

Regular Meeting Minutes–March 18, 2026

The Mayor and the Board of Trustees of the Village of Tularosa met in a Regular Meeting on Wednesday, March 18, 2026, at 6:00 P. M. in the Court Conference Room of the Public Safety Facility located at 609 St. Francis Drive, Tularosa, New Mexico.

Present: Mayor Deborah Cooksey
Trustee Manuel Brusuelas
Trustee Mark Garwood
Trustee Christopher Rupp
Trustee Casey Otero

Also present was Rebekah Bryant Village Clerk

At 6:00 P. M. Mayor Deborah Cooksey called the meeting to order asking that all rise and join her in the Pledge of Allegiance and the Salute to the Flag of the State of New Mexico.

Roll Call was taken:

Brusuelas-present, Garwood-present, Rupp-present, Otero-present

1. Trustee Brusuelas made a motion to accept the agenda; Trustee Otero seconded the motion. All members voted aye; motion carried.

2. Unscheduled correspondence:

Larry Berry-Stated stated that they were able to purchase the computers for the courts with the money the board approved for them.

Amy Barela-Stated that she wanted to apologize for the misunderstanding regarding the sign that she put up at the senior center. She stated that she did have permission before and after she made the sign, from the ladies at the senior center.

3. Rebekah Garcia, Village Clerk asked to adopt Resolution #2025-2026-17 Rules of Procedures for regular meetings. Trustee Otero made a motion; Trustee Rupp seconded the motion. All members voted Aye; motion carried
Roll Call: Brusuelas-Aye, Garwood-Aye, Rupp-Aye, Otero-Aye.

4. Geraldine Martinez, Chief of police asked for approval of appointment of Isaiah Chavez as a full-time shelter attendant at a pay rate of \$13.50hr. Trustee

Brusuelas made a motion; Trustee Rupp seconded the motion. All members voted Aye; motion carried.

5. Rebekah Garcia, Village Clerk asked to approve the appointment of Kendra King as a part-time grant writer/coordinator at a pay rate of \$20.00hr. Trustee Rupp made a motion; Trustee Brusuelas seconded the motion. All members voted Aye; motion carried.

6. Rusty Helton, planning and zoning gave a presentation on a training that was offered by the NMML regarding planning and zoning. He spoke during public comments as he was unable to stay for the duration of the meeting. He stated that they learned valuable information regarding planning and zoning rules and procedures. Discussion only

7. Schanen Yates-Unser, secretary for planning and zoning gave a presentation on the report for planning and zoning's audit and 2026 reform road map. Schanen was sworn in by the village clerk. Schanen stated that she is presenting the 2025 Audit findings & Reform Roadmap. She stated that the 2025 audit that is required by general provision was a revelation that exposed a significant administrative void that puts history at risk. She discussed the application suite, 35 day statutory timeline, subdivision application, formal receipt of final subdivision submission, development impact fees, infrastructure capacity certificate, mylar specs, applications (unified building permit, sign and graphics application, short term rental Airbnb permit, special use permit, home occupation permit, variance/zone change, annexation petition, plat vacation application) Vacant building maintenance license, certificate of appropriateness, master intake checklist/subdivision counter checklist, revenue tracking protocols, historical preservation article, 49 blocks prohibited structures, 49 blocks property owners guide, one in one out policy, resolution 2026, amendment five year review, notice of public hearing. Discussion only.

8. Schanen Yates-Unser, secretary planning and zoning was asking for the adoption of the 2026 Unified Application Suite. Item was postponed until next meeting.

9. Kimberly Skaggs, chairman planning and zoning asked for approval of the appointment of Virgil Johnson III as the 5th member to planning and zoning. Kimberly was sworn in by the village clerk. Trustee Otero made a motion; Trustee Garwood seconded the motion. All members voted Aye; motion carried

10. Kimberly Skaggs, chairman planning and zoning was asking for the adoption of the Administrative Implementation Timeline. This item was postponed until next meeting.

11. Jordan Gaston, Individual asked for road closures for the annual St. Francis de Paula Fiesta to be held on April 24th and 25th 2026. Road closures will be Encino St. from 4th St. through 3rd St. Durazno St. from 4th St. through 3rd St, 3rd St. from Durazno St. through Encino St. 4th St. from Durazno St. through Encino St. They also asked for extra trash cans and police presence. Trustee Brusuelas made a motion; Trustee Otero seconded the motion. All members voted Aye; motion carried.

12. Isaiah Chavez, Individual asked for street closures for the Rose Festival to include Fresno St. from the H.W. to 5th St., Encino St. from the H.W. to 5th St., 5th St. from Encino to Fresno from Friday at 12pm through Saturday at 6pm. They also asked for extra trash cans and police presence. Trustee Brusuelas made a motion; Trustee Otero seconded the motion. All members voted Aye; motion carried.

13. Ashley McDaniel, Rotary Club of Tularosa asked for approval to have the annual Tularosa Wine and Music Festival located at St. Francis de Paula fiesta grounds on April 18th, 2026, from 12pm-7pm and April 19th 2026 from 12pm-6pm. They also asked for extra trash cans and police presence. Trustee Otero made a motion; Trustee Rupp seconded the motion. All members voted Aye; motion carried.

14. Michael Gruger, Tularosa Arts and History asked for road closures for the the 4th Annual Tularosa Duck Race on Saturday May 2, 2026 from 12pm-4pm. The road closures would be 2nd St. from Durazno through Fresno and Encino St. from 1st St. through 3rd St. They also asked for police presence and 10 trash cans. Trustee Brusuelas made a motion; Trustee Otero seconded the motion. All members voted Aye; motion carried.

15. Deborah Cooksey, Mayor asked for reconsideration of approval for a decision made by the Village of Tularosa Board of Trustees regarding a building site permit for Thomas and Delores Estrada of 400 Bosque. Trustee Brusuelas made a motion to grant the appeal and deny the application, Trustee Rupp seconded the motion. All members voted Aye; motion carried.

16. Deborah Cooksey, Mayor asked for approval for the contract with Ray Ramos to help with the water plant operations. Item is postponed until next meeting.

17. Deborah Cooksey, Mayor asked for approval for the contract with Prodigy Builders Inc. to help with the water plant operations. Item is postponed until

next meeting.

18. Old Business: Trustee Rupp asked about the adjusters coming to check on the roof and Mayor Cooksey stated that they will be coming on Friday.

Trustee Otero asked the Mayor if she had talked to the attorney about rewriting an ordinance, Mayor Cooksey stated that they have talked a little bit about it but she said that they have to look into the current situation regarding it and see what they have proposed and go from there. The attorney stated that it was right and she wanted to see what they have proposed first.

Trustee Garwood asked what was going on with the Granado St. lighting. Mayor Cooksey stated that she had gotten with Greg to get a plan and design as if they use our engineers it will cost a lot of money and don't want to take away from the money needed to get project done.

Trustee Brusuelas asked if there was any update regarding PNM and the lights. Mayor Cooksey said that she has called three times with no answer and she needs to speak with him about the pricing.

Trustee Garwood asked about an update regarding Marin Rd. the village clerk stated that they are actually working on that right now and they have applied for funds through NMDOT for that project.

19. New Business: Trustee Garwood asked about the bathrooms being open and available for the community during the day.

Trustee Otero stated that she hasn't gotten an official word yet but she was told that the village was awarded some money through the jr bill for legislature to improve the sports facilities.

20. Adjourn: 7:43 pm

Deborah Cooksey, Mayor

ATTEST: (seal)

Rebekah Garcia, Village Clerk