



Alamogordo City Commission

NOTICE OF MEETING

Regular Meeting Agenda

May 13, 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 Mainstreet Support of Rad Retrocade. (Nolan Ojeda, Executive Director)

PUBLIC COMMENT

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

CITY MANAGER'S REPORT

REMARKS AND INQUIRIES BY THE CITY COMMISSION

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

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

2. Approve the minutes for the Regular Commission meeting on April 22, 2025. *(Rachel Hughs, City Clerk)*
3. Approve the statements related to the Executive Closed Sessions held on April 22, 2025. *(Rachel Hughs, City Clerk)*
4. Consider, and act upon, Resolution 2025-12 requesting authorization to submit a grant application to the FAA; and to approve a cash match commitment for the Federal grant award for Phase 1 Preliminary Engineering Report for the Rehabilitate Runway 4-22 Project at the Alamogordo-White Sands Regional Airport. *(Troy Orr, Airport Manager)* **(Roll Call Vote Required)**
5. Approve Resolution 2025-13 designating the City Clerk as the Custodian of Records and the method of destruction of City records as witnessed shredding. *(Rachel Hughs, City Clerk)* **(Roll Call Vote Required)**
6. Consider, and act upon, the award of Public Works Bid No. 2025-002, Alameda Zoo Wall Improvements Project No. ZO2402, to Perimeter Ironwork Fence & Block LLC related to the Alamogordo Alameda Zoo Wall Improvements project in an amount not to exceed \$203,626.19, including NMGR. *(Justen Boyle, Senior Project Manager)*
7. Consider, and act upon, approval of Change Order 1, in the amount of \$247,695.44, excluding NMGR, to La Luz Dirt and Paving, to add additional concrete work, asphalt, striping, and waterline tie-ins for the new Natatorium all within the scope of work. *(Justen Boyle, Senior Project Manager)*

ITEMS REMOVED FROM CONSENT AGENDA

NEW BUSINESS

8. Consider, and act upon, Ordinance 1712 for the first publication to approve a Local Economic Development Project for up to \$1,000,000, Secured Assistance Proposed by Rad Retrocade. *(Alex Macias, Owner)* **(Roll Call Vote Required)**

EXECUTIVE SESSION (Roll Call Vote Required)

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

ADJOURNMENT

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 5/13/2025

Report Date: 05/07/2025

Report No: 1.

Submitted By:

Subject: Alamogordo Mainstreet Support of Rad Retrocade. *(Nolan Ojeda, Executive Director)*

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation:

Background:



City of Alamogordo City Commission Meeting AGENDA REQUEST FORM

Today's Date: 05/06/2025

Request Date of Meeting: 05/13/2025

Name and Title: Nolan Ojeda, Executive Director

Address: 918 New York Ave

Alamogordo, NM **ZIP** 88310

Phone Number: 575-446-3612

E-Mail Address: director@amainst.org

Item requested will be for Information only

Brief description of topic to be discussed:

Please attach one original of any documents pertaining to the topic -

We do not allow handouts at the meeting

Presentation in support of RAD Retrocade LEDA application

Signature: Nolan Ojeda Digitally signed by Nolan Ojeda
Date: 2025.05.06 14:10:17 -06'00'

Please return to: Rachel Hughs, CMC, City Clerk
City of Alamogordo
1376 E. 9th Street
Alamogordo, NM 88310

Phone: (575) 439-4100 Fax: (575) 439-4396 E-mail: rhughs@ci.alamogordo.nm.us

INSTRUCTIONS FOR AGENDA REQUEST FORMS

The Alamogordo City Commission normally meets on the second and fourth Tuesdays of each month at 6:30 p.m. in the City Commission Chambers in City Hall. All meetings are open to the public. Public comment is allowed on most scheduled agenda items at the time each item is scheduled on the agenda. An agenda of City Commission Meetings will be posted at City Hall and on the City website <http://ci.alamogordo.nm.us> under Agendas and Minutes, at least three days before each scheduled meeting, and the yearly schedule of meetings for the City Commission may be found on the City website.

Members of the public desiring to present matters to the Commission on the public agenda must submit a request in writing along with all attachments/presentations to the office of the City Clerk by Tuesday at twelve noon, one week prior to the desired City Commission meeting. Staff will determine which Commission meeting item(s) will be placed on the Agenda. This can be done in person, regular mail, fax or e-mail. The request forms are located in the City Clerk's office and on the City website <http://ci.alamogordo.nm.us>, under City Clerk/Commission Meetings/Agenda Request Form. No action will be taken by the Commission on these items. The City Clerk will confirm with the individual that the request was received and notify them of the date when their request will be scheduled on the City Commission agenda.

Public Comment

No action will be taken relative to items on the Public Comment Section other than referral for information.

Other Agenda Information

- Requests to appear will be placed on a "first-come, first-served" basis.
- The Mayor may set a time limit on comments.
- Members of the public desiring to present matters to the City Commission on the agenda must submit a request in writing to the office of the City Clerk prior to Tuesday at twelve noon one week prior to the City Commission meeting. The request should state the name of the individual(s) desiring to be heard and the matter to be presented.
- This request must be submitted with any documents you plan to present to the Commission. Please submit only one copy, which is one sided and with no staples. We will scan the document for the Agenda Book.
- Item requests may be referred to appropriate staff for mediation prior to being placed on the agenda.
- Matters pertaining to personnel, litigation and violations of laws and ordinances are excluded from the agenda.
- Decorum is mandatory.



ALAMOGORDO MAINSTREET MAKEOVER

Enhancing the heart of our city

Nolan Ojeda, Executive Director



What is MainStreet Makeover (Great Blocks?)



Great Blocks on MainStreet is an initiative of the Economic Development Department and New Mexico MainStreet.

Great Blocks on Mainstreet projects are innovative and intensive design/economic vitality infrastructure projects.

These projects are designed to dramatically upgrade a core three-block commercial area within a MainStreet District through the creative implementation of urban design, architecture, landscape architecture and creative economy projects.

Great Blocks projects are funded through annual capital outlay funding provided to the Economic Development Department and New Mexico MainStreet by vote of the state legislature. These Great Block grants are available to communities that currently have an accredited Mainstreet program.



City of
ALAMOGORDO



Project Phases and Schedules

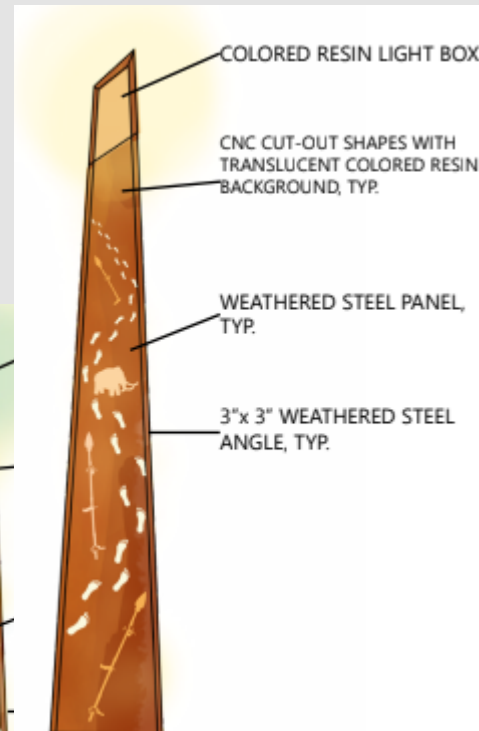
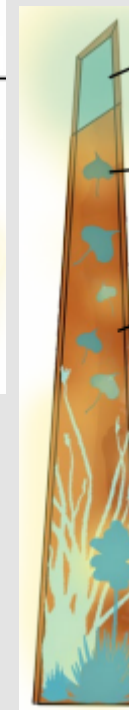
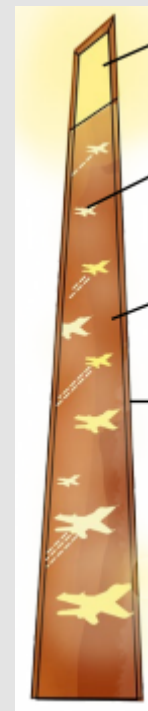
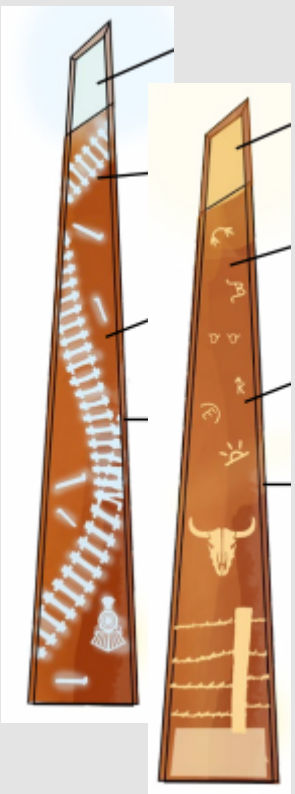


Phase 1

Utility work – Start Oct 14th
Length of 6 months
Main Water Line & Sewers 800 & 900 Blocks

Phase 2

Streetscape Work – Late Fall 2024
Start at 10th & New York moving south to 8th st
Length of 10 months
ADA sidewalks, benches, greenery, lights, and public art features



City of
ALAMOGORDO



What Will it Look Like?



Affect on Businesses & Community



Starting October 14th the 800 and 900 blocks of New York Ave will be closed to vehicular traffic.

Vehicle traffic will remain closed for approximately 12 months.

Alternative public parking map will be provided to the community.

During construction at the intersection of 10th and New York, traffic will be reduced to one lane either direction.

During the entirety of construction, a pedestrian walkway must be maintained to access the businesses, and access can only be blocked for 24-36 hours given a 48-hour notice.



City of
ALAMOGORDO



***Any
Questions?***




ALAMOGORDO
MAINSTREET
MAKEOVER
Enhancing the heart of our city



AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 5/13/2025

Report Date: 04/28/2025

Report No: 2.

Submitted By: Rachel Hughs

Subject: Approve the minutes for the Regular Commission meeting on April 22, 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 22, 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 Hughes announced there was a quorum present.

INVOCATION & PLEDGE OF ALLEGIANCE

The Invocation was given by Pastor Bill Heithold from Trinity Lutheran Church, and the Pledge of Allegiance was led by Commissioner Rardin.

APPROVAL OF AGENDA

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

PRESENTATIONS

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

Fire Department Lt. Stroop explained the award process and presented the Firefighter of the Year award to Firefighter Jacob Lawrence.

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

Fire Chief Ramirez presented the Lifesaving Award to Firefighters Estrella Martinez and Jacob Lawrence for their extraordinary act of heroism on March 23, 2025, in response to a raging structure fire. They rescued the homeowner trapped in the residence, conducted first aid, and helped extinguish the fire. Their bravery helped save the life of the homeowner. Acting City Manager Hernandez said I want to thank the Fire Department for their service and dedication to the service of the citizens of Alamogordo and for helping other communities during times of devastation.

PUBLIC COMMENT

Dean Hackett said he was in the Otero County Fair Association and had been the Chair for the last five years. The Otero County Fair Association is not Otero County, and we do not work for them. Our Association is a 501(c)(3) that leases the Fairgrounds from the County for events. We rely on facility rentals, donations, and fundraising for day-to-day operations. We also receive some money from the County in the form of a grant. We have been out at the Fairgrounds for eighty-six years. That parking lot is essential for us to be able to continue.

Sheila Coca said she was with the Otero County Fair Association. The Association leases the Fairgrounds Facility from Otero County. The Fair itself is only a small portion of the stewardship we provide. We provide others like emergency evacuations, CDL training, a food bank, food co-op deliveries, parking for elections, fire and emergency response training, mobile unit deployment, and others in the works like evacuation for the high school. On April 29, 2024, a sitting City Commissioner came to the Fair office to support an event, telling us we dodged a bullet. The Commissioner said there was almost a truck stop in the parking lot, and the only reason the sale fell through was because of the State easement west of the parking lot. I asked the Commissioner why the City would consider selling, and the Commissioner was at a loss for words. Five weeks after that conversation, the Otero County Fairgrounds

became the Fire Command Central for the Ruidoso fires. We housed over seven hundred firefighters and staff for eleven days. Disasters and the need for evacuation can happen in a split second. That is one of the reasons the facility's parking lot is such a valuable resource. It is centrally located and large enough to accommodate these situations. I ask that we work together to find a solution for the community.

Maggie McColley said she left the Tularosa Basin Regional Dispatch Authority (TBRDA) because of poor leadership, lack of communication, and alienation as a result of the merger between the Alamogordo Police Department (APD) and Otero County Sheriff's Office (OCSO) Dispatch. TBRDA Director Barney spent most of his time with OCSO Dispatch and only occasionally stopped within APD. At that point, we were rapid-fired a slew of information to the one or two of us there actively working a radio, and we were expected to relay it to everyone else in dispatch. When we went to the new center, there was not the sense of unity we were promised. There was no true attempt to learn how APD was functioning. There was no attempt to sit with any dispatchers who could teach and show him how we did things and why. My understanding is that you are required to be certified within the State of New Mexico within three hundred and sixty-five days of job placement. His contract states nine months. He is still, two years later, not certified. I did not leave dispatch because I could not handle it. I left because of the lack of communication, lack of leadership, and the unwillingness to learn from anyone else.

McKayla Finnigan said she was a former APD and TBRDA dispatcher who was forced to resign a year after the merger took place after she refused to be bullied and threatened into abandoning her two-year-old daughter to appease TBRDA Director Barney's wishes. Multiple hostile working environment complaints were made against him by myself and others due to that, and other issues. All of them were written off as unfounded by the County. The City and Cloudcroft members of the TBRDA Board have been continuously undermined and manipulated by the County. The County has made it clear they have a blatant disregard for State law. The County has not only supported but encouraged the continuous breaking of the law by allowing TBRDA Director Barney to remain on the dispatch floor answering calls and working a radio channel. He has refused to get his New Mexico Dispatch Certification for the past two years despite attending a variety of other events that are not required. His contract clearly states he has nine months from his hire date, and according to State law, one year from the hire date to complete the academy. The turnaround rate is so high that, at one point that multiple travel dispatchers were working to cover shifts. Poor management ran off most of the employees. The most compelling reason to take back dispatch is the safety of our citizens and first responders. It is time for the City step up.

Rachel Craig said she was a TBRDA and APD dispatcher for nearly two years. I left when they asked me to choose between my child and my job. Dispatch is a stressful job that people choose because they love it. We are the people that answer the phone when you call 911, and we get the right people to you to save lives. Because of poor leadership, policy inconsistencies, and not prioritizing people, they have run off multiple certified dispatchers with experience. We would go back in a heartbeat if the City took it back. The Board was supposed to be governing policies, but the policies were changed monthly if not weekly. We were required to sign them. If we did not sign them, it did not mean anything, you were still required to comply. Locks were put on the light switches, and we were treated like children and chained to our desks by our headsets. We were treated like lesser people. We were given short breaks to go to the bathroom and told no if something else were to happen. One tyrannical person belittled us and minimized our responsibilities to our children and families, and we left. I was told that if I did not go to nightshift, I would be fired. I told them because of my son, who has separation anxiety and abandonment issues, I could not do nights. Mayor Payne asked if she had made arrangements for that. Mrs. Craig said she had her husband and mom, but my son still struggles. Someone else offered to go to nights so I could remain on days, and they were told no. So I left.

Kyle Meisbauer said he wanted to speak on behalf of his personal experience as well as the men and women of TBRDA who too afraid to come forward due to proven retaliation. After 13 years of honorable and decorated service in the United States Air Force, I joined TBRDA to continue serving my community as a Training Coordinator in September 2024. During my time with TBRDA, TBRDA Director Barney routinely made disparaging and cruel remarks about the staff members and City Board members such as APD Chief Kunihiro and Acting City Manager Hernandez. From experience after seeing it in the military, this type of behavior can foster a defiance by staff members towards their chain of command in regard to working for the City. Additionally, TBRDA Director Barney routinely showed favoritism towards certain employees he considered his friends, and mistreated others who were not. After four weeks of service, I was terminated by TBRDA Director Barney with zero verbal or written warnings for, and I quote, "Not following commands, unwilling to learn, and unprofessional behavior" all of which were not supported by more than twenty pages of documentation and witness statements that I provided to the County HR

Director and County Manager. Rather, the County Manager gave TBRDA Director Barney cart blanche until he attempted to fire someone else, where he was then told he was no longer warranted in firing people without due course. TBRDA Director Barney spends money on frivolous programs that do not improve the quality of dispatch capabilities. He is never around; he spends most of his time going to training and conferences to better himself, not the agency. He could not be bothered to go to the New Mexico Law Enforcement Academy. He has repeatedly retaliated against staff members when they report concerns to HR. Rather than addressing the issue, the County protects him by telling employees that they will not investigate the issues unless the employee transfers out of TBRDA. I have evidence to back up those claims if you would like to see them.

Holley Gamble said she was hired by the County as a dispatcher a few years ago. I trained at the New Mexico Law Enforcement Academy in Santa Fe where I got my certification. I graduated as Valedictorian of a state-wide class. When TBRDA formed, I continued as a dispatcher under the merged structure where I served both the City and County. I ended up having to consistently refuse to lie about and undermine my coworkers, specifically former City dispatchers, despite incessant pressure from leadership to do so. The day following a grievance hearing regarding that issue, I was terminated. I want to give an example of why withdrawal is necessary. The Fire Department has raised a lot of the same concerns that dispatchers like myself have brought up since the very beginning. While we were written up or put on punitive probationary plans for pointing out avoidable problems, the Fire Department was also being kept in the dark and undermined with bad data, and made to beg for basic information we had. That same dismissive attitude towards the City in general permeates the entire 911 center. When brand-new dispatchers are mocking City leaders openly in recent Board meetings, I do not think that is a coincidence. It is a culture of contempt and sustained by TBRDA's leadership. I do not think anybody wanted this to fail. Everybody came together to hopefully make this work, and I commend those in City leadership who are willing to cut losses and prioritize safety over pride. It is not ethical to enable dysfunction to avoid conflict. I strongly support withdrawal.

CITY MANAGER'S REPORT

Acting City Manager Hernandez made the following comments:

1. Since the last meeting, four projects have been completed: The Hubbard Bridge, the Cemetery Wall, the Griggs and Public Works Basins, and the New York Water and Sewer Replacement Program. The Great Blocks project with the sidewalks and streets is ongoing. We do not have definitive answers regarding 10th and Washington, but we will have more answers in the next couple of weeks as we continue to meet with the Department of Transportation (DOT) and engineers to give you a better timeline and possible solutions.
2. As we have more projects going out, from when they are advertised to when it is awarded, it is very important that all questions go directly to the Purchasing Office. It cannot go to the Commission because that will disqualify them from participating in the proposal.

REMARKS AND INQUIRIES BY THE CITY COMMISSION

Commissioner Burnett asked Acting City Manager Hernandez if she received the picture he sent her. She replied yes, she replied to the email. To give you update, I was shocked and gave Commissioner Tapley an update since that is his district. At the Golf Course, they were pouring pads for the windmills, and the windmills are there to help aerate the ponds. I did not realize the conditions they were in until Commissioner Burnett sent the pictures. We stopped the project this morning, and I had Engineering and Inspectors go out there. Staff had poured them. I spoke to Parks and Recreation Director Bass. We are more than likely going to tear them out. I spoke to Mr. Dalpes, who is in favor of the windmills and wanted a say in where the windmills are. I told them we will coordinate communications and see if we can roll this into the big irrigation project. We will have a certified contractor moving forward on that.

Mayor Pro-Tem McDonald said that MainStreet is moving along well. Things are happening on New York like the makeover, and MainStreet asks people to come down and shop. We are working on the murals for the west side of the alley. We did the base coat for two shipment containers and they will be painted tomorrow. Let them know we are supporting them.

Mayor Payne presented a five-year anniversary certificate to Acting City Manager Hernandez.

CONSENT AGENDA

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)

Mayor Payne said we are pulling items three, five, and nine.

Commissioner Robinson moved to approve the Consent Agenda as amended without Items 3, 5, and 9.
Commissioner Rardin seconded the motion.
Motion Passed with a vote of 7 - 0 - 0.

ITEMS REMOVED FROM CONSENT AGENDA

3. Approve the minutes for the Regular Commission meeting on April 8, 2025. *(Rachel Hughs, City Clerk)*

City Clerk Hughs said two corrections needed to be made regarding the names of the new City Attorney, Darrell Mori, under City Manager's Report, and Joyce Gobrecht, under Public Comment.

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

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)*

Commissioner Rardin said this does not have a dollar amount. Does it vary, or is there a cap per year? I know it is an on-call type of deal. Public Works Director Vargas said no cap, and it is an on-call. Commissioner Rardin said so if needed, could they go to a million dollars? Public Works Director Vargas said exactly. Finance Director Huff said only if it is in their budget. Commissioner Rardin asked if we did proposals where we did not have a dollar amount or fiscal impact. Public Works Director Vargas said mostly through an on-call process.

Commissioner Burnett said he would abstain from voting.

Commissioner Robinson moved to approve.
Commissioner Guthrie seconded the motion.
Motion Passed with a vote of 6 - 0 - 1. Commissioner Burnett abstained.

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)

Commissioner Guthrie abstained from voting.

Commissioner Robinson moved to approve.

Mayor Pro-Tem McDonald seconded the motion.

Motion Passed with a vote of 6 - 0 - 1. Commissioner Guthrie abstained.

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)

Mr. Wilson said he was one of the two regional representatives for Region Six, which is the southeast area of the state. The New Mexico Economic Development Department's Regional Representative Team is the boots on the ground for the Department. We are here today because we want to take the original ordinance off of your rolls. We need to close out the project, and by statute, we need to pass a repealing ordinance to do so. I have some information on the investment made with the State. We made a \$100,000 investment back in 2018. We saw state GRTs of \$573,345, a net state benefit of \$1,728,000, and a return on investment of one thousand six hundred and twenty-eight percent.

Commissioner Rardin moved to approve.

Commissioner Burnett seconded the motion.

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

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).

Deputy Police Chief Glidden said Police Chief Kunihiro could not be here today, but he wrote an essay for me to read. "Good evening, Honorable Mayor and Commission. Please accept my sincere regrets as I am unable to attend this evening's meeting while attending to a family member's medical needs. I want to take a moment to share my experiences and thoughts concerning the Tularosa Basin Regional Dispatch Authority. In August of 2023, all the dispatchers who were working out of the Dispatch Center at the Alamogordo Police Department physically moved into what is known today as TBRDA. I am aware there are reservations and anxiety as the move was a big change. Changing employers, changing the norm. We are creatures of habit, and change is not easy. With that being said, I was optimistic that the formation of our local Public Safety Answering Point (PSAP) was going to be successful. I remain optimistic about TBRDA's potential for success, although I do have some concerns. Specifically, I am uneasy about how certain matters have recently been handled by Otero County, as well as about the current Director's professionalism when it comes to effectively managing and leading the organization. That said, I want to emphasize that from my perspective, Director Barney demonstrates a strong depth of knowledge and experience in PSAP operations, and the technical requirements essential for running a successful 911 center. My concerns come from continued conversations with former and current TBRDA employees in addition to conversation with some of the TBRDA board members. Concerns regarding Director Barney's open criticism of the City of Alamogordo to his subordinates, and the City's alleged attempts to prevent TBRDA from success. Concerns of his do-as-I-say, not-as-I-do mentality; the inconsistency of do-as-I-say, not-as-I-do, has caused confusion and frustration among staff. Employees are expected to follow specific standards and protocols that seem to be selectively enforced. This type of leadership has undeniably impacted moral, contributing to a notable increase in turnover within the organization. Concerns that Director Barney is in breach of his employment agreement, as he has yet to obtain his New Mexico Telecommunicator's Certification. Some members of Otero County argue that his national level of certification and the State of New Mexico is not complying with its own administrative code by failing to offer the two-week certification by waiver course. However, Director Barney was given a verbal direction years ago from the TBRDA Board to

complete the full three-week certification. These same members contend that Director Barney was unable to dedicate three weeks to attend the Academy, despite the fact that he attended more training both in and out of state than all the subordinates combined over the last year. Additionally, some argue that certification is not required to serve as Director of PSAP. While this is technically true, this only applies to the Director if he is not actively working on the dispatch floor answering calls or handling radio traffic. As of the last Board meeting, Director Barney was still performing those duties, which would be in direct violation of New Mexico law. Other concerns that the joint powers agreement only gave TBRDA Board members the ability to hire and supervise the Director and not take action against the Director or even remove the Director if necessary. Concerns that during the last TBRDA Board meeting, though Otero County Manager Pamela Heltner agreed to consider amending the current contract between Otero County and the Director as requested from Mrs. Heltner. Emails containing thoughts on how to better the joint powers agreement and contract were sent to her. Concerns that the joint powers agreement and the Director's contract was to be discussed at the April 17th Board Meeting, but was mysteriously canceled a few days prior. Concerns that Ms. Heltner sent an email on April 16th indicating she had renewed Director Barney's contract despite knowing that there were concerns from the City and Cloudcroft board members. Concerns that the County Attorney, R. B. Nichols, sent an email the evening prior to the last board meeting stating, and I quote, "I think it is vitally important for the TBRDA Board members to understand that their vote is only a recommendation. Director Barney's Contract is with Otero County, and per the operating framework of TBRDA, final employment determinations fall under the purview of the County." Basically, it leads us to believe that TBRDA is not a partnership. It has become increasingly clear that the future success or failure of the organization is currently being determined by Otero County rather than by the Board comprised of its intended stakeholders. If Pamela Heltner and others making decisions on behalf of Otero County are unwilling to revise the existing joint powers to grant TBRDA full authority to hire, supervise, and, if necessary, terminate the 911 Director, then I would support the City's separation from TBRDA. The City has invested millions of taxpayer dollars into this organization and should not continue to fund an entity over which it has no meaningful oversight or control. In my view, continuing to do so would present a misuse of public funds."

Fire Chief Ramirez said we have not seen a completion, a certification, a certified dispatcher, or getting the correct dispatch information. I have received numerous calls where the information construed over the airways for first responders was not accurate. When questioned on that, we get pushed to the side. I also have an email from R. B. Nichols that states, "Critics also claim Barney failed to provide a dedicated dispatcher for the Alamogordo Fire Department. 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 that a dedicated AFD dispatcher is not practical. Data from January 1, 2025, to today reveals AFD averages 1.79 calls." Chief Ramirez said the total number of calls in 2024 was one thousand seven hundred and sixty-one calls. We are not medical at the moment, but we are in the process of getting EMT certified. That number consists of fire calls, car crashes, vehicle fires, fire alarms, hazmat incidents, and so forth. So, of the ninety days of fiscal year 2025, from January to mid-April, we are currently at five hundred and thirty-six calls. Going back to the one-point-seven-nine daily calls that were assumed here, that is not true. Back to the letter, "Less than an hour of work leaving a dedicated dispatcher idle and inefficient. A shared dispatcher handling AFD and other agencies could manage five to ten calls daily, two to four hours, matching industry norms." Going forward, I was informed that TBRDA has also taken on Tularosa, Mescalero, Cloudcroft. I was informed that under the fire aspect, they were to provide Mescalero with their own dispatchers. That is also not true. The dispatchers currently working in TBRDA are now being taxed to dispatch those calls also within the County. Why are we being pushed to the side and not getting the correct information? This is a two-and-a-half-year issue that we have fought. I have met with TBRDA Director Barney, and Acting City Manager Hernandez has met with him, too. We talked about when this was going to change. From talking to the current dispatchers, I can tell you they are forced to be put into these positions to dispatch for City fire. There is a difference between law enforcement dispatching and fire dispatching. We asked TBRDA Director Barney when that was going to be completed, and I still have not received an answer from him. My recommendation as a City member and Director of the Alamogordo Fire Department is that we pull back from TBRDA. I have calls for reference for the Commission so you can see the mishaps that happen from the inconsistencies on a daily basis.

Acting City Manager Hernandez said she wanted to emphasize that we have tried. I have individually met with them, and the budget is always a huge concern. They have a \$4,200,000 budget. To put that in perspective, the only department in the City that has a budget like that is the Alamogordo Police Department, with almost one hundred personnel. Dispatch has about twenty. At the end of the day, I want to emphasize again that I have tried, Police Chief Kunihiro has tried, Fire Chief Ramirez has tried, and we are promised one thing face-to-face, but nothing has really changed. As Fire Chief Ramirez mentioned, fire and police dispatch are completely different, and the dispatchers are not trained in fire dispatch. I am not blaming the dispatchers. When they give incorrect information, that is

because the leadership has failed to provide them with the tools to properly dispatch for the fire department. That puts the citizens of Alamogordo in jeopardy. Even after the County Attorney's letter, I was still optimistic that we could get through this if we could update the JPA and contract and they would accept our changes to it. When the email came in from County Manager Heltner saying our concerns were not relevant, it felt like a slap in the face to the City. They did not say this, but it felt like they were telling us to shut up, sit down, hand us our check, and let us do our thing. This item was originally to be a discussion, not an action item. We met with them in October, and they kept canceling all the way through March. She continued that Mayor Payne had said, after five cancellations, that we needed to have a meeting. A special meeting was held on March 27th to begin addressing some of the critical issues that kept being put off, including the astronomical budget. I want to make it clear we were not asking for TBRDA Director Barney's termination. His contract was up, and we were asking not to renew it. We were not after him. We thought he served his purpose, and we now needed new leadership for the role. In the executive session, they were supposed to speak about that. On April 2nd, they called a special meeting on April 3rd. April 2nd is when we received the letter from the County Attorney, which basically says our vote is a recommendation and TBRDA Director Barney's contract is with Otero County. Per the operating framework, final employment determination falls under the County. The letter specifically said why it is not an issue and why they will not be addressing it. At the April 3rd meeting, we had an exhaustive conversation. At the end of that, Chief Kunihiro asked if they were willing to accept the City's recommendation on the contract and JPA. Without hesitation, they said yes, as long as we provide the comments by a certain time so we can discuss it at the regularly scheduled board meeting on April 17th. We provided the comments with plenty of time. On April 10th, before the meeting but after we submitted our comments, I received a request for an executive session from County Manager Heltner to have both governing bodies, the City Commission and the County Commission. After researching it, I felt this could not be an executive session and could be done in an open meeting. I did that on Friday. On Monday, instead of reaching out to my email and responding about the open meeting, we got a notification that the April 17th meeting was going to be canceled until further notice. Basically, until we had the joint meeting. Keep in mind that we gave our comments about the changes we would like to see. A unilateral decision was made by the County, and these letters and emails are in your packet, informing the Board that County Manager Heltner has renewed TBRDA Director Barney's contract, completely dismissing the concerns and bypassing the Board's prior agreement to discuss the amendments. At the end of the day, I want to reiterate this is not personal. I like TBRDA Director Barney and think he is very intelligent. I truly believe he was here for a purpose, which was to help join the dispatchers. I feel his time is up, and he lacks leadership. I do believe he plays favoritism, and we see it at the Board level, so I have no doubt he does it with his subordinates. At the end of the day, the Board members felt that it was in the best interest of the citizens of Alamogordo to bring it to the Commission and ask permission to withdraw from TBRDA in accordance with the JPA. The citizens of Alamogordo live within Otero County, and we are the biggest incorporated city within the County. Our citizens pay County and City taxes. They are already paying double for the service they are not getting. I think it is incumbent upon us to ensure the citizens of Alamogordo are taken care of. In my estimate, they are paying more than other communities being served, such as Tularosa, Cloudcroft, and Mescalero. I believe no meaningful input is taken seriously from the City, and I think we should bring dispatch back. It serves our citizens and public safety with Fire and Police. We are also putting them in danger. We need to really consider all the issues they have in serving our citizens.

Mayor Payne said we serve the citizens of Alamogordo, and these are taxpayer dollars. Right now, we are putting in \$1,000,000. When former City Manager Rick Holden was here, we, the City, decided the budget. The County did not think we were putting in enough money and so Sheriff Black and TBRDA Director Barney came to speak to City Manager Holden. City Manager Holden told them we were not putting in any more money until we see how this thing goes. That was in the first year the dispatch center was up. He also said we were not willing to spend any more money until we see how this all works. They left. I think Acting City Manager Hernandez was willing to put in a little more money, but City Manager Holden said absolutely not. I know the argument now is that the City should put in sixty percent, but after that has happened, I am glad we did not. They are basically telling us to give us your money, sit down, be quiet, and you are not allowed any input. When you cancel a public meeting without notice, as a government entity, for five meetings in a row with no public notice, what would happen here? The Attorney General would be all over us. The citizens would be all over us. The comment was made that you cannot blame TBRDA Director Barney because you are not following the contract. I asked how we would follow the contract or discuss any of this when you are canceling half a year of meetings in a row. How are we supposed to get anything done? In March, Acting City Manager Hernandez said in an email that if we do not meet, because they tried to cancel the meeting again, I am recommending that we pull out of TBRDA. That was the only reason we got the meeting. That would have been the sixth meeting in a row that was canceled. This Commission could not do that, yet this was how the Board was operating. I am concerned. I cannot imagine all of this happening, all these things, going over our heads, and doing everything they want anyway, without the intention that they wanted the City to pull out. Who does

that? You cannot possibly think we are going to hand over more than \$1,000,000 in taxpayer dollars and let you say you do not have a say in anything. No one does that. Again, I think the County wants us to pull out and they do not want this partnership. If they do, it concerns me. I think we are doing a disservice to our taxpayers if we continue this partnership or if we even consider it. Some of us take this very seriously. It is important to be responsible, and this is not being responsible.

Commissioner Rardin said it took twenty years to get this done. Everyone who pays a cell phone bill, or any telephone bill, pays a portion of the PSAP money. We have worked on getting these two joined together so we can access that funding. I would hate to see this end because of a little squabble. Anytime you join two government entities together, you will have problems. It will take time to work out. I do not know all the details you do. You are supposed to share that with us, and we do not hear about it until there is a problem. I have a question about the fact they renewed his contract. In the JPA, under Article 2, it says, "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 as an area consisting of the county, city, and Cloudcroft." Basically, that statement says the County does not have any authority, the City does not have any authority, that Board has the authority. How did they extend the contract when the Board had never approved it? It also says the Board will choose a Chairperson, a Vice-Chairperson, and a Secretary. As far as the Board goes, who is in charge of calling and canceling the meetings? Acting City Manager Hernandez said the Chairperson. Commissioner Rardin asked who the Chairperson was. Acting City Manager Hernandez said Sheriff Black. To address other things, the 911 money to join has dried up. The State only gives maybe \$250,000. We do not have the big funding of millions of dollars that was promised to come in. The rest is up to the City and County to put in. Cloudcroft does not put in because of some agreement they made with the Sheriff's Department. Commissioner Rardin said we would lose \$250,000 in funding if we pulled out. Acting City Manager Hernandez said no, we would lose about \$2,000,000 in funding if we stayed in. It is very clear that we do not have control. It talks about renewal and hiring, not about disciplinary or termination. Commissioner Rardin said the statement under establishments and powers says the Board has all the authority. It is like the Solid Waste Authority Board we have. Acting City Manager Hernandez said to emphasize that, the County Attorney, in a public meeting, at the budget hearings, said, the landfill is run by the City, and they run that however they want. Commissioner Rardin said it is not, it is run by the Board. The Solid Waste Authority Board only meets once a year unless there is an issue. I think that is the key to why it has been so successful. Again, the way the statement reads, the Board has the authority. Acting City Manager Hernandez said I have communicated with you on seven different occasions through my weekly recaps. It started in October-November, and we did not meet. So, I started letting you know that there were more issues. I have communicated clearly through my weekly recaps, especially regarding the lack of service on the Fire Department. I tell you when there is an issue so you are aware. There is no reason to tell you when things are hunky-dory. Otherwise, my report would be one hundred pages long.

City Attorney Smith said she agreed with Commissioner Rardin in his analysis of the contract. It clearly says that the Board shall oversee all operations. The Board members consist of four City, four County, and two Cloudcroft. The problem is, County has said no, that is not true; you are just an advisory board, which is not how this contract is written by any means. The way this contract is written is like how the City Manager position is. Commissioner Rardin said they are an at-will employee, yes. City Attorney Smith said their Director is basically supposed to be their City Manager for their Board. Unfortunately, with what we have been seeing lately, that is not how it is being handled. I would argue the contract that the County entered into violated this initial contract. This initial contract was first, and it was filed with the State. The employment contract that states that he is basically a County employee is not correct. It should not have been written that way. It should have been a contract with the Board. Unfortunately, that is not how they did it, and the County is telling the Board members that they do not get a say now. Commissioner Rardin said he understood the Board using the County's HR Department for the contract and hiring. That is how we do the Landfill where our HR handles the employees, but they are employees of the board. Mayor Payne said the argument was that the contract is between him and the County, and the County can renew it, but they do not need our permission. Commissioner Rardin said the Board needs to go in and name a Director because they do not have one. Acting City Manager Hernandez said we have tried several times, and that is where we got to this point. We have tried. I will refer you to County Manager Heltner's email where she clearly states she is the authority over all contracts with the County. We cannot address the issues if six meetings continuously get canceled. Mayor Payne said my argument is, okay, you renewed his contract, but that still does not give you the authority to place. You can tell me he works for the County, but that does not mean that because you hired him, we have to keep him as the Director of TBRDA. Their argument is, yes, you do. Commissioner Rardin said the JPA does not say that. Mayor Payne said you need to talk to County Attorney Nichols; I was hoping he would be here tonight. Commissioner Rardin said maybe that is the answer. Before we pull the trigger to pull out, the entire Board can meet with the County

Commission. I know that is difficult. It took so long to get this accomplished. We can sit down with our attorney and their attorney. I am not an attorney, but it is cut and dry when it says the Board has the authority. Mayor Payne said I am not sure how you are going to get a different answer when they just renewed his contract. In the last meeting, I said this JPA was done back when former City Manager Brian Cesar and former Police Chief Denton were here. They were the ones that agreed to this. I would have never agreed to this to begin with because it was poorly written. I was not involved then, and that is water under the bridge. I also said if this is the issue, the City should take over the HR and Administrative portion. We will be the fiscal agent, and he can report to us. They said we could talk about that. I said let's put the JPA on the next meeting. Instead of having the meeting, they canceled it and renewed his contract. I do not understand why they are working so hard to protect him or ensure his continued employment, but we heard from five dispatchers, and I got a phone call from a sixth. Acting City Manager Hernandez said we are missing the point. We are putting our citizens, EMS, and Fire in danger. Fire Chief Ramirez can tell you how many times he met with TBRDA Director Barney to come up with a solution. I can give you an example of how it does not matter what we say. When there is a domestic violence call, that puts an officer in a different mind-frame. Instead of pitching that out as requested by Police Chief Kunihiro, they chose not to do that. That puts our officers in danger when they show up to a call, and they are not sure if it is domestic or not. They have to go through a billion questions. She continued that Commissioner Rardin has expressed concern about having to call and answer a million questions and not get the information dispatched to the Police Department. We are missing the point. As far as TBRDA Director Barney, his contract was up, and it was the perfect time to move us all forward. It has clearly been stated that is not the direction. I do not have issues with TBRDA Director Barney; I have issues with how this was all handled. Our Fire and Police Departments are putting their lives on the line, and our concerns with that are just irrelevant to the point where they are continuing the employment of the individual who continuously disregards the men and women on the street and disregards Police Chief Kunihiro and Fire Chief Ramirez. That is the point of this whole thing. We can pull this back for cheaper and have control over it. We are stuck with this for two more years.

Commissioner Robinson said if we do this, how does that happen logistically? Do the dispatchers go somewhere else? Acting City Manager Hernandez said no, we would hire our own dispatchers. He asked where their operation center would be. She said it would be where it was before, at the Police Department. He asked how quickly that would be operational. She said we would have to give six months notice per the JPA, and we would have it up and running within that six months. Commissioner Rardin asked how much money it would cost to get that back up and running. She said it would cost us a little money, and we would want to update and become completely off the servers of the County. We are getting the final cost, but when we met with Bootheel IT Services (BITS), they were talking about \$300,000 to get our servers and everything off the County. We would want to run our own. As a reminder, they are asking us to pay sixty percent of the \$4,200,000 without us having any say. There is an offset. Are we willing to take the risk of giving them their money and us not having any say? Or is it at least if we put in additional money to get it back that we have a say over it? Commissioner Rardin said he has heard the word control multiple times in this conversation. It seems we want to be in control, and they do, too. Mayor Payne and Acting City Manager Hernandez said no. Commissioner Rardin said the bottom line is that the Board is in control. Commissioner Robinson said the Board is not in control. There is no control. Commissioner Rardin said that when the Chairperson cancels the meeting, the Board needs to start asking why it was canceled. Commissioner Robinson said they are not doing that. Mayor Payne said that is not true. I did ask several times. I finally had to threaten to pull out of TBRDA if we did not have a meeting. This is not about control. This is about being responsible for over \$1,000,000. They want more. It is also about the safety of our citizens. There is such ridiculously high turnover, and that comes down to leadership. We would not accept it here. I do not think the County would accept it in any of their other departments. I agree with Acting City Manager Hernandez that TBRDA Director Barney is very smart, but there is so much technology over there that you cannot do your job. They are too busy pressing buttons, inputting information, and asking questions. We had the former Dispatcher of the Year quit. That should tell you everything you need to know. Nobody wants to control anything, but we want a seat at the table if we are going to spend that much in taxpayer dollars. We should get an equal seat at the table. Honestly, we were never given a reason why the meetings were canceled. Commissioner Rardin said we need to answer that question. Mayor Payne said we have. Commissioner Rardin said we, as a governing body, need to write a letter and say we need an answer.

Commissioner Burnett asked what legal ramifications we had to get the situation rectified as far as the contract. City Attorney Smith said that as far as the contract goes, all we have to do is a one hundred and eighty-day written notice and give it to the Board. It is a letter saying we are withdrawing from this and we do not have to give an explanation. Nothing in here says we can only withdraw under certain circumstances. We had some of the dispatchers talk about leadership and a hostile working environment. Because TBRDA is a board, and we are joined like co-op, as the City, we would be held liable should anyone sue. From what I have heard, I have serious concerns about the City's liability

issues. Additionally, if our Police and Fire Departments are not getting accurate information or called out late, and someone passes away, it will come back on us. They are going to sue TBRDA, the County, and the City. It will be a joint lawsuit where we have liability for it. As far as this contract and pulling out, there really isn't any. Commissioner Burnett asked what the Board itself could do to override the contract. City Attorney Smith said if we say we want to withdraw and we give that notice, there is nothing the Board can do to us. Commissioner Burnett said the Board is supposed to have the control or power. Acting City Manager Hernandez said that was the conversation we were supposed to have on April 17th. To update the JPA to allow the TBRDA Board to have authority over TBRDA. Not the County. Commissioner Rardin said we have that. Acting City Manager Hernandez said they canceled the meeting. Legally speaking, are you asking if we can sue? Commissioner Burnett said I am not asking to sue. I am saying that the Board is supposed to already be in control. Commissioner Rardin said the JPA we have now says the Board has control. Commissioner Burnett asked what the Board itself could do to override the re-signing of Director Barney's contract. City Attorney Smith said that, in theory, they should vote on it. The problem is that is not what they did. Commissioner Burnett said if there are ten members in total and six do not want to renew the contract, then what? Acting City Manager Hernandez said that was where the vote on April 3rd was heading, a six to four vote. That is when everything got canceled. Mayor Payne said the issue is they already signed the contract, so anything we do now is in violation of that contract. Commissioner Rardin asked where Cloudcroft was in all of this. Fire Chief Ramirez said Cloudcroft's Chief Wuerschling has talked about positive reinforcement on that, like if it would be better to put a suspension in place for TBRDA Director Barney. At times, he also gets incorrect information for his service, and that also shows a lack of coordination. Commissioner Rardin asked if the volunteer fire departments in the County have been having the same issues. Fire Chief Ramirez said on Saturday evening, we had a call for a hiker that fell in a canyon. Originally, this call was initiated through County side at about seven o'clock in the evening. The City has a certified technical rescue team and a rope team to perform these kinds of duties. We were not dispatched or notified by any County member whatsoever. It was the AMR Supervisor who knew what we had in the Department, and that was not made until 10:30 at night. This gentleman who was up there had severe injuries and was waiting all this time for help. You mentioned if the County was getting the same things. Why wouldn't the County have gone through Dispatch to say? They know what we have. Why wouldn't they have called us immediately to be dispatched up there? The same thing with the Shooters nightclub fire. I received a call from Acting City Manager Hernandez about that. They were fighting that fire, and she asked me if I knew anything about it. I told her I did not, and she sent me the Facebook post. When I looked at the time stamp, I thought it would be a burnt pile of rubble by the time I got there. When I drove out there, they were still actively engaging. I went to the County Chief and asked why we were not dispatched on this when it was right outside City jurisdiction. We had capable units to come and help, and we stayed there until almost midnight, assisting them. Again, there is a lack of coordination. We sit in these Board meetings and have discussions so we can work on the JPA's and both sides, City and County, can come into agreements. All of a sudden, all County members say they value him highly, but I have met with them and they say they are lacking the same things in coordination. They are not getting a response and getting issues over and over.

Commissioner Tapley asked what changes to the JPA were you referring to? Acting City Manager Hernandez said they are simple changes in the JPA and contract. The Director reports directly to the Board, and the Board has the authority to hire, supervise, discipline, and terminate. That is what we requested. If you look at the JPA and his contract and job description, they all say something different. We wanted to get them in alignment with one another to ensure the Director is clearly an employee of the Board. I ask you to take real consideration with what Police Chief Kunihiro and Fire Chief Ramirez say. I do not deal with this on a daily basis; they do. I request you weigh heavily on their words. Commissioner Rardin said I do not see how the contract they signed with the Director is even legal. As a Board, you never approved it. Mayor Payne said they insist he is a County employee. Commissioner Rardin said the City Commission should sit down with the County Commission and their Board, and that will be difficult to set up, to find out why. This JPA says you only meet one time a year. Acting City Manager Hernandez said it does say that, but the Board agreed to meet monthly for operational purposes. Although we can do more, it says that we have to meet once a year at a minimum. Commissioner Rardin said it says 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. Commissioner Burnett said he thought that everyone sitting down together was a great idea. I only say this because if we set up the meeting and they cancel, we have our answer. Mayor Payne said she did not think they would cancel. Acting City Manager Hernandez said they refused to meet. So, are we going to continue? Commissioner Burnett said we are demanding a meeting. Acting City Manager Hernandez said they would have a meeting. Commissioner Rardin said the entire governing body has more pull than just two board members. Acting City Manager Hernandez said it was four. We can set it up, but I want to say that I coordinated the last meeting, and it took four months. We have no recourse in these four months for anything. Commissioner Rardin said that we do according to the JPA. Acting City Manager Hernandez said agreed. These are the same arguments we have had with them. It is very frustrating.

Commissioner Rardin said if we were to approve this tonight and pull out, we would still be six months down the road before we can legitimately pull out and set ours back up. Say it takes thirty days for us, which is probably optimistic, to sit down with the County and Board to figure out what is going on and what everyone is doing. Mayor Payne said I am not sure how you are going to get different information. There are only three County Commissioners, and one of them sits on the Board. Commissioner Rardin said that going back to Fire Chief Ramirez's comments, I thought we had JPAs in place for mutual aid, such as the Shooter's fire. Fire Chief Ramirez said his understanding was that it was a gentleman's agreement with mutual aid between the City and County. We were talking about going into automatic aid, which I am all for with the County. However, I have concerns. It would benefit the City and the County; however, when I have asked for certification levels because we are IFSAC-accredited, my concern was what am I getting coming into the City. Commissioner Rardin said theirs is different because it is a volunteer-type deal. Trying to force them to get certifications and stuff is a little different. We can say either you meet this or you do not have a job. In my opinion, who cares who puts the fire out, whether it is us or them. We are all here for the same purpose.

Acting City Manager Hernandez said going back to the joint meeting, I wanted to read Otero County Manager Pamela Heltner's email. She says, "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 Board of County Commissioners." Commissioner Rardin asked how the County approved his contract. Was it done in a meeting? If they did not, they violated the Open Meetings Act because they did not approve the contract in there. Mayor Payne said that is not our problem. Commissioner Rardin said the contract is supposed to be approved by the Board, not Otero County. Mayor Payne said she understood that. That is why we are here in an open meeting talking about it. We cannot police the County. Our issue is whether we want to continue this. By continuing this, we are dismissing five people here who had serious concerns. I do not see where it is going to be any better with the County on this. I am more than happy to collaborate with the County on other matters, but on this, we simply do not agree.

Commissioner Robinson moved to approve pulling out of TBRDA.

Mayor Pro-Tem McDonald seconded the motion.

Motion Passed with a vote of 4 - 3 - 0. Commissioners Burnett, Rardin, and Tapley voted nay.

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

Mayor Payne appointed Justin Purvis to the Airport Zoning Board and Patricia Cox 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)(8), NMSA 1978 (as amended) to discuss Real Property: the sale of the Fairgrounds Parking Lot.

Commissioner Burnett moved to Adjourn into Executive Session at 8:33 PM.

Commissioner Tapley seconded the motion.

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

ADJOURNMENT

ATTEST:

Mayor Susan Payne

City Clerk Rachel Hughes

(Prepared by Dylan Aleshire, Deputy Clerk)
Approved at the Regular Meeting held on May 13, 2025.

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 5/13/2025

Report Date:

Report No: 3.

Submitted By: Rachel Hughs

Subject: Approve the statements related to the Executive Closed Sessions held on April 22, 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 (h)(8) of the Open Meetings Act, approve the following statements authorizing them to be included in the minutes of May 13, 2025: "The Governing Body of the City of Alamogordo, New Mexico, hereby states that on April 22, 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: 5/13/2025

Report Date: 05/02/2025

Report No: 4.

Submitted By: Troy Orr

Subject: Consider, and act upon, Resolution 2025-12 requesting authorization to submit a grant application to the FAA; and to approve a cash match commitment for the Federal grant award for Phase 1 Preliminary Engineering Report for the Rehabilitate Runway 4-22 Project at the Alamogordo-White Sands Regional Airport. *(Troy Orr, Airport Manager)* **(Roll Call Vote Required)**

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Approve the grant application for the Runway 4-22 PER at the Alamogordo-White Sands Regional Airport.

Background: Project 24070 is intended for the rehabilitation and/or reconstruction of Runway 4-22 to maintain the useful life of the primary runway surface. The City desires to submit a grant application to the FAA in the amount of \$259,350 for the Phase 1 Preliminary Engineering Report (PER) for the project. The federal grant requires a 5% match, of which 4% will be matched by the New Mexico Department of Transportation Aviation Division, and the remaining 1% will be matched by the City.

The total dollar amount of the Phase 1 PER is \$273,000. The FAA's obligation is \$259,350, the NMDOT match is \$10,760, and the city's match is \$2,890.

RESOLUTION NO. 2025-12

A RESOLUTION AUTHORIZING THE CITY OF ALAMOGORDO (CITY) TO SUBMIT A GRANT APPLICATION TO THE FEDERAL AVIATION ADMINISTRATION; AND APPROVE A CASH MATCH COMMITMENT FOR THE FEDERAL GRANT AWARD FOR PHASE 1 PRELIMINARY ENGINEERING REPORT FOR THE REHABILITATE RUNWAY 4-22 PROJECT AT THE ALAMOGORDO-WHITE SANDS REGIONAL AIRPORT

WHEREAS, the City recognizes the importance of maintaining and operating the Alamogordo-White Sands Regional Airport in a safe and efficient manner; and

WHEREAS, Runway 4-22 requires major pavement rehabilitation and/or reconstruction to maintain the useful life of the primary runway surface; and

WHEREAS, and the City of Alamogordo (City) desires to submit an application to the Federal Aviation Administration (FAA) for Federal Fiscal Year 2025 in the amount of up to \$259,350 for the Phase 1 Preliminary Engineering Report for the Rehabilitate Runway 4-22 project at the Alamogordo-White Sands Regional Airport; and

WHEREAS, the FAA grant application requires a 5% cash match in the amount of \$259,350 for total project amount of \$273,000, with 4% of said match coming from the New Mexico Department of Transportation Aviation Division (NMDOT-AD) in the amount of \$10,760 and 1% of said match coming from the City of Alamogordo (local match) in the amount of \$2,890.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF ALAMOGORDO, that the City Commission, by adopting this Resolution, does hereby authorize the City's Airport Division to submit a FAA Airport Infrastructure Grant application for Federal Fiscal Year 2025 in the amount of \$259,350.

BE IT FURTHER RESOLVED, that the City Manager is authorized to execute any necessary documents with the FAA, NMDOT-AD, or related agency, for receipt of such funding and is authorized to commit to the required local match of \$2,890 Dollars for Fiscal Year 2026.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2025.

CITY OF ALAMOGORDO, NEW MEXICO,
A NEW MEXICO MUNICIPAL CORPORATION

Susan L. Payne, Mayor

SEAL

ATTEST:

APPROVED AS TO FORM:

Rachel Hughes, City Clerk

Ashley Smith, City Attorney

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

ALM

5a. Federal Entity Identifier:

3-35-0001-

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

City of Alamogordo

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

85-6000099

*** c. UEI:**

GK8LNMMJ3XN1

d. Address:

*** Street1:**

1376 E. Ninth Street

Street2:

*** City:**

Alamogordo

County/Parish:

*** State:**

NM: New Mexico

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

88310-5855

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

*** First Name:**

Troy

Middle Name:

*** Last Name:**

Orr

Suffix:

Title:

Airport Manager

Organizational Affiliation:

City of Alamogordo

*** Telephone Number:**

(575) 439-4110

Fax Number:

*** Email:**

torr@ci.alamogordo.nm.us

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

* 12. Funding Opportunity Number:

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Rehabilitate Runway 4-22

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant

2nd

* b. Program/Project

2nd

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

05/01/2025

* b. End Date:

05/30/2026

18. Estimated Funding (\$):

* a. Federal	259,350.00
* b. Applicant	0.00
* c. State	10,760.00
* d. Local	2,890.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	273,000.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

Ms.

* First Name:

Stephanie

Middle Name:

* Last Name:

Hernandez

Suffix:

* Title:

Acting City Manager

* Telephone Number:

575-439-4203

Fax Number:

* Email:

shernandez@ci.alamogordo.nm.us

* Signature of Authorized Representative:



* Date Signed:

FY25 FAA IJA AIG
PROJECT COST DESCRIPTION SUMMARY

Runway 4-22 Preliminary Engineering Report
Alamogordo - White Sands Regional Airport
Alamogordo, NM
AIG No. Pending
NMDOT-AD Project No. Pending
Delta Project No. 24070

<u>ITEM:</u>	<u>TOTAL</u>	<u>FAA FEDERAL</u>	<u>STATE</u>	<u>LOCAL</u>
11a. ADMINISTRATIVE EXPENSE	\$4,000	\$3,800	\$0	\$200
Sponsor Grant Administrative Costs for IFE	\$4,000	\$3,800	\$0	\$200
11d. ARCHITECTURAL/ENGINEERING BASIC FEES	\$269,000	\$255,550	\$10,760	\$2,690
Delta Task Order No. Five (5)	\$269,000	\$255,550	\$10,760	\$2,690
TOTAL:	\$273,000	\$259,350	\$10,760	\$2,890

	<u>TOTAL</u>	<u>FEDERAL</u>	<u>STATE</u>	<u>LOCAL</u>
GRANT REQUEST:	\$273,000	\$259,350	\$10,760	\$2,890

Application for Federal Assistance (Development and Equipment Projects)

PART II – PROJECT APPROVAL INFORMATION

Part II - SECTION A	
The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.	
Item 1. Does Sponsor maintain an active registration in the System for Award Management (www.SAM.gov)?	☒ Yes ☐ No
Item 2. Can Sponsor commence the work identified in the application in the fiscal year the grant is made or within six months after the grant is made, whichever is later?	☒ Yes ☐ No ☐ N/A
Item 3. Are there any foreseeable events that would delay completion of the project? If yes, provide attachment to this form that lists the events.	☐ Yes ☒ No ☐ N/A
Item 4. Will the project(s) covered by this request have impacts or effects on the environment that require mitigating measures? If yes, attach a summary listing of mitigating measures to this application and identify the name and date of the environmental document(s).	☐ Yes ☒ No ☐ N/A
Item 5. Is the project covered by this request included in an approved Passenger Facility Charge (PFC) application or other Federal assistance program? If yes, please identify other funding sources by checking all applicable boxes. ☐ The project is included in an <i>approved</i> PFC application. If included in an approved PFC application, does the application <i>only</i> address AIP matching share? ☐ Yes ☐ No ☐ The project is included in another Federal Assistance program. Its CFDA number is below.	
Item 6. Will the requested Federal assistance include Sponsor indirect costs as described in 2 CFR Appendix VII to Part 200, States and Local Government and Indian Tribe Indirect Cost Proposals? ☐ Yes ☐ No ☒ N/A If the request for Federal assistance includes a claim for allowable indirect costs, select the applicable indirect cost rate the Sponsor proposes to apply: ☐ De Minimis rate of 10% as permitted by 2 CFR § 200.414. ☐ Negotiated Rate equal to % as approved by (the Cognizant Agency) on (Date) (2 CFR part 200, appendix VII). <i>Note: Refer to the instructions for limitations of application associated with claiming Sponsor indirect costs.</i>	

PART II - SECTION B

Certification Regarding Lobbying

The declarations made on this page are under the signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached. The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.

The Authorized Representative certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Sponsor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Authorized Representative shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The Authorized Representative shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

PART II – SECTION C

The Sponsor hereby represents and certifies as follows:

1. Compatible Land Use – The Sponsor has taken the following actions to assure compatible usage of land adjacent to or in the vicinity of the airport:

Airport zoning regulations in City of Alamogordo Zoning Code

2. Defaults – The Sponsor is not in default on any obligation to the United States or any agency of the United States Government relative to the development, operation, or maintenance of any airport, except as stated herewith:

None

3. Possible Disabilities – There are no facts or circumstances (including the existence of effective or proposed leases, use agreements or other legal instruments affecting use of the Airport or the existence of pending litigation or other legal proceedings) which in reasonable probability might make it impossible for the Sponsor to carry out and complete the Project or carry out the provisions of the Grant Assurances, either by limiting its legal or financial ability or otherwise, except as follows:

None

4. Consistency with Local Plans – The project is reasonably consistent with plans existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

True

5. Consideration of Local Interest – It has given fair consideration to the interest of communities in or near where the project may be located.

True

6. Consultation with Users – In making a decision to undertake an airport development project under Title 49, United States Code, it has consulted with airport users that will potentially be affected by the project (§ 47105(a)(2)).

True

7. Public Hearings – In projects involving the location of an airport, an airport runway or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

N/A

8. Air and Water Quality Standards – In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable and air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty days after the project application has been received by the Secretary.

N/A

PART II – SECTION C (Continued)

9. Exclusive Rights – There is no grant of an exclusive right for the conduct of any aeronautical activity at any airport owned or controlled by the Sponsor except as follows:

None

10. Land – (a) The sponsor holds the following property interest in the following areas of land, which are to be developed or used as part of or in connection with the Airport subject to the following exceptions, encumbrances, and adverse interests, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

True

The Sponsor further certifies that the above is based on a title examination by a qualified attorney or title company and that such attorney or title company has determined that the Sponsor holds the above property interests.

(b) The Sponsor will acquire within a reasonable time, but in any event prior to the start of any construction work under the Project, the following property interest in the following areas of land on which such construction work is to be performed, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

None

(c) The Sponsor will acquire within a reasonable time, and if feasible prior to the completion of all construction work under the Project, the following property interest in the following areas of land which are to be developed or used as part of or in connection with the Airport as it will be upon completion of the Project, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

None

¹ State the character of property interest in each area and list and identify for each all exceptions, encumbrances, and adverse interests of every kind and nature, including liens, easements, leases, etc. The separate areas of land need only be identified here by the area numbers shown on the property map.

PART III – BUDGET INFORMATION – CONSTRUCTION

SECTION A – GENERAL
1. Assistance Listing Number:
2. Functional or Other Breakout:

SECTION B – CALCULATION OF FEDERAL GRANT			
Cost Classification	Latest Approved Amount (Use only for revisions)	Adjustment + or (-) Amount (Use only for revisions)	Total Amount Required
1. Administration expense			\$ 4,000
2. Preliminary expense			
3. Land, structures, right-of-way			
4. Architectural engineering basic fees			269,000
5. Other Architectural engineering fees			
6. Project inspection fees			
7. Land development			
8. Relocation Expenses			
9. Relocation payments to Individuals and Businesses			
10. Demolition and removal			
11. Construction and project improvement			
12. Equipment			
13. Miscellaneous			
14. Subtotal (Lines 1 through 13)			\$ 273,000
15. Estimated Income (if applicable)			
16. Net Project Amount (Line 14 minus 15)			
17. Less: Ineligible Exclusions (Section C, line 23 g.)			
18. Subtotal (Lines 16 through 17)			\$ 237,000
19. Federal Share requested of Line 18			259,350
20. Grantee share			2,890
21. Other shares			10,760
22. TOTAL PROJECT (Lines 19, 20 & 21)			\$ 273,000

SECTION C – EXCLUSIONS	
23. Classification (Description of non-participating work)	Amount Ineligible for Participation
a.	
b.	
c.	
d.	
e.	
f.	
g. Total	

SECTION D – PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE	
24. Grantee Share – Fund Categories	Amount
a. Securities	
b. Mortgages	
c. Appropriations (by Applicant)	
d. Bonds	
e. Tax Levies	
f. Non-Cash	
g. Other (Explain):	
h. TOTAL - Grantee share	\$ 2,890
25. Other Shares	Amount
a. State	10,760
b. Other	
c. TOTAL - Other Shares	\$ 10,760
26. TOTAL NON-FEDERAL FINANCING	

SECTION E – REMARKS (Attach sheets if additional space is required)

PART IV – PROGRAM NARRATIVE
(Suggested Format)

PROJECT: Rehabilitate Runway 4-22

AIRPORT: Alamogordo - White Sands Regional Airport

1. Objective:

Prepare an Engineering Report to identify the type of pavement work, i.e., rehabilitation or reconstruction, for Runway 4-22.

2. Benefits Anticipated:

Allow the Airport to have a fully functional runway with extended useful life.

3. Approach: (See approved Scope of Work in Final Application)

All work is to be completed per the current FAA Design Standards.

Complete necessary topography and site surveying and provide geotechnical investigation and analysis/testing
Prepare a Pavement Evaluation Report using the FAA's FAARFIELD pavement design software to evaluate the existing pavement and determine the proposed pavement design for rehabilitation or reconstruction options
Prepare a Pavement Evaluation Report that reviews existing VFR and IFR traffic and evaluates current and future traffic for the projected lifespan of the rehabilitation.
Prepare Pavement Rehabilitation Alternatives that includes an opinion of probable costs

4. Geographic Location:

Alamogordo-White Sands Regional Airport, Alamogordo, New Mexico

5. If Applicable, Provide Additional Information:

Project Scope also includes the development of the DBE 3-Year Goal for FY25-27 and Title VI Community Participation Plan

6. Sponsor's Representative: (include address & telephone number)

Troy Orr, Airport Manager 1376 E 9th Street, Alamogordo, NM 88310 (575) 439-4110

Drug-Free Workplace Airport Improvement Program Sponsor Certification

Sponsor: City of Alamogordo

Airport: Alamogordo-White Sands Regional

Project Number: 3-35-0001-

Description of Work: Rehabilitate Runway 4-22

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

☒ Yes ☐ No ☐ N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:

- a. The dangers of drug abuse in the workplace;
- b. The sponsor's policy of maintaining a drug-free workplace;
- c. Any available drug counseling, rehabilitation, and employee assistance programs; and
- d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

☒ Yes ☐ No ☐ N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above prior to commencement of project (2 CFR § 182.210).

☒ Yes ☐ No ☐ N/A

4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

- a. Abide by the terms of the statement; and
- b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

☒ Yes ☐ No ☐ N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300).

☒ Yes ☐ No ☐ N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:

- a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; and
- b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

☒ Yes ☐ No ☐ N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of items 1 through 6 above (2 CFR § 182.200).

☒ Yes ☐ No ☐ N/A

Site(s) of performance of work (2 CFR § 182.230):

Location 1

Name of Location: Alamogordo, NM

Address: 3500 Airport Road, Alamogordo, NM 88310

Location 2 (if applicable)

Name of Location:

Address:

Location 3 (if applicable)

Name of Location:

Address:

Attach documentation clarifying any above item marked with a "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this day of , .

Name of Sponsor: City of Alamogordo

Name of Sponsor's Authorized Official: Stephanie Hernandez

Title of Sponsor's Authorized Official: Acting City Manager

Signature of Sponsor's Authorized Official: 

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Project Plans and Specifications

Airport Improvement Program Sponsor Certification

Sponsor: City of Alamogordo

Airport: Alamogordo-White Sands Regional

Project Number: 3-35-0001-

Description of Work: Rehabilitate Runway 4-22

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). Labor and civil rights standards applicable to AIP are established by the Department of Labor (www.dol.gov/). AIP Grant Assurance C.1—General Federal Requirements identifies applicable federal laws, regulations, executive orders, policies, guidelines and requirements for assistance under AIP. A list of current advisory circulars with specific standards for procurement, design or construction of airports, and installation of equipment and facilities is referenced in standard airport sponsor Grant Assurance 34 contained in the grant agreement.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The plans and specifications were or will be prepared in accordance with applicable federal standards and requirements, so that no deviation or modification to standards set forth in the advisory circulars, or FAA-accepted state standard, is necessary other than those explicitly approved by the Federal Aviation Administration (FAA) (14 USC § 47105).
☒ Yes ☐ No ☐ N/A
2. Specifications incorporate or will incorporate a clear and accurate description of the technical requirement for the material or product that does not contain limiting or proprietary features that unduly restrict competition (2 CFR §200.319).
☒ Yes ☐ No ☐ N/A

3. The development that is included or will be included in the plans is depicted on the current airport layout plan as approved by the FAA (14 USC § 47107).
☒ Yes ☐ No ☐ N/A
4. Development and features that are ineligible or unallowable for AIP funding have been or will be omitted from the plans and specifications (FAA Order 5100.38, par. 3-43).
☒ Yes ☐ No ☐ N/A
5. The specification does not use or will not use "brand name" or equal to convey requirements unless sponsor requests and receives approval from the FAA to use brand name (FAA Order 5100.38, Table U-5).
☒ Yes ☐ No ☐ N/A
6. The specification does not impose or will not impose geographical preference in their procurement requirements (2 CFR §200.319(b) and FAA Order 5100.38, Table U-5).
☒ Yes ☐ No ☐ N/A
7. The use of prequalified lists of individuals, firms or products include or will include sufficient qualified sources that ensure open and free competition and that does not preclude potential entities from qualifying during the solicitation period (2 CFR §319(d)).
☒ Yes ☐ No ☐ N/A
8. Solicitations with bid alternates include or will include explicit information that establish a basis for award of contract that is free of arbitrary decisions by the sponsor (2 CFR § 200.319(a)(7)).
☒ Yes ☐ No ☐ N/A
9. Concurrence was or will be obtained from the FAA if Sponsor incorporates a value engineering clause into the contract (FAA Order 5100.38, par. 3-57).
☒ Yes ☐ No ☐ N/A
10. The plans and specifications incorporate or will incorporate applicable requirements and recommendations set forth in the federally approved environmental finding (49 USC §47106(c)).
☒ Yes ☐ No ☐ N/A
11. The design of all buildings comply or will comply with the seismic design requirements of 49 CFR § 41.120. (FAA Order 5100.38d, par. 3-92)
☒ Yes ☐ No ☐ N/A
12. The project specification include or will include process control and acceptance tests required for the project by as per the applicable standard:
- a. Construction and installation as contained in Advisory Circular (AC) 150/5370-10.
☒ Yes ☐ No ☐ N/A

b. Snow Removal Equipment as contained in AC 150/5220-20.

☐ Yes ☐ No ☒ N/A

c. Aircraft Rescue and Fire Fighting (ARFF) vehicles as contained in AC 150/5220-10.

☐ Yes ☐ No ☒ N/A

13. For construction activities within or near aircraft operational areas(AOA):

a. The Sponsor has or will prepare a construction safety and phasing plan (CSPP) conforming to Advisory Circular 150/5370-2.

b. Compliance with CSPP safety provisions has been or will be incorporated into the plans and specifications as a contractor requirement.

c. Sponsor will not initiate work until receiving FAA's concurrence with the CSPP (FAA Order 5100.38, Par. 5-29).

☒ Yes ☐ No ☐ N/A

14. The project was or will be physically completed without federal participation in costs due to errors and omissions in the plans and specifications that were foreseeable at the time of project design (49 USC §47110(b)(1) and FAA Order 5100.38d, par. 3-100).

☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this day of , .

Name of Sponsor: City of Alamogordo

Name of Sponsor's Authorized Official: Stephanie Hernandez

Title of Sponsor's Authorized Official: Acting City Manager

Signature of Sponsor's Authorized Official: 

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Selection of Consultants

Airport Improvement Program Sponsor Certification

Sponsor: City of Alamogordo

Airport: Alamogordo-White Sands Regional Airport

Project Number: 3-35-0001-

Description of Work: Rehabilitate Runway 4-22

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326. Sponsors may use other qualifications-based procedures provided they are equivalent to standards of Title 40 chapter 11 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. Sponsor acknowledges their responsibility for the settlement of all contractual and administrative issues arising out of their procurement actions (2 CFR § 200.318(k)).
☒ Yes ☐ No ☐ N/A
2. Sponsor procurement actions ensure or will ensure full and open competition that does not unduly limit competition (2 CFR § 200.319).
☒ Yes ☐ No ☐ N/A
3. Sponsor has excluded or will exclude any entity that develops or drafts specifications, requirements, or statements of work associated with the development of a request-for-qualifications (RFQ) from competing for the advertised services (2 CFR § 200.319).
☒ Yes ☐ No ☐ N/A

4. The advertisement describes or will describe specific project statements-of-work that provide clear detail of required services without unduly restricting competition (2 CFR § 200.319).
☒ Yes ☐ No ☐ N/A
5. Sponsor has publicized or will publicize a RFQ that:
a. Solicits an adequate number of qualified sources (2 CFR § 200.320(d)); and
b. Identifies all evaluation criteria and relative importance (2 CFR § 200.320(d)).
☒ Yes ☐ No ☐ N/A
6. Sponsor has based or will base selection on qualifications, experience, and disadvantaged business enterprise participation with price not being a selection factor (2 CFR § 200.320(d)).
☒ Yes ☐ No ☐ N/A
7. Sponsor has verified or will verify that agreements exceeding \$25,000 are not awarded to individuals or firms suspended, debarred or otherwise excluded from participating in federally assisted projects (2 CFR § 180.300).
☒ Yes ☐ No ☐ N/A
8. A/E services covering multiple projects: Sponsor has agreed to or will agree to:
a. Refrain from initiating work covered by this procurement beyond five years from the date of selection (AC 150/5100-14); and
b. Retain the right to conduct new procurement actions for projects identified or not identified in the RFQ (AC 150/5100-14).
☒ Yes ☐ No ☐ N/A
9. Sponsor has negotiated or will negotiate a fair and reasonable fee with the firm they select as most qualified for the services identified in the RFQ (2 CFR § 200.323).
☒ Yes ☐ No ☐ N/A
10. The Sponsor's contract identifies or will identify costs associated with ineligible work separately from costs associated with eligible work (2 CFR § 200.302).
☒ Yes ☐ No ☐ N/A
11. Sponsor has prepared or will prepare a record of negotiations detailing the history of the procurement action, rationale for contract type and basis for contract fees (2 CFR § 200.318(i)).
☒ Yes ☐ No ☐ N/A
12. Sponsor has incorporated or will incorporate mandatory contract provisions in the consultant contract for AIP-assisted work (49 U.S.C. Chapter 471 and 2 CFR part 200 Appendix II)
☒ Yes ☐ No ☐ N/A

13. For contracts that apply a time-and-material payment provision (also known as hourly rates, specific rates of compensation, and labor rates), the Sponsor has established or will establish:

- a. Justification that there is no other suitable contract method for the services (2 CFR §200.318(j));
- b. A ceiling price that the consultant exceeds at their risk (2 CFR §200.318(j)); and
- c. A high degree of oversight that assures consultant is performing work in an efficient manner with effective cost controls in place 2 CFR §200.318(j)).

☒ Yes ☐ No ☐ N/A

14. Sponsor is not using or will not use the prohibited cost-plus-percentage-of-cost (CPPC) contract method. (2 CFR § 200.323(d)).

☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this day of , .

Name of Sponsor: City of Alamogordo

Name of Sponsor's Authorized Official: Stephanie Hernandez

Title of Sponsor's Authorized Official: Acting City Manager

Signature of Sponsor's Authorized Official: Stephanie I. Hernandez

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Certification and Disclosure Regarding Potential Conflicts of Interest Airport Improvement Program Sponsor Certification

Sponsor: City of Alamogordo

Airport: Alamogordo-White Sands Regional Airport

Project Number: 3-35-0001-

Description of Work: Rehabilitate Runway 4-22

Application

Title 2 CFR § 200.112 and § 1201.112 address Federal Aviation Administration (FAA) requirements for conflict of interest. As a condition of eligibility under the Airport Improvement Program (AIP), sponsors must comply with FAA policy on conflict of interest. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:

- a) The employee, officer or agent,
- b) Any member of his immediate family,
- c) His or her partner, or
- d) An organization which employs, or is about to employ, any of the above.

Selecting "Yes" represents sponsor or sub-recipient acknowledgement and confirmation of the certification statement. Selecting "No" represents sponsor or sub-recipient disclosure that it cannot fully comply with the certification statement. If "No" is selected, provide support information explaining the negative response as an attachment to this form. This includes whether the sponsor has established standards for financial interest that are not substantial or unsolicited gifts are of nominal value (2 CFR § 200.318(c)). The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance.

Certification Statements

1. The sponsor or sub-recipient maintains a written standards of conduct governing conflict of interest and the performance of their employees engaged in the award and administration of contracts (2 CFR § 200.318(c)). To the extent permitted by state or local law or regulations, such standards of conduct provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the sponsor's and sub-recipient's officers, employees, or agents, or by contractors or their agents.

☒ Yes ☐ No

2. The sponsor's or sub-recipient's officers, employees or agents have not and will not solicit or accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements (2 CFR § 200.318(c)).

☒ Yes ☐ No

3. The sponsor or sub-recipient certifies that it has disclosed and will disclose to the FAA any known potential conflict of interest (2 CFR § 1200.112).

☒ Yes ☐ No

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and have the explanation for any item marked "no" is correct and complete.

Executed on this day of , .

Name of Sponsor: City of Alamogordo

Name of Sponsor's Authorized Official: Stephanie Hernandez

Title of Sponsor's Authorized Official: Acting City Manager

Signature of Sponsor's Authorized Official: 

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

24070 ALM IIJA Application

Final Audit Report

2025-04-29

Created:	2025-04-29
By:	Ana Martinez (amartinez@ci.alamogordo.nm.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMjbOQty17mL7UoMIm3YZ-jjFtUJprTGQ

"24070 ALM IIJA Application" History

-  Document created by Ana Martinez (amartinez@ci.alamogordo.nm.us)
2025-04-29 - 8:57:58 PM GMT
-  Document emailed to Stephanie Hernandez (shernandez@ci.alamogordo.nm.us) for signature
2025-04-29 - 9:00:33 PM GMT
-  Email viewed by Stephanie Hernandez (shernandez@ci.alamogordo.nm.us)
2025-04-29 - 9:25:47 PM GMT
-  Document e-signed by Stephanie Hernandez (shernandez@ci.alamogordo.nm.us)
Signature Date: 2025-04-29 - 9:26:27 PM GMT - Time Source: server
-  Agreement completed.
2025-04-29 - 9:26:27 PM GMT

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 5/13/2025

Report Date: 05/08/2025

Report No: 5.

Submitted By: Rachel Hughs

Subject: Approve Resolution 2025-13 designating the City Clerk as the Custodian of Records and the method of destruction of City records as witnessed shredding. *(Rachel Hughs, City Clerk)* **(Roll Call Vote Required)**

Fiscal Impact: \$1,431.16

Amount Budgeted: \$5,196

Fund: 011.100.2001.0000.53002. SUPPLIES-RECORDS

Additional Fiscal Impact:

Recommendation: Approve the Resolution.

Background:

The destruction of obsolete records is necessary for efficient record maintenance by the City of Alamogordo.

The number of boxes that are past the retention period and ready for destruction is 189.

The process to get approval to proceed with the destruction of records for the City of Alamogordo is to submit the list to the City Attorney to ensure no open legal cases should be kept. City Attorney Smith confirmed that the attached list is good for destruction.

RESOLUTION NO. 2025-13

**DESIGNATING THE CITY CLERK AS THE CUSTODIAN OF RECORDS
AND DESIGNATING THE METHOD OF DESTRUCTION OF RECORDS AS
WITNESSED SHREDDING BY A BONDED DESTRUCTION VENDOR**

WHEREAS, the destruction of obsolete records is necessary for efficient record maintenance by the City of Alamogordo; and

WHEREAS, in the interest of sound records management principles, the City Clerk has established procedures for the retention and disposition of municipal records; and

WHEREAS, the City of Alamogordo adopted the New Mexico Municipal Records Retention Schedule on October 13, 2020; and

WHEREAS, the City of Alamogordo desires to use witnessed shredding by a bonded destruction vendor as the approved method of destruction of records.

NOW, THEREFORE, BE IT RESOLVED: that the City Clerk is designated as the Custodian of Records, and the Clerk or her designee, is hereby authorized and directed to maintain the program for the municipality and to apply the retention period assigned by said records retention and disposition schedules to all records and files of the Municipality.

BE IT FURTHER RESOLVED: the official method for destruction of records will be designated as witnessed shredding by a bonded destruction vendor and the City Clerk is authorized to proceed with shredding of approved records.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2025.

CITY OF ALAMOGORDO, NEW MEXICO,
A NEW MEXICO MUNICIPAL CORPORATION

Susan L. Payne, Mayor

SEAL

ATTEST:

APPROVED AS TO FORM:

Rachel Hughs, City Clerk

Ashley Smith, City Attorney

CITY OF ALAMOGORDO, NEW MEXICO

*Office of the City Clerk
1376 E. Ninth Street, Alamogordo, NM 88310
(575)439-4100 (575) 439-4396 fax*

2025

NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Municipal Records Retention Schedule.

DEPT. WHERE RECORD ORIGINATED	DESCRIPTION OF RECORD	YEAR OF RECORD	ITEM # AUTHORIZING DESTRUCTION	Archive Box Number	DESTROY DATE
Legal	Legal Case Files PHA Evictions Library Complaints	1998-2014	1.15.3.401(1) 18.02.001	2025-01	All Boxes in FY 2025
Legal	Legal Case Files Municipal Court Closed Cases (Mo-R)	2014	1.21.2.636 18.02.001	2025-02	
Legal	Legal Case Files Municipal Court Closed Cases (S-Z)	2014	1.21.2.636 18.02.001	2025-03	
Legal	Legal Case Files Municipal Court Closed Cases A – CA	2014	1.21.2.636 18.02.001	2025-04	
Legal	Legal Case Files Municipal Court Closed Cases CA – GO	2014	1.21.2.636 18.02.001	2025-05	
Legal	Legal Case Files Municipal Court Closed Cases GR – MI	2014	1.21.2.636 18.02.001	2025-06	
Human Resources	Personnel Files --Termed employees 1969	1969	18.04.022	PERS-02 2025-07	
Human Resources	Personnel Files --Termed employees 1969	1969	18.04.022	PERS-27 2025-08	
City Clerk	Business Registrations --A to K	2021	18.06.002	2025-09	
City Clerk	Business Registrations --L to Z and #'s	2021	18.06.002	2025-010	
Finance – Payroll	Payroll Files – Check Stubs – 4/6/2020- 8/23/2020	2020	18.03.018	2025-011	
Finance – Payroll	Payroll Files – Check Stubs – 8/24/2020 – 12/27/2020	2020	18.03.018	2025-012	
Finance – Payroll	Payroll Files – Employee Time Sheets – 3/9/2020 – 6/28/2020	2020	18.03.018	2025-013	
Finance - Payroll	Payroll Files – Employee Time Sheets – 6/29/2020 – 11/29/2020	2020	18.03.018	2025-014	
Finance – Customer Service	Accounts Receivable – Cashier Deposit Books – July 2019 – June 2020	2019 – 2020	18.03.002	2025-015	
Finance – Customer Service	Accounts Receivable – Cash Post Listing, Deposit Disposition Forms & Department Deposit Log – June 2020	2020	18.03.002	2025-016	
Finance – Customer Service	Accounts Receivable – Cash Post Listing, Deposit Disposition Forms & Department Deposit Log – July 2020	2020	18.03.002	2025-017	
Finance – Customer Service	Accounts Receivable – Cash Post Listing, Deposit Disposition Forms & Department Deposit Log – May 2020	2020	18.03.002	2025-018	

CITY OF ALAMOGORDO, NEW MEXICO

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2025

NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Municipal Records Retention Schedule.

Finance – Customer Service	Accounts Receivable – Cash Post Listing, Deposit Disposition Forms & Department Deposit Log – March 2020	2020	18.03.002	2025-019	
Finance – Customer Service	Accounts Receivable – Cash Post Listing, Deposit Disposition Forms & Department Deposit Log – January 2020	2020	18.03.002	2025-020	
Finance – Customer Service	Accounts Receivable – Cash Post Listing, Deposit Disposition Forms & Department Deposit Log – April 2020	2020	18.03.002	2025-021	
Finance – Customer Service	Accounts Receivable – Cash Post Listing, Deposit Disposition Forms & Department Deposit Log – February 2020	2020	18.03.002	2025-022	
Finance – Customer Service	Accounts Receivable – Water Stubs – March 1, 2020 – March 15, 2020	2020	18.03.002	2025-023	
Finance – Customer Service	Accounts Receivable – Water Stubs – March 16, 2020 – March 31, 2020	2020	18.03.002	2025-024	
Finance – Customer Service	Accounts Receivable – Water Stubs – July 1, 2020 – July 15, 2020	2020	18.03.002	2025-025	
Finance – Customer Service	Accounts Receivable – Water Stubs – July 16, 2020 – July 31, 2020	2020	18.03.002	2025-026	
Finance – Customer Service	Accounts Receivable – Water Stubs – May 1, 2020 – May 15, 2020	2020	18.03.002	2025-027	
Finance – Customer Service	Accounts Receivable – Water Stubs – May 16, 2020 – May 31, 2020	2020	18.03.002	2025-028	
Finance – Customer Service	Accounts Receivable – Water Stubs – April 1, 2020 – April 15, 2020	2020	18.03.002	2025-029	
Finance – Customer Service	Accounts Receivable – Water Stubs – April 16, 2020 - April 30, 2020	2020	18.03.002	2025-030	
Finance – Customer Service	Accounts Receivable – Water Stubs – February 1, 2020 – February 15, 2020	2020	18.03.002	2025-031	
Finance – Customer Service	Accounts Receivable – Water Stubs – February 16, 2020 – February 29, 2020	2020	18.03.002	2025-032	
Finance – Customer Service	Accounts Receivable – Water Stubs – January 1, 2020 – January 15, 2020	2020	18.03.002	2025-033	
Finance – Customer Service	Accounts Receivable – Water Stubs – January 16, 2020 – January 31, 2020	2020	18.03.002	2025-034	
Finance – Customer Service	Accounts Receivable – Water Stubs – August 1, 2020 – August 15, 2020	2020	18.03.002	2025-035	
Finance – Customer Service	Accounts Receivable – Water Stubs – August 16, 2020 – August 31, 2020	2020	18.03.002	2025-036	
Finance – Customer Service	Accounts Receivable – Water Stubs – June 1, 2020 – June 15, 2020	2020	18.03.002	2025-037	
Finance - Customer Service	Accounts Receivable – Water Stubs – June 16, 2020 – June 30, 2020	2020	18.03.002	2025-038	
Finance – Customer Service	Accounts Receivable – Water Stubs – December 1, 2020 – December 15, 2020	2020	18.03.002	2025-039	
Finance – Customer Service	Accounts Receivable – Water Stubs – December 16, 2020 – December 31, 2020	2020	18.03.002	2025-040	
Finance – Customer Service	Accounts Receivable – Water Stubs – October 1, 2020 – October 15, 2020	2020	18.03.002	2025-041	
Finance – Customer Service	Accounts Receivable – Water Stubs – October 16, 2020 – October 31, 2020	2020	18.03.002	2025-042	

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2025

NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Municipal Records Retention Schedule.

Finance – Customer Service	Accounts Receivable – Water Stubs – November 1, 2020 – November 15, 2020	2020	18.03.002	2025-043	
Finance – Customer Service	Accounts Receivable – Water Stubs – November 16, 2020 – November 30, 2020	2020	18.03.002	2025-044	
Finance – Customer Service	Accounts Receivable – Water Stubs – September 1, 2020 – September 15, 2020	2020	18.03.002	2025-045	
Finance – Customer Service	Accounts Receivable – Water Stubs – September 16, 2020 – September 30, 2020	2020	18.03.002	2025-046	
Finance – Customer Service	Accounts Receivable – Cash Post Listing, Deposit Disposition Forms & Department Deposit Log – August 2020	2020	18.03.002	2025-047	
Finance – Customer Service	Accounts Receivable – Cash Post Listing, Deposit Disposition Forms & Department Deposit Log – September 2020	2020	18.03.002	2025-048	
Finance – Customer Service	Accounts Receivable – Cash Post Listing, Deposit Disposition Forms & Department Deposit Log – October 2020	2020	18.03.002	2025-049	
Finance – Customer Service	Accounts Receivable – Cash Post Listing, Deposit Disposition Forms & Department Deposit Log – November 2020	2020	18.03.002	2025-050	
Finance – Customer Service	Accounts Receivable – Cash Post Listing, Deposit Disposition Forms & Department Deposit Log – December 2020	2020	18.03.002	2025-051	
Finance – Customer Service	Utility Service Files – Water Applications – July 2020 – December 2020 – A-G	2020	18.13.013	2025-052	
Finance – Customer Service	Utility Service Files – Water Applications – July 2020 – December 2020 – H-L	2020	18.13.013	2025-053	
Finance – Customer Service	Utility Service Files – Water Applications – January 2020 – June 2020 – H-O	2020	18.13.013	2025-054	
Finance – Customer Service	Utility Service Files – Water Applications – January 2020 – June 2020 – A-G	2020	18.13.013	2025-055	
Finance – Customer Service	Utility Service Files – Water Applications – July 2020 – December 2020 – M-Z	2020	18.13.013	2025-056	
Finance – Customer Service	Utility Service Files – Water Applications – January 2020 – June 2020 – P-Z	2020	18.13.013	2025-057	
Public Works	Payroll Files – Copies & Originals – Payroll Exception Reports – 2020-2021	2020-2021	18.03.018	2025-058	
Public Works	Payroll Files – Copies & Originals – Payroll Exception Reports – 2020-2021	2020-2021	18.03.018	2025-059	
City Clerk	Liquor Licenses Business Licenses – Carnival, Circus, Fireworks Display & Fireworks Sales January 2018 – June 2021	2018-2021	18.06.012 18.06.002	2025-060	
City Clerk	Liquor Licenses Business Licenses	2020-2021	18.06.12 18.06.002	2025-061	
Finance – Accounting	Accounts Payable Invoices: - Misc Vendor 10 (7/10/2020 – 11/20/2020) - RSVP/FGP/SGP (5/14/2021 – 6/25/2021)	2020-2021	18.03.001	2025-062	

CITY OF ALAMOGORDO, NEW MEXICO

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2025

NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Municipal Records Retention Schedule.

Finance – Accounting	Accounts Payable Invoices: Bootheel Entp. LLC – Century Link	2020-2021	18.03.001	2025-063	
Finance – Accounting	Accounts Payable Invoices: PNM – Power Ford	2020-2021	18.03.001	2025-064	
Finance – Accounting	Accounts Payable Invoices: W. Misc – Wright Express & Fleet Services	2020-2021	18.03.001	2025-065	
Finance – Accounting	Accounts Payable Invoices: NM Reg. and Licensing Dept. – Overdrive Inc	2020-2021	18.03.001	2025-066	
Finance – Accounting	Accounts Payable Invoices: Century Link – City of Alamogordo – Petty Cash/ASC	2020-2021	18.03.001	2025-067	
Finance – Accounting	Accounts Payable Invoices: P. Misc - PNM	2020-2021	18.03.001	2025-068	
Finance – Customer Service	Accounts Receivable Water stubs FY22 (NOV)	2021	18.03.002	2025-069	
Finance – Customer Service	Accounts Receivable - Cash Post Listing - Deposit Disposition Forms - Department Deposit Log - Oct FYI 22	2021	18.03.002	2025-070	
Finance – Accounts Payable	Inventory of Voucher Payment Warrant Accounts Payable Register – Checks & ACH Payments	2021	18.03.001	2025-071	
Finance – Accounting	Accounts Payable Invoices: El Paso Times – General Hydronics	2020-2021	18.03.001	2025-072	
Finance – Accounting	Accounts Payable Invoices: Print Plus – Ruidoso Ford	2020-2021	18.03.001	2025-073	
Finance – Accounting	Accounts Payable Invoices: USA Insurance – Verizon Wireless	2020-2021	18.03.001	2025-074	
Finance – Utility Billing	Meter Readings Stealth Project Manal Read (Dec20-Jan21)	2021	18.13.005	2025-075	
Finance – Utility Billing	Meter Readings - Turn Ons - Cutt off (Jul-Nov2020)	2021	18.13.005	2025-076	
Finance – Accounting	Accounts Payable Invoices: City of Alamogordo Petty Cash/FAC - Construction Seminars	2021	18.03.001	2025-077	
Finance – Utility Billing	Meter Readings - Manual (Mar-Jun21) - ETR Replacement - Recheck - Radio Read Maintenance	2021	18.13.005	2025-078	
Finance – Accounting	General Finance Records Adjusting Journal Entries (Jan-Mar 2021, FY21)	2021	18.03.013	2025-079	
Finance – Accounting	Budget Operating Budget Work Papers	2021	18.03.004	2025-080	
Finance – Accounting	Accounts Receivable Cash posting (Oct2020, FY21)	2021	18.03.002	2025-081	
Finance – Accounting	Accounts Payable Invoices: Skaggs – Swank Motion Pictures	2021	18.03.001	2025-082	

CITY OF ALAMOGORDO, NEW MEXICO

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2025

NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Municipal Records Retention Schedule.

Finance – Utility Billing	Meter Readings - Manual (Dec20-Feb21)	2021	18.13.005	2025-083	
Finance – Utility Billing	Utility Service Files - Transfer balance posting - Register exchanges - Combine location listings - Reverse/Transfer payment posting - Cancel/Rebills - Leak adjustment request - Worksheets (Jan-Jun 2021)	2021	18.13.013	2025-084	
Finance – Utility Billing	Meter Readings - Manual (Jul 20-Sep 21)	2021	18.13.005	2025-085	
Finance – Utility Billing	Utility Service Files - Utility billing write-off update listings - MAR reversal and adjustment reports - Payment voucher - Utility billing customer correspondence - MAR customer correspondence - Payment plans	2021	18.13.013	2025-086	
Finance – Accounting	Accounts Receivable Cash posting (Mar 2021, FY21)	2021	18.03.002	2025-087	
Finance – Accounting	Accounts Receivable Cash posting (Sept 2020, FY21)	2021	18.03.002	2025-088	
Finance – Utility Billing	Utility Service Files Misc Charge Postings: replacement meter fee, service calls, application fee, after hours fee, water penalty, transfer of service	2021	18.13.013	2025-089	
Finance – Utility Billing	Utility Service Files Adjustment postings	2021	18.13.013	2025-090	
Finance – Accounting	Accounts Payable Invoices: Motorola – NM Municipal League	2021	18.03.001	2025-091	
Finance – Accounting	Accounts Receivable Cash Posting (Jan-Feb 2021)	2021	18.03.002	2025-092	
Finance – Utility Billing	Utility Service Files - Forms: bank draft authorization, penalty/fee waiver, base rate, statement of property ownership, waiver of owner responsibility - Applications: budget billing, low flow toilet rebate, water meter - Request: customer/manager adjustments, modified base rate, budget billing removal - FNB notice of corrections, Credit balance refund, deposit transfer/refund listing, new meter charge sheet	2021	18.13.013	2025-093	
Finance – Customer Service	Accounts Receivable - Cash Post Listing - Deposit Disposition Forms - Department Deposit Log (Aug 2021 – FY22)	2021	18.03.002	2025-094	

CITY OF ALAMOGORDO, NEW MEXICO

Office of the City Clerk
 1376 E. Ninth Street, Alamogordo, NM 88310
 (575)439-4100 (575) 439-4396 fax

2025

NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Municipal Records Retention Schedule.

Senior Center – Meals on Wheels (MOW)	Donations, General Logs, Volunteer Logs, Calendars, Route Sheets	2022	18.01.001 18.01.008 18.01.028 18.03.009 18.04.029	2025-095	
Senior Center – Meals on Wheels (MOW) (ASC)	Donations, Volunteer Logs & Schedules, Phone Records	2022	18.01.008 18.01.028 18.01009 18.04.029	2025-096	
Senior Center – Meals on Wheels (MOW) (ASC)	Donations, Volunteer Logs & Schedules	2022	18.01.001 18.01.008 18.03.009 18.04.029	2025-097	
Senior Center – Meals on Wheels (MOW) (ASC)	Donations, Volunteer Logs & Schedules, Phone Records	2022	18.01.008 18.01.028 18.03.009	2025-098	
Senior Center – Meals on Wheels (MOW) (ASC)	General Logs, Donations, Route Sheets Volunteer Logs & Calendars	2022	18.01.008 18.01.028 18.04.029	2025-099	
Finance – Utility Billing	Utility Service Files - Credit Balance Refund Listing - Deposit Transfer/Refund Listing - Transfer Balance Posting - Cancel/Rebill Listing - Cancel Bill Posting - Reverse/Transfer Pay Posting (July 2021-June 2022)	2021-2022	18.13.013	2025-100	
Finance – Accounting	Accounts Receivable - Cash Posting (August-September 2019 FY20)	2019	18.003.002	2025-101	
Finance – Customer Service	Accounts Receivable – Water Stubs (August 2021 - FY22)	2021	18.03.002	2025-102	
Senior Center – Public Works (ASC)	Vehicle Maintenance Files - Gas Logs - Maintenance Logs - Vehicle Key Logs (July 2020-June 2022)	2020-2022	18.13.016	2025-103	
Senior Center – Public Works (ASC)	Vehicle Maintenance Files - Vehicle Gas Logs - Maintenance Logs - Vehicle Key Logs (June 2021-June 2022)	2021-2022	18.13.016	2025-104	
Finance – Customer Service	Accounts Receivable – FY22 - Cash Post Listing - Deposit Disposition Forms - Department Deposit Log	2022	18.03.002	2025-105	
Finance – Utility Billing	Meter Readings – Stealth Reader Work Orders (July-November 2021)	2021	18.13.005	2025-106	
Finance – Customer Service	Accounts Receivable – Water Stubs FY22 (September 1-15, 2021)	2021	18.03.002	2025-107	
Finance – Accounting	Accounts Payable -Xcelsior K9 – 54 Towing Corp (July 2020-June 2021)	2020-2021	18.03.001	2025-108	

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2025

NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Municipal Records Retention Schedule.

Finance – Customer Service	Accounts Receivable – FY22 - Cash Post Listing - Deposit Disposition Forms - Department Deposit Log (November 2021)	2021	18.03.002	2025-109	
Finance – Customer Service	Accounts Receivable – Water Stubs FY22 (September 16-30, 2021)	2021	18.03.002	2025-110	
Finance – Customer Service	Accounts Receivable – Water Stubs FY 22 (January 1-15, 2021)	2021	18.03.002	2025-111	
Finance – Accounting	Accounts Payable - Ark Animal Hospital - Bohannon-Huston Inc. (July 2020-June 2021)	2020-2021	18.03.001	2025-112	
Finance – Accounting	Accounts Receivable – Cash Posting (May 2021/FY2021)	2021	18.03.002	2025-113	
Finance – Accounting	Accounts Payable - M Misc – Motor Supply (July 2020-June 2021)	2020-2021	18.03.001	2025-114	
Finance – Accounting	Accounts Payable - Home Service Contractors, Inc. - Lock Shop (July 2020-June 2021)	2020-2021	18.03.001	2025-115	
Finance – Utility Billing	Utility Turn-off Notice & Delinquent Report - Cut-off Listings (July 2020-June 2021)	2020-2021	18.13.014	2024-116	
Finance – Utility Billing	Meter Readings - Finals - Base Rate Turn On/Off - Meter Installation - Meter Replacement (July 2020-June 2021)	2020-2021	18.13.005	2024-117	
Finance – Accounting	Accounts Payable - T. Misc – Tyler Technologies Inc (July 2020-June 2021)	2020-2021	18.03.001	2024-118	
Finance – Accounting	Accounts Payable - Lowe's Companies, Inc - Lynn Peavey Company (July 2020-June 2021)	2020-2021	18.03.001	2025-119	
Finance – Customer Service	Accounts Receivable – Water Stubs (November 16-30, 2021 – FY22)	2021	18.03.002	2025-120	
Finance – Customer Service	Accounts Receivable – Water Stubs (FY22) (August 1-15, 2021)	2021	18.03.002	2025-121	
Finance – Accounting	Accounts Payable - Core & Main - El Paso Saddle Blanket Co. (July 2020-June 2021)	2020-2021	18.03.001	2025-122	
Finance – Customer Service	Accounts Receivable – Water Stubs (FY22) (December 16-31, 2021)	2021	18.03.002	2025-123	
Finance – Accounting	Accounts Payable - Misc Vendor 10 (December 4, 2020- June 25, 2021)	2020-2021	18.03.001	2025-124	
Finance – Customer Service	Accounts Receivable – Water Stubs (FY22) (January 16-31, 2021)	2021	18.03.002	2025-125	

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2025

NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Municipal Records Retention Schedule.

Finance – Budget	Budget Operating – Work Papers (July 2020-June 2021)	2020-2021	18.03.004	2025-126	
Finance – Accounting	Accounts Payable - Unifirst – Uptown Rentals (July 2020-June 2021)	2021	18.03.001	2025-127	
Finance – Accounting	Accounts Receivable - Cash Posting (April 2021/FY21)	2021	18.03.002	2025-128	
Finance – Accounting	Accounts Receivable – Cash Posting (November-December 2021)	2020	18.03.002	2025-129	
Finance – Accounting	Accounts Payable - Alamo Distributing – Area Iron & Steel Works (July 2020-June 2021)	2020-2021	18.03.001	2025-130	
Finance – Accounting	Accounts Receivable – Cash Posting (July 2020/FY21)	2020	18.03.002	2025-131	
Finance – Accounting	Accounts Payable - General Hydronics Plumbing LLC - Home Depot (July 2020-June 2021)	2020-2021	18.03.001	2025-132	
Finance – Customer Service	Accounts Receivable – FY22 - Cash Post Listing - Deposit Disposition Forms - Department Deposit Log	2021	18.03.002	2025-133	
Finance – Accounting	Accounts Payable - U. Misc – Unifirst (July 2020-June 2021)	2020-2021	18.03.001	2025-134	
Community Services- Senior Center (ASC)	General Logs - Donations - Schedules & Calendars - Volunteer Logs (July 2020-December 2021)	2020-2021	18.01.008 18.01.028 18.03.009 18.04.029	2025-135	
Community Services – Senior Center (ASC)	General Logs - Donations - Schedules & Calendars - Volunteer Logs (August-September 2020)	2020	18.01.008 18.01.028 18.03.009 18.04.029	2025-136	
Community Services – Senior Center (ASC)	General Logs/Temperature Logs (May 2020-December 2022)	2020-2022	18.01.028	2025-137	
Community Services – Senior Center (ASC)	General Logs - Donations - Schedules & Calendars - Volunteer Logs (January-February 2021)	2021	18.01.008 18.01.028 18.03.009 18.04.029	2025-138	
Code Enforcement	Violation Notices (March 2017)	2017	18.07.012	2025-139	
Code Enforcement	Violation Notices (June-July 2016)	2016	18.07.012	2025-140	
Code Enforcement	Violation Notices (April 2017)	2017	18.07.012	2025-141	
Code Enforcement	Violation Notices (January-February 2016)	2016	18.07.012	2025-142	

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2025

NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Municipal Records Retention Schedule.

Code Enforcement	Violation Notices (March-April 2016)	2016	18.07.012	2025-143	
Code Enforcement	Violation Notices (October-December 2016)	2016	18.07.012	2025-144	
Code Enforcement	Violation Notices (May 2017)	2017	18.07.012	2025-145	
Code Enforcement	Violation Notices (October 2017)	2017	18.07.012	2025-146	
Code Enforcement	Violation Notices (November-December 2017)	2017	18.07.012	2025-147	
Code Enforcement	Violation Notices (June 2020)	2020	18.07.012	2025-148	
Code Enforcement	Violation Notices (September 2017)	2017	18.07.012	2025-149	
Code Enforcement	Violation Notices (August 2016)	2016	18.07.012	2025-150	
Code Enforcement	Violation Notices (August 2017)	2017	18.07.012	2025-151	
Code Enforcement	Violation Notices (April-May 2016)	2016	18.07.012	2025-152	
Code Enforcement	Violation Notices (January-February 2017)	2017	18.07.012	2025-153	
Code Enforcement	Violation Notices (June-July 2020)	2020	18.07.012	2025-154	
Code Enforcement	Violation Notices (March-April 2020)	2020	18.07.012	2025-155	
Code Enforcement	Violation Notices (September 2016)	2016	18.07.012	2025-156	
Code Enforcement	Violation Notices (July 2017)	2017	18.07.012	2025-157	
Code Enforcement	Violation Notices (March 2020)	2020	18.07.012	2025-158	
Code Enforcement	Violation Notices (June 2017)	2017	18.07.012	2025-159	
Code Enforcement	Violation Notices (August-September 2020)	2020	18.07.012	2025-160	
Finance-Acct Tech	Reports – Accounting - PHA Bank Reconciliations FY2020 (July 2019-June 2020)	2019-2020	18.03.022	2025-161	
Finance – Acct Tech	General Finance Records - PHA Paperwork FY21/PHA AJ's FY21 (July 2020-June 2021)	2020-2021	18.03.013	2025-162	
Finance – Acct Tech	Reports – Accounting - FY2020 CRS, GRT, Landfill and Lodgers Reports - Lodgers Receipts, MVD, Gas & Property Tax Revenue (July 2019-June 2020)	2019-2020	18.03.022	2025-163	
Finance – Acct Tech	General Finance Records - Voided Checks and Reports (July 2020-June 2021)	2020-2021	18.03.013	2025-164	

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2025 NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Municipal Records Retention Schedule.

Finance – Acct Tech	Reports – General - Lodgers Tax, Landfill, CRS, Loan wires/Check Request, GRT (July 2020-June 2021)	2020-2021	18.01.042	2025-165	
Finance – Acct Tech	General Finance Records - PHA Check Run FY21/PHA Bank Rec 92-96/FY21 (July 2020-June 2021)	2020-2021	18.03.013	2025-166	
Finance – Acct Tech	Reports – Accounting - Unclaimed Property for FY 18 & FY 19 (July 2018-June 2020)	2018-2020	18.03.022	2025-167	
Finance – Acct Tech	Reports – Accounting - PHA Accounts Payable Check Registers/Approvals - PHA Paperwork FY2020 (July 2019-June 2020)	2019-2020	18.03.022	2025-168	
Finance – Acct Tech	Reports- Accounting - PHA Paperwork FY2020 (July 2019-June 2020)	2019-2020	18.03.022	2025-169	
City Clerk	Correspondence (Elected/Executive Level) - Proclamations 2001-2020 - And PDF Proclamations 1994-2020 on local server	2001-2020 1994-2020	18.01.013	2025-170	
City Clerk	Contract & Agreement - Small Service Agreements - 2018-2020 and PDFs on local server Correspondence (Elected/Executive Level) – 2021 (2018-2021)	2018-2020 2021	18.01.029 18.01.013	2025-171	
City Clerk	Correspondence (Elected/Executive Level) - Mayor & Commission - 2022 Correspondence (Staff Level) - City Clerk & Various Staff - 2023 Special Events Permits 2022-2023 And PDFs on local server (2022-2023)	2022-2023	18.01.013 18.01.104 18.07.026	2025-172	
City Clerk	Denied, Rejected or Withdrawn Records, Public (IPRA) Records Files - 2021 IPRA Records #21-001 thru 21-157 - And PDFs on local server 2019-2020 (2019-2021)	2019-2021	18.01.015 18.01.039	2025-173	
City Clerk	Denied, Rejected or Withdrawn Records, Public (IPRA) Records Files - 2022 IPRA Records #22-001 thru 22-177 - And PDFs on local server (2022)	2022	18.01.015 18.01.039	2025-174	
Human Resources	Hiring and Recruitment - Recruitment Files - Accounts Payable Specialist-Zoo Manager (January-December 2021)	2021	18.04.017	2025-175	

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2025 NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Municipal Records Retention Schedule.

Human Resources	Hiring and Recruitment – Recruitment Files - Accounts Payable Specialist-Zoo Manager (January -December 2021)	2021	18.04.017	2025-176	
Human Resources	Hiring and Recruitment – Recruitment Files - Accounts Payable Specialist-Zoo Manager (January-December 2021)	2021	18.04.017	2025-177	
Human Resources	Hiring and Recruitment – Recruitment Files - Accounts Payable Specialist-Zoo Manager (January-December 2021)	2021	18.04.017	2025-178	
Human Resources	Hiring and Recruitment- Recruitment Files - Accounts Payable Specialist-Zoo Manager (January-December 2021)	2021	18.04.017	2025-179	
Human Resources	Hiring and Recruitment – Recruitment Files - Accounts Payable Specialist-Zoo Manager (January-December 2021)	2021	18.04.017	2025-180	
Human Resources	Hiring and Recruitment – AFD Recruitment Files - Code Enforcement Officer/Firefighter-Volunteer Fire Dept (January-December 2021)	2021	18.04.017	2025-181	
Human Resources	Hiring and Recruitment – APD Recruitment Files - Police Officer Certified Interviewed 5/2019 - Police Officer Certified Interviewed 5/2020 (May 2019-March 2020)	2019-2020	18.04.017	2025-182	
Human Resources	Grievance & Complaint (Employee) - Grievance, Complaints and Investigation Files 2016 - Library Complaint 8/6/2018 (January 2016-December 2018)	2016-2018	18.04.015	2025-183	
Human Resources	Hiring and Recruitment – APD Recruitment Files - Police Officer Certified Interviewed 7/2020 - Animal Control Admin Asst 8/2021 (2020; 2021)	2020 2021	18.04.017	2025-184	
Human Resources	Hiring and Recruitment – APD Recruitment Files (January-December 2020)	2020	18.04.017	2025-185	
Human Resources	Hiring and Recruitment - I's (A-Z) (January 2000-December 2022)	2000-2022	18.04.017	2025-186	
Human Resources	Grievance & Complaint (Employee) - Grievance, Complaints and Investigation Files (December 2016-December 2017)	2016-2017	18.04.015	2025-187	

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2025

NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Municipal Records Retention Schedule.

Finance	Budget Books 1992-2004 (These are copies only. The Finance Director advised they have the originals.)	1992-2004	18.03.004	2025-188	
City Clerk	Claim of Lien - And PDFs on local server (Jan 1998-Dec 2018)	1998-2018	18.06.003	2025-189	
					TOTAL: 189

SMALL SERVICES AGREEMENT
(\$0.00 - \$20,000)

THIS AGREEMENT is between Sun City Shredding Consultant/Contractor”) and the **City of Alamogordo**, a New Mexico municipal corporation (“City).

**WHEREAS THE CITY AND THE CONSULTANT/CONTRACTOR DO
MUTUALLY AGREE THAT:**

1. Scope of Work. The Consultant/Contractor shall provide services as shown in Exhibit “A” (the “Work”), see Exhibit “A”. The methods and manner Consultant/Contractor uses to accomplish that work are not specified by the City. All work product produced in performance of this agreement are the property of the City and shall be turned over to the City upon request. Nothing produced, in whole or in part, by the Consultant/Contractor under this agreement shall be the subject of an application for copyright or other claim of ownership by or on behalf of the Consultant/Contractor. Consultant/Contractor shall perform the Work in the manner as are customarily performed by one providing such Work in other, same, or similar businesses. Contact person within the City for the purpose of this agreement is: *Rachel Hughs, 1376 E. Ninth Street, Alamogordo, NM 88310, 575 439-4100*

2. Compensation. The City shall pay the Consultant/Contractor for said services \$ 1,431.16 as shown in Exhibit “A,” inclusive of NMGRT (See Exhibit “A”). Said payment to be made by the City upon receipt and certification of an itemized invoice submitted on the Consultant/Contractor’s usual billing form to the City of Alamogordo’s Finance Department. Payment is due within 30 days of receipt of invoice. The Consultant/Contractor, upon final payment of the amounts due under this Agreement, releases the City, its officers and employees, from all liabilities and obligations arising from or under this agreement, including but not limited to all damages, losses, costs, liability, and expenses, including but not limited to attorneys’ fees and costs of litigation that the Consultant/Contractor may incur.

This agreement is subject to state and local purchasing laws and thresholds. If threshold has been met before any work begins, this contract will be null and void.

3. Term. The term of this agreement shall be for two (2) months from the date entered below. The agreement may be terminated by either party upon a seven (7) day written notice.

4. Time of Commencement and Completion. The Work shall be commenced immediately within and completed within 30 days unless otherwise agreed to by the parties.

5. Status of Consultant/Contractor. The Consultant/Contractor and its agents and employees are independent contractors performing professional services for the City and are not employees of the City of Alamogordo. The Consultant/Contractor and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to employees of the City as a result of this agreement. The Consultant/Contractor acknowledges that all sums received hereunder are reportable by the Consultant/Contractor for tax purposes, including without limitation, self-employment and business income tax. The

Consultant/Contractor agrees not to purport to bind the City unless the Consultant/Contractor has express written authority to do so, and then only within the strict limits of that authority. The Consultant/Contractor will be responsible for compliance with all applicable laws, rules and regulations involving, but not limited to, employment, labor hours of work, working conditions, payment of wages, payment of taxes, such as unemployment, social security and other payroll taxes including other applicable contributions from such persons when required by law.

6. Indemnification. The Consultant/Contractor shall defend, indemnify and hold harmless the City from all actions, proceeding, claims, demands, costs, damages, attorneys' fees and all other liabilities and expenses of any kind from any source which may arise out of the performance of this agreement, caused by the negligent act or failure to act of the Consultant/Contractor, its officers, employees, servants, subcontractors or agents, resulting in injury or damage to persons or property during the time when the Consultant/Contractor or any officer, agent, employee, servant or subcontractor thereof has or is performing services pursuant to this agreement.

7. Immunity. The parties acknowledge and agree that nothing in the solicitation or this agreement shall be construed as a modification, compromise or waiver by the City of any rights or defenses of any immunities provided by Federal law or the laws of the State of New Mexico to the City or any of its officers and employees, which they may have had, now have or will have with respect to all matters arising out of this agreement. Any liability incurred in connection with this Agreement is subject to the immunities and limitation of the New Mexico Tort Claims Act.

8. Equal Opportunity Compliance. In accordance with all such laws of the State of New Mexico, the Consultant/Contractor assures that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, age, physical or mental handicap, or serious medical condition, spousal affiliation, sexual orientation or gender identity, be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under this agreement. If the Consultant/Contractor is found not to be in compliance with these requirements during the life of this agreement, Consultant/Contractor agrees to take appropriate steps to correct these deficiencies.

9. Confidentiality. Any confidential information provided to or developed by the Consultant/Contractor in the performance of this agreement shall be kept confidential and shall not be made available to any individual or organization by the Consultant/Contractor without the prior written approval of the City.

10. Conflict of Interest. The Consultant/Contractor warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under the Agreement. The Consultant/Contractor certifies that the requirements of the Governmental Conduct Act, Sections 10-16-1 through 10-16-18, NMSA 1978, regarding contracting with a public officer, state employee or former state employee have been followed.

11. Miscellaneous Provisions.

- a.** This agreement shall be governed by the laws of the State of New Mexico as to interpretation and performance.
- b.** This agreement may be amended only in writing signed by both parties.
- c.** This agreement may not be assigned in whole or in part without written consent of the City.

IN WITNESS WHEREOF, the City and the Consultant/Contractor have executed this Agreement as of the dates indicated below.

CONSULTANT/CONTRACTOR

Date: _____

By: _____
Tyler Cope, Sun City Shredding

NM Taxpayer Identification Number: _____

Federal Taxpayer Identification Number: _____

CITY OF ALAMOGORDO, NEW MEXICO
a New Mexico municipal corporation

Date: _____

By: _____
Stephanie Hernandez, Acting City Manager

ATTEST:

Rachel Hughs, City Clerk

APPROVED AS TO FORM:

Ashley Smith, City Attorney



STORAGE AND SERVICES AGREEMENT

RECORDS MANAGEMENT

May 7 2025

Quote for Services

Rachel Hughs

1501 Oregon

Alamogordo NM

(575) 439 – 4100

rhughs@ci.alamogordo.nm.us

\$7 per box (1.2 cuft)/copy paper box X 189 = \$1323

GRT @ 8.1875%

Total \$1431.16

NAIDAAA certified operation. Destruction Procedures: Per department's instruction, lockable shred bins are placed on site; based on department's pre-determined schedule, bonded company security drivers pick up the shred bins ONSITE. An empty and locked bin is left in its place. The full bins are then transported in our secured vehicles, with a signed work order, to company; the items are then shredded in company's high security facility by company representatives; a certificate of destruction is incorporated into monthly invoice; shredded material is baled and inventoried; upon accumulation of approximately 40,000 lbs., shredded and baled material is transported to various paper mills for recycling.

Tyler Cope

Sun City Records Management, Inc.

9230 Billy The Kid

915-920-7526

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 5/13/2025

Report Date: 05/06/2025

Report No: 6.

Submitted By: Justen Boyle

Subject: Consider, and act upon, the award of Public Works Bid No. 2025-002, Alameda Zoo Wall Improvements Project No. ZO2402, to Perimeter Ironwork Fence & Block LLC related to the Alamogordo Alameda Zoo Wall Improvements project in an amount not to exceed \$203,626.19, including NMGRT.
(Justen Boyle, Senior Project Manager)

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Approve the Award

Background: The work, designated as Alameda Zoo Wall Improvements, consists of, REMOVING AND REPLACING THE EXISTING WALL ON THE SOUTH SIDE AND THE SOUTH PART OF THE WEST WALL. ALL, WITHIN THE CITY LIMITS OF ALAMOGORDO, NEW MEXICO. Per the drawings, specifications, and other Contract Documents. The project was advertised on March 15 and 22, 2025. Bids were opened on April 23, 2025. The bid tabulation is attached. Grant Funding from grant 23-H3091, which expires June 2027. Using the remainder of the grant fund specifically granted for the wall replacement of the Alameda Zoo Wall.

Bid Comparison

Public Works Bid Number 2025-002

Project TI ALAMEDA ZOO WALL REPLACEMENT

Bid Opening

23-Apr-25

ITEM NO.	DESCRIPTION OF WORK	Unit	Bid Quantity	Bid Item Cost	Extended	Bid Item Cost	Extended	Bid Item Cost	Extended
1	MOBILIZATION	LS	1	\$5,000.00	\$5,000.00	\$12,753.00	\$12,753.00	\$53,850.00	\$53,850.00
2	CONSTRUCTION STAKING	LS	1	\$10,000.00	\$10,000.00	\$6,000.00	\$6,000.00	\$2,500.00	\$2,500.00
3	8' TALL, SPLIT FACED CMU - COLOR	LF	457	\$100.00	\$45,700.00	\$222.00	\$101,454.00	\$743.00	\$339,551.00
4	IRON & WOOD ENTRY GATE - MATCH	EA	1	\$2,000.00	\$2,000.00	\$12,500.00	\$12,500.00	\$7,500.00	\$7,500.00
5	4' WALL W/2' RETAINING WALL	LF	43	\$50.00	\$2,150.00	\$325.00	\$13,975.00	\$900.00	\$38,700.00
6	REMOVE & DISPOSE OF RETAINING WALL	LF	43	\$10.00	\$430.00	\$40.00	\$1,720.00	\$125.00	\$5,375.00
7	REMOVE & DISPOSE OF FENCE	LF	168	\$5.00	\$840.00	\$12.00	\$2,016.00	\$30.00	\$5,040.00
8	REMOVE & DISPOSE OF BLOCK WALL	LF	224	\$20.00	\$4,480.00	\$45.00	\$10,080.00	\$125.00	\$28,000.00
9	12.5' WIDE X 8' TALL ROLLING GATE	EA	1	\$8,700.00	\$8,700.00	\$4,800.00	\$4,800.00	\$7,200.00	\$7,200.00
10	ASPHALT PARKING LOT PATCH	SY	16	\$10.00	\$160.00	\$180.00	\$2,880.00	\$1,103.00	\$17,648.00
11	REMOVE AND RELOCATE FENCE	LF	168	\$15.00	\$2,520.00	\$34.75	\$5,838.00	\$200.00	\$33,600.00
12	AS-BUILTS PLANS	EA	1	\$2,000.00	\$2,000.00	\$3,500.00	\$3,500.00	\$2,100.00	\$2,100.00
13	REMOVE & DISPOSE OF GATE	EA	2	\$500.00	\$1,000.00	\$1,200.00	\$2,400.00	\$600.00	\$1,200.00
14	REMOVE & DISPOSE OF TREE	EA	1	\$8,000.00	\$8,000.00	\$600.00	\$600.00	\$3,500.00	\$3,500.00
15	SEWER SLEEVE W/CAPS	LF	8	\$100.00	\$800.00	\$150.00	\$1,200.00	\$750.00	\$6,000.00
16	TEMPORARY FENCING FOR SECURITY	ALLOW	1	\$10,000.00	\$10,000.00	\$1,500.00	\$1,500.00	\$5,490.00	\$5,490.00
17	CLEAR AND GRUBBING	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$7,000.00	\$7,000.00
18									
19									
20									
21									
22									
23									
24									
25									
				Sub-Totals	\$108,780.00	Sub-Totals	\$188,216.00	Sub-Totals	\$564,254.00
				NMGRT (8.1875%	\$8,906.36	NMGRT (8.1875%	\$15,410.19	NMGRT (8.1875%	\$46,198.30
				TOTALS	\$117,686.36	TOTALS	\$203,626.19	TOTALS	\$610,452.30
				Engineer's Estimate		METER IRONWORK, FENCE, & BLOCK		KE&G	

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 5/13/2025

Report Date: 05/07/2025

Report No: 7.

Submitted By: Justen Boyle

Subject: Consider, and act upon, approval of Change Order 1, in the amount of \$247,695.44, excluding NMGRT, to La Luz Dirt and Paving, to add additional concrete work, asphalt, striping, and waterline tie-ins for the new Natatorium all within the scope of work. *(Justen Boyle, Senior Project Manager)*

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Approve Change Order #1

Background: After the project, Oregon SMP (WSRP) was designed, bid on, and awarded to La Luz Dirt and Paving. The Natatorium was eventually approved after bidding. To ensure that we are not building something and then tearing it back out next year, I decided to add this work that fits into the scope of the current work. This also includes another potential project that I saw on the ICIP, which is the Girl Scout building. I also added the drive pads to the project to ensure we are not ripping out new asphalt or concrete.



CONTRACT CHANGE ORDER

CHANGE ORDER NO. 01

STREET MAINTENANCE PROGRAM (SMP) FY2021 – PHASE 1
OREGON AVENUE WATER DISTRIBUTION GRID MAIN REPLACEMENT PHASE 1

PUBLIC WORKS PROJECT NO. 2024-008 | UC2401

DATE: APRIL 28, 2025

CONTRACTOR: LA LUZ DIRT & PAVING, LLC

OWNER: CITY OF ALAMOGORDO
1376 E. NINTH ST.
ALAMOGORDO, NM 88310

THE FOLLOWING CHANGES ARE HEREBY MADE TO THE CONTRACT DOCUMENTS:

- Field Order #03 – Adds water services for the City's Future Natatorium as well as a driveway and ADA accessible ramps for the future parking lot facility.
- Field Order #04 – Adds additional sidewalk, driveways, curb and gutter, and valley gutter based on visual observation of existing conditions.
- Field Order #05 – Adds a new ADA accessible ramp at 16th Street/Oregon Avenue and additional concrete replacement for water meter relocation at 1909 Oregon Avenue.

Respective field orders and work breakdowns are attached to this Change Order.

 **CITY OF ALAMOGORDO
UTILITIES DEPARTMENT
ENGINEERING**
REVISED CONTRACT AMOUNT

1. Original Contract Amount..... \$3,906,371.69*
2. Total Contract Amount Including Previously
Approved Change Orders \$3,906,371.69*
3. Amount of this Change Order (increase) (\$247,695.44)*
4. Total Revised Contract Amount to Date \$4,154,067.13*

* excludes New Mexico Gross Receipts Tax.

The contract performance period is hereby increased by an additional [sixty] (60) calendar days. The work covered by this order shall be performed under the same terms and conditions as that included in the original contract.

CHANGE ORDER ACCEPTED AND APPROVED:

BY: _____
Owner Representative Date

BY: _____
Contractor Date

CHANGE ORDER APPROVED BY CITY MANAGER:

BY: _____
City Manager Date

BY: _____
City Attorney Date

CITY OF ALAMOGORDO - SMP FY2021 (OREGON AVENUE WATER DISTRIBUTION GRID MAIN REPLACEMENT PHASE 1)

ORIGINAL CONTRACT SUM: **\$3,906,371.69**

CONTRACT SUM w/ C.O. #001.: **\$4,154,067.13**

CHANGE ORDER #001											
ITEM NO.	ITEM DESCRIPTION	AS-BID QUANTITY	AS-BID UNIT PRICE	UNIT	@	QTY. CHANGE	CHANGE ORDER UNIT PRICE	=	FINAL QUANTITY	AMOUNT	
										(+)	(-)
2	Unclassified Excavation; CIP (F.O. #03)	100	\$35.00	CY	@	50	-	=	150	\$1,750.00	\$0.00
4	12" Subgrade Preparation; CIP (F.O. #04)	4,550	\$6.00	SY	@	10	-	=	4,560	\$60.00	\$0.00
6	8" Base Course; CIP (F.O. #04)	4,550	\$13.05	SY	@	10	-	=	4,560	\$130.50	\$0.00
7	Prime Coat Material; CIP (F.O. #04)	21,750	\$1.00	SY	@	10	-	=	21,760	\$10.00	\$0.00
8	HMA SP-IV 3" Thick; CIP (F.O. #04)	21,750	\$26.50	SY	@	10	-	=	21,760	\$265.00	\$0.00
9	Removal of Surfacing; CIP (F.O. #04)	21,750	\$3.68	SY	@	10	-	=	21,760	\$36.80	\$0.00
10	Tactile Warning Surface; CIP (F.O. #03)	290	\$42.00	SF	@	20	-	=	320	\$1,260.00	\$0.00
	Tactile Warning Surface; CIP (F.O. #05)					10					
11	Concrete Pavement 4"; CIP (F.O. #03)	1,110	\$123.43	SY	@	40	-	=	1,259	\$18,391.07	\$0.00
	Concrete Pavement 4"; CIP (F.O. #04)					104					
	Concrete Pavement 4"; CIP (F.O. #05)					5					
12	Concrete Pavement 6"; CIP (F.O. #03)	1,150	\$179.00	SY	@	80	-	=	1,340	\$34,010.00	\$0.00
	Concrete Pavement 6"; CIP (F.O. #04)					93					
	Concrete Pavement 6"; CIP (F.O. #05)					17					
13	24" Curb and Gutter (All Types); CIP (F.O. #03)	3,640	\$57.76	LF	@	100	-	=	4,300	\$38,121.60	\$0.00
	24" Curb and Gutter (All Types); CIP (F.O. #04)					515					
	24" Curb and Gutter (All Types); CIP (F.O. #05)					45					
44	Hot Thermoplastic Pavement Markings 24"; CIP (F.O. #05)	480	\$48.83	LF	@	40	-	=	520	\$1,953.20	\$0.00
MISCELLANEOUS WORK ASSOCIATED WITH FIELD ORDERS #03, #04, AND #05											
F.O. #03	Utility Related Work (Field Order #03); Note: City of Alamogordo will be providing the three (3) meters for installation by the Contractor.	0	\$0.00	LS	@	1	\$105,221.91	=	1	\$105,221.91	\$0.00
F.O. #03	Lump Sum Related Work (Clearing and Grubbing, Removal and Disposal, and Construction Staking by the Contractor)	0	\$0.00	LS	@	1	\$25,160.44	=	1	\$25,160.44	\$0.00
F.O. #04	Lump Sum Related Work (Clearing and Grubbing, Removal and Disposal, and Construction Staking by the Contractor)	0	\$0.00	LS	@	1	\$13,999.69	=	1	\$13,999.69	\$0.00
F.O. #04	36" Concrete Valley Gutter; CIP	0	\$0.00	LF	@	45	\$65.00	=	45	\$2,925.00	\$0.00
F.O. #05	Lump Sum Related Work (Clearing and Grubbing, Removal and Disposal, and Construction Staking by the Contractor)	0	\$0.00	LS	@	1	\$4,400.23	=	1	\$4,400.23	\$0.00

AMOUNT ADDED THIS CHANGE ORDER
AMOUNT DELETED THIS CHANGE ORDER

\$247,695.44

\$0.00

TOTAL THIS CHANGE ORDER

\$247,695.44

Date of Issuance:	February 11, 2025	Effective Date:	February 11, 2025
Owner:	City of Alamogordo	Owner's Contract No.:	UC2401 2024-008
Contractor:	La Luz Dirt & Paving, LLC	Contractor's Project No.:	PO# 22501473
Engineer:	Smith Engineering Company	Engineer's Project No.:	823102-03
Project:	Street Maintenance Program FY2021	Contract Name:	

Contractor is hereby directed to promptly execute this Field Order, issued in accordance with General Conditions Paragraph 10.2, for minor changes in the Work without changes in Contract Price or Contract Times. If Contractor considers that a change in Contract Price or Contract Times is required, submit a Change Proposal before proceeding with this Work.

Reference:	<u>Inclusive</u>	<u>RC13.0, GD16.0, and U7.0</u>
	<u>Specification(s)</u>	<u>Drawing(s) / Detail(s)</u>

Description: **The City of Alamogordo approved the design and construction of a future Natatorium. The natatorium will be located along the east side of Oregon Avenue due north of the City's Recreation Center.**

As part of this project, the City would like to construct a new drive aisle entrance for future expansion of the shared use parking lot between the Recreation Center and the new natatorium. The driveway will include new ADA compliant ramps on the north and south sides to connect with existing sidewalks. Additional details can be found on Sheets RC13.0 and GD16.0 (attached hereto).

An additional three water service taps will be completed with the installation of the new 14-inch water main sized as follows.

- **Six-inch (6") for building fire suppression.**
- **Four-inch (4") for dedicated pool service.**
- **Two-inch (2") for building facility supply.**

Each of these new services will include service line, meter, meter vault, and be stubbed out for future connection on the customer side.

Estimated quantities are included for Contractor's reference within the attachments.

Attachments: **Revised Sheet U7.0 and New Sheets RC13.0 and GD16.0.**

ISSUED:		RECEIVED:	
By:	 Engineer (Authorized Signature)	By:	 Contractor (Authorized Signature)
Title:	<u>Project Engineer</u>	Title:	<u></u>
Date:	<u>February 11, 2025</u>	Date:	<u></u>

Copy to: Owner

LEGEND

LCG LIP OF CURB & GUTTER
X-LCG EXISTING LIP OF CURB & GUTTER
FL FLOWLINE
X-FL EXISTING FLOW LINE
TC TOP OF CURB
TBC TOP BACK OF CURB
X-BC EXISTING BACK OF CURB
TSW TOP OF SIDEWALK
BS BACK OF SIDEWALK
THC TOP OF HEADER CURB (BACK)
TP TOP OF PAVEMENT
X-EC EXISTING EDGE OF CONCRETE

NOTE:

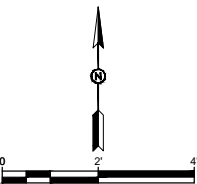
- CONTRACTOR SHALL GRADE AND SMOOTH EXISTING AREA BEHIND NEW RAMP TO PRE-EXISTING CONDITION.
- DIMENSIONS ARE MEASURED FROM FACE OF CURB OR AS OTHERWISE NOTED.
- ELEVATIONS HAVE BEEN TRUNCATED FOR CLARITY ON PLANS. ALL ELEVATIONS SHOWN ON PLANS ARE REFERENCED TO 4300.

LIP OF CURB DATA
 $\Delta=90^{\circ}00'38''$
 $R=17.00'$
 $L=26.70'$
 $T=17.00'$
N:692336.61
E:1734177.30

POINT TABLE

Pnt #	Desc	Northing	Easting	Elevation
1	LCG	692353.67	1734182.10	4394.12
2	FL	692352.17	1734182.12	4394.12
3	TBC	692351.67	1734182.12	4394.62
4	LCG	692353.61	1734177.10	4394.04
5	FL	692352.11	1734177.12	4394.04
6	TBC	692351.61	1734177.12	4394.54
7	LCG	692352.59	1734171.51	4393.95
8	FL	692350.99	1734171.53	4393.95
9	THC	692350.65	1734172.03	4394.46
10	LCG	692349.77	1734166.54	4393.87
11	FL	692347.78	1734166.56	4393.87
12	THC	692346.56	1734166.08	4394.37
13	LCG	692336.41	1734160.31	4393.64
14	FL	692336.43	1734161.81	4393.64
15	TBC	692336.43	1734162.31	4394.14
16	TSW	692334.59	1734166.72	4394.07
17	THC	692334.58	1734166.22	4394.07
18	TSW	692334.65	1734171.72	4394.15
19	THC	692334.66	1734172.22	4394.15
20	TSW	692342.09	1734166.63	4393.95
21	THC	692342.08	1734166.13	4394.46
22	TSW	692342.15	1734171.63	4394.03
23	THC	692342.16	1734172.13	4394.53
24	X-LCG	692304.39	1734160.69	4393.50
25	XFL	692304.41	1734162.19	4393.47
26	X-TC	692304.42	1734162.69	4393.88

OREGON AVENUE @ ALAMOGORDO NATATORIUM
CURB RAMP SOUTHEAST CORNER



POINT TABLE

Pnt #	Desc	Northing	Easting	Elevation
27	LCG	692377.67	1734181.82	4394.37
28	FL	692379.17	1734181.81	4394.37
29	TBC	692379.67	1734181.80	4394.87
30	LCG	692377.61	1734176.83	4394.30
31	FL	692379.11	1734176.81	4394.30
32	TBC	692379.61	1734176.80	4394.80
33	LCG	692378.50	1734171.19	4394.21
34	FL	692380.10	1734171.17	4394.21
35	THC	692380.45	1734171.66	4394.71
36	LCG	692381.21	1734166.15	4394.13
37	FL	692383.19	1734166.13	4394.13
38	THC	692384.41	1734165.62	4394.63
39	LCG	692394.41	1734159.62	4393.90
40	FL	692394.43	1734161.12	4393.90
41	TBC	692394.44	1734161.62	4394.40
42	X-LCG	692401.41	1734159.52	4393.93
43	X-FL	692401.43	1734161.02	4393.93
44	X-BC	692401.44	1734161.52	4394.36
45	TSW	692388.89	1734166.06	4394.21
46	THC	692388.89	1734165.56	4394.71
47	TSW	692388.95	1734171.06	4394.29
48	THC	692388.96	1734171.56	4394.79
49	TSW	692396.39	1734165.97	4394.46
50	THC	692396.38	1734165.47	4394.46
51	TSW	692396.45	1734170.97	4394.53
52	THC	692396.46	1734171.47	4394.53

OREGON AVENUE @ ALAMOGORDO NATATORIUM
CURB RAMP NORTHEAST CORNER

LEGEND

LCG LIP OF CURB & GUTTER
X-LCG EXISTING LIP OF CURB & GUTTER
FL FLOWLINE
X-FL EXISTING FLOW LINE
TC TOP OF CURB
TBC TOP BACK OF CURB
X-BC EXISTING BACK OF CURB
TSW TOP OF SIDEWALK
BS BACK OF SIDEWALK
THC TOP OF HEADER CURB (BACK)
TP TOP OF PAVEMENT
X-EC EXISTING EDGE OF CONCRETE

NOTE:

- CONTRACTOR SHALL GRADE AND SMOOTH EXISTING AREA BEHIND NEW RAMP TO PRE-EXISTING CONDITION.
- DIMENSIONS ARE MEASURED FROM FACE OF CURB OR AS OTHERWISE NOTED.
- ELEVATIONS HAVE BEEN TRUNCATED FOR CLARITY ON PLANS. ALL ELEVATIONS SHOWN ON PLANS ARE REFERENCED TO 4300.



Public Works Bid No.: 2024-XXX
Drawn By: MM Designed By: MM
Checked By: RP Approved By: COA
Scale: HORIZ. BAR SCALE
INCLUDE VERT SCALE ON P&P

Sheet No.:
GD16.0
Sheet 34 of 55
PW2001

Date of Issuance:	March 31, 2025	Effective Date:	March 31, 2025
Owner:	City of Alamogordo	Owner's Contract No.:	UC2401 2024-008
Contractor:	La Luz Dirt & Paving, LLC	Contractor's Project No.:	PO# 22501473
Engineer:	Smith Engineering Company	Engineer's Project No.:	823102-03
Project:	Street Maintenance Program FY2021	Contract Name:	

Contractor is hereby directed to promptly execute this Field Order, issued in accordance with General Conditions Paragraph 10.2, for minor changes in the Work without changes in Contract Price or Contract Times. If Contractor considers that a change in Contract Price or Contract Times is required, submit a Change Proposal before proceeding with this Work.

Reference:	<u>Inclusive</u>	<u>Inclusive</u>
	<u>Specification(s)</u>	<u>Drawing(s) / Detail(s)</u>

Description: **Representatives from the City, La Luz Dirt & Paving, and Smith Engineering completed a project walk through to identify additional curb/gutter, sidewalks, concrete driveways, and valley gutter which will be replaced as part of the project scope. A summary of line-item increases has been attached to this field order for development of a project change order increasing the scope of work.**

Attachments: **Summary of Quantities – Field Measurements**

ISSUED:		RECEIVED:	
By: <u><i>Rusty Payne</i></u>	By: <u><i>Casey F Otero</i></u>		
Engineer (Authorized Signature)	Contractor (Authorized Signature)		
Title: <u>Project Engineer</u>	Title: <u>Project Administrator</u>		
Date: <u>March 31, 2025</u>	Date: <u>March 31, 2025</u>		

Copy to: Owner

FIELD ORDER #04 - ADDITIONAL CURB, SIDEWALK, DRIVE PAD, AND VALLEY GUTTER					
ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT COST	ITEM COST
3	REMOVAL & DISPOSAL; CIP	LS	1		\$0.00
4	12" SUBGRADE PREPARATION; CIP	SY	10	\$6.00	\$60.00
6	8" BASE COURSE; CIP	SY	10	\$13.05	\$130.50
7	PRIME COAT MATERIAL; CIP	SY	10	\$1.00	\$10.00
8	HMA SP-IV 3" THICK; CIP	SY	10	\$26.50	\$265.00
9	REMOVAL OF SURFACING; CIP	SY	10	\$3.68	\$36.80
11	CONCRETE PAVEMENT 4"; CIP	SY	104	\$123.43	\$12,836.72
12	CONCRETE PAVEMENT 6"; CIP	SY	93	\$179.00	\$16,647.00
13	24" CURB AND GUTTER (ALL TYPES); CIP	LF	515	\$57.76	\$29,746.40
47 (NEW)	36" CONCRETE VALLEY GUTTER; CIP	LF	45		\$0.00

SUBTOTAL FIELD ORDER #04: \$59,732.42

Date of Issuance: April 9, 2025	Effective Date: April 9, 2025
Owner: City of Alamogordo	Owner's Contract No.: UC2401 2024-008
Contractor: La Luz Dirt & Paving, LLC	Contractor's Project No.: PO# 22501473
Engineer: Smith Engineering Company	Engineer's Project No.: 823102-03
Project: Street Maintenance Program FY2021	Contract Name:

Contractor is hereby directed to promptly execute this Field Order, issued in accordance with General Conditions Paragraph 10.2, for minor changes in the Work without changes in Contract Price or Contract Times. If Contractor considers that a change in Contract Price or Contract Times is required, submit a Change Proposal before proceeding with this Work.

Reference:	<u>Inclusive</u>	<u>Inclusive</u>
	Specification(s)	Drawing(s) / Detail(s)

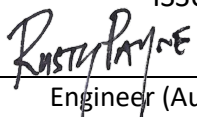
Description: **The City has requested construction of an ADA accessible parallel curb ramp on the east side of Oregon Avenue at the 16th Street intersection. The design layout is attached here for reference. The ramp is located at the northeast corner of Oregon Avenue/16th Street in an area with partial sidewalk removal and replacement. Estimated quantities shown hereon are in addition to the existing quantities included in the Contract Documents. In addition to the ramp, crosswalk (24" wide) hot thermoplastic striping has been added as well.**

An additional 10-feet by 15-feet of concrete pavement (6") will be required at 1909 Oregon Avenue for the relocation of the two (2) existing water meters adjacent to the alley. Reconstruction of the alley pad will require moving the meters so additional concrete is required for customer side reconnections at this location.

Quantities Added Per Field Order #05:

Item No.	Item Description	Unit	Quantity	Unit Bid Price	Item Cost
11	Concrete Pavement 4"; CIP	SY	5	\$123.43	\$617.15
12	Concrete Pavement 6"; CIP	SY	17	\$179.00	\$3,043.00
13	24" Curb & Gutter (All Types); CIP	LF	45	\$57.76	\$2,599.20
44	Hot Thermoplastic Pavement Markings 24"; CIP	LF	40	\$48.83	\$1,953.20

Attachments: **Ramp Layout at Oregon Avenue/16th Street**

ISSUED:		RECEIVED:	
By: <u></u>	By: _____		
Engineer (Authorized Signature)	Contractor (Authorized Signature)		
Title: <u>Project Engineer</u>	Title: _____		
Date: <u>April 9, 2025</u>	Date: _____		

Copy to: Owner

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 5/13/2025

Report Date:

Report No: 8.

Submitted By:

Subject: Consider, and act upon, Ordinance 1712 for the first publication to approve a Local Economic Development Project for up to \$1,000,000, Secured Assistance Proposed by Rad Retrocade. (*Alex Macias, Owner*) **(Roll Call Vote Required)**

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation:

Background: The City of Alamogordo is requesting Commission approval for a Local Economic Development Act (LEDA) partnership in the amount of \$1,000,000 to support the expansion of RAD Retrocade into our downtown community. RAD Retrocade is a retro-themed entertainment and dining venue that has successfully operated in El Paso and Las Cruces, drawing strong regional appeal. The proposed Alamogordo location will feature over 60 classic arcade and pinball machines, a full-service kitchen and bar, and infrastructure improvements to revitalize a currently underutilized commercial property.

The concept draws heavily on 1980s and 1990s nostalgia, combining a family-friendly environment during daytime hours with a vibrant, 21+ social setting in the evenings. The venue blends entertainment and pop culture from the arcade boom era, bringing back a sense of community engagement that is currently missing in Alamogordo's commercial offerings. The project addresses a longstanding gap in local entertainment options and is expected to serve as a regional attraction.

RAD's expansion represents a \$2 million private investment and is projected to create approximately 30 new jobs across service, culinary, and operations roles. The requested LEDA support would fund eligible infrastructure improvements, including HVAC systems, fire suppression, kitchen buildout, mezzanine construction, and public works enhancements. A clawback mechanism, job creation milestones, and a project participation agreement would be required to safeguard public investment.

This proposal aligns with the City's adopted LEDA ordinance and broader economic development goals to enhance quality of life, support job creation, diversify local amenities, and increase gross receipts tax (GRT) revenue.

ORDINANCE NO. 1712

**AN ORDINANCE APPROVING A LOCAL ECONOMIC DEVELOPMENT PROJECT FOR
SECURED FINANCIAL ASSISTANCE**

PROPOSED BY RAD RETROCADE

WHEREAS, the City Commission of the City of Alamogordo, New Mexico acknowledges local government has an important role in economic development and should provide leadership whenever it has the opportunity.

WHEREAS, the City Commission of the City of Alamogordo, New Mexico recognize that Chapter 02 article 14 sets the standards for economic development in Alamogordo New Mexico.

BE IT THEREFORE ORDAINED by the City Commission of the City of Alamogordo, New Mexico approve the following:

Pursuant to the City of Alamogordo Economic Development Plan, Ordinance No. 983 and NMSA 1978 Section 5-10-1, et seq. (Local Economic Development Act, the "Act"), the proposed economic development project of Moran & Wright Jewelry Care and Metal Care Products ("the Company") is approved for the purposes set forth in NMSA 1978 Section 5-10-1, et seq., and the City of Alamogordo is authorized to enter into a Project Participation Agreement ("the Agreement") with the Company as required by Section 10 of the Act, and in substantially the same form as attached hereto, the terms of which are incorporated herein.

The City Commission finds as follows:

1. The Company is an entity as defined in NMSA 1978, Section 5-10-3(G);
2. Under the Agreement, the Company will provide a substantive contribution for the proposed project as described in NMSA 1978 Section 5-10-10(B)
3. The Agreement complies with the requirements of the Act and Ordinance No. 983;
4. The benefit of the proposed project to the City of Alamogordo is repayment of the financial assistance through the creation of jobs and other benefits arising from

employment and economic activity under the project which exceeds the cost to the City of providing to the Company the assistance specified in the agreement, and,

5. The Agreement complies with the requirement of Section 10 of the Act

BE IT FURTHER ORDAINED, that the Mayor of the City of Alamogordo, New Mexico is authorized and directed to do all things necessary to implement this ordinance that is lawfully adopted.

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

RAO

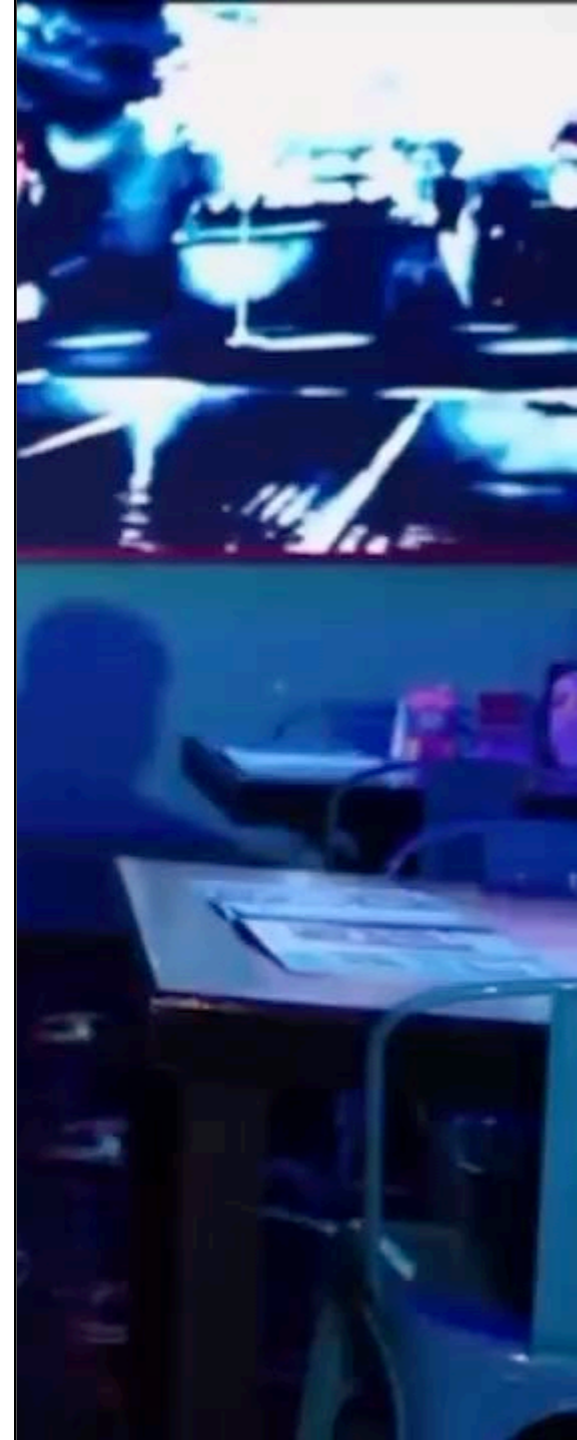


RETROCADE

WHAT IS RAD RETROCADE?

- **RAD RETROCADE** IS A FAMILY-FRIENDLY ARCADE WHERE NOSTALGIA COMES TO LIFE. PACKED WITH CLASSIC ARCADE GAMES, VINTAGE VIBES, AND A FUN ATMOSPHERE, IT'S THE PERFECT PLACE FOR ALL AGES TO PLAY, CONNECT, AND RELIVE THE MAGIC OF THE PAST. WHETHER YOU'RE CHASING HIGH SCORES OR SHARING MEMORIES, RAD RETROCADE BRINGS GENERATIONS TOGETHER FOR A TOTALLY RAD TIME.





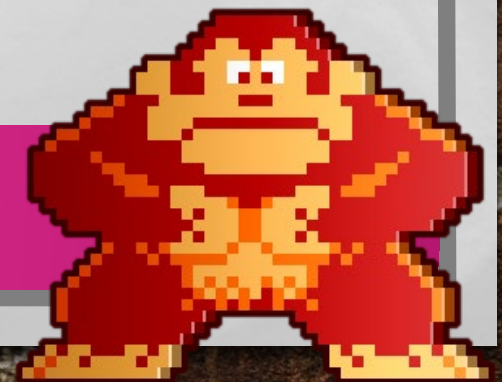
NOSTALGIA THAT RAD CREATES

- RAD RETROCADE CREATES NOSTALGIA THROUGH ITS LINEUP OF CLASSIC ARCADE GAMES, TRANSPORTING GUESTS BACK TO THE GOLDEN ERA OF GAMING. THE RETRO ATMOSPHERE, COMPLETE WITH VINTAGE DECOR AND A SOUNDTRACK FILLED WITH 80S AND 90S HITS, SETS THE PERFECT TONE FOR AN ESCAPE FROM MODERN LIFE. IT'S MORE THAN JUST GAMES—IT'S A PLACE WHERE FAMILIES AND FRIENDS CONNECT, WHERE LAUGHTER ECHOES OVER JOYSTICKS AND HIGH SCORES, AND WHERE TIMELESS, AGELESS FUN CREATES MEMORIES THAT LAST. WITH A STRONG SENSE OF COMMUNITY AND A SHARED LOVE FOR THE PAST, RAD RETROCADE OFFERS A NOSTALGIC EXPERIENCE THAT BRINGS PEOPLE TOGETHER ACROSS GENERATIONS.



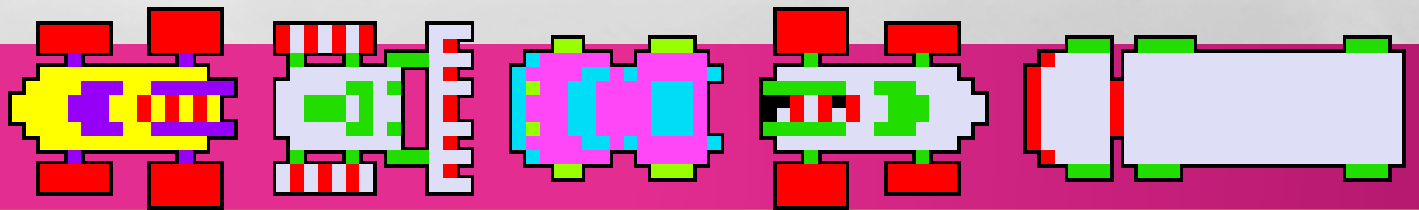
RAD'S SUCCESS

- RAD RETROCADE HAS GROWN INTO A THRIVING BRAND WITH THREE SUCCESSFUL LOCATIONS, EACH BLENDING NOSTALGIC ENTERTAINMENT WITH COMMUNITY-DRIVEN ENERGY. OUR LONGEST-STANDING LOCATION HAS NOW BEEN OPEN FOR 10 YEARS, SETTING THE FOUNDATION FOR OUR CONTINUED SUCCESS. WITH A COMBINED TEAM OF 65 EMPLOYEES ACROSS RAD EAST EL PASO, RAD WEST EL PASO, AND RAD LAS CRUCES, THE BUSINESS NOT ONLY PROVIDES MEANINGFUL LOCAL EMPLOYMENT BUT ALSO GENERATES STRONG REVENUE—BRINGING IN A TOTAL OF \$4.2 MILLION IN 2023 ALONE. THIS STEADY GROWTH AND PROVEN APPEAL POSITION RAD RETROCADE AS A STANDOUT IN THE ENTERTAINMENT INDUSTRY, WITH CLEAR MOMENTUM FOR FUTURE EXPANSION.



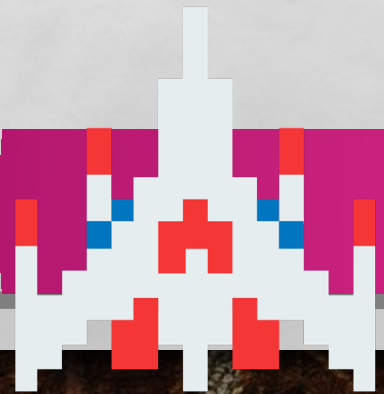
PROVEN SUCCESS OF REVITALIZING DOWNTOWN

- RAD RETROCADE'S LAS CRUCES LOCATION HAS PLAYED A KEY ROLE IN REVITALIZING THE DOWNTOWN AREA BY BREATHING NEW LIFE INTO THE LOCAL ECONOMY AND CREATING A VIBRANT HUB FOR COMMUNITY CONNECTION. THROUGH INCLUSIVE, FAMILY-FRIENDLY EVENTS LIKE COSTUME CONTESTS, BIRTHDAY PARTIES, AND COSPLAY NIGHTS—AS WELL AS CITY-WIDE CELEBRATIONS LIKE RADAPALOOZA, TACOS AND TEQUILA, AND PIZZA FEST—RAD HAS HELPED DRAW CONSISTENT FOOT TRAFFIC, SUPPORT NEIGHBORING SMALL BUSINESSES, AND TRANSFORM DOWNTOWN INTO A LIVELY DESTINATION. BY FOSTERING A SENSE OF BELONGING AND COLLABORATION, RAD RETROCADE HAS BECOME A CATALYST FOR CULTURAL AND ECONOMIC RENEWAL IN THE HEART OF THE CITY.



WHY ALAMOGORDO?

- **WHILE RAD RETROCADE HAS PROVEN HIGHLY SUCCESSFUL IN LARGER MARKETS LIKE EL PASO AND LAS CRUCES, ALAMOGORDO PRESENTS A UNIQUE OPPORTUNITY TO REPLICATE THAT SUCCESS IN A MORE UNDERSERVED YET PROMISING ENVIRONMENT. DESPITE ITS SMALLER POPULATION, THERE IS A CLEAR MARKET GAP FOR A VENUE THAT BLENDS NOSTALGIC ARCADE ENTERTAINMENT, A BAR, AND FAMILY-FRIENDLY EVENT HOSTING—AN OFFERING NOT CURRENTLY AVAILABLE IN THE AREA.**
- **COMMUNITY USE OF SPACES LIKE THE SGT. WILLIE ESTRADA MEMORIAL CIVIC CENTER DEMONSTRATES A STRONG LOCAL DEMAND FOR SOCIAL GATHERING VENUES. RAD RETROCADE'S CONCEPT WOULD NOT ONLY COMPLEMENT EXISTING EVENT SPACES BUT INTRODUCE A FRESH, DYNAMIC OPTION FOR BOTH LOCALS AND VISITORS. ADDITIONALLY, THE PRESENCE OF HOLLOMAN AIR FORCE BASE—THOUGH NOT INCLUDED IN ALAMOGORDO'S POPULATION STATISTICS—ADDS A SIGNIFICANT, UNTAPPED CUSTOMER BASE SEEKING OFF-BASE RECREATION AND ENTERTAINMENT FOR BOTH FAMILIES AND SERVICE MEMBERS.**



BEYOND THE WALLS OF RAD

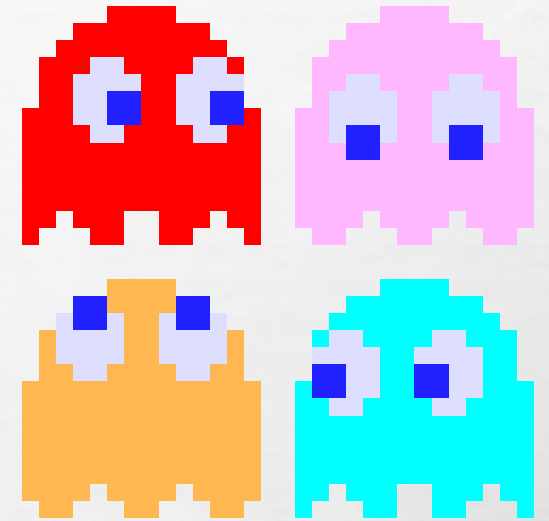
- **BEYOND THE WALLS OF THE BUSINESS ITSELF, RAD RETROCADE HAS THE POTENTIAL TO BECOME A CULTURAL ANCHOR IN DOWNTOWN ALAMOGORDO BY ORGANIZING LARGE-SCALE EVENTS AND FESTIVALS. WITH THE ABILITY TO COLLABORATE WITH THE CITY TO BLOCK OFF DOWNTOWN STREETS, WE COULD HOST EXPANSIVE EVENTS SIMILAR TO THOSE WE'VE LAUNCHED ELSEWHERE, SUCH AS RADAPALOOZA, TACOS AND TEQUILA, AND PIZZA FEST. THESE EXPERIENCES NOT ONLY BRING THE COMMUNITY TOGETHER BUT ALSO STIMULATE LOCAL COMMERCE AND ELEVATE THE PROFILE OF DOWNTOWN AS A VIBRANT DESTINATION.**
- **WITH ITS PROVEN TRACK RECORD OF COMMUNITY ENGAGEMENT, ECONOMIC IMPACT, AND CROSS-GENERATIONAL APPEAL, RAD RETROCADE IS WELL-POSITIONED TO THRIVE IN ALAMOGORDO AND CONTRIBUTE MEANINGFULLY TO THE CITY'S ONGOING REVITALIZATION.**



JOB CREATION

Location	Employees	Annual Payroll	Projected Annual Revenue
Rad West El Paso (2023)	19	\$208,000 biweekly	\$1.44M
Rad East El Paso (2023)	18	\$234,000 biweekly	\$1.88M
Rad Las Cruces (2023)	28	\$806,000 annual	\$2.65M
Rad West El Paso (2024)	19	\$218,400 annual	\$1.08M
Rad East El Paso (2024)	13	\$195,000 annual	\$906,595
Rad Las Cruces (2024)	26	\$442,000 annual	\$1.88M
Rad Alamogordo (2024)	20	\$252,200 annual	\$1.75M

KEY TAKEAWAYS



- **ALAMOGORDO PROJECTIONS: 20 EMPLOYEES, \$252,200 ANNUAL PAYROLL, \$1.75M PROJECTED REVENUE.**
- **LEDA GRANT REPAYMENT: WITH THESE FIGURES, RAD RETROCADE IS WELL-POSITIONED TO MEET THE \$1.8M LEDA GRANT REPAYMENT GOAL WITHIN 7 YEARS, WITH A \$2M TARGET WITHIN REACH.**

JOB PROJECTIONS

- **PROJECTIONS FOR RAD ALAMOGORDO (2024):**
- **PROJECTED EMPLOYEES: 20**
- **PROJECTED BIWEEKLY PAYROLL: \$9,700**
- **PROJECTED ANNUAL PAYROLL: \$252,200**
- **PROJECTED ANNUAL GROSS REVENUE: \$1.75M**



JOINT COLLABORATION WITH FUN CENTER

- **RAD RETROCADE AND THE FUN CENTER WILL COMPLEMENT EACH OTHER BY OFFERING DIFFERENT ENTERTAINMENT EXPERIENCES—RETRO GAMING AT RAD AND ACTIVITIES LIKE BOWLING AND LASER TAG AT THE FUN CENTER. RATHER THAN COMPETING, WE’LL COLLABORATE TO ENHANCE ALAMOGORDO’S ENTERTAINMENT OPTIONS.**
- **RAD PROVIDES CENTRALIZED LOCATION FOR THE COMMUNITY**
- **COMPLEMENTARY OFFERINGS: BOTH VENUES PROVIDE UNIQUE EXPERIENCES, ENCOURAGING VISITORS TO ENJOY BOTH.**
- **NON-PAID CROSS ADVERTISING: WE’LL PROMOTE EACH OTHER’S EVENTS AND SPECIALS THROUGH SOCIAL MEDIA, IN-STORE SIGNAGE, AND COMMUNITY EFFORTS, INCREASING VISIBILITY FOR BOTH.**
- **STRONGER LOCAL SCENE: OUR COLLABORATION WILL MAKE ALAMOGORDO A KEY ENTERTAINMENT DESTINATION, BENEFITING BOTH BUSINESSES AND THE LOCAL ECONOMY.**
- **BY WORKING TOGETHER, RAD RETROCADE AND THE FUN CENTER WILL CREATE A THRIVING, FAMILY-FRIENDLY HUB IN ALAMOGORDO.**





City of ALAMOGORDO

CITY OF ALAMOGORDO ECONOMIC IMPACT ANALYSIS: RAD RETROCADE ALAMOGORDO PROPOSAL

The City of Alamogordo received the LEDA application on March 12, 2024. Many factors contributed to the delay in bringing this forward, including the City Manager search, and subsequent resignation of the City Manager, the need for a new Natatorium, the Local Economic Development Tax going to voters for Rededication, the Downtown Great Blocks grant, and the Water Sewer Replacement Project.

EXECUTIVE SUMMARY:

RAD Retrocade, a retro-themed arcade bar and restaurant, proposes a new location in Alamogordo, New Mexico. This analysis evaluates the anticipated economic impact of the Alamogordo site by benchmarking against RAD's existing locations in El Paso, TX (West and East sides), and Las Cruces, NM. Key factors include employment levels, payroll (both biweekly and annual) for 2023 and 2024, and the projected contribution to gross receipts taxes (GRT). All figures are normalized for Alamogordo's smaller market size (population ~31,284) relative to Las Cruces (~114,892) and the major metropolitan area of El Paso (~680,000). Assumptions and methodology are detailed in a later section.

	2026	2027	2028	2029	2030	Total
Payroll	252,200	252,200	252,200	252,200	252,200	1,261,000
GRT	142,188	142,188	142,188	142,188	142,188	710,940
Total	394,388	394,388	394,388	394,388	394,388	1,971,940

The requested amount is 2 million, however, the staff recommends up to 1million through the analysis. Many unknown factors and assumptions contribute to this recommendation. Analysis is below.

BUSINESS QUALIFICATION:

- ❖ The business qualifies per City Ordinance 02-14-40 as Follows
 - **02-14-040 (a) Economic Development Goals**
 - ✓ (1) To diversify the local economy by the creation of additional jobs in existing business and the development of new business.
 - ✓ (5) To encourage cooperation between the public and private sectors as they assist in the creation of new jobs.
 - ✓ (7) To help develop within the community's resources the best possible vocational and other skill training to prepare the local populace to enter the work force.
 - **02-14-040 (b) Types of businesses that meet the community's goals.**
 - ✓ (1) Industry that meets all environmental standards both state and federal.

- ✓ (2) Industry that does not use large amount of water in its production processes. Exceptions may be made in instances where the water is mostly reprocessed rather than discharged.
- ✓ (3) Industries that pay a wage that will help improve the local per capita income.
- ✓ (5) Qualifying office/service industries (such as telemarketing or data processing) that provide jobs attractive to high unemployment groups including second incomes for families.
- ✓ (6) Industry that will help diversify the local labor market and lessen the reliance on federal government employment.
- **02-14-040 (c) Qualifying Entity.**
 - ✓ (3) A business, including a restaurant or lodging establishment, in which all or part of the activities of the business involves the supplying of services to the general public or to governmental agencies or to a specific industry or customer, but, other than as provided in paragraph (5) or (9) of this subsection, not including businesses primarily engaged in the sale of goods or commodities at retail;

THE CITY'S FINDINGS:

Financial Assessment

BENCHMARK DATA FROM EXISTING LOCATIONS (2023–2024) JOB CREATION:

- ❖ RAD Retrocade currently operates three locations (El Paso West, El Paso East, and Las Cruces) with over 75 employees as of early 2024.
- ❖ Table 1 summarizes each location's employment and payroll data in 2023 and 2024.
- ❖ The data indicate modest growth in headcount and payroll at each site from 2023 to 2024, reflecting business expansion and wage increases.
- ❖ Each existing location supports 20–30 jobs and *annual* payroll in the mid-\$200k to low-\$300k range.
 - Las Cruces arcade employed roughly 30 people in 2024 with an annual payroll around \$330,000, slightly higher than its 2023 payroll of about \$300,000.
 - The two El Paso locations had somewhat smaller staffing levels (approximately 20–25 employees each in 2024) and correspondingly lower annual payrolls (approximately \$240,000–\$300,000).
 - The combined payroll expenditure across the three locations grew from roughly \$800,000 in 2023 to about \$870,000 in 2024, paralleling the increase in total staff from about 70 to over 75. This growth demonstrates RAD Retrocade's expanding operations and provides a **baseline** for projecting the Alamogordo site's impact.

Table 1. Employment and Payroll at Existing RAD Retrocade Locations (2023 vs 2024)

Location	2023 Employees	2023 Biweekly Payroll	2023 Annual Payroll	2024 Employees	2024 Biweekly Payroll	2024 Annual Payroll
El Paso (West)	24 (est.)	\$10,800 (est.)	\$280,000 (est.)	25 (est.)	\$11,500 (est.)	\$300,000 (est.)
El Paso (East)	18 (est.)	\$8,500 (est.)	\$220,000 (est.)	20 (est.)	\$9,200 (est.)	\$240,000 (est.)
Las Cruces, NM	28 (est.)	\$11,500 (est.)	\$300,000 (est.)	30 (est.)	\$12,700 (est.)	\$330,000 (est.)

POPULATION-ADJUSTED MARKET:

- ❖ Alamogordo's population is significantly smaller than Las Cruces or El Paso, so direct comparisons must be contextualized.
- ❖ As of 2023:
 - Alamogordo: approximately 31,284 residents.
 - Las Cruces: approximately 114,892 residents.
 - El Paso: approximately 680,000 residents.
- ❖ Alamogordo has:
 - About 27% of the population of Las Cruces.
 - Less than 5% of El Paso's population.
- ❖ A smaller population would suggest a proportionally smaller operation. However:
 - Las Cruces's RAD Retrocade employs around 30 people, which is 2.6 employees per 10,000 residents.
 - RAD Retrocade proposes 20 employees in Alamogordo, equating to approximately 6.4 employees per 10,000 residents.
- ❖ This higher per-capita employment rate suggests RAD plans to capture a larger share of the entertainment market in Alamogordo than it does in larger cities.
- ❖ The lack of similar entertainment venues in Alamogordo supports the potential for higher demand and per-resident engagement.
- ❖ Additional market advantages that affect viability beyond population size for Alamogordo include:
 - Holloman Air Force Base's active military personnel and families.
 - Tourist traffic from White Sands National Park.
 - Cross-promotion between the Fun Center operated by Inn of the Mountain Gods.
 - Visitation to Cloudcroft, Mescalero, and Ruidoso.
- ❖ Alamogordo's 20 planned jobs represent about two-thirds of the staffing at the Las Cruces location, despite having only a quarter of the population.
- ❖ The projected annual payroll of \$252,200 in Alamogordo is roughly 76% of Las Cruces's estimated 2024 payroll.

While ambitious, this projection aligns with RAD Retrocade’s strategy of positioning itself as a “unique cornerstone” of local entertainment. The model assumes frequent patronage from residents due to limited alternatives in the region..

Projected Economic Impact

- ❖ Using the benchmarks above, we project that RAD Retrocade Alamogordo will have a direct economic impact through employment and wages similar to the existing locations, scaled to local conditions. The new Alamogordo outlet is expected to employ approximately 20 people.
- ❖ The biweekly payroll of \$9,700 (given by the business plan assumptions) is annualized to \$252,200 per year in wages paid to local employees.
- ❖ These 20 jobs encompass kitchen staff, bartenders, servers, game technicians, and managers, covering the arcade and dining operations.
- ❖ The annual payroll impact of \$252k in wages has multiple effects.
 - First, it directly increases household income for those employed, which can improve local spending power.
 - Second, there is a potential multiplier effect: employees will spend some of their earnings at other local businesses (retail, housing, services), circulating those dollars within the Alamogordo economy.
 - This ripple effect could indirectly support additional jobs or income in the area (A full multiplier analysis is beyond the scope here, but is a recognized phenomenon in economic impact studies).
 - The employment multiplier is also relevant – beyond the 20 direct jobs, the increased business at suppliers (food distributors, equipment maintenance services, etc.)

PROJECTED GRT IMPACT (ESTIMATE):

New Mexico’s Gross Receipts Tax (GRT) is a sales tax that applies to nearly all business transactions, including services. In Alamogordo, the current GRT rate is 8.125%. RAD Retrocade is expected to contribute to the city’s tax base through two primary streams of taxable revenue: gaming receipts and food and beverage sales.

We calculate the GRT for each year and project five years forward. The table below summarizes the annual GRT for Alamogordo and a five-year projection (2026-2030), assuming revenues remain constant at the 2024 level (for existing locations) or the projected first-year level (for Alamogordo)

Location	2025 GRT	2026 GRT (proj.)	2027 GRT (proj.)	2028 GRT (proj.)	2029GRT (proj.)	2030 GRT (proj.)	5-Year Total (2026–30)
Alamogordo	N/A	\$142,188	\$142,188	\$142,188	\$142,188	\$142,188	\$710,938

The projected gross annual revenue for RAD Alamogordo is \$1,750,000, derived by taking the revenue-to-population and revenue-to-payroll ratios from existing RAD locations and adjusting based on Alamogordo’s projected staffing, payroll, and market uniqueness. See the methodology section.

The Alamogordo location is projected to have annual gross revenue of about \$1.75 million, yielding roughly \$142,188 in GRT per year ($1,750,000 \times 8.125\%$) once operational. Over five years (2026–2030), each location’s cumulative GRT contribution is significant. RAD Alamogordo is expected to contribute about \$710,938 in GRT to state and local governments over five years. These calculations have been verified by applying the 8.125% tax rate to the gross revenue figures for each year,

Economic Impact (Velocity of Money Multiplier)

Tax revenue into the local economy tends to have a multiplier effect as those funds are re-spent on local goods, services, and wages. This concept is described as the “velocity of money,” meaning each dollar circulates and generates additional economic activity before leaking out of the economy. Economic studies typically find that local fiscal multipliers range from about 1.2 to 1.5 for each dollar spent. In other words, every \$1 can generate roughly \$1.20–\$1.50 in economic output in the community. For a conservative yet supported estimate, we apply a multiplier of 1.4 (within the recent New Mexico analyses using ~1.45) to the GRT revenues.

Using this standard multiplier, we can project that the total five-year economic impact resulting from the GRT contributions of the new Alamogordo location’s five-year GRT (about \$711k) would yield an estimated \$995,000 in total economic activity for the local economy over that period. Table 2 below focuses on the RAD Alamogordo projections, illustrating the year-by-year revenue and GRT, and the associated economic impact of those tax contributions when the multiplier effect is considered:

Year	Projected Gross Revenue	GRT @ 8.125%	Est. Local Economic Output from GRT ¹
2026	\$1,750,000	\$142,188	\$199,063
2027	\$1,750,000	\$142,188	\$199,063
2028	\$1,750,000	\$142,188	\$199,063

2029	\$1,750,000	\$142,188	\$199,063
2030	\$1,750,000	\$142,188	\$199,063
Five-Year Total	\$8,750,000	\$710,938	\$995,313

ASSUMPTIONS AND METHODOLOGY

This analysis was conducted using a combination of published data, company information, and reasonable assumptions to bridge data gaps. Key assumptions and methods are outlined below:

BENCHMARK DATA ESTIMATION:

Exact employment and payroll figures for the El Paso and Las Cruces locations in 2023–2024 are not publicly available; therefore, we estimated these based on the company’s reported Total of “over 75” employees across three locations and typical payroll per employee. We assumed each location employs roughly 20–30 staff and that total payroll per location ranges from \$220k to \$330k annually (inferred from industry norms and the known biweekly payroll for Alamogordo). The 2023 figures were assumed to be slightly lower (by ~5–10%) than those of 2024 to reflect growth. These estimates were used to create *Table 1* and are labeled as “est.” to indicate they are approximate. They provide a benchmark for scale rather than exact values.

POPULATION AND MARKET DATA:

We used U.S. Census Bureau estimates for city populations to normalize and compare market sizes. Alamogordo’s ~31.3k population (2023) and Las Cruces’s ~114.9k were cited, as was El Paso’s 2020 census population (~679k). These figures helped discuss per-capita impacts and were combined with qualitative factors (e.g., military base presence, tourism) to assess market potential beyond the population. We did not use detailed demographic breakdowns (like median income or age distribution of gamers), so our normalization is broad and based mainly on population size and general economic context.

PROJECTED ALAMOGORDO OPERATIONS:

The assumption of 20 employees and a \$9,700 biweekly payroll for the new location was provided in the scenario. We treated this as a given starting point (i.e., 20 jobs at an average of ~\$485 per two-week pay period each). Annual payroll was calculated as $9,700 * 26 = \$252,200$. Local residents would fill these jobs, and the payroll represents wages paid (not including any tips employees might earn). No additional adjustment was made for potential wage growth over time; the figures represent a stabilized first-year operation.

REVENUE AND GRT CALCULATIONS:

For example, the Las Cruces store reported \$1,881,374 in revenue in 2024 with 26 employees and a payroll of \$442,000. Alamogordo is projected to operate with 20 employees and a payroll of \$252,200, which is approximately 76% of Las Cruces's payroll. Applying this proportion to Las Cruces's revenue results in an approximate revenue expectation of \$1.43 million. However, due to Alamogordo's lack of similar entertainment venues, a favorable downtown location, and anticipated military and tourist support, a modest upward adjustment was made to reflect higher per-capita revenue, resulting in the final projection of \$1.75 million.

- This projection was not strictly normalized for population size. Instead, it was adjusted based on the Ratio of payroll to revenue in Las Cruces, Alamogordo's expected stronger per-capita capture due to lack of competition, and Historical trends in RAD performance following opening year spikes. The conservative estimate accounts for local conditions, expected demand, and the ability to outperform on a per-resident basis compared to larger urban markets.
- For indirect GRT from payroll, we assumed a 50% disposable income spend rate locally on taxable goods as a simple scenario to illustrate potential additional impact – this is a hypothetical illustration, not a hard data point. In reality, the percentage of payroll spent locally can vary, and not all spending is subject to GRT (e.g., rent or utilities are not taxed as gross receipts). Thus, the indirect GRT figure shows that wage spending matters to the local tax base, even if we cannot pin down an exact number.

MULTIPLIER EFFECTS:

While we mentioned economic ripple effects (indirect and induced jobs, supplier impacts), we did not quantitatively model a specific multiplier. The analysis mostly focuses on the *direct* impact side (jobs and payroll at RAD, direct taxes from RAD's sales). Any references to broader impacts are supported qualitatively by statements from the company's LEDA application (e.g., stimulating nearby business activity) and general economic principles.

RECOMMENDATION:

RAD Retrocade is a well-established company with proven success. The Alamogordo expansion aligns with the City's economic diversification goals, job creation, and enhanced quality of life. Based on the City's analysis, a 1 million LEDA request is justified, and the estimated return to the economy through Job Creation and GRT supports the requested investment.

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Produced and Submitted by:



Stephanie J. Hernandez, Ph.D
Acting City Manager

5/8/2025

Date

**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	252119	\$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	268391	\$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	557029	\$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	553051	\$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	1463850	\$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	178583	\$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

**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
90	GOLF COURSE	2,000	1,729,350	510,080	0	510,080	2,239,952	1,478		\$1,478
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	85,010	0	85,010
	Total Revised Fund 50	85,010	0	0	0	0	85,010	0	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	588,589	2,995	2,995
	Total Revised Fund 63	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
	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				4,671	(4,671)		(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	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	22,561
	#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

Leda Grant

2023	Number of Employess	Biweekly Payroll	Total Annual Payroll	Total Annual Gross Revenue
Rad West El Paso	19	8,000	208,000	1,443,285
Rad East El Paso	18	9,000	234,000	1,884,869
Rad Las Cruces	28	31,000	806,000	2,653,067
2024				
Rad West El Paso	19	8,400	218,400	1,083,427
Rad East El Paso	13	7500	195,000	906,595
Rad Las Cruces	26	19,000	442,000	1,881,374
Projections for Rad Alamogordo	20	9,700	252,200	1,750,000

By these calculations, the LEDA grant can be paid 1,800,000 in seven years. I fell confident 2,000,000 is very obtainable.

The total gross revenue for Las Cruces does not include gaming revenue. The projections for Alamogordo also do not include game revenue.

Gaming revenue for Las Cruces averages 5,200 a week. I believe Alamogordo will surpass that especially in the opening year.

Annual game revenue for Las Cruces is 270,400

The first year of Alamogordo should be much higher than projected. These are the numbers projected once the "newness" has worn off.

2024 was one of the slowest years for the bar business across the board. We are already seeing a trend upward for 2025. 2026 should be a great year to open.

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 5/13/2025

Report Date:

Report No: 9.

Submitted By:

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

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation:

Background: