

**CITY OF ALAMOGORDO, NEW MEXICO
CITY COMMISSION REGULAR MEETING MINUTES
6:30 PM, DONALD E. CARROLL COMMISSION CHAMBERS
December 16, 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
DARRELL MORI, CITY ATTORNEY
RACHEL HUGHS, CITY CLERK**

CALL TO ORDER & ROLL CALL

Mayor Payne called the meeting to order at 6:32 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 Mayor Payne, and the Pledge of Allegiance was led by Commissioner Guthrie.

APPROVAL OF AGENDA

Commissioner Rardin said he wanted to remove Item 14 from the agenda.

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

PRESENTATIONS

1. Presentation of plaques to the outgoing Commission, Mayor Payne, and Commissioner Guthrie. (*City Commission*)

Mayor Pro-Tem McDonald presented Mayor Payne with a plaque of recognition for serving on the City Commission. She first served as the Commissioner of District Three from March 2016 to December 2021. She later served as the Mayor from January 2022 to December 2025.

Commissioner Rardin presented Commissioner Guthrie with a plaque of recognition for serving on the City Commission. She served as the Commissioner for District One from March 2025 to December 2025.

2. Presentation of Mayor's recognition and awards. (*Susan L. Payne, Mayor*)

Mayor Payne presented the Mayor's Certificate of Appreciation to Jim Talbert, Mark Goga, Butch Ephraim, Donald "Jake" Jacobs, Jim "WAM" Harkins, TSgt. Curtis Rosga, Christopher Calhoun, and Tina McLean in recognition of their efforts in the successful completion of Phase 1 of the F-4 Gateway Freedom Monument.

Mayor Payne presented Mayoral Commendations to MSgt. Derek Spencer, MSgt. Audrey Spencer, Larry Morris, Mark Werner, and Justin Purvis, in recognition of their pivotal roles in the successful completion of Phase 1 of the F-4 Gateway Freedom Monument.

Mayor Payne presented a Mayoral Commendation to Nolan Ojeda in recognition of his transformative impact on downtown revitalization and economic development for the City of Alamogordo.

Mayor Payne presented a Mayoral Commendation to Danielle Rondelez for outstanding civic contribution and community impact.

3. Presentation on Thrive Guide: A guide to critical resources for local military families. (*Danielle Rondelez*)

City Attorney Mori said that Mrs. Rondelez is presenting in her individual capacity and that this presentation is for information purposes only.

Mrs. Rondelez said the Thrive Guide was formerly known as Five to Thrive. I wanted to discuss what it is, why we did this, and how it became part of the community. It began in 2021 with Charlene Brown and other military spouses who wanted to improve the quality of life for military families. They wanted families not just to survive but to thrive. The four R's are recruit, retention, resilience, and readiness. Communities across the country have been encouraged to adapt the framework locally. I presented it to the Executive Board of the Chamber of Commerce, and there was unanimous agreement that the project needed to happen. Following a meeting with Holloman Air Force Base, I presented it to the Sacramento Mountains Foundation, requesting their support. Once approved, we assembled a team of community experts to support each pillar, who contributed their time, expertise, and insights to complete this project. It was an honor to work on this, and I look forward to the completion of the guide so we can make it available in digital format. It will be a valuable resource for those joining Holloman Air Force Base. We will build on this platform moving forward.

PUBLIC COMMENT

Londyn Leslie asked the City to please complete the sidewalks on both sides of Desert Lakes Road. The lack of continuous sidewalks poses a safety concern. Completing the sidewalks on both sides would improve safety and enhance access.

CITY MANAGER'S REPORT

Acting City Manager Hernandez made the following remarks:

1. The Zoo is getting two sloths.
2. Directors talked to our state legislators about our ICIP list, and they did a phenomenal job. Projects included a headworks upgrade at the Wastewater Facility, a US 70 Water Distribution Grid Replacement, the Dry Canyon Arroyo project, the reopening of Bonito Lake, the beautification of several of our buildings, and APD vehicles. We did our top six projects, and those were presented up there today.
3. As of tomorrow, we will have five employees at our Dispatch. We currently have over twenty-seven applicants. We are grateful to the State for working with us to do a Dispatch Academy.
4. After the ribbon cutting for Phase I of the F-4 Project, we had several contractors tell us they would help and complete things. They are going to put together Phase II of the Gateway Freedom Monument, which is anticipated to be up July 4, 2026.
5. Thank you to Commissioner Guthrie for her service and expertise.
6. Thank you to Mayor Payne for her support of City staff. You have been very supportive of City staff and always held us accountable.

Mr. Chris Edwards presented Mayor Payne with Second Life Media's Spotlight Stamina Award.

REMARKS AND INQUIRIES BY THE CITY COMMISSION

Commissioner Rardin requested that the Streets Department inspect Hawaii Avenue from 10th Street to 16th Street for potholes. There are also potholes along a two-block stretch of Ohio Avenue. Public Works Director Vargas said the ones on Ohio Avenue had been taken care of. Acting City Manager Hernandez stated that Hawaii Avenue is slated for development as part of WSRP 2.

Commissioner Guthrie said she had made multiple inquiries about 1109 Michigan. Whether it was condemned, what the status was, and what we planned to do about it. I want to inform the public about what is happening. Acting City Manager Hernandez said we have received numerous questions about that. It had been for sale, was sold incorrectly, and it was for sale again. It has been condemned. We have to work with the new owners when that happens. However, if nothing significant happens regarding this property, it will be on the demolition list for March. Commissioner Guthrie said people told her they still really wanted a lake to go fishing. It has been suggested that the lake be named Crystal Lake upon completion. I wanted to thank everyone for everything. Being a Commissioner has been extremely educational.

Commissioner Burnett asked when we were supposed to start on the greens at the Golf Course. Acting City Manager Hernandez said she would get back to him on that. Commissioner Burnett said he asked because he would like to

shift that money from the greens to the fairways. The greens are rolling very nicely, probably the best I have seen in six years. Our fairways are in dire need of attention. Acting City Manager Hernandez said we are purchasing a reseeded so that it can be properly seeded. I will follow up. Commissioner Burnett asked where we were with the retention on the ponds. Finance Director Huff said we met with the Golf Course last week. They presented an alternative to the spin cleans currently in the ponds. Their current spin cleans are getting clogged with sludge, and so they are continuously having to drain them. The alternative is an apparatus that sits on top of the ponds and performs the same function for cleaning the water, but does not have issues with sludge. We authorized \$150,000 for three separate things. One is the reseeded. Another is to complete the improvements to the SCADA system so that it can control the valves. The last is for the river screens, which are the apparatus that sits on top of the ponds and aerates everything. Commissioner Burnett asked if we were keeping the windmills. Finance Director Huff said yes. The windmills are part of a different allocation of money and are still planned for installation. We were asked by Golf Course staff to hold off on the installation of them because of something to do with playing time. That money already exists. Commissioner Burnett asked where we were with the RFP. Acting City Manager Hernandez said she needed to meet with Chief Procurement Officer Pyeatt. I have it ready to go and hope to release it next week. We will have it out for thirty to forty-five days. Commissioner Burnett asked if it would still be with or without maintenance. Acting City Manager Hernandez said we decided not to include the maintenance in it for various reasons. One is the staff training on the new SCADA irrigation system. The second is feedback that not many people are involved who want to do that. We can always put out an RFP at a later date for the maintenance. We are going to see what we get and see if there are questions regarding the maintenance. Commissioner Burnett asked about his hole on Florida Avenue. Acting City Manager Hernandez said she met with Public Works Director Vargas about that. They are going to look at it. We would like to schedule it when school is not in session because that is a huge corridor. There are questions about risers, or whether there is a leak, so they are going to re-evaluate that dip.

Commissioner Tapley said New York Avenue looks great. It was awesome during the Christmas event. Regarding Londyn Leslie's public comment regarding Desert Lakes Road, I know that a couple of years ago, it was announced that they were going to improve it. Can you elaborate on that? Acting City Manager Hernandez said she still needed to do research on that. Commissioner Tapley said he was told that they started to do marketing on that a couple of years ago, but it just went away. Commissioner Rardin said he remembered drainage improvements out there. Finance Director Huff stated that a design was completed in 2018. While the design was funded, there was never any funding for its construction. There are no sidewalks on that design. It was shelved because there were other priorities. It is something that will be included in our new Capital Process, and therefore, it will be back on the list of possibilities. We could also consider revamping the design to include sidewalks.

Mayor Pro-Tem McDonald said she went with the Directors to Ruidoso to present the projects to our legislative group. They did a fantastic job. People commented that our projects here are shovel-ready and appreciate it. I heard good things about Bonito Lake. I did not realize that some other cities are in a little trouble, and so I am proud of what Alamogordo did. As I move into the Mayor's seat, I want to hear what people in Alamogordo are thinking and what they would like to see. I decided to hold office hours from January 5th to the 13th, from 9:00 AM to 12:00 PM, in an office that can accommodate people. If you would like to make an appointment, you can call. If I need to extend the days until the end of January, I can do that too. If people think we are not moving forward with downtown and other developments, there have been, on record, one hundred and sixty-seven businesses established from the beginning of the year up until now. Taking off duplicates, we still have well over one hundred. That speaks volumes for our community.

Commissioner Rardin asked for an update on the study on Indian Wells Road by Walmart. Acting City Manager Hernandez said the traffic counts were not there. There were two times in the day when it got really busy, but it was still under the required amount for a light.

Mayor Payne said in December, we had the Ribbon Cutting Ceremony for downtown, Christmas on Main Street, and the Alamogordo Christmas Parade held by the Air Force Sergeants. There is always something to do. The credit for that goes not only to the City itself, but also to businesses and organizations, too. I would like to recognize the passing of Pastor Forney of Corinth Baptist Church.

CONSENT AGENDA

4. Approve the minutes for the Regular Commission meeting on December 2, 2025. (Rachel Hughes, City Clerk)

5. Consider, and act upon, Resolution No. 2026-01 determining reasonable notice of meetings of the Alamogordo City Commission for the year 2026 (Open Meetings Act). *(Rachel Hughs, City Clerk)* (Roll Call Vote Required)
6. Consider, and act upon, the City Commission Regular Meeting Schedule for the 2026 calendar year. *(Rachel Hughs, City Clerk)*
7. Consider, and act upon, adoption and final publication of Ordinance 1720 Declaring the need for Designation by Otero County, New Mexico by and through the County's Board of County Commissioners of Certain Real Property within the County's Area of Operation overlapping the Municipal Boundaries of the City of Alamogordo as a Metropolitan Redevelopment Area. *(Chris Muirhead, Modrall Sperling)* (Roll Call Vote Required)
8. Consider, and act upon, the confirmation of Matthew Wade as an alternative Municipal Judge. *(Darrell Mori, City Attorney)*
9. Consider, and act upon, the Investment Report for the quarter ending September 30, 2025, in accordance with the City of Alamogordo Investment Ordinance. *(Sue Ashe, Accounting Manager)*
10. Consider, and act upon, the award of RFP 2025-014 On-Call Bay Door Repair and Maintenance Services to Custom Overhead Doors. *(Jimmy Vargas, Public Works Director)*
11. Consider, and act upon, the award of Public Works Bid No. 2025-004, City of Alamogordo Fire Station 2 Project No. FD2401, to National Construction, Inc., related to the City of Alamogordo Fire Station 2 project for an amount not to exceed \$1,330,033.32, including NMGR. *(Justen Boyle, Senior Project Manager)*
12. Consider, and act upon, Resolution 2025-39 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 December 16, 2025. *(Evelyn Huff, Finance Director)* (Roll Call Vote Required)
13. Consider, and act upon, Resolution 2025-40 relating to a rate increase of 3.01% effective January 1, 2026 for residential solid waste collection through Southwest Disposal. *(Evelyn Huff, Finance Director)* (Roll Call Vote Required)

Commissioner Rardin asked if Item 7 needed to be pulled per the changes that Acting City Manager Hernandez emailed. Acting City Manager Hernandez said yes sir. Commissioner Rardin said he would pull Item 7. Commissioner Burnett said he wanted to pull Item 11.

Commissioner Rardin moved to approve Items 4, 5, 6, 8, 9, 10, 12, & 13 of the Consent Agenda.

Commissioner Robinson seconded the motion.

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

ITEMS REMOVED FROM CONSENT AGENDA

7. Consider, and act upon, adoption and final publication of Ordinance 1720 Declaring the need for Designation by Otero County, New Mexico by and through the County's Board of County Commissioners of Certain Real Property within the County's Area of Operation overlapping the Municipal Boundaries of the City of Alamogordo as a Metropolitan Redevelopment Area. *(Chris Muirhead, Modrall Sperling)* (Roll Call Vote Required)

City Attorney Mori said we made the changes that the Commission wanted to make, but I accidentally sent the old version in the packet. I want to read what the changes were and what has been added to Ordinance 1720. The

original had a large breadth of Alamogordo listed as the designated area. That has been changed to read:

"WHEREAS, the Proposed Redevelopment Area is all or a portion, as determined by the County, of the property described below: The Patriot Pointe Development located at 305 Moonglow Street, Alamogordo, New Mexico 88310, with Parcel ID 01N4056094505430, being approximately 5.947 acres of non-residential land zoned R-4 for multiple-family dwellings, with a current actual value of \$388,577 and assessed value of \$129,526 as of August 29, 2025."

City Attorney Mori said that is the change in size the Commission requested. The public hearing date was changed to meet the City Commission schedule. The public hearings for the County will start occurring later in the year on December 30th. As for other changes that the Commission wished:

"NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ALAMOGORDO THAT:

Section 1. Necessity of Designation by County of Proposed Redevelopment Area. Subject to the provisions of Sections 2 and 3 hereof, the City Commission hereby declares the need for the County's proposed designation of the Proposed Redevelopment Area as a Metropolitan Redevelopment Area in order to afford the maximum opportunity for the rehabilitation or redevelopment of Metropolitan Redevelopment Areas to private enterprise. This declaration is intended to meet the requirements of Section 3-60A-4(P) of the Code.

Section 2. City Involvement with Metropolitan Redevelopment Area and Plan. The City is a necessary party related to the development of the Metropolitan Redevelopment Plan and oversight of the Metropolitan Redevelopment Area and the effect of the City Commission's declaration in Section 1 hereof is conditioned upon the following:

a. The Metropolitan Redevelopment Plan will provide for the appointment of a Board of Directors to oversee the execution of the Metropolitan Redevelopment Plan. If the Board has 5 or fewer members, the City Commission shall have the power to appoint 2 members to the Board of Directors. If the Board has more than 5 members, the City Commission shall have the power to appoint 3 members to the Board of Directors; and

b. The commencement of construction (i.e. "breaking ground") of the Patriot Pointe Development shall occur no later than December 31, 2026.

Section 3. Ordinance Irrepealable. After the designation of the Proposed Metropolitan Redevelopment Area as a Metropolitan Redevelopment Area, this Necessity Ordinance shall be and remain irrepealable until such Metropolitan Redevelopment Area is no longer treated as such under the Code. Notwithstanding anything herein to the contrary, if the conditions set forth in Section 2 above are not met, the City Commission's declaration in Section 1 shall be of no further force or effect."

City Attorney Mori said so basically, if the ground has not been broken by December 31, 2026, and if the City does not have a chance to have it's position put on the Board, then basically this goes away. It has no force or effect. The other change is that today is the second reading of this ordinance, and so there is a date change at the bottom.

Commissioner Rardin moved to approve as amended.

Commissioner Guthrie seconded the motion.

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

11. Consider, and act upon, the award of Public Works Bid No. 2025-004, City of Alamogordo Fire Station 2 Project No. FD2401, to National Construction, Inc., related to the City of Alamogordo Fire Station 2 project for an amount not to exceed \$1,330,033.32, including NMGRT. (Justen Boyle, Senior Project Manager)

Commissioner Rardin said he would abstain from voting and discussion due to a potential conflict of interest from the original bid.

Commissioner Burnett asked why this was sent out for rebid. City Attorney Mori said the original bid was sent out, and was then canceled due to the determination that it was in the best interest of the City. It was basically a preventative measure to ensure we are complying with all procurements, the Governmental Conduct Act, and City ordinances regarding potential conflicts of interest. So, before any award or contract was issued, it was decided to be pulled and sent out for rebid. There were some extra form changes, so there would be no perception of any type of conflict of interest. That would protect the City by transparency and, by extension, the Commission for any actions, so they may participate in the course of their daily occupations. Commissioner Burnett said if he remembered right, he had spoken to three different commissioners about this project. Is that correct? City Attorney

Mori said also, at the time, there was no notice of obligation from the State, so we did not have the ability to proceed, and so it had to go out to rebid. Commissioner Burnett said when it went out to rebid, were the bids open to each contractor, as far as what the contractor knew about what the other contractors had bid previously on that? Acting City Manager Hernandez said yes. Commissioner Burnett said the issue he had was that, from the numbers he received from Acting City Manager Hernandez earlier, it said that White Sands Construction's bid increased by around \$90,000, and National's bid decreased by \$117,000. I find it hard to believe they could come down to that price. When you sent out the rebid, was anything changed as far as the scope of work? Senior Project Manager Boyle said no, but subcontractors did change. Commissioner Burnett said other than National's Construction, there was one other one, correct? Senior Project Manager Boyle said correct. Subcontractors can make a big difference in pricing. They had different subcontractors than the original bid.

Commissioner Burnett asked if there were any protests on this bid. Acting City Manager Hernandez said they had heard there was one, but we have not seen it. We have not been given it yet.

Mayor Pro-Tem McDonald moved to approve.

Commissioner Robinson seconded the motion.

Motion Passed with a vote of 5 - 1 - 1. Commissioner Burnett voted nay. Commissioner Rardin abstained.

NEW BUSINESS

14. Discussion and possible action on Quail Hollow #2 Subdivision. (*Joshua Rardin, Commissioner*)

Item 14 was pulled during the Approval of the Agenda.

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

Mayor Payne reappointed Rob Hicks to a sixth term on the Airport Advisory Board, and reappointed Richard Warren to a fourth term on the Alamogordo Public Library Board. No one was opposed.

16. Mayor's closing remarks: reflections on the past four years, and words of appreciation.

Mayor Payne said we have seen the completion of Phase 8 of the McKinley Channel and the Scenic Extension, lived through COVID, changed our election cycles, did the Great Blocks Project, did new water infrastructure projects, did a salary study for City employees, obtained pay increases for Police and Fire, did the Union contract for the Police, re-opened Bonito Lake and then saved it later, lost police officers and city staff, updated our Technical Standards, a new swimming pool is coming, ADA-compliant sidewalks in District 5, revitalization of the downtown area, the Dudley School, awarded millions in LEDA funds, the Golf Course Irrigation Project, the Ferguson Academy in honor of Officer Ferguson, and we received the Altus Award.

I want to thank Acting City Manager Hernandez, Police Chief Kunihiro and the Police Department, Fire Chief Ramirez and the Fire Department, Utilities Director Nunnelley and his staff, Public Works Director Vargas and his staff, Finance Director Huff, Human Resources Director Osborn, former Community Services Director Ortega, current Community Services Director Flint, City Clerk Hughs, Deputy City Clerk Aleshire, City Attorney Mori, all our City Staff, our Commissioners, Holloman Air Force Base, our community members, and lastly my friends and family, who I will be able to spend more time with. I give all credit to my Lord and Savior.

EXECUTIVE SESSION

17. Adjourn into Executive Closed Session in compliance with 10-15-1(H)(8), NMSA (as amended) to discuss: Real Property (a donation of up to 4 acres of 501 La Velle Road, Alamogordo, NM 88310). (Roll Call Vote Required)

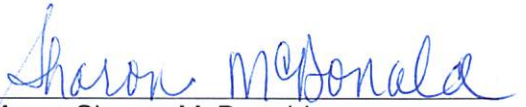
Commissioner Rardin moved to Adjourn to Executive Session at 8:49 PM.

Commissioner Guthrie seconded the motion.

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

ADJOURNMENT

ATTEST:


Mayor Sharon McDonald


City Clerk Rachel Hughs

(Prepared by Dylan Aleshire, Deputy Clerk)
Approved at the Regular Meeting held on January 13, 2026.



