

**CITY OF ALAMOGORDO, NEW MEXICO  
CITY COMMISSION REGULAR MEETING MINUTES  
6:30 PM, DONALD E. CARROLL COMMISSION CHAMBERS  
January 13, 2026**

**SHARON MCDONALD, MAYOR  
JOSHUA RARDIN, MAYOR PRO-TEM  
BAXTER PATTILLO, COMMISSIONER  
STEPHEN BURNETT, COMMISSIONER  
WARREN ROBINSON, COMMISSIONER**

**VACANT, COMMISSIONER  
MARK TAPLEY, COMMISSIONER  
STEPHANIE HERNANDEZ, ACTING CITY  
MANAGER  
DARRELL MORI, CITY ATTORNEY  
RACHEL HUGHS, CITY CLERK**

**CALL TO ORDER & ROLL CALL**

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Mayor McDonald called the meeting to order at 6:27 PM. Roll Call was taken by the City Clerk. Commissioner Tapley attended by phone. City Clerk Hughs announced there was a quorum present.

**INVOCATION & PLEDGE OF ALLEGIANCE**

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The Invocation was given by Reverend Sharon Avril of Owen Chapel A.M.E. Church, and the Pledge of Allegiance was led by Commissioner Burnett.

**APPROVAL OF AGENDA**

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**Commissioner Robinson moved to approve.  
Commissioner Rardin seconded the motion.  
Motion Passed with a vote of 6 - 0 - 0.**

**ADMINISTRATION OF THE OATH OF OFFICE FOR ELECTED OFFICIALS**

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**1. Ceremonial administration of the Oath of Office to the newly elected City Commissioners. (*David Overstreet, Municipal Judge*)**

Judge David Overstreet administered the ceremonial Oath of Office to Mayor McDonald and the newly elected City Commissioners, Joshua Rardin, Stephen Burnett, and Baxter Pattillo.

**REORGANIZATION OF THE COMMISSION**

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**2. Selection of the Mayor Pro-Tem. (*Rachel Hughs, City Clerk*)**

City Clerk Hughs said, per the City Charter, an organizational meeting shall be held after each election. The Commission selects one of its own members to serve as Mayor Pro-Tem. You can nominate, and if there is a second, you will vote. If there is no second, then the motion dies, and someone else can be nominated.

**Commissioner Burnett moved to nominate Commissioner Rardin as Mayor Pro-Tem.  
Commissioner Pattillo seconded the motion.  
Motion Passed with a vote of 6 - 0 - 0.**

**3. Selection of Seating Order. (*Rachel Hughs, City Clerk*)**

City Clerk Hughs said, after each election, the seating order is determined by seniority, with the Mayor and Mayor Pro-Tem seated at the center of the dais. The order of seniority is Josh Rardin, Stephen Burnett, Mark Tapley, Warren Robinson, and Baxter Pattillo.

Mayor Pro-Tem Rardin moved to his new seat as Mayor Pro-Tem After they chose their seats, City Clerk Hughs said the new order of seating, from left to right, is Commissioner Tapley, Commissioner Robinson, Mayor McDonald, Mayor Pro-Tem Rardin, Commissioner Burnett, a vacant seat for District 5, then Commissioner Pattillo.

**4. Approve the Order of Business. (*Rachel Hughs, City Clerk*)**

City Clerk Hughs said the order of business is approved at each organizational meeting of the City Commission. Everything remains the same, except that I recommend revising the agenda to prioritize unfinished business before new business, and removing the second public comment from the end of the agenda. The agenda is currently in this manner, and a new resolution will be presented to note this. Mayor McDonald asked for the recommended order to be read aloud. City Clerk Hughs said the recommended order of business is Call to Order and Roll Call, Invocation and Pledge of Allegiance, Approval of the Agenda, Presentations, Public Comment, City Manager's Report, Remarks and Inquiries by the City Commission, Consent Agenda, Items Removed from Consent Agenda, Public Hearings, Unfinished Business, New Business, Executive Session, and Adjournment.

**Commissioner Robinson moved to approve the recommended order of business.**

**Commissioner Burnett seconded the motion.**

**Motion Passed with a vote of 6 - 0 - 0.**

## **PUBLIC COMMENT**

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1. Evan Lambert said he was excited about how the community and this administration could cooperate together and get things done right.
2. Tom Krajei said he wished to speak on the selection process. There are notable differences between the processes for the City Manager and the next City Commissioner. The annual income of the next City Manager could approach \$200,000. For a Commissioner, it would be less than \$10,000 a year. There is also a difference in the sizes of talent pools for the selection process. The one for City Manager is nationwide, but for District 5, it is only from people within that district, around four thousand adults. It is important that both processes are as open and transparent as possible, as well as much care, attention to detail, and time as is necessary to perform an effective selection as is reasonable.
3. Tanya Burns said she wanted to thank Mayor McDonald regarding the Radiation Exposure Compensation Act in 2023 which she had helped us with. Previously, people in New Mexico could not claim for their radiation illnesses, including cancers. That process has been shepherded through. We are now delivering for the City and Otero County. We are bringing in \$100,000 claims faster than we can get claims forms out. I would also like to thank City Clerk Hughs for opening the door to me, a layperson with no knowledge of city governance. Most of us have no idea what the City Charter details or protocols are, and we would like to know. As residents, we have the job of trying to understand how to replace you. I would like to know what the rules are, when I will know them, and how that looks.

## **CITY MANAGER'S REPORT**

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

1. I wish to congratulate Commissioner Pattillo on his new baby. I also wish to congratulate the newly elected Commissioners and the Mayor.
2. I have received many questions this week regarding the Golf Course RFP. I want to go over the timetable. It will be published on January 17th, again on January 24th, then there will be a mandatory walkthrough on February 9th, and lastly, submittals will come before the Commission on March 24th for presentation and award by the Commission. This is going to be done the same way as the Fun Center.
3. I wish to update you on some projects we are starting. The reservoir in La Luz started yesterday. The Fairgrounds Intersection will start on Monday. The Oregon project is still ongoing; they will be pouring curb this week. Cell 6 at the Landfill started last week. The Lower & Upper Height Line is about fifty percent complete. Regarding Tank Rehabilitation, we have three remaining; we are still doing paperwork, but it should start early this month or in early February. Regarding Downtown, we are getting armbrs for the crosswalk; the closure should happen tomorrow, but access to New York Avenue will not be affected. The road striping should be done this week. We have a precon for Fire Station 2 next week.
4. City Clerk Hughs was certified today as a Master Municipal Clerk. There are only around four hundred in the entirety of the United States. It elevates us to have a Master Municipal Clerk on staff, and I wish to congratulate her.
5. There will be two huge projects coming forward before the Commission. We have the Master Meter Replacement coming forward. We are reviewing the contract you approved for us to go out to sustainability as a service. It will not be like last time, where it took us years to get it completed. It is anticipated to take a little over a year to get all of them completed, including the big lines, commercial lines, and master meters. The other project is we are looking at a leasing program for all of our vehicles. We have old vehicles that we cannot just replace because of the expense. Public Works Director Vargas and his staff have been working on this. We will be able to

start implementing the lease year-by-year, so we will always have new vehicles for our staff. We have not done this before, and it is a project where we have got to make our money stretch. I think this is a really good path forward for the City.

6. Otero County Days is coming up. They are focusing on water infrastructure projects. If we could get any money for our \$160,000,000 projects, that would be fantastic. Please get with City Clerk Hughs about that if you wish to go.

7. I wish to let Commissioner Burnett know that we fixed Florida Avenue.

#### **REMARKS AND INQUIRIES BY THE CITY COMMISSION**

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Mayor Pro-Tem Rardin said he wished to note the passing of Officer Mike Mirabal. He was the head of the Narcotics Program and served as a police officer for Alamogordo for many years.

Mayor McDonald said she wished to thank everyone for being here tonight and helping her. Know that I appreciate everything, and I am so happy you came here tonight. I want to shout out our former pastor, Pastor Forney, who passed away in December. He was so supportive, and he saw that I had gotten the position. I did not do this alone. I am so appreciative of everyone and everything that was done, and I think God would be satisfied with the way it turned out.

#### **CONSENT AGENDA**

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5. Approve the minutes for the Regular Commission meeting on December 16, 2025. (*Rachel Hughs, City Clerk*)

6. Consider, and act upon, the award of RFQ 2025-02 Airport Engineering Services, White Sands Regional Airport to Delta Airport Consultants. (*Eileen Flint, Community Services Director*)

7. Consider, and act upon, the award of RE-BID RFP 2025-012 On-Call HVACR Repair & Maintenance Services to MPC Enterprises LLC and PC Automated. (*Jimmy Vargas, Public Works Director*)

8. Consider, and act upon, Resolution 2026-03 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 January 13, 2026. (*Evelyn Huff, Finance Director*) (Roll Call Vote Required)

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

#### **ITEMS REMOVED FROM CONSENT AGENDA**

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None.

#### **NEW BUSINESS**

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9. Consider, and act upon, Resolution 2026-02 declaring that a vacancy exists on the City Commission for District 5. (*Rachel Hughs, City Clerk*) (Roll Call Vote Required)

City Clerk Hughs said Sharon McDonald was elected Mayor at the Regular Local Election on November 4, 2025, and took office in said position on January 1, 2026, creating a vacancy in the position of Commissioner for District 5. Per the City Charter, the resolution declaring the vacancy must be adopted by the Commission within fifteen days of the vacancy. The Commission must appoint an eligible person by majority vote to fill the vacant office at the first regular meeting following the expiration of thirty days after the adoption of the resolution. If the Commission fails to make the appointment at that meeting, the Mayor must, within fifteen days, appoint an eligible person to fill the vacancy. The Mayor must appoint someone at the following meeting.

Candidates must be qualified electors, meaning they must be registered to vote and reside in District Five. Attached is the outline for the appointment schedule. On January 14th, the candidate packets will be available in

my office and on the City website under the City Commission page. February 13th is the deadline to submit the Letter of Interest, the Declaration of Candidacy, the Disclosure Statement, and the Affidavit of Voter Registration to the City Clerk. On February 24th, during the Regular Commission Meeting, the qualified candidates will present themselves before the Commission to state their interest in the position, in the order in which candidates submitted all required documents. If the Commission does not appoint anyone, the Mayor will appoint someone on March 10th. There is a correction on the dates. I put March 10, 2025, but it should be 2026.

**Commissioner Pattillo moved to approve.**

**Commissioner Robinson seconded the motion.**

**Motion Passed with a vote of 6 - 0 - 0.**

Acting City Manager Hernandez said a correction needed to be made. During Item 2, Commissioner Tapley voted yea, not nay. City Clerk Hughs said that would be corrected in the record.

#### **10. Appointments to Boards and Committees. (Sharon McDonald, Mayor)**

Mayor McDonald appointed Lance Grace to the Airport Advisory Board and Rozanne Workman to the Senior Volunteer Programs Advisory Council.

#### **EXECUTIVE SESSION**

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

**Commissioner Burnett moved to Adjourn to Executive Session at 7:15 PM.**

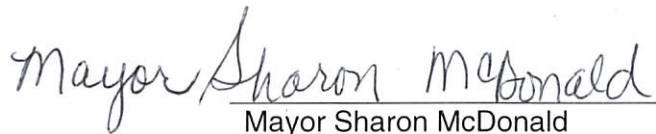
**Commissioner Robinson seconded the motion.**

**Motion Passed with a vote of 6 - 0 - 0.**

#### **ADJOURNMENT**

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ATTEST:

  
Mayor Sharon McDonald



City Clerk Rachel Hughs

(Prepared by Dylan Aleshire, Deputy Clerk)

Approved at the Regular Meeting held on January 27, 2026.

