671 Increase

Recommendation: Approve the Resolution Request

Background: The City Commission adopted the FY 2024-2025 budget on July 30, 2024. Resolution 2025-11 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.

**ALL FUNDS SUMMARY
BUDGET 2024-2025**

1/12TH REQ RSRV
2,120,455
1/12TH REQ RSRV
0
Fund Reserve Policy
468,745
Bal. Remaining
4,820,111

FUND NO.	FY 2024-2025 FUND DESCRIPTION	UNAUDITED BEGINNING CASH BALANCE	ESTIMATED REVENUES	TRANSFERS IN	TRANSFERS OUT	NET CASH TRANSFERS	BUDGETED EXPENDITURES	ESTIMATED ENDING CASH BALANCE	LOCAL RESERVE REQUIREMENTS UNAVAILABLE FOR BUDGETING	ADJUSTED ENDING CASH BALANCE
11	GENERAL OPERATING FUND	16,059,659	28,385,831	2,191,693	13,782,409	(11,590,716)	25,445,463	7,409,311	2,589,201	4,820,111
12	INTERNAL SERVICE FUND	228,757	215,107	5,620,014	0	5,620,014	6,048,876	15,002		\$15,002
15	CORRECTIONS-JAIL	52,819	42,000	70,000	0	70,000	114,000	50,819		\$50,819
16	LODGER'S TAX-PROMOTIONAL FUND	161,757	3,998	120,000	2,491	117,509	255,069	28,195		\$28,195
17	POLICE COURT BOND	8,638	0	0	0	0	0	8,638		\$8,638
19	COURT AUTOMATION FUND	9,846	13,500	0	0	0	15,650	7,696		\$7,696
20	LODGER'S TAX-CITY	196,063	80,929	442,000	100,569	341,431	568,283	50,140		\$50,140
21	D.A.R.E. DONATIONS FUND	19,848	2,378	0	0	0	19,794	2,432		\$2,432
24	GRANT CAPITAL IMPROVEMENT	(0)	10,868,036	4,161,014	0	4,161,014	14,143,602	885,448		\$885,448
27	MUNICIPAL COURT OPERATIONS	100	8,000	507,925	0	507,925	514,750	1,275		\$1,275
28	POLICE CONTINGENCY	70,514	1,257	0	0	0	10,000	61,771		\$61,771
31	CEMETERY-PERPETUAL CARE	895,842	30,654	0	123,283	(123,283)	0	803,213		\$803,213
32	COMMUNITY SERVICES	6,775	746,746	6,152,200	0	6,152,200	6,903,966	1,755		\$1,755
33	FIRE PROTECTION	1,746,026	936,883	0	0	0	2,544,949	137,960		\$137,960
35	HIDTA GRANT FUND	(0)	33,350	0	0	0	33,350	(0)		(\$0)
36	LAW ENFORCEMENT FUND	39,979	159,500	0	0	0	199,479	0		\$0
37	STATE HIGHWAY FUND	131,707	26,516	0	0	0	20,225	137,998		\$137,998
38	TRAFFIC SAFETY FUND	80,357	16,124	0	0	0	15,000	81,481		\$81,481
39	STATE JUDICIAL	9,336	34,000	0	0	0	34,000	9,336		\$9,336
42	1984 GROSS RECEIPTS TAX	3,700,226	2,386,432	0	4,975,740	(4,975,740)	40,794	1,070,124	252,119	\$818,005
44	TRANSPORTATION FUND	100,000	1,246,528	5,511,749	420,177	5,091,572	5,920,586	517,514		\$517,514
48	NEW MEXICO C.D.B.G.	(0)	32,825	113,305	0	113,305	113,351	32,779		\$32,779
49	1986 GROSS RECEIPTS TAX	5,954,277	2,413,006	0	4,263,458	(4,263,458)	1,115,096	2,988,729	268,391	\$2,720,338
50	PROPERTY ACQUISITION	85,010	0	0	0	0	0	85,010		\$85,010
53	GENERAL OBLIGATION	1,040,442	1,225,613	0	0	0	1,220,245	1,045,810	557,029	\$488,781
54	REVERSE OSMOSIS PROJECT RSV	20,950	0	9,430	0	9,430	9,430	20,950		\$20,950
56	99 GRT FLOOD CONTROL BOND PROJ	0	0	264,793	0	264,793	264,793	0		\$0
59	REVENUE BOND P & I FUND	17,899	0	2,356,842	0	2,356,842	2,356,842	17,899		\$17,899
61	MUNICIPAL INFRASTRUCTURE .0625%	2,420,364	615,132	0	739,829	(739,829)	10,199	2,285,468		\$2,285,468
63	COMMUNITY DEVELOPMENT	2,500	0	621,484	32,400	589,084	588,589	2,995		\$2,995
69	1994 GROSS RECEIPTS	5,257,345	2,393,173	0	2,830,517	(2,830,517)	40,794	4,779,207	553,051	\$4,226,156
71	ALAMO SENIOR CENTER	7,430	824,521	978,855	0	978,855	1,808,942	1,864		\$1,864
74	ALAMO SENIOR CENTER GIFT	141,577	9,084	0	9,171	(9,171)	45,159	96,331		\$96,331
75	RETIRED & SENIOR VOL. PROGRAM	0	144,307	34,000	0	34,000	178,226	81		\$81
81	WATER/SEWER OPERATING	15,780,798	15,861,967	2,464,315	3,845,175	(1,380,860)	22,772,445	7,489,460	1,463,850	\$6,025,610
82	98 JT WATER/SEWER BOND P&I	44,934	930	1,867,717	0	1,867,717	1,867,717	45,864		\$45,864
86	SOLID WASTE COLLECTION SYS.	1,299,061	2,577,444	240,000	64,278	175,722	3,064,865	987,362	178,583	\$808,779
88	BONITO CAMPGROUND	403,939	8,003	7,544	0	7,544	177,650	241,836		\$241,836
89	ESGRT .0625%	2,269,616	614,478	0	640,000	(640,000)	732,425	1,511,669		\$1,511,669
90	GOLF COURSE	2,000	1,729,350	510,080	0	510,080	2,239,952	1,478		\$1,478

ALL FUNDS SUMMARY
BUDGET 2024-2025

1/12TH REQ RSRV
2,120,455
1/12TH REQ RSRV
0
Fund Reserve Policy
468,745
Bal. Remaining
4,820,111

FUND NO.	FY 2024-2025 FUND DESCRIPTION	UNAUDITED BEGINNING CASH BALANCE	ESTIMATED REVENUES	TRANSFERS IN	TRANSFERS OUT	NET CASH TRANSFERS	BUDGETED EXPENDITURES	ESTIMATED ENDING CASH BALANCE	LOCAL RESERVE REQUIREMENTS UNAVAILABLE FOR BUDGETING	ADJUSTED ENDING CASH BALANCE
91	AIRPORT	44,790	2,138,530	303,847	0	303,847	2,486,717	450		\$450
94	OTERO GREENTREE REG LANDFILL	3,563,355	3,811,980	0	0	0	2,942,450	4,432,885		\$4,432,885
96	SELF-INSURED FUND	250,280	60,512	0	0	0	105,031	205,761		\$205,761
98	PAYROLL CLEARING	237,137	0	0	0	0	0	237,137		\$237,137
104	UTILITY DEPOSITS	631,460	0	0	0	0	0	631,460		\$631,460
105	ECONOMIC DEVELOPMENT	7,118,206	1,307,163	0	4,000,880	(4,000,880)	187,366	4,237,123		\$4,237,123
107	SELF INSURED/LIABILITY	957,054	15,527	0	0	0	535,000	437,581		\$437,581
109	2004 GRT CAPITAL OUTLAY	17,796,726	4,972,032	0	2,718,430	(2,718,430)	9,349,187	10,701,141	534,452	\$10,166,689
114	SIDEWALKS REVOLVING LOANS	948	0	0	0	0	0	948		\$948
115	CORP ESCROW ACCOUNT RESERVE	1,000	0	0	0	0	0	1,000		\$1,000
119	2012 GRT REF/IMP REVBD	123,446	3,691	0	0	0	113,306	13,831		\$13,831
121	2015 GO BONDS-FUN CENTER	94,336	2,091	0	0	0	0	96,427		\$96,427
122	2015 GO BONDS-STREETS	182,786	4,053	0	0	0	0	186,839		\$186,839
124	AMERICAN RESCUE PLAN ACT	5,535,524	159,951	0	0	0	5,262,079	433,396		\$433,396
125	CANNABIS GRT	43,175	269,040	0	0	0	269,040	43,175		\$43,175
127	QUALITY OF LIFE CAPITAL	0	0	4,000,000	0	4,000,000	4,000,000	0		\$0
901	HOUSING LOW RENT OPERATING	0	0	0	0	0	0	0		\$0
903	HOUSING HOMEOWNERSHIP OPER	0	0	0	0	0	0	0		\$0
904	HOUSING CAPITAL FUND PROJECTS	0	0	0	0	0	0	0		\$0
TOTALS FY2025		94,846,611	86,432,172	38,548,807	38,548,807	0	126,704,732	54,574,051	6,396,676	48,177,376

ALL FUNDS SUMMARY

BUDGET 2024-2025

1/12TH REQ RSRV
2,120,455
1/12TH REQ RSRV
0
Fund Reserve Policy
468,745
Bal. Remaining
4,820,111

FY25 BUDGET - RESOLUTION 2025-11 (#10) April 22, 2025

FUND NO.	FY 2024-2025 FUND DESCRIPTION	UNAUDITED BEGINNING CASH BALANCE	ESTIMATED REVENUES	TRANSFERS IN	TRANSFERS OUT	NET CASH TRANSFERS	BUDGETED EXPENDITURES	ESTIMATED ENDING CASH BALANCE	LOCAL RESERVE REQUIREMENTS UNAVAILABLE FOR BUDGETING	ADJUSTED ENDING CASH BALANCE
11	GENERAL OPERATING FUND	16,059,659	28,381,530	2,191,693	13,778,409	(11,586,716)	25,441,162	7,413,311	2,589,201	4,824,111
	#2025-6-893 State Grant Correction				4,000	(4,000)		(4,000)		(4,000)
	#2025-9-1441 Lexipol Reimbursement		4,301			0	4,301	0		0
	Total Revised Fund 11	16,059,659	28,385,831	2,191,693	13,782,409	(11,590,716)	25,445,463	7,409,311	2,589,201	4,820,111
12	INTERNAL SERVICE FUND	228,757	215,107	5,620,014	0	5,620,014	6,048,876	15,002		15,002
	Total Revised Fund 12	228,757	215,107	5,620,014	0	5,620,014	6,048,876	15,002		15,002
15	CORRECTIONS-JAIL	52,819	42,000	70,000	0	70,000	114,000	50,819		50,819
	Total Revised Fund 15	52,819	42,000	70,000	0	70,000	114,000	50,819		50,819
16	LODGER'S TAX-PROMOTIONAL FUND	161,757	3,998	120,000	2,491	117,509	255,069	28,195		28,195
	Total Revised Fund 16	161,757	3,998	120,000	2,491	117,509	255,069	28,195		28,195
17	POLICE COURT BOND	8,638	0			0		8,638		8,638
	Total Revised Fund 17	8,638	0	0	0	0	0	8,638		8,638
19	COURT AUTOMATION FUND	9,846	13,500	0	0	0	15,650	7,696		7,696
	Total Revised Fund 19	9,846	13,500	0	0	0	15,650	7,696		7,696
20	LODGER'S TAX-CITY	196,063	80,929	442,000	100,569	341,431	568,283	50,140		50,140
	Total Revised Fund 20	196,063	80,929	442,000	100,569	341,431	568,283	50,140		50,140
21	D.A.R.E. DONATIONS FUND	19,848	2,378	0	0	0	19,794	2,432		2,432
	Total Revised Fund 21	19,848	2,378	0	0	0	19,794	2,432		2,432
24	GRANT CAPITAL IMPROVEMENT	(0)	10,868,036	3,746,014	0	3,746,014	13,728,602	885,448		885,448
	#2025-10-1084 Great Blocks			415,000		415,000	415,000	0		0
	Total Revised Fund 24	(0)	10,868,036	4,161,014	0	4,161,014	14,143,602	885,448		885,448
27	MUNICIPAL COURT OPERATIONS	100	8,000	507,925	0	507,925	514,750	1,275		1,275
	Total Revised Fund 27	100	8,000	507,925	0	507,925	514,750	1,275		1,275
28	POLICE CONTINGENCY	70,514	1,257	0	0	0	10,000	61,771		61,771
	Total Revised Fund 28	70,514	1,257	0	0	0	10,000	61,771		61,771
31	CEMETERY-PERPETUAL CARE	895,842	30,654	0	123,283	(123,283)	0	803,213		803,213
	Total Revised Fund 31	895,842	30,654	0	123,283	(123,283)	0	803,213		803,213
32	COMMUNITY SERVICES	6,775	738,746	6,152,200	0	6,152,200	6,895,966	1,755		1,755
	#2025-8-1219 Hang Glider Park Improvements		8,000			0	8,000	0		0
	Total Revised Fund 32	6,775	746,746	6,152,200	0	6,152,200	6,903,966	1,755		1,755
33	FIRE PROTECTION	1,746,026	936,883	0	0	0	2,544,949	137,960		137,960
	Total Revised Fund 33	1,746,026	936,883	0	0	0	2,544,949	137,960	0	137,960
35	HIDTA GRANT FUND	(0)	26,150			0	26,150	(0)		(0)
	#2025-10-652 New HIDTA Grant		7,200			0	7,200	0		0
	Total Revised Fund 35	(0)	33,350	0	0	0	33,350	(0)		(0)
36	LAW ENFORCEMENT FUND	39,979	159,500	0	0	0	199,479	0		0

	Total Revised Fund 36	39,979	159,500	0	0	0	199,479	0	0
37	STATE HIGHWAY FUND	131,707	26,516	0	0	0	20,225	137,998	137,998
	Total Revised Fund 37	131,707	26,516	0	0	0	20,225	137,998	137,998
38	TRAFFIC SAFETY FUND	80,357	16,124	0	0	0	15,000	81,481	81,481
	Total Revised Fund 38	80,357	16,124	0	0	0	15,000	81,481	81,481
39	STATE JUDICIAL	9,336	34,000	0	0	0	34,000	9,336	9,336
	Total Revised Fund 39	9,336	34,000	0	0	0	34,000	9,336	9,336
42	1984 GROSS RECEIPTS TAX	3,700,226	2,386,432	0	4,975,740	(4,975,740)	40,794	1,070,124	252,119
	Total Revised Fund 42	3,700,226	2,386,432	0	4,975,740	(4,975,740)	40,794	1,070,124	252,119
44	TRANSPORTATION FUND	100,000	1,246,528	5,511,749	420,177	5,091,572	5,920,586	517,514	517,514
	Total Revised Fund 44	100,000	1,246,528	5,511,749	420,177	5,091,572	5,920,586	517,514	517,514
48	NEW MEXICO C.D.B.G.	(0)	32,825	113,305	0	113,305	113,351	32,779	32,779
	Total Revised Fund 48	(0)	32,825	113,305	0	113,305	113,351	32,779	32,779
49	1986 GROSS RECEIPTS TAX	5,954,277	2,413,006	0	4,263,458	(4,263,458)	1,115,096	2,988,729	268,391
	Total Revised Fund 49	5,954,277	2,413,006	0	4,263,458	(4,263,458)	1,115,096	2,988,729	268,391
50	PROPERTY ACQUISITION	85,010	0	0	0	0	0	85,010	85,010
	Total Revised Fund 50	85,010	0	0	0	0	0	85,010	85,010
53	GENERAL OBLIGATION	1,040,442	1,225,613	0	0	0	1,220,245	1,045,810	557,029
	Total Revised Fund 53	1,040,442	1,225,613	0	0	0	1,220,245	1,045,810	557,029
54	REVERSE OSMOSIS PROJECT RSV	20,950	0	9,430	0	9,430	9,430	20,950	20,950
	Total Revised Fund 54	20,950	0	9,430	0	9,430	9,430	20,950	20,950
56	99 GRT FLOOD CONTROL BOND PROJ	0	0	264,793	0	264,793	264,793	0	0
	Total Revised Fund 56	0	0	264,793	0	264,793	264,793	0	0
59	REVENUE BOND P & I FUND	17,899	0	2,356,842	0	2,356,842	2,356,842	17,899	17,899
	Total Revised Fund 59	17,899	0	2,356,842	0	2,356,842	2,356,842	17,899	17,899
61	MUNICIPAL INFRASTRUCTURE .0625%	2,420,364	615,132	0	739,829	(739,829)	10,199	2,285,468	2,285,468
	Total Revised Fund 61	2,420,364	615,132	0	739,829	(739,829)	10,199	2,285,468	2,285,468
63	COMMUNITY DEVELOPMENT	2,500	0	621,484	32,400	589,084	589,084	2,995	2,995
	Total Revised Fund 63	2,500	0	621,484	32,400	589,084	589,084	2,995	2,995
69	1994 GROSS RECEIPTS	5,257,345	2,393,173	0	2,830,517	(2,830,517)	40,794	4,779,207	553,051
	Total Revised Fund 69	5,257,345	2,393,173	0	2,830,517	(2,830,517)	40,794	4,779,207	553,051
71	ALAMO SENIOR CENTER	7,430	824,521	974,184	0	974,184	1,804,271	1,864	1,864
	#2025-9-1717 Vehicle Purchase			4,671	0	4,671	4,671	0	0
	Total Revised Fund 71	7,430	824,521	978,855	0	978,855	1,808,942	1,864	1,864
74	ALAMO SENIOR CENTER GIFT	141,577	9,084	0	4,500	(4,500)	45,159	101,002	101,002
	#2025-9-1717 Vehicle Purchase			0	4,671	(4,671)	0	(4,671)	(4,671)
	Total Revised Fund 74	141,577	9,084	0	9,171	(9,171)	45,159	96,331	96,331
75	RETIRED & SENIOR VOL. PROGRAM	0	144,307	34,000	0	34,000	178,226	81	81
	Total Revised Fund 75	0	144,307	34,000	0	34,000	178,226	81	81
81	WATER/SEWER OPERATING	15,780,798	15,861,967	2,464,315	3,845,175	(1,380,860)	22,507,445	7,754,460	1,463,850
	#2025-9-1528 Increase in Materials			0	0	0	265,000	(265,000)	(265,000)
	Total Revised Fund 81	15,780,798	15,861,967	2,464,315	3,845,175	(1,380,860)	22,772,445	7,489,460	1,463,850
82	98 JT WATER/SEWER BOND P&I	44,934	930	1,867,717	0	1,867,717	1,867,717	45,864	45,864
	Total Revised Fund 82	44,934	930	1,867,717	0	1,867,717	1,867,717	45,864	45,864
86	SOLID WASTE COLLECTION SYS.	1,299,061	2,577,444	240,000	64,278	175,722	3,064,865	987,362	178,583
	Total Revised Fund 86	1,299,061	2,577,444	240,000	64,278	175,722	3,064,865	987,362	178,583
88	BONITO CAMPGROUND	403,939	8,003	7,544	0	7,544	177,650	241,836	241,836
	Total Revised Fund 88	403,939	8,003	7,544	0	7,544	177,650	241,836	241,836
89	ESGRT .0625%	2,269,616	614,478	0	640,000	(640,000)	732,425	1,511,669	0
	Total Revised Fund 89	2,269,616	614,478	0	640,000	(640,000)	732,425	1,511,669	0
90	GOLF COURSE	2,000	1,729,350	510,080	0	510,080	2,239,952	1,478	1,478
	Total Revised Fund 90	2,000	1,729,350	510,080	0	510,080	2,239,952	1,478	1,478
91	AIRPORT	44,790	2,153,530	299,847	0	299,847	2,475,606	22,561	0
	#2025-6-893 State Grant Correction		(15,000)	4,000	0	4,000	11,111	(22,111)	(22,111)
	Total Revised Fund 91	44,790	2,138,530	303,847	0	303,847	2,486,717	450	450

94	OTERO GREENTREE REG LANDFILL	3,563,355	3,811,980	0	0	0	2,942,450	4,432,885		4,432,885
	Total Revised Fund 94	3,563,355	3,811,980	0	0	0	2,942,450	4,432,885	0	4,432,885
96	SELF-INSURED FUND	250,280	60,512	0	0	0	105,031	205,761		205,761
	Total Revised Fund 96	250,280	60,512	0	0	0	105,031	205,761	0	205,761
98	PAYROLL CLEARING	237,137	0			0		237,137		237,137
	Total Revised Fund 98	237,137	0	0	0	0	0	237,137	0	237,137
104	UTILITY DEPOSITS	631,460	0			0		631,460		631,460
	Total Revised Fund 104	631,460	0	0	0	0	0	631,460	0	631,460
105	ECONOMIC DEVELOPMENT	7,118,206	1,307,163	0	4,000,880	(4,000,880)	187,366	4,237,123		4,237,123
	Total Revised Fund 105	7,118,206	1,307,163	0	4,000,880	(4,000,880)	187,366	4,237,123		4,237,123
107	SELF INSURED/LIABILITY	957,054	15,527			0	535,000	437,581		437,581
	Total Revised Fund 107	957,054	15,527	0	0	0	535,000	437,581	0	437,581
109	2004 GRT CAPITAL OUTLAY	17,796,726	4,972,032	0	2,303,430	(2,303,430)	9,349,187	11,116,141	534,452	10,581,689
	#2025-10-1084 Great Blocks				415,000	(415,000)		(415,000)		(415,000)
	Total Revised Fund 109	17,796,726	4,972,032	0	2,718,430	(2,718,430)	9,349,187	10,701,141	534,452	10,166,689
114	SIDEWALKS REVOLVING LOANS	948	0			0	0	948		948
	Total Revised Fund 114	948	0	0	0	0	0	948	0	948
115	CORP ESCROW ACCOUNT RESERVE	1,000	0			0		1,000		1,000
	Total Revised Fund 114	1,000	0	0	0	0	0	1,000	0	1,000
119	2012 GRT REF/IMP REVBD	123,446	3,691	0	0	0	113,306	13,831		13,831
	Total Revised Fund 119	123,446	3,691	0	0	0	113,306	13,831		13,831
121	2015 GO BONDS-FUN CENTER	94,336	2,091			0	0	96,427		96,427
	Total Revised Fund 121	94,336	2,091	0	0	0	0	96,427		96,427
122	2015 GO BONDS-STREETS	182,786	4,053			0	0	186,839		186,839
	Total Revised Fund 122	182,786	4,053	0	0	0	0	186,839		186,839
124	AMERICAN RESCUE PLAN ACT	5,535,524	159,951	0	0	0	5,262,079	433,396		433,396
	Total Revised Fund 124	5,535,524	159,951	0	0	0	5,262,079	433,396		433,396
125	CANNABIS GRT	43,175	269,040	0	0	0	269,040	43,175		43,175
	Total Revised Fund 125	43,175	269,040	0	0	0	269,040	43,175		43,175
127	QUALITY OF LIFE CAPITAL	0	0	4,000,000	0	4,000,000	4,000,000	0		0
	Total Revised Fund 127	0	0	4,000,000	0	4,000,000	4,000,000	0		0
901	HOUSING LOW RENT OPERATING	0	0			0	0	0		0
	Total Revised Fund 901	0	0	0	0	0	0	0	0	0
903	HOUSING HOMEOWNERSHIP OPER	0	0			0	0	0		0
	Total Revised Fund 903	0	0	0	0	0	0	0	0	0
904	HOUSING CAPITAL FUND PROJECTS	0	0			0	0	0		0
	Total Revised Fund 904	0	0	0	0	0	0	0		0
TOTALS FY2025										
		94,846,611	86,432,172	38,548,807	38,548,807	0	126,704,732	54,574,051	6,396,676	48,177,376

CLERK: evelyn.huff

Report generated: 04/15/2025 11:03
User: evelyn.huff
Program ID: bqamdent

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 LINE DESC	T	OB	DEBIT	CREDIT
2025	8	1219												
BUA	032.300.6206.0000.53523.	02/19/2025	PK2502	PK2502						MAINTENANCE-PARKS Donation	T		8,000.00	
[2025-02-19 14:13:40 sven.sears]:														
Transfer from Donation line to the Expense line, now that funds have been donated and deposited.														
BUA	032.300.6206.0000.40601.	02/19/2025	PK2502	PK2502						MISC REVENUE-DONATIONS Donation	T			8,000.00
													.00	.00
BUA	032.000.0000.0000.30301.	02/19/2025	PK2502	PK2502						APPROPRIATIONS				8,000.00
BUA	032.000.0000.0000.30303.	02/19/2025	PK2502	PK2502						ESTIMATED REVENUE			8,000.00	
SYSTEM GENERATED ENTRIES TOTAL													8,000.00	8,000.00
JOURNAL 2025/08/1219 TOTAL													8,000.00	8,000.00

CLERK: evelyn.huff

Report generated: 04/15/2025 11:14
User: evelyn.huff
Program ID: bgamdent

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	T	OB	DEBIT	CREDIT
2025	9	1528												
BUA	081.600.5503.0000.54520.				03/21/2025	dens	dens	dens		SERVICES-CONTRACT other-contract services	5		15,000.00	
					[2025-03-21 13:10:15	diana.tovar]:								
						Reprojecting contract services, base course, sand and gravel, concrete and hot-mix expenditures for the rest of the fiscal year. Increase production by the Utility Maintenance Department has greatly increased the amounts of materials needed								
BUA	081.600.5503.0000.53034.				03/21/2025	dens	dens	dens		SUPPLIES-CONSTRUCTION supplies-construction	5		250,000.00	
													.00	.00
BUA	081.000.0000.0000.30301.				03/21/2025	dens	dens	dens		APPROPRIATIONS				265,000.00
BUA	081.000.0000.0000.30302.				03/21/2025	dens	dens	dens		BUDGET FUND BAL - UNRESERVED			265,000.00	
										SYSTEM GENERATED ENTRIES TOTAL			265,000.00	265,000.00
										JOURNAL 2025/09/1528 TOTAL			265,000.00	265,000.00

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	T	OB	DEBIT	CREDIT
2025	9	1717															
BUA	024.000.0000.0000.57011.												CAPITAL-EQUIPMENT	5			11,975.00
	03/25/2025	Maverick	Mvrk										SC MAVERICK	T			
TRANSFERRING FUNDS FROM OTERO COUNTY GRANT (HDM & TRANSPORTATION) & REMAINING FUNDS FROM STATE GRANT A23H2036 AS WELL AS LOCAL (074) FUNDS FOR NEW FORD MAVERICK THAT WILL BE USED PRIMARILY BY THE HOME SERVICES SUPERVISOR FOR STATE REQUIRED ASSESSMENTS/REASSESSMENTS, MEAL DELIVERY & FOR SENIOR CENTER STAFF FOR ROUTINE ERRANDS AND OUT-OF-TOWN TRAVEL.																	
[2025-03-26 13:47:13 magdalena.morales]:																	
BUA	024.000.0000.0000.57011.												CAPITAL-EQUIPMENT	5		11,975.00	
	03/25/2025	Maverick	Mvrk										SC MAVERICK	T			
BUA	071.300.8020.0000.53018.												SUPPLIES-PROGRAM	5			3,377.00
	03/25/2025	Maverick	Mvrk										SC MAVERICK	T			
BUA	071.300.8020.0000.57011.												CAPITAL-EQUIPMENT	5		3,377.00	
	03/25/2025	Maverick	Mvrk										SC MAVERICK	T			
BUA	071.300.8020.0000.53018.												SUPPLIES-PROGRAM	5			8,677.00
	03/25/2025	Maverick	Mvrk										SC MAVERICK	T			
BUA	071.300.8020.0000.57011.												CAPITAL-EQUIPMENT	5		8,677.00	
	03/25/2025	Maverick	Mvrk										SC MAVERICK	T			
BUA	071.300.8020.0000.57011.												CAPITAL-EQUIPMENT	5		4,671.00	
	03/25/2025	Maverick	Mvrk										SC MAVERICK	T			
BUA	071.000.0000.0000.49074.												TRAN FR (74) SENIOR GIFT	5			4,671.00
	03/25/2025	Maverick	Mvrk										SC MAVERICK	T			
BUA	074.000.0000.0000.59071.												TRAN TO (71) SENIOR CTR	5		4,671.00	
	03/25/2025	Maverick	Mvrk										SC MAVERICK	T			
																.00	.00
BUA	071.000.0000.0000.30301.												APPROPRIATIONS				4,671.00
	03/25/2025	Maverick	Mvrk														
BUA	074.000.0000.0000.30301.												APPROPRIATIONS				4,671.00
	03/25/2025	Maverick	Mvrk														
BUA	071.000.0000.0000.30303.												ESTIMATED REVENUE			4,671.00	
	03/25/2025	Maverick	Mvrk														
BUA	074.000.0000.0000.30302.												BUDGET FUND BAL - UNRESERVED			4,671.00	
	03/25/2025	Maverick	Mvrk														
SYSTEM GENERATED ENTRIES TOTAL																9,342.00	9,342.00
JOURNAL 2025/09/1717 TOTAL																9,342.00	9,342.00

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 LINE DESC	T	OB	DEBIT	CREDIT
2025	10	652												
BUA	035.400.4104.0000.40706.									GRANTS-HIDTA				7,200.00
	04/08/2025	HIDTA				040925				GRANTS-HIDTA	T			
	[2025-04-08 16:15:50 teresa.guiterrez]:													
	SUBAWARD RECIPIENT AGREEMENT BETWEEN COUNTY OF LEA AND CITY OF ALAMOGORDO FOR HIDTA OVERTIME FUNDS													
BUA	035.400.4104.0000.52004.									SALARIES-OVERTIME			7,200.00	
	04/08/2025	HIDTA				040925				GRANTS-HIDTA	T			
													.00	.00
BUA	035.000.0000.0000.30301.									APPROPRIATIONS				7,200.00
	04/08/2025	HIDTA				040925								
BUA	035.000.0000.0000.30303.									ESTIMATED REVENUE			7,200.00	
	04/08/2025	HIDTA				040925								
										SYSTEM GENERATED ENTRIES TOTAL			7,200.00	7,200.00
										JOURNAL 2025/10/652 TOTAL			7,200.00	7,200.00

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 LINE DESC	T	OB	DEBIT	CREDIT
2025	10	1084												
BUA	024.000.0000.0000.57033.				04/13/2025	Great Bloc EAH110				CAPITAL-INFRASTRUCTURE Funds for Striping/Arm bars	5		415,000.00	
					[2025-04-15 12:03:40	evelyn.huff]:								
						Due to the additional work on 10th street and New York Avenue, additional striping is required. The new crosswalk lighting system that is being installed will require a different type and style of armbar.								
BUA	024.000.0000.0000.49109.				04/13/2025	Great Bloc EAH110				TRAN FR (109) 2004 GRT Funds for Striping/Arm bars	5			415,000.00
BUA	109.000.0000.0000.59024.				04/13/2025	Great Bloc EAH110				TRAN TO (24) CAPITAL IMP Funds for Striping/Arm bars	5		415,000.00	
													.00	.00
BUA	024.000.0000.0000.30301.				04/13/2025	Great Bloc EAH110				APPROPRIATIONS				415,000.00
BUA	109.000.0000.0000.30301.				04/13/2025	Great Bloc EAH110				APPROPRIATIONS				415,000.00
BUA	024.000.0000.0000.30303.				04/13/2025	Great Bloc EAH110				ESTIMATED REVENUE			415,000.00	
BUA	109.000.0000.0000.30302.				04/13/2025	Great Bloc EAH110				BUDGET FUND BAL - UNRESERVED			415,000.00	
										SYSTEM GENERATED ENTRIES TOTAL			830,000.00	830,000.00
										JOURNAL 2025/10/1084 TOTAL			830,000.00	830,000.00

RESOLUTION NO. 2025-11

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 April 22, 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 April 22, 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 22nd day of April 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

Meeting Date: 4/22/2025

Report Date: 04/16/2025

Report No: 8.

Submitted By: Stella Rael

Subject: Consider, and act upon, Ordinance 1713 Case Z-2025-0002(A) for adoption and final publication of a map amendment to rezone 1537 S. Florida Ave. from R-1 Single Family Dwelling District to C-3 Business District. *(Stella Rael, City Planner)* **(Roll Call Vote Required)**

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact: None

Recommendation: Adopt Ordinance 1713

Background: The ordinance was approved for first publication by a vote of 6-0-0 on March 25, 2025.

B3RE Summit Ventures LLC is requesting that the city amend the zoning map to change the zoning of the property known as 1537 South Florida Ave. from R-1 Single Family Dwelling District to C-3 Business District. The owner has purchased the property to accommodate his business, known as Zuni Electric. *(Stella Rael, City Planner)* **(Roll Call Vote Required)**



City of Alamogordo

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City Commission



Z-2025-0002(A)

Stella Rael, City Planner
March 25, 2025

Map Amendment Request Case: Z-2025-0002(A)

Request:

The Property owners request a map amendment to change the zoning of the property know as 1537 S. Florida Ave. from R-1 Single Family Dwelling District to C-3 Business District

Applicants:

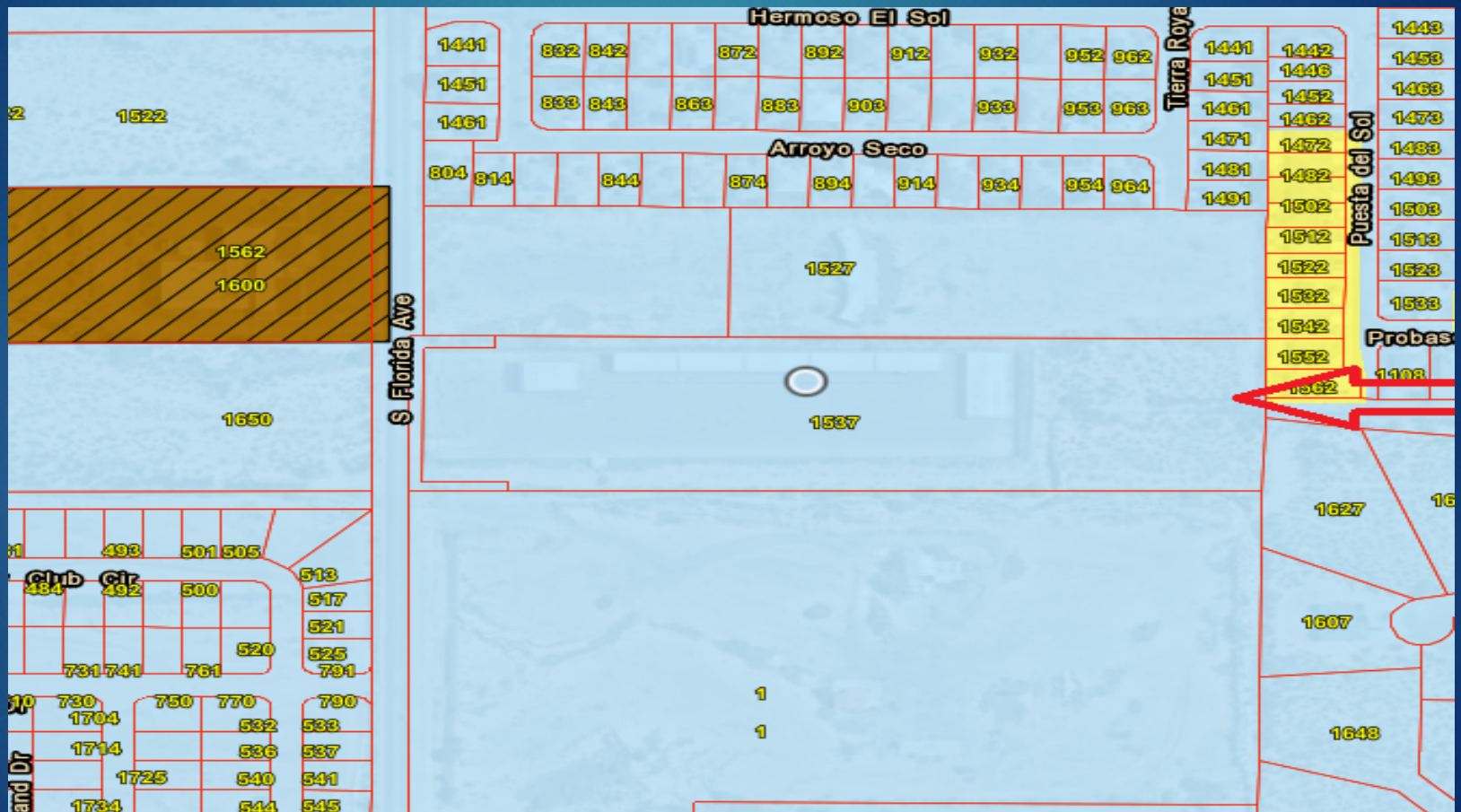
B3RE Summit Ventures LLC

PO Box 1263

La Luz, NM 88337

ZONING MAP

3



4



SITE MAP

5



Z-2025-0002(A)

6

Findings of Fact

- ◆ 1. The property is located at 1537 S. Florida Ave.
- ◆ 2. The request is to change the zoning from R-1 Single Family Dwelling District to C-3 Business District.
- ◆ 3. The legal notice was published in the Alamogordo Daily News
- ◆ 4. Twelve(12) 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 March 18, 2025, two letters have been returned undeliverable. No letters of opposition or phone calls have been received.

Z-2025-0002(A)

- ◆ Staff recommends approval since this request will not be materially detrimental to surrounding property owners or the public and will correct the zoning required for a commercial business.

ORDINANCE No. 1713

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ALAMOGORDO, CHANGING THE CLASSIFICATION OF A CERTAIN PROPERTY COMMONLY KNOWN AS 1537 S. FLORIDA AVE. FROM R-1 SINGLE FAMILY DWELLING DISTRICT TO C-3 BUSINESS DISTRICT, WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF ALAMOGORDO, OTERO COUNTY, NEW MEXICO.

WHEREAS, B3RE Summit Ventures LLC (hereinafter referred to as "the Owners") are the owners of certain real property commonly known as 1537 S. Florida 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

1537 S. Florida Ave.

WHEREAS, an application has been filed in the Owner's name under Case No. **Z-2025-0002(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:

1537 S. Florida Ave.

is hereby changed from R-1 Single 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

Meeting Date: 4/22/2025

Report Date: 04/16/2025

Report No: 9.

Submitted By: Stella Rael

Subject: Consider, and act upon, Ordinance 1714 Case Z-2024-0007(A) for adoption and final publication of a map amendment to rezone 2595 Holly Ave. from MH-1 Manufactured Housing Dwelling District to R-4 Multiple Family Dwelling District. *(Stella Rael, City Planner)* **(Roll Call Vote Required)**

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact: None

Recommendation: Adopt Ordinance 1714

Background: The Ordinance was approved for first publication by the commission by a vote of 6-0-1 on March 25, 2025.

Prime Investments is requesting that the city amend the zoning map to change the zoning of the property known as 2595 Holly Ave. from MH-1 Manufactured Housing Subdivision to R-4 Multiple Family Dwelling District. The developer intends to build Duplexes within this parcel. *(Stella Rael, City Planner)* **(Roll Call Vote Required).**



City of Alamogordo

1

City Commission



Z-2024-0007(A)

Stella Rael, City Planner
March 25, 2025

Map Amendment Request Case: Z-2024-0007(A)

Request:

The Property owners request a map amendment to change the zoning of the property know as 2595 Holly Ave. from MH-1 Manufactured Housing Subdivision District to R-4- Multiple Dwelling District

Applicants:

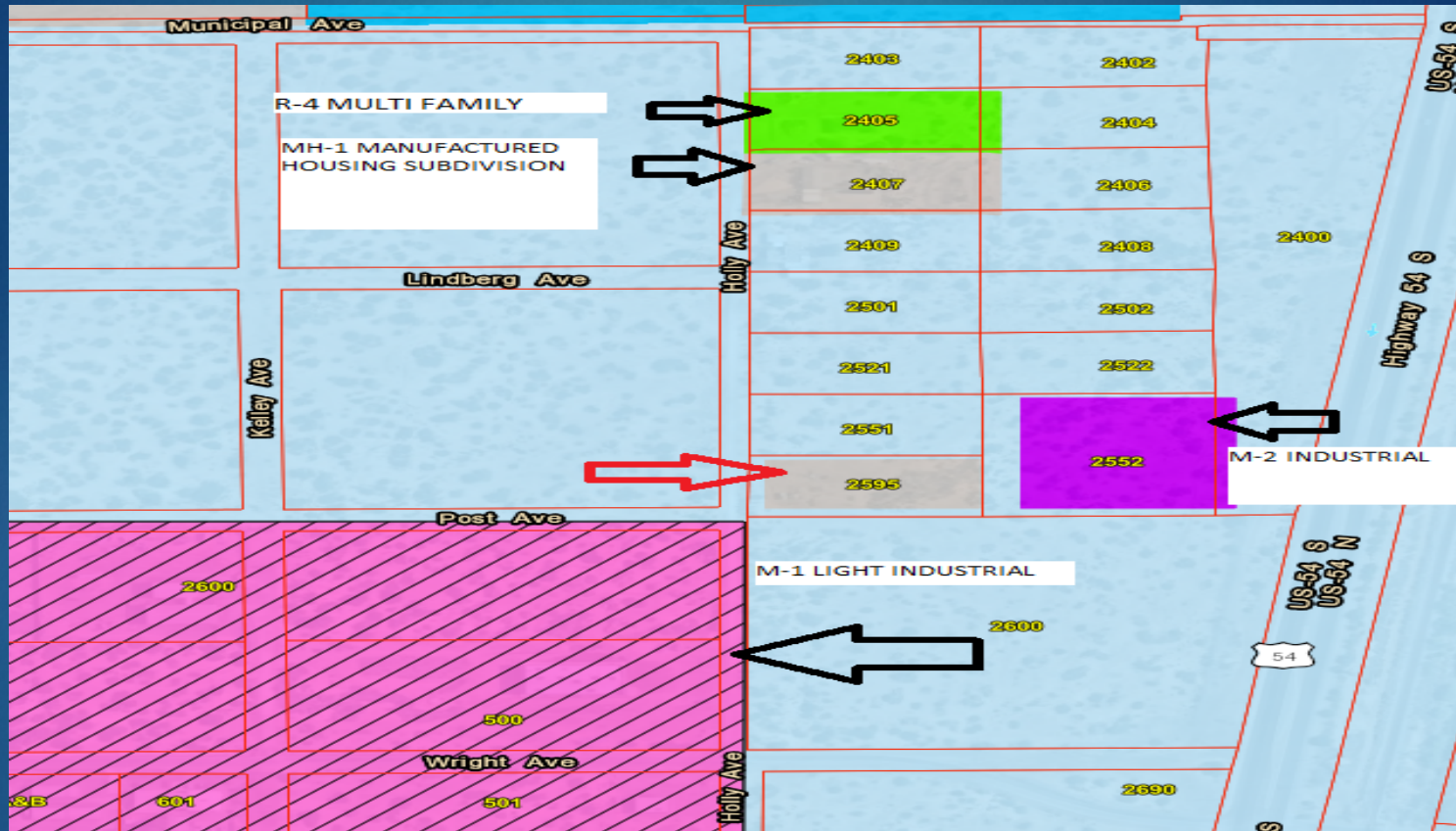
Prime Investments

4280 CR 145

Alvin, Texas 77511

ZONING MAP

3



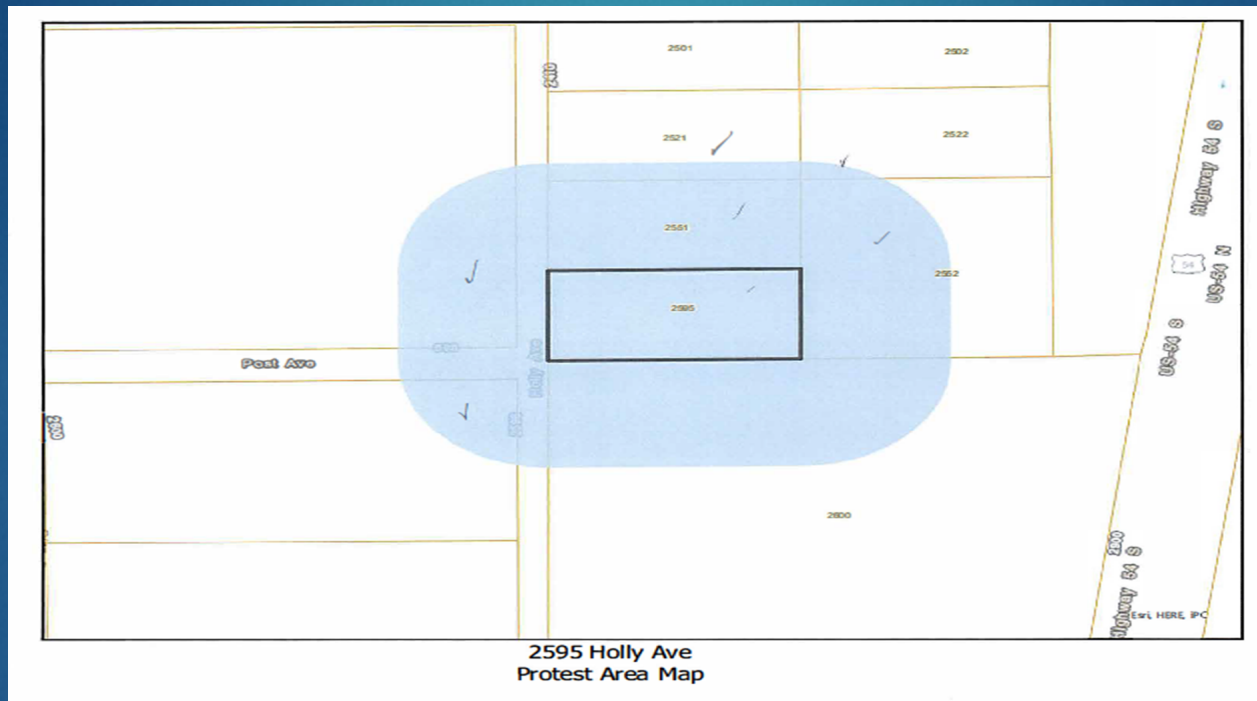
SITE MAP

4



PROTEST AREA MAP

5



Z-2024-0007(A)

6

Findings of Fact

- ◆ 1. The property is located at 2595 Holly Ave.
- ◆ 2. The request is to change the zoning from MH-1 Manufactured Housing Subdivision District to R-4 Multiple Family Dwelling District.
- ◆ 3. The legal notice was published in the Alamogordo Daily News
- ◆ 4. Five (5) 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 March 18, 2025, no letters have been returned undeliverable. No letters of opposition or phone calls have been received.

Z-2024-0007(A)

7

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

ORDINANCE No. 1714

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ALAMOGORDO, CHANGING THE CLASSIFICATION OF A CERTAIN PROPERTY COMMONLY KNOWN AS 2595 HOLLY AVE. FROM MH-1 MANUFACTURED HOUSING SUBDIVISION DISTRICT TO R-4 MULTIPLE FAMILY DWELLING DISTRICT, WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF ALAMOGORDO, OTERO COUNTY, NEW MEXICO.

WHEREAS, Prime Investments (hereinafter referred to as "the Owners") are the owners of certain real property commonly known as 2595 Holly 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

2595 Holly Ave.

WOLF SUBDIVISION, REPLAT A, LOT 1A

WHEREAS, an application has been filed in the Owner's name under Case No. **Z-2024-0007(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:

2595 Holly Ave.

WOLF SUBDIVISION, REPLAT A, LOT 1A

is hereby changed from MH-1 Manufactured Subdivision Dwelling District to R-4 Multiple Family Dwelling 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

Meeting Date: 4/22/2025

Report Date: 04/15/2025

Report No: 10.

Submitted By: Ashley Smith

Subject: Consider, and act upon, Ordinance 1715 for first publication repealing Ordinance 1557 pertaining to the approval of a Local Economic Development Project for secured financial assistance proposed by PreCheck, INC. (*Ashley Smith, City Attorney; Kevin Wilson & Jim Lucero, New Mexico Economic Development Department*) **(Roll Call Vote Required)**

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: City staff recommends approval for first publication

Background: PreCheck has met all its LEDA obligations.

ORDINANCE NO. 1715

**AN ORDINANCE REPEALING ORDINANCE 1557, PERTAINING TO THE
APPROVAL OF A LOCAL ECONOMIC DEVELOPMENT PROJECT FOR SECURED
FINANCIAL ASSISTANCE PROPOSED BY PRECHECK, INC.,**

WHEREAS, pursuant to the Local Economic Development Act, NMSA 1978 §5-10-1 through 5-10-13, (LEDA), the City adopted Ordinance No. 1557, authorizing the execution of a Project Participation Agreement with PreCheck Inc.

WHEREAS, PreCheck was awarded \$100,000 for economic assistance to go towards the buildout of the entity's facilities, appropriated by the New Mexico Economic Development Department with the City acting as fiscal agent.

WHEREAS, PreCheck has completed all LEDA obligations outlined in the Project Participation Agreement.

BE IT THEREFORE ORDAINED by the City Commission of the City of Alamogordo, New Mexico, that Ordinance 1557 is hereby repealed.

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

Meeting Date: 4/22/2025

Report Date: 04/17/2025

Report No: 11.

Submitted By: Stephanie Hernandez

Subject: Consider, and act upon, approving the City of Alamogordo withdrawing from the Tularosa Basin Regional Dispatch Authority (TBRDA) in accordance with the Joint Powers Agreement. *(Susan L. Payne, Mayor; Stephanie J. Hernandez, Acting City Manager; David Kunihiro, Police Chief; Jerry Ramirez, Fire Chief).*

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation:

Background:

City staff will present continued concerns related to the Tularosa Basin Regional Dispatch Authority (TBRDA), including operational deficiencies, governance limitations, and unresolved issues with the Joint Powers Agreement (JPA) and proposed budget. These concerns have significantly impacted the City's ability to participate effectively and equitably in the Authority.

Additional concerns include unilateral actions taken without proper communication or coordination, such as the cancellation April 17th regular board meeting to discuss the director's contract and JPA, the County's interpretation that board members serve only in an advisory capacity, and recent actions to unilaterally renew the Director's contract without consultation with the TBRDA board, citing support from the Board of County Commissioners. Additionally, in Fiscal Year 2025, six of the scheduled meetings have been canceled. These decisions disregard prior board discussions and reinforce the City's lack of voice in TBRDA leadership and operations.

The Commission is asked to consider and approve the City of Alamogordo's withdrawal from the TBRDA, in accordance with the procedures outlined in the JPA and any applicable notice requirements.



ADMINISTRATION
1101 NEW YORK AVENUE
ALAMOGORDO, NM 88310

WWW.CO.OTERO.NM.US

☎ (575) 437-7427

📠 (575) 443-2928

April 2, 2025

TBRDA Board,

As the Otero County Attorney, I advise the County and its entities, including the Tularosa Basin Regional Dispatch Authority (TBRDA), on matters that protect our legal obligations, operational stability, and the welfare of our citizens. Today, I strongly advocate for renewing ██████████ contract as TBRDA Director—a decision I believe serves the best interests of Otero County, secures TBRDA’s future, and ensures our community’s continued success and safety. The evidence of his exceptional leadership, including staff and peer testimony, tangible achievements, and the terms of his employment agreement, present an undeniable case for his retention. *(See attached letters of support)*

██████████ began serving as TBRDA Director on April 3, 2023, under an employment agreement with Otero County that expires today, April 2, 2025. Section 4 of that agreement requires the county to decide at least two months before termination whether to negotiate a new contract or let it lapse. Although we haven’t strictly followed this timeline, the agreement allows flexibility: if no decision occurs within one month of termination, the terms remain in effect until we reach a new agreement or ██████████ gives two months’ notice of his intent to leave. This provision reflects the county’s commitment to leadership continuity—now at risk. Renewing Barney’s contract offers the wisest path to avoid disruption and build on his momentum.

██████████ leadership has driven undeniable operational success at TBRDA. Dispatchers like ██████████, ██████████, and ██████████ praise transformative upgrades: new consoles with eight monitors, radio enhancements, use of the incident command bus, and technologies like ██████████ RapidSOS, and Prepared Live. These advancements streamline operations, cut response times, and strengthen TBRDA’s ability to serve Alamogordo, Cloudcroft, and the rest of Otero County effectively. ██████████ highlights how these updates modernize communication systems and dispatch software, directly boosting emergency response capabilities. Legally, these improvements fulfill ██████████ duty under Section 2 of his contract to leverage his “talent, training, experience, and the resources... to the maximum benefit of the

citizens of the County.” His performance surpasses this standard, delivering measurable gains that fortify our public safety infrastructure.

Beyond technology, [REDACTED] excels in leading TBRDA’s people. Shift supervisor [REDACTED] credits him with turning a directionless environment into a structured, accountable, high-performing team. [REDACTED] values his empathy and ability to unite the staff, while [REDACTED] admires his compassion and strategic vision. These traits foster a positive workplace culture, lifting morale and confidence in a high-stress profession. This aligns with his contractual duty to enforce policies that advance the center’s mission. Losing this culture could destabilize the team—a risk we cannot take, especially given staffing challenges noted by [REDACTED] and [REDACTED]

[REDACTED] influence extends statewide. [REDACTED] of Lea County Communication Authority praises his work with the 911 affiliate, including TBRDA’s recent accreditation by the Professional Standards Council. [REDACTED] of San Juan County Communications Authority credits his quick thinking for aiding Ruidoso during last summer’s wildfires, demonstrating regional leadership. [REDACTED] of the El Paso County 911 District highlights his role in consolidating dispatch services and adopting next-generation 911 technologies, improving interoperability with neighboring agencies. These efforts elevate TBRDA’s reputation and fulfill Otero County’s duty to support regional public safety—powerful reasons to keep him.

Some oppose renewing [REDACTED] contract, citing his lack of New Mexico PST certification. The job description required him to obtain it within nine months of hire, yet Section 2 of his contract allows the County Sheriff to modify those requirements. Though the board has discussed this and expressed a desire for certification, no formal action—agenda item, motion, or vote—has occurred. Standing up TBRDA over the past two years has demanded [REDACTED] constant presence, making a three-week absence for training impractical. Both [REDACTED] and I have kept the board updated on efforts to secure a waiver. Legally and practically, this issue carries little weight: 80% of New Mexico dispatch directors lack PST certification, which targets frontline telecommunicators—not directors—and isn’t a state mandate for his role. [REDACTED] national credentials—APCO Registered Public-Safety Leader (RPL), Communications Center Manager (CCM), and numerous instructor certifications—outstrip this baseline, equipping him with advanced expertise. Still, to address staffing shortages, and the potential need for [REDACTED] to man the floor, we’ve negotiated with the state for [REDACTED] to complete an abbreviated two-week course in May and earn the certification.

Another concern involves employee complaints and turnover. Last year, the county spent \$10,000 on independent investigations into allegations about [REDACTED] leadership; the claims proved baseless. This week, I spoke with dispatch directors statewide and learned that negative attitudes, resistance to change, and burnout plague dispatch centers nationwide, with average turnover at 50% and burnout after two years. These directors called [REDACTED] retention and recruitment “above average” and “extremely impressive,” noting his creative approach of recruiting out-of-state talent to benefit TBRDA and other centers. The strongest counterargument comes

from nine TBRDA employees who wrote letters supporting his renewal. (*see attached letters*)

Critics also claim [REDACTED] failed to provide a dedicated dispatcher for the Alamogordo Fire Department (AFD). No formal board action has addressed this, and day-to-day operations arguably fall outside the board's scope. Even so, a thoughtful discussion on mission need, efficiency, and resource use would show a dedicated AFD dispatcher isn't practical. Data from January 1, 2025, to today reveals AFD averages 1.79 calls daily—less than an hour of work—leaving a dedicated dispatcher idle and inefficient. A shared dispatcher handling AFD and other agencies (e.g., AMR, OCF) could manage 5–10 calls daily (2–4 hours), matching industry norms. (*See attached data analysis*)

Failing to renew [REDACTED] contract carries steep risks. [REDACTED] [REDACTED] warns his exit would unravel the structure, accountability, and trust he's built, potentially triggering staff losses and a return to pre-consolidation chaos. [REDACTED] [REDACTED] notes the board's indecision already dents morale—a concern echoed in staff letters begging for his retention. Legally, Section 5 allows at-will termination, but ending his tenure without cause—given his proven success—could harm TBRDA and the County's reputation and will stall operations leading to operational setbacks while placing lives at risk. Renewing his contract aligns with Section 6, requiring annual performance reviews by the County Sheriff. Though no formal evaluation exists here, the overwhelming support from staff and peers effectively endorses his continued tenure and serves as a de facto endorsement of his outstanding performance.

In conclusion, renewing [REDACTED] [REDACTED] contract is a legal, operational, and moral necessity. His leadership has made TBRDA a model dispatch center, meeting his contractual duties and exceeding expectations. Otero County's citizens deserve his vision, the staff deserve his support, and the community deserves his stability. I strongly urge the TBRDA Board to act decisively and approve a new contract, ensuring our 911 services remain exceptional under [REDACTED] [REDACTED] capable leadership. On this point I think it is vitally important for the TBRDA Board to understand that their vote is a recommendation. Director [REDACTED] contract is with Otero County and per the operating framework of TBRDA final employment determinations fall under the purview of the County.

Very respectfully,


R. B. Nichols
Otero County Attorney

From: [Pamela Heltner](#)
To: [Stephanie J. Hernandez, Ph.D](#); [Roy Nichols](#); [Executive Assistant Natalia Alonzo](#); [Sheriff David Black](#); [vmarquardt](#); [Matthew Clark](#); [David Kunihiro](#); [Jerry Ramirez](#); [Susan L. Payne](#); [TBRDA Director John Barney](#)
Cc: [Sylvia Tillbrook](#); ccvfd@nmex.com; [Evelyn Huff](#)
Subject: Re: TBRDA Meeting
Date: Thursday, April 17, 2025 9:51:46 AM
Attachments: [CityofAlamogordo logo.png](#)
[image001.png](#)
[image002.png](#)
[Outlook-smso3mvm.png](#)

Good morning Stephanie,

I trust our Chairman to expertly handle the rescheduling of the TBRDA Board meeting and to thoughtfully determine the agenda items that will best serve our goals.

I'd like to take a moment to address the requested agenda item regarding [REDACTED] employment contract. I understand there's been some discussion among board members on this topic. However, with his previous contract having expired and his housing lease nearing its end, I felt it was critical to act decisively to provide him with stability. As his employer, I have no concerns regarding his performance or his ability to manage the department. Both the County and I have full faith in his ability to lead the department effectively—his contributions have been vital to our success. No employee should face uncertainty about their future without a compelling reason, so I, as the signatory on the employment contract and person designated to handle employment matters for all County employees, renewed his contract yesterday with the knowledge and support of the BOCC.

On another note, I see the upcoming joint/city meeting as a fantastic opportunity for both commissions to come together and gain a deeper understanding of the challenges currently facing our TBRDA board. With recent outreach from City Commission members to County Commissioners and staff, it's clear there's shared interest in these matters. A transparent update during this session could pave the way for meaningful collaboration, ensuring we're all equipped to support TBRDA's mission and drive its continued success.

Please don't hesitate to reach out!

Pamela



Pamela Heltner, CPM
County Manager

(575) 437-7427
www.co.otero.nm.us
pheltner@co.otero.nm.us

1101 New York Avenue
Alamogordo, NM 88310

Office of The:
COUNTY MANAGER
(575) 437-7427
FAX (575) 443-2928
886-986-8376



1101 NEW YORK AVE.
ALAMOGORDO, NM 88310

State of New Mexico
County of Otero

EMPLOYMENT AGREEMENT
OTERO COUNTY TBRDA 911 DIRECTOR

THIS AGREEMENT is made and entered into effective on the 16th day of April 2025, by and between the OTERO COUNTY, hereinafter "Employer," and [REDACTED] hereinafter "Employee," to witness the following:

WHEREAS, Employer desires to employ the services of Employee as the TBRDA 911 Director; and

WHEREAS, Employee desires to accept employment with OTERO COUNTY as the TBRDA 911 Director; and

WHEREAS, each party desires to enter into this agreement to express and establish the conditions of employment of Employee by County.

NOW THEREFORE it is mutually agreed as follows:

1. **TERM AND CONDITIONS OF EMPLOYMENT:**

Employee is hired as the TBRDA 911 Director. Employee understands and agrees that he has no expectation of continued employment and that he can be terminated for any reason or for no reason whatsoever at any time. Employee understands that additionally he may be suspended, demoted or otherwise reassigned with or without cause at any time for any reason or for no reason at all. Employee understands that he has no right to avail himself of any of the terms and conditions

contained in the Otero County Personnel Ordinance applicable to other employees in OTERO COUNTY except as set forth herein.

This agreement shall commence on the date specified above and shall expire on April 15, 2027.

2. GENERAL DUTIES AND JOB DESCRIPTION:

Employer hereby employs, engages, and hires Employee as the TBRDA 911 Director. Employee acknowledges and agrees that his duties and the expectations for his employment are set forth on the TBRDA 911 Director Job Description that is attached hereto as exhibit "A" and which is incorporated herein by reference. Employee further understands that his Job description may be altered or amended from time to time by the County Sheriff. Any amendments to the job description shall be provided to the employee in writing within 10 business days.

Employee further understands that as TBRDA 911 Director, he shall be directly responsible for developing, implementing and enforcing the policies and procedures of TBRDA under the umbrella of the County's policies and procedures and as detailed in the Job Description.

Employee will be an FLSA-exempt employee, not subject to overtime compensation or accrual of compensatory time.

Employee is expected to keep office hours designated by the Employer and to complete a demanding work schedule consistent with the position held. Flexibility relating to Employee's hours, in terms of number of hours worked in any week or the schedule of hours worked, is granted and required, relevant to the demands of the position.

Employee shall utilize his talent, training, experience, and the resources, equipment, and assets provided by the County to the maximum benefit of the citizens of the County, and to faithfully and well perform the requirements of this job.

3. COMPENSATION AND BENEFITS:

Employee shall receive an annual salary of \$91,240.00 (Ninety One Thousand Two Hundred Forty Dollars), less all lawfully required deductions and withholdings for Federal Income Taxes, FICA, Social Security, State Withholding, PERA match and any other required fees or deductions. The employee shall be eligible for health insurance as provided to other county employees.

EMPLOYEE shall observe the holidays set forth annually by the Employer.

EMPLOYEE shall accrue vacation and sick leave at the rate specified in the Otero County Personnel Ordinance for regular forty (40) hour per week employees.

EMPLOYEE shall be provided with workers compensation insurance coverage during the term of this agreement.

4. RENEWAL OF AGREEMENT/RENEGOTIATION:

This is a two-year contract commencing on April 16, 2025 and terminating April 15, 2027. No less than two (2) months before the scheduled termination of this contract, Employer, shall make a decision to negotiate a new contract with Employee or to allow this contract to terminate. By February 16, 2027, the employer shall notify the employee in writing of its intent to renew or terminate.

If no notice is provided by February 16, 2027, this contract shall renew for an additional one-year term unless either party provides 60 days' written notice of termination.

5. TERMINATION OF EMPLOYMENT:

Employer may terminate Employee at-will, and without cause. Employee may terminate employment only after giving sixty days' notice to Employer, and Employer, may elect to reduce this notice requirement if it deems it appropriate to do so.

6. PERFORMANCE EVALUATION:

A. The County Sheriff shall review and evaluate the performance of the Employee at least once annually in advance of the start of the fiscal year. The evaluation shall assess the employee's performance against the goals and objectives outlined in Subsection B. Based on the review and evaluation, of the Employee's performance during the fiscal year, the County Sheriff will make recommendations concerning employee's salary and benefits for the ensuing fiscal year. The review and evaluation shall be in accordance with specific criteria developed jointly by Employer and Employee. Said criteria may be added to or deleted from as the County Sheriff may from time to time determine in consultation with the Employee. Further, the County Sheriff shall provide the Employee with a summary written statement of the findings of the review and provide an adequate opportunity for the Employee to discuss his evaluation with the County Sheriff. Recommendations for salary adjustments shall be based on the evaluation and subject to budget approval.

B. Annually, the County Sheriff and Employee shall define such goals and performance objectives if they determine necessary for the proper operation of the TBRDA Center and in the attainment of the policy objectives identified for that fiscal year and shall further establish a relative priority among those various goals and objectives, said goals and objectives shall be reduced to writing. They shall generally be attainable within the time limitations as specified and the annual operating and capital budgets and appropriations provided.

7. OUTSIDE ACTIVITIES:

Employee shall not spend more than ten (10) hours per week in teaching, counseling or other non-Employer connected business for compensation without the prior approval of the County Sheriff. This includes paid consulting, teaching, or any business unrelated to county duties.

8. AUTOMOBILE, ELECTRONICS AND EQUIPMENT:

A. Employer shall provide Employee with the use of a County vehicle for travel performed as part of County business. County-provided equipment shall be used solely for business purposes subject to the provisions of the County Personnel Policy unless otherwise approved. Should Employee be required to use his own personal vehicle for travel performed as part of County business, Employer will reimburse Employee at the established New Mexico Per Diem and mileage rates as set by the Board of County Commission.

B. Employer shall provide Employee with the use of a cell phone, computer and any other electronic equipment as set forth by the Board of County Commission.

9. RETIREMENT:

Employer agrees to match Employee's contribution to the New Mexico State Retirement System (PERA) as provided to all other, non-law enforcement employees of Employer.

10. DUES AND SUBSCRIPTIONS:

Employer agrees to budget and to pay for the professional dues and subscriptions of Employee necessary for his continuation and full participation in national, regional, state and local associations necessary for his continued professional participation, growth and advancement, and for the good of the Employer. The County Sheriff shall have the right to review and approve or deny such expenditures prior to incurring the charges and disbursement of funds.

11. PROFESSIONAL DEVELOPMENT:

A. Employer hereby agrees to budget for and to pay the travel and subsistence expenses of Employee for professional and official travel, meetings and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official and other functions for Employer, including but not limited to national, regional, state and local governmental groups and committees in which Employee serves as a member. The County Sheriff shall have the right to review and approve or deny such expenditures prior to incurring the charges and disbursement of funds.

B. Employer also agrees to budget and to pay for the travel and subsistence expenses of Employee for short courses, institutes and seminars that are necessary for

his professional development and for the good of the Employer. The County Sheriff shall have the right to review and approve or deny such expenditures prior incurring the charges and disbursement of funds.

12. GENERAL EXPENSES:

Employer recognizes that certain expenses of a non-personal and generally job-affiliated nature are incurred by Employee, and hereby agrees to reimburse or to pay said general non-personal expenses, and the Finance Director is hereby authorized to disburse such monies upon receipt of duly executed expenses or petty cash vouchers, receipts, statements or personal affidavits. The County Sheriff shall have the right to review and approve or deny such expenditures prior to incurring the charges and disbursement of funds.

13. INDEMNIFICATION:

Employer shall defend, save harmless and indemnify Employee against any tort, professional liability claim or demand, or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties. This applies to acts performed in good faith within the scope of employment. Employer will compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon in accordance with the Provisions of the New Mexico Tort Claims Act and the New Mexico County Insurance Authority coverage policies, rules and regulations. This duty to defend, save harmless and indemnify Employee shall not extend to allegations of criminal behavior on the part of Employee. Employer and Employee agree that nothing contained in this agreement

shall be construed to waive or otherwise to alter or amend the protections afforded by the New Mexico Tort Claims Act.

14. BONDING:

Employer shall bear the full cost of any fidelity or other bonds required of the Employee under any law, rule, regulation, or ordinance.

15. GENERAL PROVISIONS:

This agreement expresses the entire agreement between the parties, all prior discussions, representations, negotiations and/or correspondence or communications between the parties shall be deemed to be merged herein and shall not be offered to vary or alter the terms and conditions hereof.

This agreement shall be binding upon and inure to the benefit of the heirs, executors, and personal representatives of the Employee.

In the event any provision, clause or portion of this agreement is held unconstitutional, illegal, invalid or unenforceable for any reason, the remainder of this agreement shall remain in full force and effect and be interpreted as though such provision had never been contained herein.

This agreement shall be construed and enforced pursuant to the laws of the State of New Mexico. The District Court of the Twelfth Judicial District within and for the County of Otero, State of New Mexico shall be the appropriate venue for the litigation of and/or settlement of any disputes, which may arise pursuant to this agreement.

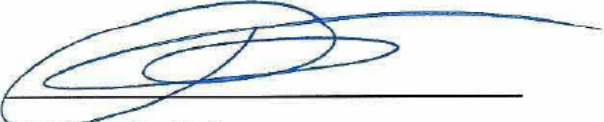
IN WITNESS WHEREOF, the parties have set their hand and seal effective the day and year set forth above.

EMPLOYER:

EMPLOYEE:

OTERO COUNTY

By:



Pamela S. Heltner
County Manager

[REDACTED] [REDACTED]
TBRDA 911 Director



Job Description

TBRDA/911

Director

Pay Grade: XX
Revision Date: 07/01/2022

Employment Status: Full-Time - Contract - At Will

FLSA Status: Exempt

Experience Required: Five (5) years of 911 experience related to the operation of computers, radio, and telecommunications systems and providing police, fire, and EMS dispatch operations. A minimum of three (3) years must be in a supervisory capacity.

Minimum Education Requirements: Bachelor's Degree in related field, or a combination of college level education, certifications, and experience to perform the job. Any equivalent combination of education, experience, and training which provides the required knowledge, skills, and abilities and satisfies state statutes.

Department: Tularosa Basin Regional Dispatch Authority/911

Direct Supervisor: Otero County Manager

Supervisory Responsibility: Direct (20); Indirect (0)

Primary Work Location: Works inside in an office setting.

Certification: This position requires a valid New Mexico Driver's License. Must have or obtain within 90 days of hire. Valid New Mexico Telecommunication Certification or ability to obtain certification within nine (9) months.

Job Summary: Under the direction of the Tularosa Basin Regional Dispatch Authority Board, directs a 911 emergency telephone system and centralized emergency dispatch center responsible for dispatching all law enforcement, fire and ambulance services within Otero County, New Mexico. Responsible for the maintenance for all communications and related equipment. Responsible for all administrative functions of the dispatch authority including financial, personnel and preparation and administration of the budget. Director must meet the minimum requirements, conditions of employment, and be able to successfully perform all essential duties and responsibilities with or without reasonable accommodations. This position will require irregular hours and travel by the director.

Essential Job Functions

An employee in this position may be called upon to do any or all of the following essential duties:

- Responsible for the direction, control, and effectiveness of 911 operations - including the hiring, training, discipline, establishing and evaluating appropriated performance standards in accordance with department objectives
- Establishes, maintains, and ensures compliance of staff with the department standard operating policies, procedures, and regulations.
- With input from user agencies, the Director will recommend the selection of communications and other equipment and be responsible for ensuring compliance with FCC regulations. Ensures that all equipment is operable and properly maintained. Negotiates and administers associated maintenance agreements. Answer the telephone and assist the general public as needed; provide information pertaining to fire, EMS and/or Emergency Management policies and procedures as required.
- Drafts and presents the department budget. Approves expenditures as authorized and monitors expenditures to ensure they are within budgetary guidelines. Maintains accounting records and prepares reports for the Board. Develops the long-range



Job Description

TBRDA/911

Director

Pay Grade: XX

Revision Date: 07/01/2022

-
- financial and capital improvement plans. Researches, writes, and manages applicable grants, including the monitoring of grant expenditures and preparing grant reports.
- Establishes staff goals and objectives based on the department goals set by the TBRDA Board.
 - Manages applicable contracts, which includes preparing RFPs, recommending and participating in the selection of vendors, and monitoring contract compliance.
 - Participates in and /or reports to a variety of meetings, committees, professional associations, Boards, and/or other related groups.
 - Ensures compliance with all applicable Federal, State and local laws and regulations.
 - Works with the Otero County Project Manager for major 911 equipment upgrades and replacements. The Director coordinates every level of hardware and software installation and testing.
 - Acts as system analyst, periodically testing and reviewing the 911 and radio systems. The Director recommends system upgrades and technical changes.
 - Plans, designs, writes, edits, and produces information publications about the 911 System for the service users and interested parties.
 - Performs other duties as required.
 - Keep confidential documents/issues within the scope of work and professional boundaries.
 - Respond to public inquiries in a courteous manner; provide information within the area of assignment; resolve complaints in an efficient and timely manner.
 - Provide regular communications and notifications to TBRDA Board members.
 - May be required to serve in an "on-call" capacity.
 - May be exposed to infectious diseases, and/or criminal suspects or prison inmates.

Knowledge, Skills, and Abilities (KSA's) for Position

An employee in this class must have the following knowledge, skills, and abilities upon application:

Knowledge

- Thorough understanding of Motorola Spillman Systems, Flex and Mobile CAD.
- Understanding of Core Technologies Talon.
- Working understanding of Motorola MCC 5500/7500 and Zetron radio consoles
- Principles, policies and procedures of the New Mexico Public Safety Communications System and NFPA 1221 standards as they relate to a PSAP.
- Principles and procedures of record keeping.
- English usage, spelling, grammar, and punctuation.
- Pertinent Federal, State and County policies, procedures, laws and regulations.

Skills

- Strong written and oral communications and relational skills.
- Appropriately and effectively represent the Tularosa Basin Regional Dispatch Authority at a variety of community events and activities in support of positive public relations initiatives, and develop liaison relationships between the community and the Tularosa Basin Regional Dispatch Authority.



Job Description

TBRDA/911

Director

Pay Grade: XX

Revision Date: 07/01/2022

- Follow and relay complex oral and written instructions, policies, and procedures.
- Operate a variety of office equipment, including computer terminal, related software programs, printer, calculator, fax, and copier.
- Strong mentoring and training employees with varying educational backgrounds and aptitudes.
- Anticipate potential personnel issues and taking appropriate action.
- Research and resolve complex problems in order to ensure compliance.

Abilities

- Understand managerial policies and prioritize the needs of the department.
- Consistently demonstrate sound ethics and judgment.
- Think analytically and apply sound judgment, solve problems, make effective decisions, and act with integrity.
- Facilitate meetings effectively and efficiently.
- Exercise sound judgment at all times especially in emergency situations.
- Implementing goals, objectives and practices for providing effective and efficient emergency services.
- Correctly interpret and apply County policies and procedures.
- Establish and maintain cooperative working relationships with those contacted in the course of work.
- Comprehend process and apply both verbal and written skills appropriate to the job.
- Accurately organize and maintain paper documents and electronic files.
- Can maintain effective working relationships with the Board members, subordinates, local officials, representatives or other jurisdictions and the general public.
- Must be able to work flexible hours to accommodate emergencies.
- Must reside within Otero County within 90 days of hire.

Physical Demands

The following physical abilities are required:

- The work is typically an office environment and may require exerting up to 25 pounds of force occasionally, and/or up to 25 pounds of force to move objects.
- While performing the duties of the job, the employee is regularly required to talk or hear.
- The employee frequently is required to use hands to finger, handle, or feel and reach with hands and arms.
- The employee is occasionally required to stand, walk, stoop, and bend.
- Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

Work Environment

Performs essential duties approximately 80 percent of the time indoors under normal temperature conditions in an office environment utilizing computers and printers; 20 percent may be required spent outdoors under adverse conditions. Must be able to work in extreme conditions involving all types of emergency or disaster related incidents.



Job Description
TBRDA/911
Director
Pay Grade: XX
Revision Date: 07/01/2022

Safety Requirements

The employee is expected to follow all safety procedures as required.

**This position description is a general guideline for work behavior and is not intended to be a comprehensive listing of all job duties. Therefore, it is also not, nor can it be implied to be, a contract of employment. The contents of this position description may be changed without notice, and employment may be terminated by either party, at will. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

Signatures / Date

Check the appropriate box, fill in the needed accommodations, if required, then sign and date.

- ☒ I have read and understand this job description and acknowledge that I am able to complete the essential functions of my job without accommodations.
☐ I have read and understand this job description and I would require the following reasonable accommodations to fulfill the essential functions of this job:

Employee Signature

03/14/2023

Date

Supervisor Signature

Human Resources

Date

03/14/2023

Date

Effective Date:

21-208

C-1

JPA 22



ORIGINAL

STATE OF NEW MEXICO
DEPARTMENT OF FINANCE and ADMINISTRATION (DFA)
JOINT POWERS AGREEMENT (JPA) BRIEF

DFA Office of the Secretary
Bataan Memorial Bldg., Suite 180
Santa Fe, New Mexico 87501
(505) 827-4985

Agencies must complete and transmit this form along with all backup documentation to the DFA.

PRIMARY PARTY: OTERO COUNTY (OC)

SECONDARY PARTY: CITY of ALAMOGORDO, New Mexico (COA)

OTHER PARTY: VILLAGE OF CLOUDCROFT, New Mexico (VOC)

CONTACT NAME: PAM HELTNER

PHONE: 575-437-7427

CONTACT ADDRESS: 1101 NEW YORK AVE, ALAMOGORDO NM

DOCUMENTS ENCLOSED:

AMOUNT:

JPA	Federal Funds	\$	
JPA Amendment	General Fund	\$	
Purchase Document	Other State Funds	\$	
Written Justification	Local Gov. Funds	\$	OC-50%, COA 50%, VOC-0%, Operational Costs
Other	TOTAL	\$	OC 50%, COA 50%, VOC-0%, Personnel Costs

Purpose: To provide 24 hour Consolidated dispatch communication services (PSAP) to the residents of Otero County, The City of Alamogordo and the Village of Cloudcroft.

Term: PERPETUAL JOINT POWERS AGREEMENT

From: N/A

To: N/A

FOR AN AMENDMENT, LIST THE ORIGINAL JPA EXPIRATION DATE:

Statutory Requirements- Agencies must check each blank CERTIFYING to DFA that the JPA:

☒	jointly exercises a power common to the parties (<i>Transferring funds from one agency to another does not constitute the joint exercise of power.</i>);
☒	clearly specifies its purpose;
☒	establishes the method by which its purpose will be accomplished;
☒	establishes the manner in which the joint power will be exercised;
☒	provides for strict accountability of all receipts and disbursement;
☒	addresses disposition, division, distribution and ownership of any property acquired as the result of the joint exercise of power; and
☒	specifies that any surplus money shall be returned in proportion to the contributions made.

Other Requirements – Agencies must enter Y (Yes), N (No), or N/A (Not Applicable) to each of the following:

YES	Is one original and at least two copies of the JPA or amendment attached? (<i>DFA will forward copies to the contact.</i>)
YES	Does the JPA or amendment have original signatures executed by authorized officers, employees or other representatives empowered to bind their respective entities?
N/A	Are all exhibits referred to in the JPA attached?
NO	Does the JPA provide for the expenditure or transfer of public funds by a state agency? (<i>All public money must be budgeted.</i>)
NO	Does the JPA provide for the transfer of local, state or federal funds to a state agency? If the answer is yes, cite or attach the legislative authority permitting the receiving state agency to increase its budget from such a transfer.
N/A	If the JPA or amendment start date is prior to the date submitted to DFA or, if the original JPA has expired, is a justification letter requesting retroactive approval attached? (<i>A detailed, letter explaining the circumstances must be signed by the agency head of one of the parties.</i>)
YES	Has the JPA or amendment been reviewed by legal counsel? If yes, state Who: <u>Brad Springer-OC</u>

Petra Bengoechea-COA
Jeff Rhodes - VOC

Agency Head Signature

Title

County manager

**ORIGINAL**

**JOINT POWERS AGREEMENT
FOR THE FINANCING AND ESTABLISHMENT OF THE
TULAROSA BASIN REGIONAL DISPATCH AUTHORITY
FOR A PUBLIC SAFETY ANSWERING POINT (TBRDA)**

THIS AGREEMENT made and entered into the 4th day of October, 2021 by and between Otero County, a political subdivision of the State of New Mexico referred to as "COUNTY", the City of Alamogordo, a New Mexico municipal corporation referred to as "CITY", and the Village of Cloudcroft, a New Mexico municipal corporation referred to as "CLOUDCROFT", pursuant to the Joint Powers Agreement Act, NMSA 1978, Sections 11-1-1 through 11-1-17 to establish, finance, and operate a Public Safety Answering Point (PSAP), a combined communications center to dispatch and coordinate the emergency response departments of the "COUNTY", "CITY", and "CLOUDCROFT", all within Otero County, New Mexico. Each governmental entity, by its own signature, hereto, consents and agrees to be bound by the terms of this agreement.

WHEREAS, the County, City, and Cloudcroft, wish to acquire a more effective means of responding to the life-threatening accidents, fires, crimes, and natural disasters; and

WHEREAS, the County is authorized to provide law enforcement under NMSA 1978, Sections 4-41-1 through 4-41-22; and

WHEREAS, City, and Cloudcroft are each empowered to provide law enforcement under NMSA 1978, Section 3-13-2 (1988); and

WHEREAS, the County is authorized to create one or more fire districts under NMSA, Section 59-A-53-5 (2012); and

WHEREAS, City, and Cloudcroft are each empowered to establish fire-fighting facilities under NMSA 1978, Section 3-35-1 (1965); and

WHEREAS, the law enforcement and fire-fighting operations of the County, City, and Cloudcroft requires communications and dispatching services; and

WHEREAS, the County, City, and Cloudcroft are each empowered to operate enhanced 911 service either individually or jointly as a consortium of local governments under the Enhanced 911 Act, NMSA 1978, Section 63-9D-4 (2005); and

WHEREAS, the County, City, and Cloudcroft, have determined that it is in the best interest of their respective constituents, and that it will serve to protect and preserve the life, health, safety, and property of their respective communities to create a PSAP by delegating their individual authority under the Enhanced 911 Act: and

WHEREAS, the parties being political subdivisions of the State of New Mexico, wish to enter into an agreement under the Joint Powers Agreement Act (See§11-1-1 et seq., NMSA 1978 as amended) to establish a separate governmental entity to enter into contracts and to oversee all operations of the PSAP; and

WHEREAS, the Governing Bodies of the County, City, and Cloudcroft have agreed that any and all costs associated with the PSAP will be shared as determined herein and restructured as agreed by the parties at a later date; and

WHEREAS, the Governing Bodies of the County, City, and Cloudcroft agree the current dispatchers for each agency shall be afforded an opportunity to apply for employment with the PSAP and it is recommended they shall be given priority for employment over other applicants.

NOW THEREFORE, in consideration of the mutual covenants and agreements between them, the parties agree as follows:

I. NAME

The PSAP being established, developed, and operated shall be known as the "TULAROSA BASIN REGIONAL DISPATCH AUTHORITY" Hereinafter referred to as TBRDA.

II. ESTABLISHMENT AND POWERS

The Board created herein shall enter into contracts for, oversee all operations of and mediate any and all problems between the parties to this agreement and third parties concerning TBRDA that will serve an area consisting of the County, City, and Cloudcroft.

III. CREATION OF TBRDA BOARD

A. The TBRDA Board (hereinafter referred to as the "Board") will consist of Ten (10) members to be made up of the following:

1. Four (4) members of Otero County shall be appointed to the Board. There shall be an alternate appointed in the event a board member is not able to attend a meeting. It is recommended the members would include the Otero County Manager or designee, the Otero County Sheriff or designee, the Otero County Emergency Services Director or designee and one (1) Otero County Commissioner.
2. Four (4) members of the City of Alamogordo shall be appointed to the Board. There shall be an alternate appointed in the event a board member is not able to attend a meeting. It is recommended the members would include the City Manager or designee, the Chief of Police or designee, the Fire Chief or designee, and one (1) City Commissioner.
3. Two (2) members of the Village of Cloudcroft shall be appointed to the board. There shall be an alternate appointed in the event a board member is not able to attend a meeting. It is recommended the members would include the Chief of

Police or designee, and one other member appointed by the Village council.

- B. Each Board member shall have one (1) vote. A member must be present at a meeting, either in person or telephonically to exercise their right to vote. When an alternate is present, the alternate will have the vote for the Board member they are filling in for.
- C. A majority of the Board shall constitute a quorum and a majority vote of a quorum present at a duly called meeting shall decide any issue. A tie vote shall mean the motion is defeated or does not pass, since the majority vote of all the members is required to take any action.
- D. The Board officers shall always be entitled to a vote.

IV. MEETINGS

The Board will meet once annually, every March, or at the call of the Chairperson, upon proper notice and in compliance with the Open Meetings Act Resolution. The Board shall appoint a clerk from the County to cause minutes of the meetings to be kept as provided in the Open Meetings Act and shall provide copies of said meeting minutes to all entities.

V. DUTIES

The TBRDA Board shall oversee all aspects of the operation of TBRDA consistent with the requirements and limitations herein.

- A. The Board shall choose a chairperson, vice-chairperson, and secretary annually. In the event an officer of the Board is unable to fulfill the term of said office, the Board will elect another member to fill the remainder of the term.
- B. Develop an appropriate transitional plan which will address the various elements required to transition into TBRDA as contemplated herein.

- C. Enact By-laws, which must be approved by a 2/3 majority of a quorum of the board after all board members have received (30) thirty days notice of the time and place of the meeting, and that the By-laws will be considered for adoption or amendment.
- D. The Board shall have the authority to authorize the TBRDA director to sign contracts with public or private entities consistent with the actions and policies of the TBRDA board, the approved budget and applicable fiscal Procurement code requirements.
- E. The Board shall hire and supervise a director of TBRDA, who shall be responsible for the day to day operations of TBRDA, and shall attend all TBRDA Board meetings whenever possible, and shall send an alternate when unable to attend.
- F. Review revenue and expenses and prepare an annual budget for the operation of the consolidated communications center, which shall be submitted for approval to the Governing Bodies of the County, City, and Cloudcroft prior to April 1 each year.
- G. Adopt procedural rules of order for Board meetings and meetings of any committee under the Board.
- H. Adopt and comply with an annual Open Meetings Act Resolution.
- I. Coordinate compliance with and take all requisite actions pursuant to the Open Meetings Act.

VI. LIMITATIONS TO POWERS OF THE BOARD

- A. The Board shall not be involved in the day-to-day management of the TBRDA and shall only have such powers as have been expressly delegated by the parties hereto, along with such incidental powers as may be reasonably necessary to effectuate the purposes and intent of this Agreement.

- B. The Board shall not institute litigation against any party without first submitting the issue concerning litigation to the respective Governing Bodies of the parties to this Agreement and obtaining written approval of each Governing Body prior to instituting the suit.

VII. FISCAL REPORT

The County will act as the fiscal agent for TBRDA. The fiscal agent shall strictly account for all receipts and disbursements made pursuant to this JPA in accordance with the State Procurement Code and all other applicable laws and regulations.

VIII. COST SHARING

- A. The parties to this Agreement agree to share the personnel costs at a pro rata rate of 50% paid by the County and 50% paid by the City for the first year of this Agreement.
- B. Within 1 fiscal year of the effective date of this Agreement, the parties, County, City, and Cloudcroft will review the number of calls for service received from each agency and any other relevant data to determine what percentages the parties hereto will contribute to the continued operations of the TBRDA. This percentage will be reported to the Board every January and will be reviewed each March to determine the percentage each party is required to contribute for the continued operation of the TBRDA.
- C. The parties to this Agreement shall agree to share costs of the initial establishment of the TBRDA, whereby the County shall pay Fifty Percent (50%) of the total initial costs and the City shall pay Fifty Percent (50%) percent of the initial costs.

- D. The parties may review the cost sharing percentages provided by each entity and make any adjustments necessary as determined by the Board.
- E. If any of the parties fail to remit payment for their portion determined by the board, they will no longer receive services from TBRDA.

IX. EFFECTIVE DATE AND TERM

The effective date of this Agreement shall be November 11, 2021 but will not become a valid and binding Agreement until executed by the parties hereto and approved by the State of New Mexico Department of Finance and Administration, Local Government Division. Upon termination of this Agreement, all assets, monies or property remaining in possession of the Board shall be distributed pro-rated according to law.

X. WITHDRAWAL

Any party may withdraw from this Agreement by giving one hundred eighty (180) days written notice to the Board.

IN WITNESS WHEREOF the parties have agreed to this JPA as the dates documented below.

COUNTY OF OTERO:

Gerald Matherly
Gerald Matherly, Otero County Chairman

DATE: 10-4-2021

ATTEST:

Robyn Holmes
Robyn Holmes, Otero County Clerk

DATE: 10-6-2021

APPROVED AS TO FORM:



R. B. Nichols, Otero County Attorney
DATE: 11/8/2021

CITY OF ALAMOGORDO:



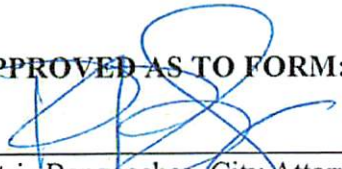
Richard Boss, Mayor
DATE: 10/21/21

ATTEST:



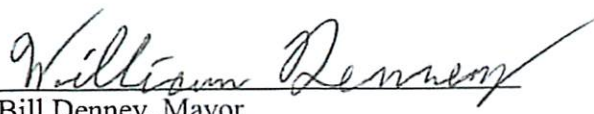
Rachel Hughs, City Clerk
DATE: 10-21-2021

APPROVED AS TO FORM:



Petria Bengoechea, City Attorney
DATE: 10/21/21

VILLAGE OF CLOUDCROFT:



Bill Denney, Mayor
DATE: 10-29-21

ATTEST:




Barbara Garcia, Village Administrator

DATE: 11/11/2021

APPROVED AS TO FORM:

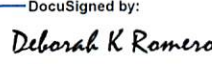

Jeff Rhodes, Village Attorney

DATE: 11/11/21

**THIS AGREEMENT HAS BEEN
APPROVED BY:**

**STATE OF NEW MEXICO
DEPARTMENT OF
FINANCE & ADMINISTRATION**

DocuSigned by:


Deborah K. Romero

BY:

DCA2D2A1284C454

DATE: 11/19/2021

TBRDA
FY24 INTERIM BUDGET

Projection	Level	Account Type	Organization	Object	Account Description	24/25 Budget	25/26 Budget
20241	INTERIM	REVENUE	126000	4260	REFUNDS	\$ 1,000,000.00	\$ 1,000,000.00
20241	INTERIM	REVENUE	126000	4385	E-911 PROGRAM GRANT	\$ 249,256.00	\$ 279,386.00
20241	INTERIM	TRANSFER	126000	4910	TRANSFER TO/FROM GENERAL	\$ 2,813,109.00	\$ 2,809,304.00
REVENUE TOTAL						\$ 4,062,365.00	\$ 4,088,690.00

Projection	Level	Account Type	Organization	Object	Account Description	2024 DEPARTMENT Budget REVISED	2026 DEPARTMENT Budget
20241	INTERIM	EXPENSE	126026	5102	FULL TIME SALARIES	\$ 1,541,712.00	\$ 2,037,160.00
20241	INTERIM	EXPENSE	126026	5104	OVERTIME SALARIES	\$ 250,000.00	\$ 200,000.00
20241	INTERIM	EXPENSE	126026	5105	PERA	\$ 207,210.00	\$ 387,882.00
20241	INTERIM	EXPENSE	126026	5106	FICA	\$ 159,191.00	\$ 155,843.00
20241	INTERIM	EXPENSE	126026	5107	HEALTH/LIFE INSURANCE	\$ 239,947.00	\$ 276,864.00
20241	INTERIM	EXPENSE	126026	5108	UNEMPLOYMENT INS	\$ 3,875.00	\$ 4,054.00
20241	INTERIM	EXPENSE	126026	5110	W/C FEE	\$ 370.00	\$ 341.00
20241	INTERIM	EXPENSE	126026	5111	DENTAL INSURANCE	\$ 8,573.00	\$ 7,686.00
20241	INTERIM	EXPENSE	126026	5112	HOLIDAY PAY	\$ 50,000.00	\$ 50,000.00
20241	INTERIM	EXPENSE	126026	5115	VISION INSURANCE	\$ 2,958.00	\$ 3,016.00
20241	INTERIM	EXPENSE	126026	5116	INSURANCE ADMIN FEE	\$ 540.00	\$ 578.00
20241	INTERIM	EXPENSE	126026	5201	VEHICLE MAINT/REPAIR	\$ 11,933.00	\$ 7,000.00
20241	INTERIM	EXPENSE	126026	5202	TRAVEL/PER DIEM	\$ 15,000.00	\$ 20,000.00
20241	INTERIM	EXPENSE	126026	5203	MAINTENANCE CONTRACT	\$ 5,000.00	\$ 5,000.00
20241	INTERIM	EXPENSE	126026	5204	RENTAL OF EQUIPMENT	\$ 1,500.00	\$ 1,500.00
20241	INTERIM	EXPENSE	126026	5207	TELEPHONE	\$ 75,000.00	\$ 70,000.00
20241	INTERIM	EXPENSE	126026	5208	ELECTRICITY	\$ 18,000.00	\$ 18,000.00
20241	INTERIM	EXPENSE	126026	5209	HEATING/GAS	\$ 5,000.00	\$ 3,000.00
20241	INTERIM	EXPENSE	126026	5210	WATER	\$ 1,000.00	\$ 1,500.00
20241	INTERIM	EXPENSE	126026	5211	PROPERTY INSURANCE	\$ 13,453.00	\$ 15,000.00
20241	INTERIM	EXPENSE	126026	5212	LIABILITY INSURANCE	\$ 11,547.00	\$ 12,000.00
20241	INTERIM	EXPENSE	126026	5214	WORKMAN'S COMP INSURANCE	\$ 4,250.00	\$ 4,500.00
20241	INTERIM	EXPENSE	126026	5215	BUILDING REPAIR/MAINTENANCE	\$ 12,825.00	\$ 5,500.00
20241	INTERIM	EXPENSE	126026	5218	EQUIPMENT REPAIR/MAINTENANCE	\$ 221,713.00	\$ 150,000.00
20241	INTERIM	EXPENSE	126026	5219	OFFICE SUPPLIES	\$ 16,543.00	\$ 10,000.00
20241	INTERIM	EXPENSE	126026	5222	AUDIT	\$ 10,765.00	\$ 12,000.00
20241	INTERIM	EXPENSE	126026	5242	GASOLINE/DIESEL	\$ 7,500.00	\$ 7,500.00
20241	INTERIM	EXPENSE	126026	5250	SUPPLIES	\$ 9,190.00	\$ 7,500.00
20241	INTERIM	EXPENSE	126026	5264	SOFTWARE	\$ 255,034.00	\$ 200,000.00
20241	INTERIM	EXPENSE	126026	5266	EMPLOYEE TRAINING	\$ 26,850.00	\$ 15,000.00
20241	INTERIM	EXPENSE	126026	5275	UNIFORMS	\$ 23,223.00	\$ 20,880.00
20241	INTERIM	EXPENSE	126027	5310	PROFESSIONAL SERVICES	\$ 592,333.00	\$ 15,000.00
20241	INTERIM	EXPENSE	126026	5325	COMMUNICATION REPAIR/MAINT	\$ 91,858.00	\$ 100,000.00
20241	INTERIM	EXPENSE	126026	5373	DIRECT DEPOSIT	\$ 298.00	\$ -
20241	INTERIM	EXPENSE	126026	5385	E-911 PROGRAM GRANT	\$ 249,256.00	\$ 279,386.00
20241	INTERIM	CAPITAL	126026	5601	MINOR CAPITAL OUTLAY	\$ 10,000.00	\$ -
20241	INTERIM	CAPITAL	126026	5601	CAPITAL OUTLAY/VEHICLES	\$ -	\$ -
20241	INTERIM	CAPITAL	126026	5602	CAPITAL OUTLAY/OTHER	\$ 285,760.00	\$ -
EXPENSE TOTAL						\$ 4,439,207.00	\$ 4,088,690.00

135,000

15,000

ORG	OBJECT	ACCOUNT	DESCRIPTION	YEAR	PER	JOURNAL	EFF DATE	POST DATE	SRC	REF1	PO/REF2	AMOUNT	CHECK NO	VDR NAME/ITEM DESC	COMMENTS
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	9	76	03/06/2025	03/04/2025	API	090107		\$ 290.00	209859 BARNEY, JOHN		REIMBURSEMENT FOR TRAVEL TO SANTA FE, NM (SB 173 COMMITTEE MEET
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	8	136	02/06/2025	02/04/2025	API	090107		\$ 63.07	209327 BARNEY, JOHN		REIMBURSEMENT FOR TRAVEL TO SANTA FE, NM (NMC 2025 LEGISLATIVE CC
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	7	418	01/16/2025	01/14/2025	API	090107		\$ 451.95	209051 BARNEY, JOHN		ADVANCE FOR TRAVEL TO SANTA FE, NM (NMC 2025 LEGISLATIVE CONFEREN
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	7	2	01/03/2025	01/02/2025	API	008804		\$ (17.80)	208879	BANK OF AMERICA	CREDIT FOR AMERICAN AIRLINE (SAN ANTONIO, TX)
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	6	939	12/20/2024	12/18/2024	API	090107		\$ 22.38	208645 BARNEY, JOHN		REIMBURSEMENT FOR TRAVEL TO ARTESIA, NM (POLICY AND SOP WRITING C
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	6	939	12/20/2024	12/18/2024	API	090107		\$ 217.93	208645 BARNEY, JOHN		REIMBURSEMENT FOR TRAVEL TO OKLAHOMA CITY, OK (CCM CLASS 2)
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	5	918	11/27/2024	11/26/2024	API	090107		\$ 173.30	208311 BARNEY, JOHN		ADVANCE FOR TRAVEL TO ARTESIA, NM (POLICY AND SOP WRITING CLASS)
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	5	918	11/27/2024	11/26/2024	API	090107		\$ 1,650.33	208311 BARNEY, JOHN		ADVANCE FOR TRAVEL TO OKLAHOMA CITY, OK (CCM CLASS 2)
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	5	3	11/01/2024	10/30/2024	API	013098		\$ 236.06	207727	CHAPMAN, HILTON	REIMBURSEMENT FOR TRAVEL TO HOBBS, NM (911 LEADERSHIP CONFERENC
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	5	3	11/01/2024	10/30/2024	API	090107		\$ 120.46	207707 BARNEY, JOHN		REIMBURSEMENT FOR TRAVEL TO OKLAHOMA CITY, OK (CCM CLASS)
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	5	3	11/01/2024	10/30/2024	API	090107		\$ 1.62	207707 BARNEY, JOHN		REIMBURSEMENT FOR TRAVEL TO HOBBS, NM (911 LEADERSHIP CONFERENC
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	4	359	10/11/2024	10/10/2024	API	090107		\$ 409.05	207420 BARNEY, JOHN		ADVANCE FOR TRAVEL TO HOBBS, NM (911 LEADERSHIP CONFERENCE)
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	4	359	10/11/2024	10/10/2024	API	090107		\$ 1,186.79	207420 BARNEY, JOHN		ADVANCE FOR TRAVEL TO OKLAHOMA CITY, OK (CCM CLASS)
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	4	359	10/11/2024	10/10/2024	API	013098		\$ 578.79	207429	CHAPMAN, HILTON	ADVANCE FOR TRAVEL TO HOBBS, NM (911 LEADERSHIP CONFERENCE)
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	3	129	09/06/2024	09/04/2024	API	012168		\$ 207.68	207004	PADILLA, CHRISTINE	ADD'L REIMBURSEMENT FOR TRAVEL TO ORLANDO, FL (APCO)
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	2	909	08/30/2024	08/28/2024	API	008804	20250595	\$ 313.96	206843	BANK OF AMERICA	Southwest Flight (MISTY ORR - SAN ANTONIO, TX - TRAINING)
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	2	656	08/23/2024	08/21/2024	API	090107		\$ 379.43	206702 BARNEY, JOHN		REIMBURSEMENT FOR TRAVEL TO ORLANDO, FL (APCO)
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	2	656	08/23/2024	08/21/2024	API	090120		\$ 344.59	206711 BURR, AMELIA		REIMBURSEMENT FOR TRAVEL TO ORLANDO, FL (APCO)
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	2	656	08/23/2024	08/21/2024	API	012168		\$ 296.75	206762	PADILLA, CHRISTINE	REIMBURSEMENT FOR TRAVEL TO ORLANDO, FL (APCO)
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	2	2	08/02/2024	07/31/2024	API	012168		\$ 1,368.60	206467	PADILLA, CHRISTINE	ADVANCE FOR TRAVEL TO ORLANDO, FL (APCO)
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	2	2	08/02/2024	07/31/2024	API	090107		\$ 1,368.60	206404 BARNEY, JOHN		ADVANCE FOR TRAVEL TO ORLANDO, FL (APCO)
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	2	2	08/02/2024	07/31/2024	API	090120		\$ 1,357.80	206410	BURR, AMELIA	ADVANCE FOR TRAVEL TO ORLANDO, FL (APCO)
126026	5202	126-026-207-00-000-5202-	TRAVEL/PER DIEM	2025	1	1117	07/26/2024	07/24/2024	API	008804	20250183	\$ 2,420.88	206275	BANK OF AMERICA	Delta Airlines - APCO 2024 (J.BARNEY, A.BURR, C.PADILLA)

Row Labels	Sum of AMOUNT
BANK OF AMERICA	\$ 2,717.04
BARNEY, JOHN	\$ 6,334.91
BURR, AMELIA	\$ 1,702.39
CHAPMAN, HILTON	\$ 814.85
PADILLA, CHRISTINE	\$ 1,873.03
Grand Total	\$ 13,442.22

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John Barney, RPL 911 Director

Date: March 4th 2025

Dear Members of the Board,

I am submitting this formal request for the approval of a new position within TBRDA and a 5% base pay increase for all staff members. This adjustment is necessary to remain competitive with surrounding counties, ensure retention of our skilled workforce, and maintain operational efficiency.

Justification for Pay Increase:

Recent updates show that neighboring agencies have increased dispatcher wages significantly, with rates reaching \$29.00, \$28.00, and \$23.00 per hour. To remain competitive and retain experienced personnel, we must align our compensation accordingly. While we have been successful in recruiting new hires—receiving a steady flow of applications—our ability to retain skilled dispatchers is at risk if our pay does not remain competitive. Increased wages directly impact morale, job satisfaction, and overall performance, ensuring we maintain a high-functioning and motivated workforce.

New Position Request:

To enhance workflow efficiency and achieve the operational goals of TBRDA, an additional position is essential. This role will assist in balancing workload distribution, reducing burnout, and ensuring continued service excellence for the agencies and communities we serve.

Request Summary:

1. Approve a 5% base pay increase for all staff to match regional wage trends and strengthen retention.
2. Approve the addition of a new position to support increased demands and workflow optimization.

We appreciate your ongoing support and commitment to the success of TBRDA. These changes are necessary to maintain the high level of service expected from our agency. We respectfully ask for your approval to implement these critical adjustments.

Please let me know if you require any additional information or discussion on this matter.

Sincerely,

New Position Request


John Barney
911 Director

- Telecommunicator – New Hire in Training
 - \$18.38
 - Entry-level, actively undergoing training.
- Telecommunicator 1
 - \$20.92
 - Cleared on phone operations.
- Telecommunicator 2
 - \$22.22
 - Cleared in a single discipline (Fire/EMS or Law Enforcement).
- Telecommunicator 3
 - \$23.92
 - Cleared in dual disciplines (Fire/EMS and Law Enforcement).
 - Must complete 1 year as Telecommunicator 2.
- CTO Pay (Training Pay)
 - \$.75
 - Position selected by the Director and Deputy Director.
 - Role can be removed at any time due to disciplinary or performance.
- Lead Dispatcher
 - Selected position by the Director and Deputy Director.
 - Includes a \$1.00 hourly stipend.
 - Role can be removed at any time to disciplinary or performance.
- Supervisor
 - \$26.50
 - Position obtained through an interview process.
- NCIC Lead Tac
 - Selected position by the Director and Deputy Director.
 - Includes a \$2.00 hourly stipend.
 - Role can be removed at any time to disciplinary or performance.



John Barney, RPL 911 Director

Date: March 4th 2025

Dear Members of the Board,

I fully support the request to add a third position to the NCIC/Records Division at TBRDA. As operations expand, the workload has exceeded sustainable levels for the current two-person team, impacting efficiency, compliance, and service quality.

The division processes essential law enforcement tasks, averaging:

- 250-300 NCIC/Flex entries per month
- 75 records requests
- 45 background checks
- 550-650 validations across all ORIs
- 142 NCIC-related items per week (2024)

With increasing demands, validations are often deferred or require overtime, risking CJIS/FBI compliance and staff burnout. A third position would:

- Ensure compliance with mandatory validations.
- Improve efficiency and reduce errors in critical records.
- Enhance workload management and staff retention.
- Support agency growth by aligning staffing with operational needs.

This addition is not a luxury but a necessity to maintain the high-quality service our law enforcement partners rely on. I urge the Board's approval to uphold our mission and operational standards. Thank you for your time and consideration. Please let me know if you need further details.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Barney", is written over a blue horizontal line.

John Barney
911 Director



Request for a third position within the NCIC/Records Division

I am writing to formally request the addition of a position within the NCIC/Records Division at Tularosa Basin Regional Dispatch Authority (TBRDA). As the NCIC TAC of TBRDA, I have observed that our division is increasingly stretched, limiting our ability to maintain efficiency while also advancing our processes and fulfilling the additional responsibilities of our roles.

Our division handles a significant volume of daily paperwork in addition to mandatory monthly validations. This includes NCIC entries, clears, background checks, and records requests for the eight agencies for whom we currently hold ORIs—an obligation that is expected to expand further.

Currently, we process an average of:

- **250-300** NCIC/Flex entries per month
- **75** records requests
- **45** background checks
- **550-650** validations across all ORIs

These numbers continue to grow monthly. In 2024, we averaged **142 NCIC-related items per week**, excluding validations. Due to the high workload managed by only two personnel, validations have often been deferred or completed through overtime, putting strain on our ability to meet CJIS/FBI compliance standards.

The addition of a third position in this division would alleviate the workload, ensuring we maintain compliance, improve efficiency, and continue providing quality service to our agencies.

Thank you for your time and consideration. I appreciate your support in addressing this need.

A handwritten signature in black ink, appearing to read "K. Sturgeon", is written over a faint, large watermark of a handprint.

Kimberly Sturgeon
NCIC TAC / LASO

Tularosa Basin Regional Dispatch Authority



John Barney, RPL 911 Director

Date: March 4th 2025

Dear Members of the Board,

I am submitting this formal request for essential software solutions at Tularosa Basin Regional Dispatch Authority (TBRDA). These systems are critical for maintaining operational efficiency, compliance, and providing the highest level of service to our public safety partners and the community. As technology advances and costs rise, it is imperative that we invest in the necessary tools to stay ahead, especially as we prepare for Next Generation 911 (NG911) integration.

As we transition toward NG911, additional upgrades and enhancements will be necessary to integrate emerging technologies such as real-time text, multimedia messaging, and GIS-based call routing. Software costs continue to increase, and ensuring we have the right tools in place now will prevent delays and higher expenses in the future. By investing proactively, we can enhance operational efficiency, compliance, and overall service reliability.

I strongly urge the Board to approve this request to ensure we remain equipped with the best tools to support our first responders and community. Please let me know if you have any questions or require additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Barney", is written over a light blue horizontal line.

John Barney
911 Director

*\$250,000 - All Needed for Dispatch?
Too Much Tech*

Tularosa Basin Regional Dispatch Authority

Date: 3/4/2025

From: Hilton Chapman, Deputy Director

Subject: Software Justification



This is a detailed formal request for software items for TBRDA. These items are essential for the operations of the center and help with providing the highest service possible. Below you will see a list of all expected software items and a reason as to why they are needed.

APCO EMD maintenance – This is essential for maintaining our Emergency Medical Dispatch (EMD) program, which helps ensure that we are compliant with industry standards and provides updates to enhance emergency response capabilities. This software provides regular updates to medical dispatch guidelines, ensuring that 911 call takers have the necessary tools/software to provide pre-arrival instructions to callers. Maintaining this system is critical for compliance with national standards and improving patient outcomes during medical emergencies.

Pace Scheduler – This program provides an efficient schedule that tracks overall coverage for the agency. The cost is minimal, but there are plenty of features coming out. This system also tracks overtime and other various hours used in reports.

Frontline – Frontline is our one-stop shop for training, quality assurance, policy compliance, and ensuring that our staff adhere to the best practices the agency provides. These features within this program allow for structured training programs, routine policy updates, and ongoing performance evaluations that ensure Public Safety Telecommunicators meet operational standards.

Prepared 911 – Prepared 911 offers an advanced system that includes many essential features. One key component is the video-to-911 functionality, which allows callers to stream video directly to the emergency center. This capability enables dispatchers to see accurate information about the situation as it unfolds. The system also provides the center with live language voice transcriptions. We have a large population of Spanish-speaking population and will keep a running list of the conversation in both languages in case someone needs to go back to it and verify what was said over the phone.

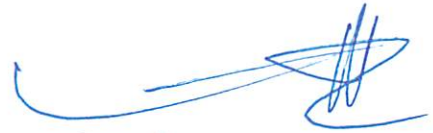
Website – TBRDA's website has become an essential tool for the 911 center to the public. It gives the citizens a way to stay up to date via county-wide alerts and signing up for them. Records can be requested as well through the site from both the public and first responders.

Virtual Academy – Virtual Academy provides the agency with an online training platform designed for public safety personnel. This enables continuous education, skill development, and completion certification tracking. The platform allows for various trainings such as EMD training to legal requirements. This is also necessary to maintain their state certifications.

WatchGuard – WatchGuard's firewall security software protects all agency infrastructures from cyber threats, unwanted access, and data breaches. Given the sensitive nature of a lot of the information 911 communication centers have, protecting them is important. This firewall system ensures compliance with national security, minimizes downtime from attacks, and protects citizens' information.

The Receptionist – This is our digital check-in system where all visitors and records drop-offs and pickups are tracked. The purpose of this system is to provide an audit trail for tracking activity at the building.

Sincerely,

A handwritten signature in blue ink, consisting of a long horizontal stroke followed by a series of loops and a final vertical stroke.

Hilton Chapman

Deputy Director



John Barney, RPL 911 Director

Date: February 28th 2025

Dear Members of the Board,

I am writing to formally request approval for a critical expansion of the Tularosa Basin Regional Dispatch Authority (TBRDA) facility. As our operations continue to grow, we are facing increasing challenges due to a lack of adequate space in our current building. This limitation directly impacts our operational efficiency, staff morale, and ability to maintain the highest level of service to the community.

To address these concerns, we propose a design-build expansion project that will not exceed \$700,000, ensuring a cost-effective approach while meeting the needs of our expanding staff and operations. The key components of this project include:

- Additional Office Space: The expansion will allow for more administrative and support personnel offices, alleviating overcrowding and enhancing workflow efficiency.
- Dedicated Hallway Access: To minimize construction costs, we propose installing a plexiglass wall in the center of the facility to create a hallway leading to the expanded area, rather than extensive structural modifications.
- Improved Staff Facilities: This expansion will also accommodate necessary amenities, including additional restrooms and a designated space to support staff well-being.

This expansion is not merely a convenience but a necessity to sustain our operational effectiveness and provide our team with the resources needed to perform their duties at the highest standard. By utilizing a design-build approach, we can significantly reduce costs while ensuring a functional and future-proofed facility.

We greatly appreciate your consideration of this request and look forward to discussing how we can efficiently implement this expansion to meet the needs of our growing center. Please let us know a suitable time to present our proposal in further detail.

Sincerely,


John Barney
911 Director

750,000 Building expansion

Tularosa Basin Regional Dispatch Authority

Date: 2/28/2025

From: Hilton Chapman, Deputy Director

Subject: Building Expansion Justification



This is a detailed formal request for the expansion of the Tularosa Basin Regional Dispatch Authority's current facility, an essential step in addressing the increased demands of our operations. As our authority has continued to grow significantly over the last year, we are experiencing limitations in our physical space, which directly impacts our operational efficiency, staff morale, and, ultimately, our service to the community. Therefore, a facility expansion is imperative to ensure we provide the highest level of service and address safety concerns for our team and the citizens we serve. Below are several detailed reasons why this expansion is a must:

1. Overcrowding – The existing facility was originally designed with minimal staffing in mind; however, as our operations have expanded, so too have our staffing needs, leading to significant overcrowding. Currently, our team operates without a designated conference room, forcing three key roles to share a single office space, which is not conducive to productivity or collaboration especially when a closed-door meeting is needed. They have to tiptoe around conversations to make sure people do not hear. Additionally, the kitchen area, meant for brief breaks, has become too cramped for effective use. The proposed expansion will introduce a spacious sitting area specifically for Public Safety Telecommunicators, providing them with a comfortable environment where they can take breaks, unwind, and socialize away from their desks. This expansion is critical for their mental health and overall job satisfaction, which directly influences their performance.
2. Need for a Sleep Room – We have a number of our Public Safety Telecommunicators living outside the city limits. This can pose challenges during long shifts, particularly when unexpected environmental factors, such as severe weather or road closures, arise. To address this issue, we propose the creation of two dedicated sleep quarters—one for males and one for females—to ensure that all staff members have access to adequate rest facilities. Implementing a designated sleep and rest area will greatly improve fatigue management and fatigue mitigation, promoting alertness and effectiveness during crucial operational hours.

3. Lack of a Gym/Fitness Area – The mental and physical wellness of our team is important to all stakeholders and the public, especially in high-stress environments like dispatch operations. Currently, we lack a dedicated space for fitness and exercise, which are essential components of stress management. Establishing a gym or fitness area within the expanded facility would provide our employees with the opportunity to engage in physical activity during their breaks or off hours, helping to alleviate stress, promote healthy lifestyles, and ultimately enhance job performance and resilience during critical incidents.
4. Restroom Facilities – As our staffing increases, the need for more restrooms have been apparent. We require an additional restroom, strategically positioned near the proposed gym area to facilitate convenience for employees utilizing fitness facilities. This new restroom will be equipped with modern amenities, including a shower to support employees after workouts and ensure they feel refreshed and ready to perform their duties.
5. Additional Office Space – The growth of our administrative, supervisory, and support personnel has created a pressing need for more office space to accommodate our team effectively. Currently, we are operating in an environment where teamwork and collaboration are hampered by limited space. The expansion will allow us to add five additional offices and create much-needed storage space, improving workflow and organizational efficiency. By relocating some members of the administrative staff to newly created spaces, we can alleviate the cramped conditions faced by other team members, resulting in a more harmonious and productive workplace.

Proposed Plan

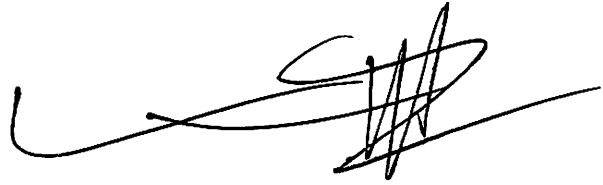
To address these challenges, we propose expanding our facility to include:

- Additional office space for administrative and support personnel.
 - 5 offices
 - 2 storage rooms – As we continue to grow, the need for space has become a must.
 - The garage door for the mobile command bus will also be moved. It will allow for the bus to deploy faster.
 - Hallway to get through the PSAP without disturbing the Public Safety Telecommunicators.
- Gym Space to promote staff health and wellness.
- One additional restroom with shower included.
- A designated sleep/rest area for employees working extended shifts.
 - Two sleep quarters which will allow for one female and one male room.

In conclusion, the expansion of the Tularosa Basin Regional Dispatch Authority's facility is not merely a logistical need; it is a critical investment in the well-being of our staff and the quality

of service we deliver to our community. Your support in facilitating this expansion will have far-reaching positive impacts to enhance staff morale, improving operational efficiency, and ultimately ensuring a higher standard of public safety. We greatly appreciate your consideration of this important request and are eager to discuss how we can bring this vision to fruition.

Sincerely,

A handwritten signature in black ink, appearing to be 'Hilton Chapman', with a stylized, overlapping loop structure.

Hilton Chapman

Deputy Director

FW: Building Expansion

From Trent Parker <tparker@co.otero.nm.us>
Date Tue 3/4/2025 6:26 AM
To TBRDA Director John Barney <john.barney@co.otero.nm.us>

John,

Please see the email below for the adjusted expansion budget. Please let me know if you have any questions. Thank you

Trent Parker

Project Manager
County of Otero
1101 New York Ave. Room 104
Alamogordo NM 88310
Tel: (575)-437-7427
Cell: (575)-551-4754
Email: tparker@co.otero.nm.us



From: Eugene Varbel <eugene@whitesandsconstruction.com>
Sent: Monday, March 3, 2025 3:43 PM
To: Trent Parker <tparker@co.otero.nm.us>
Cc: Catlin Curry <catlin@whitesandsconstruction.com>
Subject: RE: Building Expansion

Trent, Catlin and I went over the plan that you sent to us for the addition to the dispatch building. Budget numbers would be \$610,000.00 W/Design + NMGR for the office area, install the new overhead door and add the fire wall for the division between buss and office area.

The additional store front wall through the PSAP Budget would be \$150,000.00 + NMGR as we will have to install supports that are hidden in the store front wall to support to the roof and existing wall.

Please let us know if you need anything further.

Respectfully,

Eugene Varbel

Project Manager
White Sands Construction
eugene@whitesandsconstruction.com
www.whitesandsconstruction.com

Door control
center

PSAP

New wall
Hallway



Front

Back

Fire Pen

Office

Storage

Spec

Spec

Bath + shower

BUS

Clos

Door

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 4/22/2025

Report Date: 04/15/2025

Report No: 12.

Submitted By: Beau Dylan Aleshire

Subject: Appointments to Boards and Committees. (*Susan L. Payne, Mayor*)

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Staff recommends the appointments to boards.

Background:

Airport Zoning Board

- Two current vacancies. An application by Justin Purvis was received. If appointed, this would be his first term on this Board.

Senior Volunteer Programs Advisory Council

- Three current vacancies. An application by Patricia Cox was received. If appointed, this would be her first term on this Council.

Alamogordo Public Library Board

- Two current vacancies for county-appointed representatives. County-appointed representatives must live in Otero County, but not within Alamogordo city limits. They must be appointed by the chairman of the county board of commissioners per Article 16-02-030 of our Code of Ordinances.



City of
ALAMOGORDO

RECEIVED

MAR 27 2025

CITY CLERK

**Application To Serve On A
City Board/Committee**

Name: Justin Purvis

Phone: 575-921-6193

Email Address: JPXUSAF@yahoo.com

Physical Address: 1403 Discovery Ave, Alamogordo, NM 88310

Is the above address within City limits? Yes ☒ No ☐

Mailing Address: 1403 Discovery Ave, Alamogordo, NM 88310

Present Employer: Retired USAF Job Title: Aviation Aircraft +
Jet Engine, Piston Engine
Systems Instructor

Board/Committee you wish to serve on:

First choice: Airport + Zoning Board

Are you related to anyone who is presently employed by the City of Alamogordo?

Yes ☐ No ☒ If so, what is their relation to you? _____

Are you related to any Elected Official of the City of Alamogordo?

Yes ☐ No ☒ If so, what is their relation to you? _____

Experience and education relating to the Board/Committee: Aviation Airframe, Engines
Jet Propulsion + Piston driven, Programs, Systems + Operations
Instructor, DATA Analysis, Aircraft Crash + Mishap Investigation,
Logistics Management, Trend, Personnel, Operations Analysis

Please indicate your interest in serving on a City Board/ Committee: _____

Metal Fabrication, Welding Machining, Sheet metal, Training +
Education, Diesel and Automotive mechanics.
30 years USAF Career multiple assignments worldwide

Please return completed application to:

City Clerk's Office
1376 E. Ninth Street
Alamogordo, NM 88310
PHONE: (575) 439-4100
FAX: (575) 439-4396
EMAIL: daleshire@ci.alamogordo.nm.us



CITY OF ALMOGORDO
APPLICATION FOR
SENIOR ADVISORY COUNCIL

Name: Patricia Rochelle Cox [REDACTED]

Home Phone: N/A Cellular or Work Phone: 575-551-2528

Home Address: 801 Magnolia, Alamogordo, NM 88310

Do you live within City limits? Yes

Present Employer: Retired Job Title: N/A

Board/committee you wish to serve on is: Senior Advisory Council for the Senior Volunteer Programs. Are you currently serving on any other City of Alamogordo boards? NO

Are you related to anyone who is presently employed by the City of Alamogordo? NO

If yes, their name and relationship to you: N/A

Are you related to any Elected Official of the City of Alamogordo? NO

If yes, their name and relationship to you: N/A

Experience and education relating to the Board /Committee: Licensed Master Social Worker, Chaplain, Pecos Hospice Chaplain
Masters Degree

Please indicate your interest in serving on a City Board/Committee: giving back to my
community, Volunteering w/ others

Please return or mail to: City Clerk
City of Alamogordo
1376 E. Ninth Street
Alamogordo, New Mexico 88310

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 4/22/2025

Report Date: 04/17/2025

Report No: 13.

Submitted By:

Subject: Adjourn into Executive Closed Session in compliance with 10-15-1(h)(8), NMSA 1978 (as amended) to discuss Real Property: the sale of the Fairgrounds Parking Lot.

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation:

Background: