

**Annual Report
for the
City of Alamogordo**



Fiscal Year of 2017

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MESSAGE FROM CITY MANAGER PALUCH

Message from City Manager Paluch

Welcome to the first annual report for the City of Alamogordo. For the many years staff has heard concerns that the citizens of Alamogordo felt disconnected from their local government. The goal of the annual report is to increase awareness of City operations as well as create a history of yearly projects and accomplishments that can be referenced in the future.

Fiscal year 2017 was a whirlwind of projects and activities for our community. The year started with two projects related to bowling. The first was the removal and demolition of the old bowling alley on South Florida Ave. that the City had acquired. Second was the start of the Family Fun Center project at Mesa Village. The Family Fun Center would become a legacy project for the City in more ways than one. Not only was the project a monumental task for City staff, but the project would bring a business like nothing Alamogordo has ever seen, hopefully spurring growth and development throughout the community. The project is almost completed, and the City is looking forward to doors opening in 2018.

Unfortunately, the City lost one of its landmark attractions, Kids Kingdom, to arson in September 2016. The playground was unique because it was a wood structure with multiple play areas for children. Staff immediately went to work developing plans to rebuild. The structure was insured, and the plans are underway for a new playground with a unique design that will complement the area and give children a new place to create memories. Additionally, with the help of the Chamber of Commerce Leadership Otero class the tiles of children's handprints will be reimaged and printed on new tiles for the citizens to enjoy.

The Recreation Center pool was also a hot topic in FY17. The old pool bubble had aged due to use and new State of New Mexico regulations made it very difficult for the City to cover the pool with a new bubble. Through a refinancing of bonds, the City was able to look at placing a permanent structure over the pool, however the cost was greater than the funds available. For now, the pool remains uncovered and closed during the winter months. The funds were rededicated for other Community Service Department projects that will be moving forward in FY18. The Community Service projects the citizens can look forward to in 2018 are the Zoo walking path, Recreation Center retaining wall, Washington Park basketball court, Recreation Center locker rooms and playground shade structures to name a few.

The Public Works Department saw several projects move forward in FY17 including the realignment of South Florida Avenue and First Street. This project will be completed in FY18 and will allow residents to seamlessly drive across town on Florida Avenue. Additionally, the City received an EDA grant for \$800,000.00 for the Griggs Field Retention Basin that will decrease

MESSAGE FROM CITY MANAGER PALUCH

flooding in the area of 24th Street to Griggs Field. The project will be completed with multiple sources of funding and will likely go out to bid in FY18. The Bonito Lake Restoration project was awarded at the beginning of FY18 with a total cost of over \$8million dollars. The project is expected to take two years to complete barring no unforeseen circumstances. In the meantime, staff is evaluating the campground at Bonito Lake and working toward a plan for reopening once the restoration project is completed.

Fiscal year 2018 looks bright for the City of Alamogordo. The United States Air Force has reassigned the F-16 program to Holloman Air Force Base, bringing a large population increase not only from active duty but also from contract maintainers for the aircrafts. With this population increase the City will be planning on ways to accommodate the new citizens residing in our community. Staff is already having growth planning meetings weekly to ensure we are ready for the growth.

Finally, I want to acknowledge the hard work our Directors and Managers did to compile this annual report. I am hopeful that our citizens will appreciate the in-depth information and have a better understanding of how the City of Alamogordo operates.

Take care and best wishes to all.



Margaret Paluch
City of Alamogordo City Manager

CITY OF ALAMOGORDO CITY CHARTER

City of Alamogordo City Charter

PREAMBLE

We, the citizens of Alamogordo, New Mexico, under the Constitution and Laws of New Mexico, ordain and establish this Charter for the City of Alamogordo, New Mexico.

ARTICLE I. - INCORPORATION AND POWERS

The incorporated municipality known as Alamogordo, (hereinafter "City") existing within its present or future boundaries, shall exercise all powers and perform all functions not expressly denied.

ARTICLE II. - FORM OF GOVERNMENT

The form of government for the City of Alamogordo is the Commission-Manager form of government.

ARTICLE III. - ELECTORS

Any registered, qualified elector of the City may vote in any City election and may be a candidate for any City office for which he or she is qualified.

ARTICLE IV. - ELECTED OFFICERS

The elected officers of the City are six (6) Commissioners, one (1) Mayor, and one (1) Municipal Judge.

(Amd. of 3-6-12)

ARTICLE V. - QUALIFICATIONS FOR CANDIDACY

Candidates for elective office in the City shall be qualified electors with the following additional qualifications:

Section 1. - Candidates-at-Large.

Candidates-at-Large must reside within the city.

(Amd. of 3-1-16)

Section 2. - Candidates for District Offices.

Candidates for District Offices must reside in the District they seek to represent.

(Amd. of 3-1-16)

Section 3. - Disclosure.

CITY OF ALAMOGORDO CITY CHARTER

Each candidate for City office shall file a disclosure statement with the City Clerk, at the time of filing for the office. This statement shall identify all real property and businesses in New Mexico in which the candidate has a financial interest.

ARTICLE VI. - ELECTIONS

Section 1. - Regular City Elections.

- A. Regular City elections to elect City officers, as required, shall be held on the first Tuesday in March of even-numbered years.
- B. Unless specifically inconsistent with this Charter, New Mexico law governing the manner of conducting City elections shall govern elections in the City.

Section 2. - Elections.

- A. In the regular City election for Commissioners the candidate receiving the greatest number of votes in each district represented is elected.
- B. In the regular City Election for Mayor, the candidate receiving the greatest number of votes is elected unless that candidate fails to receive more than 50% of the vote. In that case, there shall be a special run-off election between the two candidates receiving the greatest number of votes. The run-off election shall be held within 45 days after the date that the final canvass is completed. The City Commission shall by resolution set the date of the run- off election and specify the names of the candidates. The resolution shall be published once at least seven days prior to the run-off election.
- C. If a tie exists after the certification of the results of any election, the determination as to which of the tied candidates is elected shall be decided by lot.

(Amd. of 3-7-00; Amd. of 3-1-16)

Section 3. - Vacancies.

- A. A vacancy occurs upon an elected officer's death, recall, resignation, or, as to Commissioners, upon termination of residency in the district represented, or upon absence from Commission meetings for a consecutive period exceeding sixty (60) days, unless a majority of the remaining incumbent City Commissioners vote to retain the absent Commissioner or the absent Mayor for an additional sixty (60) days, which vote must take place at the next following regular meeting.
- B. A vacancy in the commission, including the office of mayor, occurring after completion of one-half of that commissioner's term, shall be filled by appointment of the commission of a person qualified under Article V. In all other cases a special election must be called to fill the vacancy. The Commission must declare by

CITY OF ALAMOGORDO CITY CHARTER

resolution that a vacancy exists. 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 Commission may by ordinance establish the specific procedures for selecting an eligible person to fill a vacancy. The commissioner or mayor appointed or elected shall serve for the remainder of the unexpired term for which the commissioner or mayor who vacated the position was elected.

C. If the entire Commission is vacated simultaneously, the Municipal Judge shall perform the function of the Commission only as concerns the calling of a special election to fill the vacancies.

D. Special elections shall be called at the next regular meeting after the occurrence of the vacancies, the date of special elections to be proclaimed in accordance with state law.

(Amd. of 3-7-00; Amd. of 3-2-10; Amd. of 3-6-12)

Section 4. - Non-Partisan Elections.

Elections for City officers shall be non-partisan. The party affiliation of candidates shall not appear on the ballot nor on any official document relating to the candidate or to the election.

ARTICLE VII. - THE GOVERNING BODY

Section 1. - Equality of Commissioners.

All Commissioners, including the Mayor, except as otherwise provided by this Charter, shall have equal voting power, privileges and prerogatives.

(Amd. of 3-6-12)

Section 2. - Composition.

The governing body shall be comprised of six (6) members to be known as commissioners and one (1) member to be known as mayor. The six (6) commissioners shall be elected by the qualified voters of each of the six (6) single-member districts. The mayor shall be elected at large.

(Amd. of 3-6-12; Amd. of 3-1-16)

Section 3. - Term of Office.

CITY OF ALAMOGORDO CITY CHARTER

The term of office for all commissioners, including the mayor, shall be four (4) years. Elections shall be on a staggered basis. Two (2) commissioners shall be elected in 2014. The remaining four (4) commissioners shall be elected in 2016. Any incumbent whose four (4) year term would expire in 2014 shall stand for re-election. The term of office for all commissioners, including the mayor, shall begin upon certification of the election.

(Amd. of 6-20-95; Amd. of 3-18-97; Amd. of 3-6-12)

Section 4. - Districts.

The Commission shall be divided into six (6) districts. The boundaries of each district shall be established by ordinance. Within one year after publication of each National Census, the Commission shall reaffirm that the City is divided into six (6) Districts that are compact in area and as nearly equal in population as possible.

(Amd. of 3-18-97; Amd. of 3-6-12; Amd. 3-1-16)

Section 5. - Meetings.

All City Commission meetings are open to the public and the official records open to inspection, except for closed executive sessions held in accordance with the State Open Meetings Act. A quorum consists of a majority of incumbent Commissioners and the Mayor.

- A. Regular meetings shall take place twice monthly at a place, time and day determined by ordinance. Regular meetings shall not occur on legal holidays.
- B. Special meetings shall be called by the Mayor or any two (2) Commissioners, for the purpose of discussing or acting on any City business.
- C. Emergency meetings shall be called by the Mayor or any Commissioner, to resolve emergency matters involving clear and present danger to the health, safety or welfare of the citizens of Alamogordo.

(Amd. of 3-1-16)

Section 6. - Compensation.

Upon implementation of this Charter, Commissioners shall receive fifty dollars (\$50.00) compensation for expenses for each regular meeting attended and for each regular meeting not attended by reason of official City business. This minimum compensation shall not be changed unless the proposed change is submitted to, and approved by, the electorate at a regular City election. Any additional compensation shall be established by ordinance.

(Amd. of 3-1-16)

CITY OF ALAMOGORDO CITY CHARTER

Section 7. - Incompatibility of Offices.

No member of the Commission or the Mayor may hold any other local, state, or federal elected office. Acceptance of the second elected office constitutes an automatic resignation from the position of Alamogordo City Commissioner or Mayor, and the vacancy thereby created shall be filled in the same manner as other vacancies on the City Commission are filled.

(Amd. of 3-2-10; Amd. of 3-1-16)

ARTICLE VIII. - MAYOR AND MAYOR PRO-TEM

Section 1. - Selection; Term; Removal.

A. An organizational meeting shall be held as soon as practicable after each Regular City election in which Commissioners are elected.

B. The Commission and Mayor shall elect one of its members to serve as Mayor Pro-Tem. The term of office for the Mayor Pro-Tem shall be until the next organizational meeting of the Commission.

C. An organizational meeting shall also be held if the office of the Mayor Pro-Tem becomes vacant. Said office becomes vacant in the manner specified in Article VI, Section 3.

D. A motion for removal of the Mayor Pro-Tem shall be made at a regular meeting, and must be seconded by two (2) Commissioners or one (1) Commissioner and the Mayor. The motion for removal shall be voted upon at the next regular meeting and shall require the affirmative votes of no fewer than five (5) Commissioners for passage.

(Amd. of 3-2-10; Amd. of 3-6-12; Amd. of 3-1-16)

Section 2. - Powers and Duties of Mayor.

The Mayor shall preside at all meetings of the Commission and shall perform such duties as are imposed by the Commission. The Mayor has all the powers and duties of a Commissioner, including the right to vote upon all questions under consideration.

The Mayor is the official head of the City for all ceremonial and military purposes. With the advice, and subject to the approval of a majority of the Commission, the Mayor shall appoint and may remove, if necessary, members of the public boards, commissions and committees of the City. The Mayor shall lead, guide and develop with the City Commission, City Manager, and other appropriate individuals, short and long range plans and goals for the City concerning its growth and development. The Mayor shall present an annual state of the City message at a Public Meeting determined by the Mayor.

(Amd. of 3-6-12; Amd. of 3-1-16)

CITY OF ALAMOGORDO CITY CHARTER

Section 3. - Powers and Duties of Mayor Pro-Tem.

In the absence of the Mayor, the Mayor Pro-Tem shall perform the duties of the Mayor.

ARTICLE IX. - THE MUNICIPAL JUDGE

There shall be one Municipal Judge elected at-Large for a four-year term, who shall serve in accordance with applicable state law.

(Amd. of 6-20-95; Amd. of 3-1-16)

ARTICLE X. - INITIATIVE, REFERENDUM, AND RECALL

Section 1. - Initiative.

A. Upon petition, signed by the qualified electors in a number no less than twenty (20) per cent of the average number of voters who voted at the previous four (4) regular City elections or no less than twenty (20) per cent of the number of voters who voted at the previous regular City election, whichever is the greater, any measure may be proposed to the Commission for enactment within thirty (30) days of the date of filing the petition. If the Commission: (1) fails to act, (2) acts adversely, or (3) amends the proposed measure, the Commission shall call a special election in not less than thirty (30) days nor more than sixty (60) days for the purpose of submitting the measure to the electorate.

B. The ballot shall contain the proposed measure and the measure as amended, if the Commission amends the proposed measure. After each measure there shall be printed the words:

"for" and "against," with spaces for crosses after each word.

C. The measure receiving a majority of the votes cast on that measure in its favor is adopted. If each measure receives a majority of votes cast on that measure in its favor, the measure receiving the greatest number of votes cast in its favor is adopted.

Section 2. - Referendum.

A. If within thirty (30) days following the adoption of an ordinance or resolution by the Commission, a petition, signed by the qualified electors, in a number no less than twenty (20) per cent of the average number of voters who voted at the previous four (4) regular City elections or no less than twenty (20) per cent of the number of voters who voted at the previous regular City election, whichever is greater, is presented to the Commission asking that the ordinance or resolution in question be submitted to a special election for its adoption or rejection, the ordinance or resolution shall become ineffective and the Commission shall provide for an election on the measure within sixty (60) days of the filing of the petition.

CITY OF ALAMOGORDO CITY CHARTER

B. The ballot shall contain the text of the ordinance or resolution in question. Below the text shall be the phrases:

"for" and "against," with spaces for crosses after each word.

If a majority of the votes cast favor the measure, it shall take effect immediately. If a majority of the votes cast are against the measure, it shall not take effect.

C. If an ordinance or resolution is an emergency measure, it shall go into effect immediately, but it shall be subject to repeal by an adverse majority at a referendum election.

D. The referendum procedure of this section shall not be available for any ordinance authorizing bonds or other obligations where such ordinance, bonds or other obligations previously have been approved at a City election.

Section 3. - Recall.

Any City Commissioner, including the Mayor, is subject to a recall election. Upon petition seeking a recall of a Commissioner or Mayor, the Commission shall call a special election within sixty (60) days, unless the regular City election occurs within ninety (90) days.

Notice of Intent to circulate a petition for recall must be dated and filed with the City Clerk and shall include a statement of the reason for the recall. Each page of a recall petition, before any signatures are signed to it, must be endorsed by the manual or facsimile signature of the City Clerk and the date of filing of Notice of Intent; the City Clerk shall provide this without charge. The recall petition must be submitted to the City Clerk with the requisite number of signatures, within one hundred and twenty (120) days of the date of filing the Notice of Intent.

The petition shall be signed by no less than twenty (20) percent of the number of registered voters in that Commissioner's district at the time the Commissioner was elected. If the petition seeks to recall the Mayor, the petition shall be signed by no less than twenty (20) percent of the number of registered voters residing in the City at the time the Mayor was elected. The special recall election of a Commissioner shall be held only in that Commissioner's district. The special recall election of a Mayor shall be citywide.

If a majority favors recall and this majority equals or exceeds the number of votes the Commissioner or the Mayor received when elected, the office shall be declared vacated, and the office shall be filled as are other vacancies. A Commissioner or Mayor who is recalled shall not be eligible for re-election until the term for which the Commissioner was originally elected has expired.

If a recall election results in a failure to secure the votes necessary to recall, the Commissioner or Mayor who is the subject of the election shall not again be subject to recall until after six (6) months from the date of the recall election.

CITY OF ALAMOGORDO CITY CHARTER

(Amd. of 3-18-97; Amd. of 3-6-12; Amd. of 3-1-16)

ARTICLE XI. - THE CITY MANAGER

Section 1. - Qualifications; Appointment.

A City Manager shall be appointed, solely on the basis of his or her qualifications, for an indefinite term. His or her selection shall not be limited by reason of former residence. His or her salary shall be fixed by the Commission. The appointment or removal of a City Manager shall require the affirmative votes of no fewer than four (4) Commissioners or three (3) Commissioners and the Mayor.

(Amd. of 3-1-16)

Section 2. - Duties.

The City Manager is the chief executive officer of the City. He or she shall have a seat, but no vote, at every meeting of the Commission. The City Manager:

- (a) Shall enforce and carry out all ordinances, rules and regulations adopted by the Commission;
- (b) Shall employ and discharge employees of the City;
- (c) Shall prepare and submit an annual budget to the Commission;
- (d) Shall make recommendations to the Commission concerning the welfare of the City;
- (e) Or his or her designated agent, shall be the person for the purpose of civil process.

(Amd. 3-1-16)

ARTICLE XII. - THE CHARTER

Section 1. - Saving Clause.

All bylaws, ordinances and resolutions in force in the City before the adoption of this Charter shall remain in full force and effect until amended or repealed. All rights and property which were vested in the City shall remain so vested under this Charter. No existing contract or franchise and no existing right or liability and no pending litigation of any kind shall be affected by the adoption of this Charter.

Section 2. - Severance Clause.

The provisions of this Charter are severable, and if any provision or part thereof is held to be illegal or unconstitutional as applied to any person or situation, the remainder of this Charter or its applicability to other persons or situations shall not be affected.

CITY OF ALAMOGORDO CITY CHARTER

Section 3. - Amendment or Repeal; Periodic Review.

A. This Charter shall be amended or repealed in accordance with state law, except that any petition for amendment or repeal must be signed by qualified electors in a number no less than twenty (20) per cent of the average number of voters who voted at the previous four (4) regular City elections or no less than twenty (20) per cent of the number of voters who voted at the previous regular City election, or by five (5) per cent of the qualified electors of the municipality, whichever is greater.

B. Every ten (10) years, the Commission shall appoint a committee to review the effectiveness of this Charter and make written recommendations to the City Commission within sixty (60) days of its appointment.

Section 4. - Effective Date.

This Charter shall become effective ten (10) days following the certification of the election of City officials required.

Section 5. - Reserved.

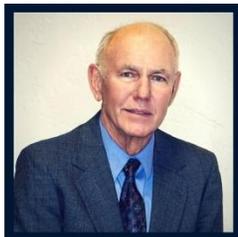
An amendment of March 7, 2000, amended the Charter by repealing former section 5 in its entirety. Former section 5 pertained to the transition of the city government, and was a part of the original Charter.

PASSED, APPROVED AND ADOPTED THIS 9th DAY OF March, 1983. *

*Amended June 20, 1995; Amended March 18, 1997; Amended March 7, 2000; Amended March 6, 2012; Amended March 1, 2016.

CITY COMMISSION

City Commission



RICHARD BOSS
MAYOR

(Term Expires March 2018)

Richard Boss moved to Alamogordo with his family in 1955, when he was eight years old. He graduated from Alamogordo High School and attended two years of college at NMSU-A. He earned a Bachelor's degree in Business Administration with an emphasis on Accounting from NMSU, and then worked in Phoenix and El Paso for National Public Accounting firms. Richard was certified as a CPA in both New Mexico and Texas. In the early 1980's, Richard and his family moved back to Alamogordo where he practiced as a CPA for 20 years. He also became a licensed residential builder and built 13 homes in the City. Currently, he is retired and enjoys golf and other outdoor activities. Mr. Boss, who was elected to the position of Mayor in the March 1, 2016 election, believes in transparency and financial responsibility at all government levels.



JASON BALDWIN
DISTRICT 1

(Term Expires March 2020)

Jason Baldwin is currently in his second term as City Commissioner for District 1, having been first elected in March 2012, and re-elected to this position in March 2016. Jason is currently the Ex-Officio of two appointed board positions, the Chamber of Commerce and the Otero County Economic Development Council. Commissioner Baldwin is presently the Head Professional at the Desert Lakes Golf Course, employed by G&L Golf in Alamogordo, and has held this position since 2010. He is a native of Alamogordo, living in our community since 1980. Serving the community has been his priority since he was 24 years of age.



NADIA SIKES
DISTRICT 2

(Term Expires March 2018)

Nadia Sikes has been serving District 2 since July of 2012. A 12-year resident of Alamogordo, Nadia volunteers with many organizations including the Otero County Behavioral Health Coalition, the Otero County Hunger Coalition, the Friends of the Library, the Otero Juvenile Justice Committee, the GCRMC Community Advisory Committee, the

CITY COMMISSION

NAACP and LULAC. Sikes spent her career in marketing and sales, beginning with computer sales and later with NPR radio stations in Las Vegas, NV and Wichita Falls, TX. She came to Alamogordo when her husband, now retired from the Air Force, was stationed at Holloman Air Force Base in 2004.



SUSAN L. PAYNE
DISTRICT 3
(Term Expires March 2020)

Susan Payne has lived in Alamogordo since 1994, and was elected in March of 2016 as the District 3 Commissioner. In addition to her new role as a city commissioner, Susan has served her community since 2009 as the Executive Director of a local non-profit human services organization. She is a past member of the Alamogordo Community Development Advisory Board and currently serves as Vice President of the Board of Legacy Christian Academy. She also serves on the advisory committee of the National Board of Love INC. Susan holds a bachelor's degree in Criminal Justice Administration and a Master's Degree in Public Administration.



JENNY TURNBULL
DISTRICT 4
(Term Expires March 2018)

Born into an Air Force family, Jenny Turnbull moved to Alamogordo in 1979 when her father was stationed at Holloman AFB. After graduation, she married an Alamogordo native and started a family. Her husband's job took them to Carlsbad Colorado and Wyoming. Those moves allowed her the opportunity to see how very similar and very different communities operated. Upon returning to Alamogordo in 2003, she recognized both the gifts inherent to living in Alamogordo, and the various areas in which the city could improve. Having worked extensively in customer service and banking, she met many people and discussed local issues. When the chance came, she asked for the opportunity to offer input and solutions for the good of the community, and was elected to the office of District 4 Commissioner in 2014.

CITY COMMISSION



ALFONSO "AL" HERNANDEZ
MAYOR-PRO-TEM / DISTRICT 5
(Term Expires March 2020)

Al Hernandez is currently serving his third 4-year term on the Alamogordo City Commission, representing District 5, where he has lived all of his life. Commission Hernandez is a graduate of Alamogordo High School and is also a graduate of the Alamogordo Chamber of Commerce's Leadership Otero program. Al is currently employed by Gerald Champion Regional Medical Center in the

Engineering Department where he has worked for 17 years.



ERICA MARTIN
DISTRICT 6
(Term Expires March 2020)

New Mexico native Erica Martin is an Associate Broker and Real Estate Agent. Originally from Espanola, she has called Alamogordo home on and off for the last 22 years. She graduated from New Mexico State University in 2004 with a Bachelor's

Degree in Business with an emphasis in Marketing. She also has an Associate's Degree in Culinary Arts from Pikes Peak Community College, in Colorado Springs, CO. She is an active duty military spouse, meeting her husband at Holloman AFB in 2004. For the last 12 years, she's enjoyed working with Military Spouses in Virginia, Colorado, Arizona, and in Alamogordo.

CITY OF ALAMOGORDO **CITY COMMISSION MISSION STATEMENT**

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.

CITY COMMISSION

Alamogordo City Commission Values and Beliefs:

- Values:
 - Integrity
 - Honesty
 - Accountability
- Beliefs:
 - Work together for the good of Alamogordo
 - Respect each other and those organization and committee members with whom we work
 - Be knowledgeable, be informed

We the elected officials recognize:

- The covenants are personal commitments made to each commissioner
- Our job descriptions and duties as elected officials
- We have been elected to represent all citizens of Alamogordo
- The need to share our common goals
- We honor and support the decision of the commission
- Being open and upfront about intent and information to avoid blindsiding fellow commissioners and the city manager

We the elected officials are committed to:

- Listening for understanding with respect
- Being prepared and involved
- Having positive intent when we work with each other
- Communicating with each other
- Keeping confidential information confidential
- Being open to opposing positions and to constructive criticism
- Informing all commissioners of meetings attended when pertinent information is shared

Commissions promise to citizens:

- We will execute our oath to the best of our abilities. We will adhere to our mission statement and to the commission's values and beliefs.

Commissions promise to City Manager:

- We will operate with strict adherence to our values and beliefs. We will work within the guidelines set forth by the city manager when working with staff. Any opposing position or need to express concern will be done in private to the best of our ability. We will not micromanage.

CITY COMMISSION

This document shall be reviewed after any change in the elected body during any organizational meetings, and no later than three (3) regular meeting dates after the change. ADOPTED: 11/18/2014

BOARDS & COMMITTEES

Boards & Committees

Airport Advisory Board (Five members – two of whom shall be licensed pilots; no more than two members may reside in the County). The Airport Advisory Board makes recommendations to staff and City Commission as to the needs of the White Sands Regional Airport. Meetings held quarterly (January, April, July and October) on the first Thursday of the month at 2:00 p.m. at the Airport Conference Room, 3500 Airport Road. Staff Support: Cheryl Otero-Baker can be reached at 575-439-4203.

Airport Zoning Board (Five members – two County members, two City members, one at-large member). The existence of this Committee is required by the Federal Aviation Administration in order for the City to continue to receive grants in the best interest of the Airport. Meetings are held as needed. Staff Support: Cheryl Otero-Baker can be reached at 575-439-4203.

Alamogordo Promotion Board (Five members - two lodging industry representatives, two tourist related industry representatives, and one at-large member. No more than two members may reside outside City limits, with the stipulation that these two members must own or be an employee of a tourist-related business located within the City limits). The Promotion Board makes recommendations to staff and City Commission as to the promotion of the City of Alamogordo. Meetings held on the second Wednesday of each month at 1:30 p.m. in the Administrative Conference Room at City Hall, 1376 E. Ninth St. Staff Support: Michelle Brideaux can be reached at 575-439-4264.

Alamogordo Public Library Board (Seven members - five City members and two County members). Provides advisory direction and input regarding the public library. Meetings held on the second Wednesday of each month at 4:00 p.m. at the Library, 920 Oregon Ave. Staff Support: Melissa Garcia can be reached at 575-439-4140.

Cemetery Board (Three members). Provides advisory direction and input regarding the Monte Vista Cemetery. Meetings are held once a year, typically the first Thursday in June in the General Conference Room in the main hall of City Hall, 1376 E. Ninth Street. Staff Support: Jan Wafful can be reached at 575-439-4353.

Community Development Advisory Committee (Seven members). The purpose of the CDAC is to help identify funding needs for the City of Alamogordo and to provide citizen participation in the Community Development Block Grant (CDBG) Program. Meetings held as needed. Staff Support: Cynde Sagenkahn can be reached at 575-439-4257.

Housing Authority Advisory Board (Five members – four members of the community and one Housing Authority resident). The Housing Authority Advisory Board makes recommendations to the City Commission on all Housing Authority related matters including five-year and annual plans, policies, budgets and disposition of property. Meetings are held every third Thursday of the month at 5:00 p.m. at the Housing

BOARDS & COMMITTEES

Authority office, 104 Avenida Amigos. Staff Support: Evelyn Huff can be reached at 575-437-5621.

Mayor's Committee on Aging (Seven members - no more than two members may reside outside City limits). Meetings are held on the third Thursday of each month at the Alamo Senior Center, 2201 Puerto Rico Ave. The MCoA represents the perspective of Seniors and their unique abilities and needs as residents of Alamogordo. Staff Support: Britney Courtier can be reached at 575-439-4150.

Parks And Recreation Board (Seven Members – five at-large members and two school representative members). The board considers programs, fees, and other operational issues. This advisory board makes recommendations in order for the City to offer superb year round leisure services and recreation for the Community. The board provides input on policy decisions and fee structure (yearly user fee increase, what percent if any) for leisure services. Meetings are held quarterly (January, April, July and October) on the second Wednesday of the month at 6:00 p.m. at the Family Recreation Center, 1100 Oregon Avenue. Staff Support: Jan Wafful can be reached at 575-439-4353.

Planning And Zoning Commission (Five voting members and one HAFB Ex-Officio member. One City representative to sit on the Otero County Planning Commission). Provide recommendations to the City Commission regarding issues relating to zoning, subdivisions, variances, etc. Meetings held on the first Thursday of each month in the City Commission Chambers at City Hall, 1376 E Ninth St. Staff Support: Stella Rael can be reached at 575-439-4208.

Senior Volunteer Programs Advisory Council (Eleven members - nine at-large members, one Foster Grandparent Representative, and one Senior Companion Representative. No more than two members may reside outside City limits). RSVP/FGP/SCP Advisory Council promotes the engagement of older persons as community resources in planning for community improvement, and in the delivery of volunteer services in our County. Provides persons 55 and older an opportunity to improve their community's critical needs through volunteer service. Meetings held on the third Wednesday of each month at the Alamogordo Senior Center, 2201 Puerto Rico Ave. Staff Support: Brittany Clark can be reached at 575-439-4551.

BOARDS & COMMITTEES

Airport Advisory Board 2016 Report

The Airport Advisory Board provides input and recommendations to staff and City Commission regarding the needs of the White Sands Regional Airport. The Board makes recommendations for capital improvements and the overall operations and maintenance of the airport. The Airport Advisory Board consists of five members: Lance Grace, Chair; Manny Gonzalez, Vice-Chair; Jeff Rabon, Rob Hicks and Eric Wuerschling.

During 2016, the Board discussed several projects including acquiring a decommissioned F-4 fighter jet for the Airborne Memorial part of Alameda Park and the completion of the runway extension. A grand opening for the runway extension was held and many people from the community, as well as community leaders, local government representatives and aviation experts, were in attendance.

The Board also discussed and revised the Airport Master Plan, detailing what steps should be taken to improve the overall quality of the airport. The Board recommended hanger rent increases to the City Commission to help offset costs of maintenance.

An annual event, The Aviation Expo, will be held at the White Sands Regional Airport in 2017. The 2016 event, held at Holloman AFB, was well attended by over 2500 area students and had static displays, aviation experts and military officials available to provide an on-hands experience for the students.

Alamogordo Public Library Advisory Board 2016 Report

The Alamogordo Public Library Advisory Board advises and assists the City Commission and the County Board of Commissioners to insure the efficient and economical management and operation of the Alamogordo Public Library. The Board consists of seven members (five City members and two County members): Karen Hutchison, Joel R. Hamilton, William G. Dennis II, Gloria Vaughn and Kim Lopez Gallagher, with two county seats vacant.

The Board acts as a liaison between the community and its government for the following purposes: (1) to keep itself informed of library needs and to serve as a forum for discussion; (2) to recommend to the City Manager and/or City Commission and the County Commission policies for overall development, including plans for additional library facilities and programs; and (3) to encourage the greatest use of library facilities and programs.

During 2016, the Board assisted staff in creating policies regarding library patron behavior, collection policies, collection development, library technology and computer use. State grants and aid to public libraries were also discussed.

BOARDS & COMMITTEES

Alamogordo Promotion Board 2016 Report

The Promotion Board makes recommendations to staff and City Commission as to the promotion of the City of Alamogordo, including tourism, resident relocation, quality of life and overall marketing. The Board consists of five members (two lodging industry representatives, two tourist related industry representatives, and one at-large member): Bob Flotte, Beverly Coble, Pete Desai, and Tony Mandalia, with one tourism-related seat vacant.

The Board approved funding assistance for several events during 2016, including the 26th Annual Cottonwood Festival, the White Sands Burgers and Brews Festival, the 2nd Annual Spring Fling, the Flickinger Center Premier Series, the 39th Annual Military Appreciation Day, City of Alamogordo's 4th Fridays Events and the 13th Annual Desert Light Film Festival.

Promotional advertising for 2016 included billboards; print advertising in tourism magazines, visitor guides and AARP magazine; television and radio advertising in New Mexico and West Texas; digital advertising on tourism websites; brochures and rack cards for Alamogordo and various local attractions; and a new free mobile app highlighting Alamogordo and the surrounding area.

During 2016, filming in the area included b-roll footage for Travel Channel television episodes, Discovery Channel's best of NM filming, footage for NM True television advertising, and a 2017 feature film.

Cemetery Board 2016 Report

The Cemetery Board makes recommendations to staff and City Commission regarding the overall maintenance and capital improvements for the Monte Vista Cemetery. The Cemetery Board consists of three members: Robert Ortega, Victoria Eastman and Richard Merrick.

In 2016, the Board created volunteer groups to help with the overall maintenance and cleaning of the non-perpetual section of the cemetery. This has made a big difference in the appearance of that section of the cemetery. Other issues were setting times for seasonal opening and closing of the cemetery for visitors and a 25% rate increase was recommended to the City Commission.

Housing Authority Advisory Board 2016 Report

The Housing Authority Advisory Board makes recommendations to the City Commission on all Housing Authority related matters including five-year and annual plans, policies, budgets and disposition of property. The board is a five member board made up of four members of the community and one Housing Authority resident: Rhonda Devine, Anna Blanch Rabe, Leroy Copeland, and Colleen Lenart, with one seat vacant.

BOARDS & COMMITTEES

During 2016, the Board reviewed and approved the new utility allowance for Plaza Hacienda and approved changes to allow the Housing Authority to deny applicants who are not truthful on the Program Integrity form. The roofing project at Alta Vista was completed during 2016 and the Housing Authority approved leasing an empty office building to the Otero Hunger Coalition.

Mayor's Committee on Aging 2016 Report

The Mayor's Committee on Aging represents the perspective of seniors and their unique abilities and needs as residents of Alamogordo. The Committee consists of seven members: Jesse F. Carr, Thomas F. Rich, Teresa Carr, and Blaza Madrid, with three seats vacant.

During 2016, the Committee gathered toiletry items to distribute to seniors in need. Items included shampoo, toothpaste, lotion, soap, etc. The Alamogordo Senior Center hosted a BBQ dinner for seniors on the 4th of July and other events held at Senior Center included the May 2017 carnival, a Cinco de Mayo celebration, a field trip to the Hondo Iris Farm, and the Mothers' Day arts and crafts fair.

The Committee made a presentation to the City Commission that included a brief overview of the Senior Center and accomplishments throughout the year. The Committee distributed information from AARP regarding a free web service called checkup.org, which connects seniors aged 55 and up with programs to help them pay for food, utilities, medications, etc.

Parks & Recreation Board 2016 Report

The Parks & Recreation Board considers programs, fees, and other operational issues. This advisory board makes recommendations in order for the City to offer superb year-round leisure services and recreation for the community. The Board provides input on policy decisions and fee structure for leisure services. They help develop priorities for capital improvement projects for parks divisions and provide a leadership role when controversial issues arise regarding leisure services delivery. The Parks and Recreation Board consists of seven members: Ray Vincent, Dale Lindley, Paul Sanchez, Moyra Robuck, Jerry Lott and Jerrett Perry, with one vacant seat.

Much of the Board discussions in 2016 were in regard to the Family Recreation Center Pool and options to provide an enclosed pool to the citizens of Alamogordo for the winter months. The first option was to continue to use the "bubble" for one more year, but staff determined it was not usable due to wear and mold. Other options that were discussed were a retractable pool roof and a permanent structure. Due to costs associated with the building of a permanent structure, the pool will be closed during the winter months and reopened as soon as possible in the spring.

A plaque ceremony for former Assistant City Manager, Matt McNeile, took place during the year at the Family Recreation Center. The plaque will be permanently placed in the lobby of the Rec Center.

BOARDS & COMMITTEES

The 2016 Scholarship program was discussed and it was approved for the amount of sponsored funds to be changed from \$200 in a lifetime to \$300 annually per child.

Kids Kingdom Park was destroyed in a fire on September 23, 2016. City staff will present ideas for rebuilding the park in 2017.

Planning & Zoning Commission 2016 Report

The Planning & Zoning Commission provides recommendations to the City Commission regarding issues relating to zoning, subdivisions and variances, as well as the authority to formulate a master plan and collect data to develop said plan. The Commission consists of five voting members, and one Holloman Air Force Base Ex-Officio member: Andrew Gomolak, David Gonzales, Pamela R. Lee, and Eddie Kemp II, with two seats vacant.

During 2016, the Planning & Zoning Commission evaluated and agreed to recommend to the City Commission that the New Hope Baptist Church be granted a variance to allow a 5 foot side setback allowing a 25'x100' addition to its existing Fellowship Hall; evaluated and agreed to recommend to the City Commission to rezone the property at 1806 9th Street from C-1 (Neighborhood Business) to R-3 (Two Family Dwelling); and evaluated and agreed to recommend to the City Commission to rezone the property at 807 Alaska Avenue from R1 (Single Family Dwelling) to R4 (Multiple Family Dwelling). The application was supported by Bethel Development, Inc. with the view towards building low income family housing.

Alamogordo Main Street Program: During the period covered by this report, Alamogordo MainStreet completed several projects benefitting our City's MainStreet District. These include the following:

- Securing a grant of \$15,000 to fund the painting of a 100' by 25' historical mural in our city's downtown;
- The repair and painting of awnings and windows in the 800 block of New York Avenue using 30 volunteers;
- Acquiring funds (\$113,500) for a digital projection system for the Flickinger Center Theater's new digital projection system;
- The hiring of a full time Executive Director for Alamogordo MainStreet and establishment of a permanent office for Alamogordo MainStreet;
- Completion of the MainStreet America Accreditation requirements making Alamogordo Main Street a fully accredited MainStreet program;
- Developing an Economic Transformation Strategy for the MainStreet area;
- Receipt of competitive selection as one of three New Mexico MainStreet Communities selected for Facade Squad Design Initiative services for 2017.

BOARDS & COMMITTEES

White Sands Boulevard Beautification Initiative: A proposed ordinance was developed for the City Commission's approval, which was approved by the City Commission at its November 1, 2016 meeting. The approved ordinance establishes the White Sands Beautification Committee as well as its authority, scope and power to create further subcommittees and accomplish the goals of the Beautification Committee, which are to develop a plan for the White Sands Boulevard corridor, including controls for future construction and remodeling. The Beautification Committee will consist of six members, one appointed by each City Commissioner, a chair appointed by the Mayor and the Planning and Zoning Commission Chairman. The next task is for the City Commission and Mayor to make the required appointments to the Beautification Committee.

Alamogordo Comprehensive Plan Working Group: On November 3, 2016, the Commission has formed a Comprehensive Plan Working Group to work with City staff to develop a new City Comprehensive Plan.

Senior Volunteer Programs Advisory Council

The Senior Volunteer Programs (RSVP/FGP/SCP) Advisory Council promotes the engagement of older persons as community resources in planning for community improvement, and in the delivery of volunteer services in our County. The Council provides persons 55 and older an opportunity to improve their community's critical needs through volunteer service. The Council consists of eleven members, including nine at-large members, one Foster Grandparent Representative, and one Senior Companion Representative: Eldon E. Hoover, Michael Groves, Jennifer Euler, Stephen Butler, Nina Walker-Saenz, Annabelle McDonald, and Stacey L. McDonald, with four vacant seats.

A training was held for volunteers of the Foster Grandparents and the Senior Companion programs during 2016, as well as a special Alzheimer's training. Fundraisers for the programs were held throughout the year, including Christmas card packets, a New Year's Eve Dinner and Dance, an Earth Day Raffle, a Valentine's Day Raffle, and a Spaghetti Dinner with silent auction. The volunteers also served both Thanksgiving and Christmas meals at the Alamogordo Senior Center and to home-bound seniors.

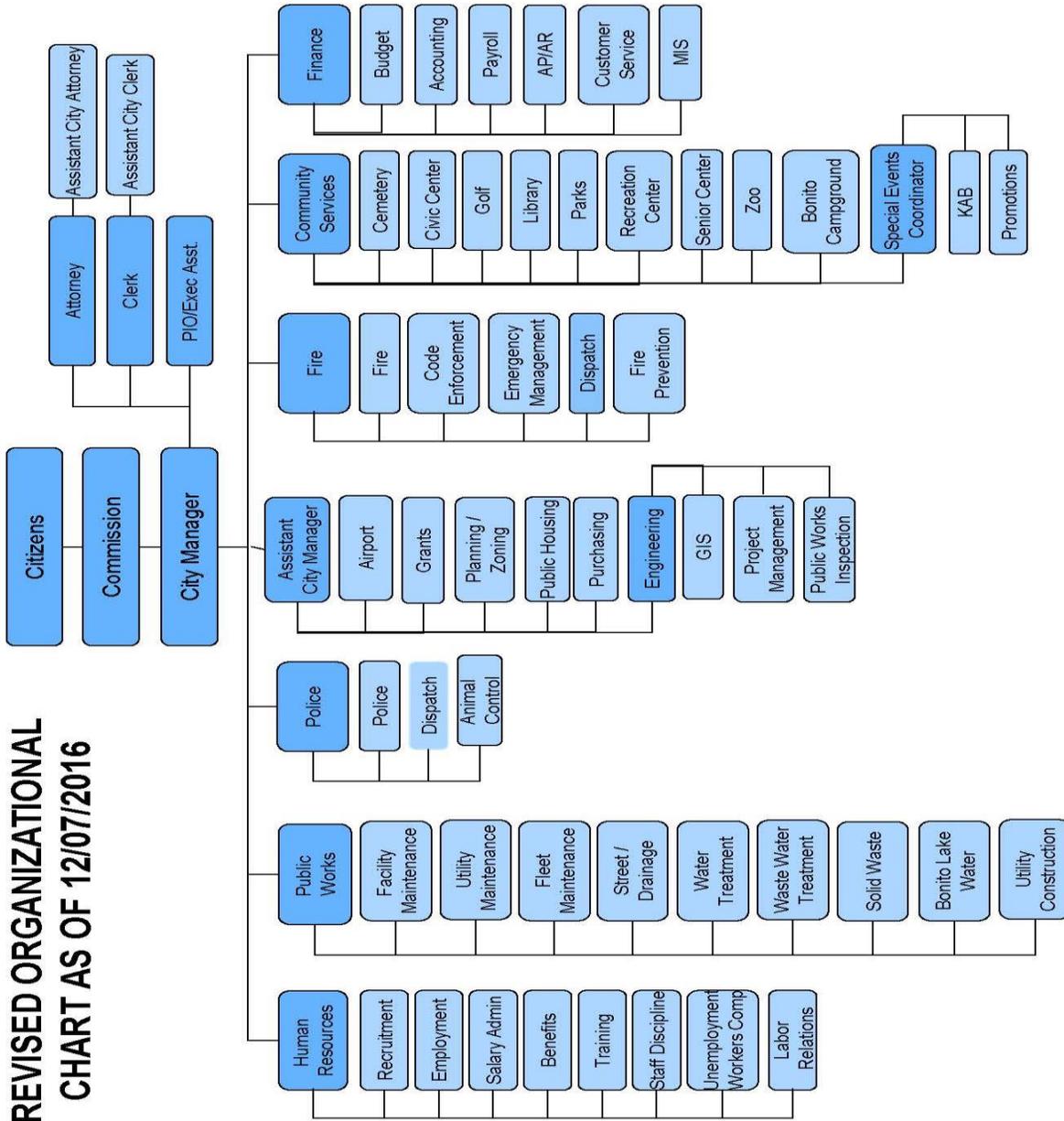
Volunteers for the Foster Grandparents Program were able to attend the National Foster Grandparents conference in St. Louis at no cost. Five volunteers were able to attend and the group won the Judge's Favorite award at the Parade of States.

The active volunteer count was reported at 335 at 68 active worksites.

CITY OF ALAMOGORDO ORGANIZATIONAL CHART

City of Alamogordo Organizational Chart

REVISED ORGANIZATIONAL CHART AS OF 12/07/2016



CITY MANAGER

City Manager

It is the goal of the City Manager's Office to implement the City Commission's directives and policies, to ensure the efficient delivery of services to the community, and to communicate with citizens regarding the progress of this goal. The City Manager's Office works to efficiently manage the City organization. The City Manager is the chief executive officer of the City. Alamogordo's City Charter states that "the City Manager shall enforce and carry out all ordinances, rules, and regulations adopted by the Commission; and to make recommendations to the Commission concerning the welfare of the community."

The City Manager directly supervises the City's department directors. Departments under the City Manager are Legal, the Assistant City Manager, Community Services, Finance, Fire, Human Resources, Police and Public Works. The City Manager provides direction, guidance and support to department directors in day-to-day operations of the City to ensure projects are completed in a timely manner and that the citizens of Alamogordo are provided with quality service.

The City Manager's Office is also the main source of communication between the City and the public through the Public Information Officer, who distributes public service announcements, maintains the City's website and social media pages, and acts as liaison with local media outlets.

ASSISTANT CITY MANAGER

Assistant City Manager

The Assistant City Manager assists the City Manager with the day-to-day operations of the City of Alamogordo. The Assistant City Manager also supervises several departments, including the Alamogordo White Sands Regional Airport, the Engineering Department (including GIS), Planning & Zoning (including Grants), the Purchasing Department and the Public Housing Authority.

Alamogordo White Sands Regional Airport

In Fiscal Year 2017, the Alamogordo White Sands Regional Airport's most exciting project was the completion of the runway extension. The need for the extension was created from the growing need of the forest service air tanker fleet. The legacy P2V Neptunes are being replaced by the four engine jet BAe-146. The BAe-146 is faster and carries more fire retardant, but needs a longer runway to get airborne. Even before the extension was completed, the BAe-146 was called upon to attack three fires in the local area.

The extension not only added 2,200 feet of usable runway, but also included a new set of LED PAPI (Precision Approach Path Indicators) glide path lights, a pair of LED REIL (Runway End Identifier Lights), a lit wind sock and acres of new drainage system for the airport. The use of LED lights should reduce the amount of electricity used by the airport. The additional length now makes the airport eligible for alternate status for the Air Force jets at Holloman AFB.

Organizations that call the Alamogordo airport home have been exceedingly active this year. The local Civil Air Patrol has continued to grow and serve the area. The cadet squadron has participated in many local activities and has worked on the Cyber Patriot program, as well as assisted with the Bataan Death March marathon. The seniors have continued to fly search and rescue missions, counter drug sorties, provide glider towing, and have participated in Army training exercises. The EAA (Experimental Aircraft Association) has had three Young Eagle events, where youngsters are offered free aircraft flights to introduce them to the world of aviation. Another exciting event the EAA sponsors is a Women in Aviation Day for the local Girl Scouts. The White Sands Soaring Association spent two days flying local private high school students in sail planes. Over 40 kids got to soar above the city of Alamogordo and the Sacramento Mountains. Even more exciting is the upcoming aviation exposition planned for October, which is projected to be the largest event of its kind in the country.

The airport terminal has been spruced up with a new airside sign welcoming pilots and their passengers to Alamogordo. New carpet has been installed in the terminal and new furniture has been added to the pilot lounge. Out front of the terminal, new landscaping greets visitors and includes new sprinkler systems. To increase security at the airport, new horizontally sliding gates are being installed. In order to better preserve the aircraft parking ramp, a major crack sealing project will take place the last month of the fiscal

ASSISTANT CITY MANAGER

year. This sealing operation should extend the life of the tarmac on the aircraft parking area. Steel plates have been constructed to park the P2V's to increase the life expectancy of the parking area.

Engineering Department

Fiscal Year 2017 has been a year whereby several large and complex (and sometimes controversial) projects have been advertised, bid, and awarded. All are currently under construction. Just a few of these are:

Family Entertainment Center

After a number of different procurement methodologies were attempted, the project was awarded under the design-build concept to White Sands Construction, Inc., a local contractor. It will include a 24-lane bowling center, laser tag, video arcade, bar, and restaurant. Cost is approximately \$6 million.

First Street and Florida Avenue Intersection Realignment

The public was provided with a number of realignment alternatives for consideration. The final approved design concept was a skewed intersection with four-way signalization. It will include new storm drainage, drop inlets, and street lighting. The project was awarded to Mesa Verde Enterprises, Inc., a local contractor. Cost is approximately \$3 million.

1-MGD Brackish Water Treatment Facility

This particular project was conceived almost 20 years ago and was awarded in March 2017 to Smithco Construction, Inc. of Caballo, NM. This facility will initially treat up to one million gallons per day (MGD) of brackish water, via reverse osmosis. The brackish water will be pumped from Snake Tank Well 5 north of Tularosa and gravity fed to Alamogordo. The facility is being constructed so as to allow for future expansion up to 4 MGD with very few building modifications. Cost is approximately \$9 million.

Completed projects are always a source of pride. Just a few of these, in no particular order, are:

- Airport Runway 3
- Reclaimed Looping, Phases 1 and 2
- Wastewater Treatment Plant, Phase 2
- Citywide Pavement Markings
- Reroof Alamogordo Police Department

In the coming year, Bonito Lake Restoration, Phase 8 Flood Control, and Street Maintenance Project will be bid and awarded.

ASSISTANT CITY MANAGER

GIS Department

In Fiscal Year 2017, GIS continued to update and enhance the City's various location-based electronic infrastructure as follows:

- Created a mobile application for fire hydrant inspections that can be edited on a smart phone while supervisors can see progress in real time on the web map.
- Planned and began an interactive web map for smartphones for the public to gain information about animals at the Alameda Park Zoo. This was done as a partnership with the Holloman Middle School. This site is currently at 80% completion.
- Created a web map for the White Sands Beautification project.
- Enhanced the Public Works Utilities web map for optimization of layers viewed on a smart phone.
- Provided the public and staff with map and information requests and inquiries.

In FY18, GIS will become an integral part of, and merged with, the Engineering Department. Future planning includes:

- Continue to provide GIS technologies and information to the public and staff.
- Implement a mobile data collection/enhancement for Public Works utility information.
- Provide GIS and mapping support for the upcoming 40-Year Comprehensive Plan update.

Planning and Zoning

The Department of Planning and Zoning (P&Z) is responsible for overseeing the City's long range planning efforts to include: the comprehensive plan, economic development plan, resource conservation and water plan, transportation plan, the city infrastructure and green space development plan, along with other plans as directed. P&Z is also responsible for reviewing all building permit paperwork for zoning compliance and approval prior to review and issuance of building permit by the State's Construction Industries Division. Lastly, P&Z staff facilitates all the Planning and Zoning Commission meetings, as well as assisting the P&Z Commissioners with administrative and research needs as their City staff liaison.

On a day to day basis, the P&Z staff performs duties to include updates to any of the major planning documents, researching building and zoning cases for history and evidence of compliance, and providing support to the MainStreet Alamogordo program. The P&Z Administrator reviews all requests for permit towards ordinance and zoning compliance and facilitates fee processing for ordinance reviews and zoning variance reviews. Cases that are routinely reviewed include zoning, variances, annexations, sub-divisions, and vacating public property like streets and public right-of-ways. Additionally, the Administrator also issues encroachment permits, placement permits for manufactured housing, curb cuts, and excavation

ASSISTANT CITY MANAGER

permits, as well as assess and allow business registrations for zoning compliance, assign street addresses, zoning review for signage and roofing projects, new construction and alteration of existing construction.

This past year, P&Z reviewed numerous cases on zoning and variances, brought before the P&Z Commission for recommendation, and saw a vast majority passed at the City Commission. Projects that were worked included the hiring of Consensus Planning, Inc. to update the City’s Comprehensive Plan. This plan will lead to a real update of the City’s existing plan and will enable City leaders to truly begin integrated planning and development.

In the coming year, P&Z is working on a predictable and enduring schedule for the five major plans that comprise the City’s Master Plan. This will be developed into a recurring 10 year cycle where one of the five plans is contracted in one Fiscal Year and completed in the next Fiscal Year. It is also expected P&Z staff will be well on its way to a complete review of all applicable zoning and development ordinances. The goal will be to align ordinance revisions, deletions, or additions to comply with the City’s deliberate planning documents, the City Commissions vision for the future of Alamogordo, and to bring them into compliance with current Federal, State, and County mandates. Last, but by no means least, expect to see a stronger partnership with the county, the Joint Land Use Study Implementation Committee, Holloman AFB, and our other community partners as we develop the way ahead for the City.

FY2017 Planning and Zoning Actions

	Jul	Aug	Sep	Oct	Nov	Dec	Jan 17	Feb	Mar	Apr	May	Jun	Total
Subdivision	1												1
Variance				1									1
Zoning				1		1				1	1		4
Annexation									1				1
Land Transfer													0
R.O.W. Vacation													0
Agreements													0

ASSISTANT CITY MANAGER

FY2017 Planning and Zoning Ordinance Review/Permit Actions													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan 17	Feb	Mar	Apr	May	Jun	Total
New Construction (residential)	2					1	4	4	3	2	7	5	28
New Construction (Commercial)						2	2	2	4				10
Carport	1	2	2	3	2	1	1	4	1	1	1		19
Reroof	7	15	3	37	27	21	39	58	102	82	84	79	554
Addition (Living Space)						1	1	2			1		5
ADA Upgrade									1				1
Solar Panels		1						1		2		2	6
Exterior Repair								2		2			4
Swimming Pools								1					1
Accessory Buildings		1				1		1	1		1	3	8
Structure Demolition							2	4			1		7
Signs/Billboards	1	3		1	2	1	2	3	1	1	3	1	19
Cell Towers	1								27				28
Excavation	6	9	15	20	10	6	7	15	2	16	14	9	129
Interior Remodel		2	1	1	2		3		1	4	2		16
Curb Cuts							1				1	1	3
Blocking Permits (mobile homes)			1	1		1	1	4					8
Window Replacement				1	1			5		1	3		11
Foundation Repair	1	1		1	2		1	1		1	3		11

Grant Compliance Office

Over the past year, the Grant Compliance Officer administered over 40 federal, state and local grants involving projects and programs to positively impact the citizens of Alamogordo. An example of the Community Development Block Grant is remodeling of the COPE building. Other examples include the FAA and NMDOT Grants that extended the airport runway, and the State of NM Area on Aging Grants that helps fund the Alamo Senior Center Meals on Wheels Program.

Purchasing Department

The Purchasing Department's Mission Statement is to provide efficient procurement services for the City while ensuring compliance with the City's Public Purchasing Ordinance and State Procurement Code Regulations.

The Purchasing Division functions are divided into two categories: Procurement Department and Central Receiving Warehouse.

ASSISTANT CITY MANAGER

Purchasing Department

Procurement of goods and services plays a critical role in government and the Purchasing Department continues to assure fairness in the procurement process, ensuring that the City receives the best value for each tax dollar spent. The Purchasing Department provides a purchasing system that ensures integrity and fairness, to oversee the purchases of the City, the City's solicitations and disposal of the City's surplus property.

The Purchasing Department is responsible for reviewing and administering the Public Purchasing Ordinance to maintain integrity and provide assistance in this area to all departments and divisions within the City organization. The department ensures that all quotes, purchases, IFB's, and RFP's are awarded according to the City Public Purchasing Ordinance and the State Procurement Code. In addition, the Purchasing Department oversees the Central Receiving warehouse, which oversees the large inventory of stocked supplies.

The Purchasing Department is responsible for the sale of surplus and unclaimed personal property. The Purchasing Manager is required to oversee and sign off on the destroyed items due to unusable condition. Fiscal Year 2016 brought in \$68,625. To date in Fiscal Year 2017, we are at \$105,798. The City uses an electronic based auction site, Public Surplus, so there is no expense to the City.

The Purchasing Department maintains Liability, Property and Auto Insurance. Property coverage includes building, content and EDP is covered at an estimated value of \$52,750,359, with an annual premium of \$82,382. Liability coverage including General Liability, Auto Liability, Civil Rights and Law Enforcement coverage is an annual premium of \$588,119.

The Purchasing Department also maintains vehicle registration for all vehicles.

Central Receiving Warehouse

This department is a division of Purchasing and includes 90% of the Central Receiving salary and benefits. Central Receiving maintains inventories for City supplies and materials for departments throughout the City; however, it is estimated that the bulk of inventory is related directly to the Utility Fund and, therefore, the bulk of expenditures for salaries and benefits is charged directly to the Water & Sewer Fund.

Because of the extensive inventory dealing with the water & sewer departments, the warehouse supervisor and attendant maintain training in all aspects of new and developing products and techniques associated with water and sewer products. This keeps the warehouse inventory at its most functional capacity.

Inventory in the warehouse averages \$500,000. The 2016 Fiscal Year-End inventory ratio was .004. National Average is .05.

Public Housing Authority of the City of Alamogordo

Established in 1955, the mission of the Housing Authority of the City of Alamogordo (Housing Authority) is to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination. The Housing Authority accomplishes this mission by administering the conventional public housing program funded and regulated by the Department of Housing and Urban Development (HUD). In order to be eligible for the program, the total household income must be under 80% of the median area income, along with meeting other criteria. This program is administered at two separate developments and one scattered site.



The two public housing developments are Alta Vista and Plaza Hacienda. Alta Vista opened in 1955 and has 70 housing units including one-bedroom, two-bedroom, three-bedroom and four-bedroom units. Alta Vista offers residents individual fenced privacy yards, a playground and a laundry facility. Plaza Hacienda opened in 1970 and has 150 housing units including efficiency, one-bedroom, two-bedroom, three-bedroom and four-bedroom units. Plaza Hacienda offers residents a limited number of handicap accessible units and access to a playground. There is one scattered site public

housing unit which is a standalone house located in the community.

The Housing Authority is governed by the Housing Authority Advisory Board and the Alamogordo City Commission. The Board makes recommendations to the City Commission on all housing-related issues including policies, plans and budgets. The City Commission has final approval on all Housing Authority matters. Since all of the funding for the Housing Authority comes directly from HUD, the department maintains close oversight on all operations to ensure compliance with the 24CFR, the section of the Code of Federal Regulations which governs the Housing Authority.

In Fiscal Year 2017, the Housing Authority completed Phase 1 of a project to reroof 29 buildings at Alta Vista. This work included removing a large portion of the decking and repairing the trusses underneath. The Housing Authority also completed a replacement of inoperable plumbing at Plaza Hacienda. In Fiscal Year 2018, we will look to complete Phase 2 of the Alta Vista reroof and begin design work on the replacement of windows at both complexes. The Housing Authority will also continue to address plumbing inadequacies and work to increase parking availability at Alta Vista.

ASSISTANT CITY MANAGER

In FY18, the Housing Authority will continue to work to be 100% occupied. We plan to continue our outreach marketing through various media outlets. Management will be directing the effort to create a resident advisory board. The Housing Authority Advisory Board will be looking at developing a new program to utilize the funds that belong to the old Homeownership program.

Housing Authority Statistics			
Applications Distributed	602		
Applications Returned	106		
Return Rate	17.61%		
Month	Units Available	Units Leased	Percentage
July	221	212	95.93%
August	221	209	94.57%
September	221	210	95.02%
October	221	208	94.12%
November	221	208	94.12%
December	221	208	94.12%
January	221	214	96.83%
February	221	216	97.94%
March	221	217	98.19%
April	221	215	97.29%
May	221	214	96.83%
June	221	214	96.83%
Total for FISCAL YEAR 2017	2,652	2,545	95.96%

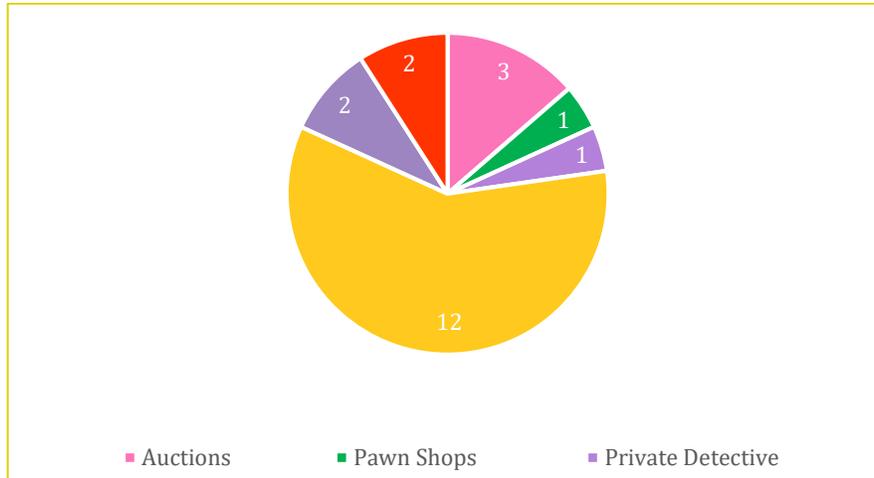
City Clerk

The City Clerk is one of the oldest professions in public service, next to the tax collector, dating back to 1272 A.D. The City Clerk is the official Custodian of Records for the City and maintains all the files in compliance with the State of New Mexico Retention and Disposition Schedule for Municipalities as adopted by the City Commission.

The City Clerk's office provides the following services for the City of Alamogordo:

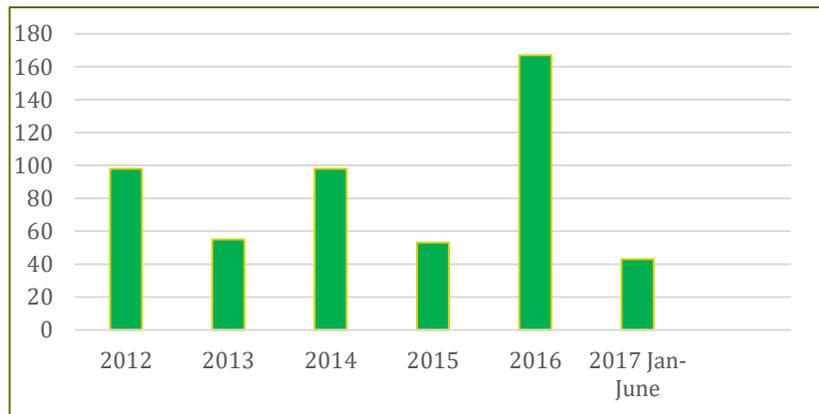
- City Commission Agendas and Minutes
- Boards and Committees applications
- Cemetery Deeds
- Request for Public Records
- Records Management and Archiving for the City of Alamogordo
- Business Registrations
- Special Licenses (route food vendor, special police, etc.)
- Special Events permits (special events, noise, block party, street closure)
- Liquor Licenses
- Commercial Solicitor's licenses and Vehicle for Hire licenses
- Proclamations
- Municipal Elections
- Notary Public

SPECIAL LICENSES



Special Licenses require investigation through various City of Alamogordo departments. Our largest license is Route Food Vendors, which mostly supply their services at special events. Special License fees vary according to the type of classification.

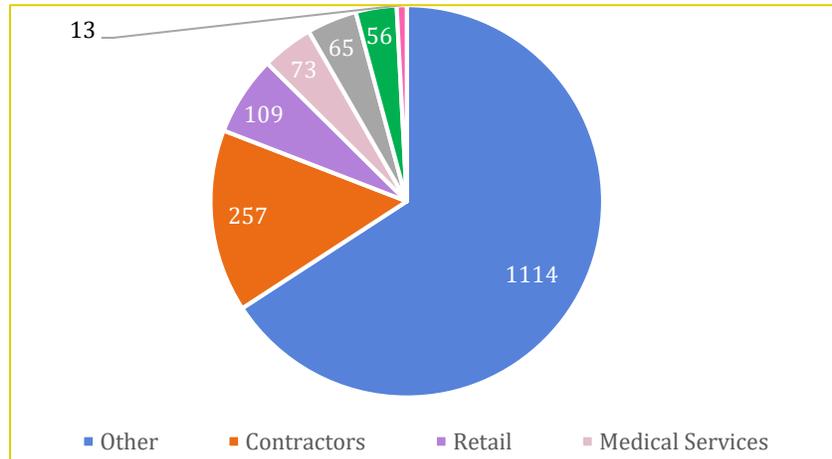
SPECIAL PERMITS



Special permits include Special Events permits, Noise permits, and Block Party/Street Closure permits.

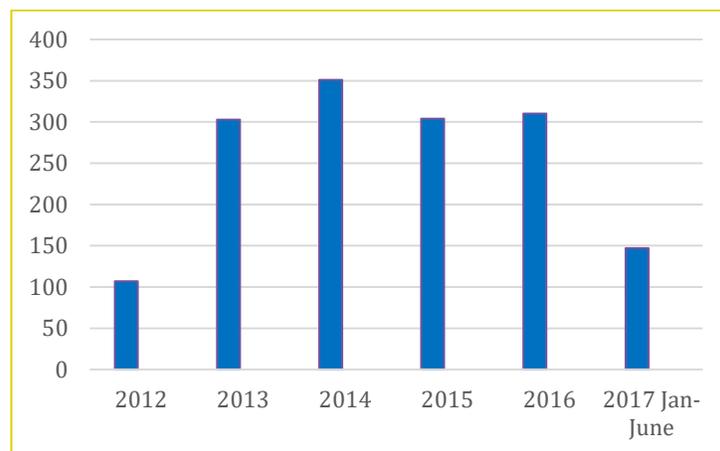
BUSINESS REGISTRATIONS

As of June 2017, the City of Alamogordo has 1,687 Regular Business Registrations. There are 166 different classifications, with the chart indicating the largest classifications. Business registrations are \$35 per calendar year.



REQUEST FOR PUBLIC RECORDS

The inspection of public records is to provide the public with information about governmental business. However, there are some exceptions as why the public may not be able to inspect certain records. The chart below indicates the amount of requests the City Clerk's office has received in the last few years.



COMMUNITY SERVICES

Community Services

There are many different departments that together make up the Community Services Department. These departments include: Alameda Park Zoo, Monte Vista Cemetery, Desert Lakes Golf Course, Sgt. Willie Estrada Civic Center, Alamogordo Public Library, Alamo Senior Center, Parks Department and the Alamogordo Family Recreation Center. Together the departments make life more enjoyable for the citizens of Alamogordo.

Administrative

Community Services Administrative is the department that takes care of the daily administrative duties. One of the main duties conducted is the quarterly advisory board meetings. There are currently two boards that conduct meetings. The boards consist of the Cemetery Board, which meets once a year, and the Parks & Recreation Board that meets quarterly.

Alamogordo Family Recreation Center

Alamogordo Family Recreation Center (AFRC) is responsible for identifying the recreation needs of the community and offering quality programs in a variety of interest areas. AFRC also oversees the rental of all of the City parks, including community sports league scheduling. The division has a committed staff focused on customer satisfaction while offering quality recreational opportunities (both directed and self-directed) in sports, fitness, special events, aquatics, day/sports camps and afterschool child care programming.



Facility changes in Fiscal Year 2017 include the transition to a seasonal pool only and pool mechanical systems improvements. Future facility projects include locker room renovations, HVAC system improvements, retaining wall repairs and office/storage space restructuring.

New staff has brought with them experience and creative ideas, helping to renew and refocus the division. Our goal is to keep the tradition of past programs, as well as open the door for new and innovative activities. Facility changes will improve functionality while providing a more enjoyable and inviting facility experience for patrons.

COMMUNITY SERVICES

AFRC Facility Use and Recreation Activities

During Fiscal Year 2017, AFRC will have filled over 3,000 organized activity spots based on traditional program offerings and served over 20,000 facility patrons. Please note, programming and facility revenue related to the pool is lower than originally budgeted due to an extended closure and transition to a seasonal pool.

Revenue for FY17:

Adult Programs (open gym, weight room)	\$ 8,880.87
Youth Programs (ASF, Camp Cottonwood, sports, specialty programs)	\$ 147,077.69
Pool Programs (swim lessons, Aquacize, Aquablast, Open swim)	\$ 42,879.13
Concession (pool and ballfield)	\$ 4,492.13
Recreation Memberships (full facility, gym/weight room)	\$ 3,664.33
Pool Memberships	\$ 8,373.49
Vending	\$ 786.36
Misc: Refunds & Collections	\$ 100.00
Misc: Sale of Scrap (old pool cover, vehicles and miscellaneous items)	\$ 9,752.51
Misc: Credit Card Fees (negative balance - credit card payment fees)	\$ - 3,381.72

Park Facility Rentals & Community Sports Leagues

As stated above, AFRC oversees the rental of all of the City parks, including community sports league scheduling. Popular park rental sites include Alameda Park, Washington Park and the Garden Center. Community sports leagues offer both competitive and recreational levels of participation for adults and youth. Adult leagues include softball (co-ed and men's), tennis, football (men's and women's) and roller derby. Youth leagues include baseball, fast pitch softball, swimming, football and soccer.

Throughout the year, our community sports leagues offer recreational opportunities to hundreds of people in city parks through use agreements. The Recreation Division manages the agreements ensuring that all necessary requirements for use are met, including insurance and permits. Use fees are determined by assessing the maintenance costs from group use and approved by the City Commission. In Fiscal Year 2017, youth sports leagues will be charged field light use fees for practices and tournaments. The light use fees will offset the electricity expense incurred by the City for field light use. In FY16, youth sports leagues field light use cost approximately \$7,500.

COMMUNITY SERVICES

Revenue for FY17:

Park Rental Fees	\$ 16,155.52
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Sponsorship Program

AFRC provides activity sponsorships for the children of families in financial need that qualify under the Federal Poverty Level (FPL) guidelines. Each qualifying child may receive up to \$300 in sponsorship disbursements per year. In FY17, there were ten families (18 children) that participated in the program. The program is funded by community donations and designated special event revenue.

FY17 Sponsorship Disbursements	\$ 2,396.50
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Community Services Brochure

AFRC publishes an annual brochure that is distributed to community residents through AFRC, City offices and numerous community organizations and businesses. We work closely with all Community Services divisions to provide a comprehensive listing of the department's various services, facilities, activities, programs and events.

Looking Forward

AFRC plans to continue making improvements to the facility as well as expanding the services, programs and events that are offered. As stated above, our goal is to keep the tradition of successful past programs as well as open the door for new and innovative activities, while facility improvements will provide a more enjoyable and inviting facility experience for patrons.

- Complete key facility improvement projects including locker room renovations, HVAC system improvements, retaining wall repairs and office/storage space restructuring.
- Transition pool operations to a seasonal outdoor pool (April – October).
- Reestablish adult sports programs (e.g., basketball, volleyball) and develop programming in various interest areas (e.g., art/crafts, youth dances, fitness).
- Expand partnerships and contracted instructors allowing for more specialized programming.
- Increase program transportation capabilities with purchase of a 15 passenger van.
- Generate donations and develop special events to fund the Sponsorship Program.

COMMUNITY SERVICES

Alamogordo Public Library



The mission of the Alamogordo Public Library is to provide educational, informational, and recreational resources in print and non-print formats to all residents of all ages and socioeconomic backgrounds in order that they might have equal access to information representing all points of view.

Reference Services

The Reference Department houses a large collection of current reference materials covering a large array of subjects. A reference librarian is available at all times to help patrons find the materials and information they need. Twelve public use computer workstations are available in the reference area for Internet use. These computers also have Microsoft Office and other software available for library patrons. Two computers are available for Genealogy research, for students taking online classes, or patrons who require extra time for resumes and job applications.

Youth Services

The Children's Room offers an excellent selection of both classic and contemporary books for children from infants through about 8th grade. Special collections in the Children's room include: Spanish language and German language books, audio books, book and tape sets, and children's videos. We also have a special collection for teaching that include books, kits, globes, and other items to help the teacher or homeschooler provide the best teaching possible. Five computer workstations in the Children's Room offer a variety of children's educational programs and filtered internet access. The library offers many programs for youth, including Toddler Storytime, Preschool Storytime, Lapsit Program, Tween program, Teen Cafe, and more.

Other Services

- Homebound Book Delivery Program
- Interlibrary Loan
- Self-service Photocopy Machine and scanner
- Federal and New Mexico Income Tax Forms
- Public Meeting Rooms (Application)

COMMUNITY SERVICES

Grants & Funding

Following submission of the Annual Report to the New Mexico State Library, the Library received \$7,733 in State Aid, which can be used in support of Library operations. The Library was also awarded \$84,450 from the 2014 General Obligation Bond measure. These funds are for materials such as books, and capital expenses such as technology. Otero County granted \$24,750 to provide library services to county residents for Fiscal Year 2017. County residents comprise approximately 20% of the registered users and borrow about 22% of the materials checked out.

Facilities

During Fiscal Year 2017, a pergola was constructed outside the Library to provide partial shade to patrons and those attending the summer reading program.

Programming

Some of the library programming for Fiscal Year 2017 included:

- In honor of the July 31st release of Harry Potter and the Cursed Child, there was a library-wide Potterworld party on July 30. Over 200 people of all ages came to visit. Highlights included a Quidditch Match and the Weasley family locational clock.
- "To Begin the World Over," a documentary about Thomas Paine, was screened four times. The Friends of the Library provided funding for these events.
- The Library had our own election to elect favorite children's book characters. This was open to all ages. Winnie-the-Pooh won handily, out of a field of six. The Otero County Clerk's Office lent us voting booths.
- Genealogy programs were conducted on the following topics: Migration Trails, Genetic Genealogy, Internet Genealogy, Census Records and Handwriting Analysis, and Dead Ends, Military Records, and Ethnic Genealogy
- The Library held Poetry Open Mic and Poetry Slam events that were very popular.
- Events for Summer Reading in July 2016 included Play with Art, as well as special story time days for daycares and the Girls and Boys Club. Activities were offered every weekday. 131 adults and 1,294 children registered for the program.
- June 2017 Summer Reading events included Island of Misfit Morphs, Mud and Water Day, and magician Tall Paul.
- Field Trips and special programs were done for the Boys and Girls Club, local public and private schools, daycares, and homeschooling groups.
- Michael Shyne donated a bronze statue to the Children's department in memory of his mother, Millicent Shyne. It depicts a little girl reading a book.

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- Some groups that have used the Library this year: Needlework, Hunger, Book Clubs (2 different), City Directors, Friends of the Library, Aspies, Otero County Waste, New Mexico Solar Energy, United Health, “Your Health, Your Life,” and Be Well New Mexico, Autism Support, Paranormal, and Dygert Piano School.

Alamogordo Senior Center

The Alamogordo Senior Center provides services for individuals who are 60 and above. The center is a social environment that provides support, education, recreation, nutrition and entertainment for the seniors of Alamogordo and the surrounding area. The goal of the center is to provide an opportunity for all seniors to maintain a high quality of life.



Congregate Lunch

A nutritious meal is served Monday-Friday for a suggested donation. This is not to just provide a nutritious meal, but to also offer socialization and activities for seniors to keep them engaged and living at home with a higher quality of life. From July 1, 2016 to June 30, 2017, the center has served more than 39,532 meals.

Meals on Wheels

MOW's (Meals on Wheels) is intended to help those who are 60 and above who are unable to prepare a meal for themselves. The program gives seniors the ability to remain in their own homes longer, allowing them a better quality of life. Some clients are temporary, while some stay on the program long term. The center is currently serving on average 135 meals a day for lunch. From July 1, 2016 through June 30, 2017, MOW delivered 31,980 meals and the program continues to grow. In addition to hot lunches, MOW offers breakfast and weekend meals to higher risk consumers.

During the holiday season, the MOW department partners with outside agencies to provide a meal. This year, the Alamogordo Breakfast Lions Club picked up the cost and delivered meals prepared by the Alamo Grill for Thanksgiving. For Christmas and New Year's, Gerald Champion Regional Medical Center prepared meals, and the Alamogordo Breakfast Lions Club delivered all the meals to the homebound clients and those transportation riders deemed high-risk.

COMMUNITY SERVICES

Transportation

Our transportation program makes it possible for clients to take advantage of the wide variety of educational, recreation, and nutritional programs that the center has to offer and provides those who no longer can drive with a service to help them stay in their own homes longer and have a more active and vital life. While the Center's primary transportation mission is to carry seniors to/from the Center and their homes, the center also offers in-town rides for grocery shopping two times weekly, opportunities for recreational and educational trips, and personal and medical appointments as the schedule allows. During fiscal year 2017 (July 1, 2016 – June 30, 2017), the Center provided 13,210 rides.

Homemaker Program

The Homemaker Program provides house cleaning, grocery shopping and some bill pay services on a sliding fee scale. The program is contracted through the state agency to provide 784 units a year with one part-time employee. Clients are set up on a weekly and bi-weekly cleaning schedule. The homemaker spends between 45 minutes to an hour and ½ in the client's home, depending on the need.

Physical Fitness

The fitness center offers over 20 classes geared towards senior fitness. The classes are all taught by volunteer instructors. The fitness center has treadmills, an elliptical, nautilus machines, and free weights. From July 1, 2016 through June 30, 2017, 642 people took advantage of the Senior Center's fitness center.

Events

The Senior Center offers a variety of annual events throughout the year. Bingo is played every Tuesday and Friday. Local bands offer dances on Friday nights. Pool is played daily, and many players also attend the local pool tournaments. Make-Over days are planned quarterly with a local beauty shop/barber shop volunteering free haircuts to seniors. Grocery shopping is offered weekly to a variety of different stores. The Center also offers a special luncheon for the Thanksgiving and Christmas holidays and throw an annual dinner/dance for New Year's. The center celebrates birthdays monthly with cake. The seniors enjoy live music, coffee and friends each morning. Pinochle, dominos, canasta and bridge are also played, puzzles are aplenty, and the center has books galore. The seniors have enjoyed several trips to include the tour of museums in Las Cruces and Senior Day at the Capital in Santa Fe.

COMMUNITY SERVICES

Senior Volunteer Programs

The Senior Volunteer Program offers seniors who are 55 and over the opportunity to volunteer at local organizations throughout the community. The program allows those who are retired from working to put those skills to use through volunteer programs. There are over 335 active volunteers who serve over 115,000 hours to our local community. The program has over 70 worksites that service every aspect of our community.



Alameda Park Zoo



The Alameda Park Zoo provides an aesthetically pleasing naturalistic environment which promotes education in the environmental fields of study, conservation of local and global environments, recreation, and biological research. The intended concept is to instill through audio, visual, and tactical means, a unity of non-human and human relationships. Through professional cooperation and tactics, the Alameda Park Zoo will provide the public with high standards of environmental education. This educational procedure takes place in an atmosphere that promotes environmental recreation as well as education.

Animal inventory

<u>Type of Animal</u>	<u>Number of Animals</u>	<u>Number of Species</u>
Mammals	51	21
Birds	127	37
Reptiles	46	11
Fish	98	14
Invertebrates	4	2
TOTAL	277	85

COMMUNITY SERVICES

Attendance

<u>Category</u>	<u>Number of Visitors</u>
Regular Paid	49,625
AFOTZ Members	13,312
Special Events	20,000+
TOTAL	82,937

Total gross revenue generated by admission and Gift Shop = \$119,921.

Special Events

- Earth Day
- Four 4th Fridays
- Zoo Boo & Broo
- Christmas Zoobilee
- After Hour Parties –Border Patrol, HAFB, Officer Corvinus Fundraiser
- Kiwanis sponsored Free Day
- German Air Force Day
- 88 Birthday Parties at the Zoo



Educational Programs

- 6 new Docents trained for the Education Center, now open 6 days a week with 6,000+ visitors from all States and 12 Countries
 - 29 Reptile programs
 - Junior Zookeepers – two sessions
 - 7 Winged Wonder Appearances
- Weekly educational theme changes were made in the Education Center
 - Several film crews filmed at the Zoo

Education/Community Outreach for 2016

- “Spring Fling” – Winged Wonders program with Hazel and Dolly
- “Earth Day” at NMSU-Alamogordo – Winged Wonders program with Hazel and Dolly
- “Earth Day” at the Alameda Park Zoo – Alamogordo Friends of the Zoo Earth Day booth with board members
- Junior Zookeepers program with Kathy Chase

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- “New York Avenue Art Walk” – Winged Wonders program
- “Zoo Boo” at the Alameda Park Zoo – Alamogordo Friends of the Zoo booth with board members
- Two Forest Service presentations
- “Rotary Interact Kids” at Alamogordo High School – Winged Wonders program
- “Spamalot” at the Flickinger Theater – Winged Wonders program
- “Discover Science” fair at Holloman Air Force Base Elementary School – “Life Cycle of a Frog” display and the concept of ‘metamorphosis’ presented by the Docent program with Loretta and Gunther

During Fiscal Year 2017, the first two exhibits in the Zoo’s new primate complex was completed and the monkeys were moved into their new home in June, 2017. The perimeter fence around Alameda Park Zoo is being replaced, the bid was awarded and completion estimated for late 2017. The pond deck is being remodeled and a reptile exhibit is being built, with completion next fiscal year. The zoo repaired 20 waterline breaks, installed 621 feet of drip line for our hedges and painted inside the Medical Clinic. Trees, shrubs and flowering plants donated by Home Depot were planted and maintained by zoo staff and volunteers. Rusted steel was replaced in several enclosures during the year and Big Give volunteers water-sealed the Aviary deck and entrance buildings.

Civic Center/Special Events

COMMUNITY SERVICES



The Civic Center provides facilities and services for meetings, seminars, conventions, trade expositions, concerts, and social, educational, cultural, business or entertainment events. Special Events staff plans and executes events for the community to enjoy and add to the quality of life for Alamogordo residents.

The Civic Center operations is experiencing leadership changes, renovations, and is proactively instituting new policies to improve facility contracts, proper event revenue costs, customer service and improved event scheduling. The Civic Center has supported 166 events as of June 30, 2017.

Recent inside renovations at the Civic Center include new design colors, with newly painted auditorium, new paint and carpet in all conference rooms, kitchen and new sound acoustics. Control room power and communication lines have now been moved to the main control offices. Special services internet lines have been run to the new liquor bar and also to official public voting operations locations. The Civic Center is also getting a new roof in a large engineering project that is on-going.

Future facility projects include a larger more secure storage building that will eliminate storage problems in the center and limit vandalism and theft opportunities. Outside painting for the building exterior will be planned following conclusion of the roofing project. A new HVAC unit will be installed to better accommodate auditorium heating and cooling needs. The Civic Center renovations will refresh and renew the facility and increase its attraction to the public for rental events.

During Fiscal Year 2017, the City of Alamogordo organized many special events for the community. The largest public events include Military Appreciation, Easter in the Park, Fourth Fridays at Alameda Park Zoo, Zoo Boo, Zoo Broo, and the City's first Christmas Zoobilee. The City also takes part in annual community events such as Earth Day, Lady of the Mountain Run, the middle school Water Festival and the Independence Day Parade. The Civic Center hosts the annual Holiday Craft Show and it is our goal to expand in-house events to provide even more enjoyable activities for our citizens.

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Desert Lakes Golf Course



The Desert Lakes Golf Course is an 18-hole public year-round facility, which offers a pro shop, restaurant and bar. The facility is run by G & L Golf, Inc. and is maintained by the City of Alamogordo. The facility employs an average of 32 employees throughout the year with an increase in summer season and decrease in winter season. The facility hosts tournaments & special events, golf leagues and a junior golf program.

Rounds of Play

- 2014 - 42,697
- 2015 - 42,514
- 2016 - 42,617
 - 66% were 9 hole rounds
 - 34% were 18 hole rounds
 - 45% were Green Fee rounds
 - 48% were Golf Pass rounds
 - 4% were employee and promotional rounds
 - 2% were High School golfer rounds

As a whole, golf has seen a downturn over the recent years and the economy in Alamogordo has not been positive for golf at Desert Lakes. Rates were raised in July of 2016 and that along with other signs of an upturn, we see 2017 improving in revenue and rounds. Below are some historical revenues for different areas:

Green Fees: <ul style="list-style-type: none"> • 2016 - \$265,800 • 2015 - \$271,600 • 2014 - \$269,300 	Golf Pass: <ul style="list-style-type: none"> • 2016 - \$150,900 • 2015 - \$138,800 • 2014 - \$123,900 	Carts: <ul style="list-style-type: none"> • 2016 - \$167,500 • 2015 - \$174,700 • 2014 - \$170,100
Trail & Shed: <ul style="list-style-type: none"> • 2016 - \$32,500 • 2015 - \$29,300 • 2014 - \$19,770 	Range: <ul style="list-style-type: none"> • 2016 - \$42,500 • 2015 - \$42,700 • 2014 - \$45,250 	

Tournaments - Desert Lakes was host to over 40 events and tournaments in 2016:

COMMUNITY SERVICES

- 20 of the tournaments were tee timed events.
- 13 were shotgun events that limited play to outside.
- The remainder of events were non-golfing events or fundraisers.
- There were over 2000 participants for these events.
- Nearly \$72,000 was raised in these events for various charities.

Leagues – Desert Lakes was host to ten various leagues, most of which were weekly:

- Weekly leagues included events on every day of the week except Friday.
- Weekly events were host to 350 regular golfers and an additional 100 on a bi-weekly or monthly basis.
- Four of the largest leagues run from April to August with six running all year long.

Junior Program – Desert Lakes was host to four junior camps:

- A total of 64 juniors were serviced in the camp season.
- Growth of the Game Program.
- DLGC ran weekly beginner clinics from April through September. An average of 20 people attended these clinics that were branded as “Six after Six” series and included a clinic, range, golf, cart and food. These were our most popular clinic series.
- DLGC also was host to 2-6 week series of classes in conjunction with NMSU-A. These historically have been very popular and create the most regulars for our “Six after Six” series. Although attendance was down in 2016, the program creates the most new golfers that produce regular revenue for the facility. Total participants in the NMSU-A classes was approximately 20.

Food & Beverage

The Food & Beverage has been the bright spot of the facility and continues to gain popularity and success. The 19th Hole has more than 20 regular events that take place in the banquet facility, most of which are service clubs that utilize the facility every week or once a month. The 19th Hole was also host to more than 50 banquets of various types including weddings, birthdays, anniversaries, class reunions, holiday and business parties, and those associated with tournaments. The restaurant also had three major holiday buffets that served over 200 people in each.

Total Food & Beverage Revenues are as follows:

- 2016 - \$725,000
- 2015 - \$680,000

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- 2014 - \$620,000

Maintenance

The Golf Division (Maintenance) continues improvements and support to the facility. Overall, the golf maintenance division has provided a well-maintained golf course for the public with good support for the pro shop services with a minimal budget. Some of the improvements made in FY17 were:

- Completed cart path edging.
- Continued weed spray out for both pre-emergent and post emergent. Fertilized and aerated twenty-one golf greens and practice areas. Aerated and fertilized 18 fairways and additional practice areas.
- Prepared course set-up for play on multiple tournaments to include pin setting, painting cups, mowing and rolling greens and raking bunkers.
- Improved cart path and approach drainage on many areas around the course by excavating and adding rock and/or French drains.
- Continued pruning trees, removing dead trees, and ground in excess of thirty stumps.
- Added and re-worked sand to improve bunkers with wash-outs.
- Assisted with lake dredging project by providing support with drainage/pumping of lakes and location of irrigation lines, valves and boxes.
- Maintained an aged irrigation system (parts in excess of 25 years old) by replacing or repairing satellite system, sprinklers and valves. Continued to adjust or change irrigation heads as needed.
- Purchased new equipment to replace an ageing fleet including a new utility vehicle, surrounds mower, deck mower and greens mower.

Re-Investment

The facility saw re-investment from G & L Golf, Inc. in the following areas:

- New patio tables & chairs
- New heaters and fire pit on patio
- New industrial under counter freezer in kitchen
- New industrial garbage disposal in dish wash area
- New range signs
- 6,000 new range balls
- Ten new gas Club Car golf carts
- IT equipment
- New server

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- New credit card pin pads for quicker service and 100% security
- Four new client machines
- New sonic wall
- New network hub
- New wireless access point in 19th Hole
- Two new televisions

Monte Vista Cemetery

The Monte Vista Cemetery is a full service operation which includes all aspects of casket and cremation remains interment, funeral service preparation and monument installation, as well as all associated grounds maintenance tasks required to keep the appearance of the property acceptable to the public. Efforts are coordinated with the local funeral homes and the day-to-day operations are primarily handled by the Cemetery Sexton, with daily supervision by the Parks Supervisor and Parks Foreman.

City leadership is currently looking at renovations to the eastern gate entrance on Canyon Road to make it more aesthetically pleasing and functional for funeral services. This is needed due to the recent renovations of Washington and 1st Street eliminating entrance into the main 1st Street gate from services coming from the east. The cemetery received much needed volunteer assistance this year from a local veteran organization. Weed removal and routine maintenance was conducted. Installation of signage to recognize individual volunteer groups has been acquired and is in the process of being installed. Tree care in the cemetery by the Parks Maintenance staff is a priority this year. Trimming and removal of dead limbs and trees is ongoing to improve the overall health of the plant material as well as the appearance of the site. The following paid services were performed for the public at Monte Vista Cemetery during the year:

Funerals/Interments: <ul style="list-style-type: none">• Casket type - 67• County Site casket - 2• Cremation type - 45• Infant type - 0	Headstone Installation: <ul style="list-style-type: none">• Single Headstones - 21• Double Headstones - 4• Flat VA stones - 8• Upright VA stones - 1• Survey for stones - 21• Vases - 0
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COMMUNITY SERVICES

Parks Maintenance



Parks Maintenance Operations for the City of Alamogordo maintains approximately 450 acres of public owned land. Approximately 220 acres of this area is actively growing public park space consisting of park area grass, sports fields, trees and ornamental landscaping. The remaining acreage consists of hardscapes such as parking areas, sidewalks, trails, and recreational facilities. The City's public recreational facilities maintained by the division include multiple tennis courts, basketball courts, playgrounds, pavilions, benches, tables, and skate park.

The major tasks currently being performed by Parks Maintenance are as follows:

- Daily trash receptacle and litter removal in public park areas
- Daily cleaning of public restrooms in parks
- Irrigation maintenance and repair
- Gopher removal
- As needed tree maintenance (major function in off season)
- Weekly mowing, trimming, and edging of grass areas
- All aspects of sports field maintenance
- League field preparation at Sports Complexes
- Set Up and coverage of large tournaments at Sports Complexes
- Seasonal aeration, fertilization, and weed control applications
- Ornamental landscape installation (by project and to replace failed plants in existing ornamental beds)
- Ornamental landscape maintenance including trimming, watering and weed removal
- Tree watering in areas without access to the effluent system (medians)
- Event preparation and clean up
- Playground inspection
- Playground maintenance and repairs
- Fence construction and repair
- Facility repair tasks as needed including painting, carpentry and plumbing
- Equipment maintenance and repair

There are a multitude of other minor tasks performed daily and as needed to keep the city park spaces in good repair.

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Projects

There are a number of ongoing and completed projects within the purview of the Parks Operations. Projects currently funded by the Quality of Life Bond include:

- Griggs Field Upgrades - The Griggs Upgrades project is essentially complete with the remaining funds being utilized for new restroom partitions which are on order and a concrete pad for the installation of a shade pavilion.
- Hooser Field Upgrades - The main ongoing priority project for the department is the Hooser Field Upgrades. Roofing upgrades coordinated by Public Works are in progress and the construction of a storage building is planned. Additional improvements to site fencing and press box aesthetics may also be incorporated.
- Playground Shade Construction - The Playground Shade Structure projects have been completed with colorful shades being installed over playground structures at Washington Park, Alameda Park, Griggs Sports Complex and Hooser Sports Complex.
- The City Parks have also received two annually consecutive \$5,000 Union Pacific Foundation Grants. These funds are exclusively for improvements in Alameda Park. To date, approximately \$4,700 of the \$10,000 received has been utilized by planting 28 large trees of various drought tolerant and effluent water tolerant varieties. Additional improvements in the form of more tree planting, replacement picnic tables and benches have been completed. Another \$5,000 grant application is available for application in April of 2018.
- The Washington Trail project, which was funded by a State DOT grant, was completed this year. This project began under the coordination of the Parks Department, but was ultimately transferred to the Engineering Department with actual construction of the trail from 10th Street to Indian Wells along Washington Avenue performed by Public Works.
- Additional projects include a partnership with CAPPED to install a Labyrinth Walking Path in Washington Park and an in-house effort to build a permanent stage in the same area is almost complete.

Special Events/League Support

The Parks Department supported a variety of special events and a multitude of league and tournament activity at both sports complexes and in many parks. The department supported the annual Military Appreciation Day held this year at Alameda Park Zoo, with general site set up as well as ongoing clean up and support throughout both days of the event. Staff also manned the hospitality tent and provided event tear down and clean up. Fall Events included:

- The annual Cottonwood Festival
- The annual Balloon Festival

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- The ICC Festival
- Zoo Boo
- Christmas Zoobilee. Staff installed and decorated a 22' tall pine tree donated by the US Forrest Service in Airborne Memorial Park and aided with site decoration in the Alameda Park Zoo for this event.

Likewise, staff supported the annual Keep Alamogordo Beautiful Christmas Tree Drop Off event by setting up drop off areas at the Civic Center and the Senior Center, and transporting dropped off trees to the Convenience Center on Lavelle Road.

Four youth leagues and five adult leagues utilized much of the city parks and both sports complexes for practice and play at different times throughout the year. Routine turf grass maintenance, restroom cleaning, field set up and field marking were provided to support their use. Staff at Griggs Sports Complex provided routine field care and marking for Rotary Little League, Otero County Youth Football, as well as all home games for the White Sands Pupfish semi-pro baseball team. Staff at Hooser Sports Complex covered over a dozen weekend tournaments at their site while simultaneously keeping fields in shape for multiple seasons of both youth and adult softball leagues. Otero County Youth Soccer and both youth football leagues utilized areas in almost all parks throughout the city to support their team practices and Soccer game play took place at both Oregon and Washington Parks.

Notable Accomplishments

Several new or notable accomplishments were completed this year by Parks Maintenance Department staff.

- Several of the soccer fields in Washington and Oregon Park were moved or adjusted as to location within the park areas. Staff assisted league personnel to implement these changes.
- The amphitheater in Washington Park was removed, leaving a large barren area, which was successfully re-seeded with Bermuda grass during the summer months.
- Likewise, recent completion of the 1st Street and Washington intersection straightening construction project allowed staff to also successfully re-establish Bermuda grass around the large Washington Park sign.
- Signage in general to address several maintenance issues in different park areas was a trend in operations this year.
- Issues with pet owners allowing their dogs off-leash in violation of City Ordinance on the fenced in baseball and softball fields at both sports complexes without cleaning up after their pets required the installation of signage at all field entrances. Similarly, pet owners not cleaning up after their

COMMUNITY SERVICES

animal in all park spaces saw an increase in occurrence this year, requiring additional signage at many park entrances.

- Alamogordo Public Schools requested assistance during the growing season to perform some aeration and topdressing tasks at two sites. City Staff, within the confines of the Joint Powers Agreement, core and solid tine aerated the soccer fields at Yucca Elementary. The department's top dresser was also loaned to school staff to allow them to top dress their football/soccer practice fields at the Rheiner Steinhoff soccer complex.
- The final notable accomplishment completed this year was the installation of two 16' shade pavilions near the playgrounds at both Griggs and Hooser Sports Complex. Picnic tables and a grill were also installed at each of these sites.

Finance

The City of Alamogordo's Finance Department oversees the operational and capital finances of a Municipal Corporation and manages the City's financial assets and resources in accordance with the goals established by the City Commission, the City Manager, and in compliance with applicable laws, principles, rules, and regulations promulgated by the State of New Mexico Department of Finance and Administration, New Mexico State Statutes, and Generally Accepted Accounting Principles. The Finance Department is also responsible for standardization of processes City-wide in areas of finance and budget. The Finance Director oversees the operations of Accounting, Customer Service / Utility Billing, and Management Information Systems.

Accounting

The Accounting Division of the Finance Department is organized into five areas:

Accounting: The Accounting area of Finance is responsible for the maintenance and control of general accounting records, financial reporting, maintenance and management of debt service, maintenance and assistance of investments, inventory of \$362,044,146 in fixed assets, as well as administering the annual audit. Accounting also oversees the functions of Payroll, Accounts Payable, and Internal Control Analyst.

Payroll: The Payroll area of Finance is responsible for the administration of all payroll related functions and activities, including preparation and issuance of bi-weekly payroll for between 343 to 370 employees.

Accounts Payable: The Accounts Payable area of Finance is responsible for the preparation and issuance of all vendor checks; and pre-audits of all purchase orders, invoices, and disbursements charged against the City.

Internal Control Analyst: The Internal Control Analyst area of Finance is responsible for writing, implementing and enforcing finance policies of the City; performing internal audits, and audits pertaining to contracts with financial impacts to the City, (i.e. Economic Development Incentive Contracts). The following were performed this past year:

- 34 Internal Audits
- 3 LEDA Audits (Emerging Technologies, Neptune Aviation, and PreCheck)
- 60 Accounts Payable Audits
- 18 Petty Cash Audits

Budget Analyst: The Budget area of Finance is responsible for administering and coordinating the annual budget, to include the preparation, projection of revenues and expenditures, department assistance and training, budget resolutions, and amendments to the budget document.

FINANCE

Customer Service / Utility Billing

Customer Service is responsible for municipal utility billing, receipting utility payments, business registration payments, miscellaneous accounts receivable, maintenance & repair of the AMI, and administering Chapter 28 of the Alamogordo Municipal Code.

Staffing:

- Customer Service Manager 1
 - Utility Billing Supervisor 1
 - Utility Billing Clerk 1
 - Utility Billing Clerk/Collections 1
 - Meter Technician Supervisor 1
 - Meter Technician 2
 - Cashier Supervisor 1
 - Customer Service Cashier 3

FY 16-17 Budget: \$970,861 including \$181,083 capital outlay

Fiscal Year 2017 Statistics:

- Miscellaneous Accounts Receivable Invoiced: 831 for total of \$2,127,516
- Municipal Utility Accounts Billed: 152,534 for total of \$12,285,180
- UB Service Orders Worked: 18,976
- Leak Abatements Processed: 405
- Courtesy Notices Delivered: 941

Management Information Systems (MIS)

The MIS Division is responsible for the maintenance of over 438 workstations, 19 servers, two IBM mid-range systems, a city-wide six fiber run computer network, six WiFi public hot spots, private wireless access points, computer support to all departments, and the main VoIP phone system.

FINANCE

The MIS mission is to provide for the proper purchase, installation, training, maintenance, and repair of all city-owned computer equipment to ensure that each city department has the necessary computer resources available to them to get the job done in an efficient and timely manner within the approved division budget. MIS also strives to assist users, our customers, in technology and software use in an efficient and courteous manner.

Fiscal Year 2017 accomplishments include: 80 user desktop computers replaced; installation of three major software applications; document management between Superion (formally Sungard H.T.E.) and Questys Imaging, Superion Cognos BI, Superion Edge.

Fiscal Year 2018 projects include: IBM i5 to IBM P8 midrange systems replacement for City Hall and APD; this new installation includes a redundant online backup of data for the network servers and midrange systems. User Training is accessible to all users; ranging from Office 365 applications to the Superion (formally Sungard H.T.E.) major integrated software applications.

Financial Audit – FY2016

The most recent annual financial audit for FY2016 was conducted by RPC CPAs + Consultants, LLP, and released by the State of New Mexico Office of the State Auditor on January 23, 2017. The FY16 audit received an unmodified opinion, with zero audit findings, which is the best possible outcome, and an outstanding achievement for the staff of the Finance Department. The following financial statements are attached:

Statement of Net Position – June 30, 2016

Statement of Activities – June 30, 2016

Final Budget – FY2018

A budget public hearing was held on May 10, 2017 to present the FY18 Preliminary Budget to the City Commission and citizens of the City of Alamogordo. The FY18 Preliminary Budget was subsequently approved by the City Commission on Resolution No. 2017-14 at the Regular Commission Meeting on May 23, 2017.

The FY2018 Final Budget was approved by the City Commission on Resolution No. 2017-22 at the Regular Commission Meeting on July 25, 2017. Total FY2018 final budgeted revenues across all funds are \$60,125,978 and total FY2018 final budgeted expenditures across all funds are \$108,457,174. The FY2018 Final Budget was forwarded to the State of New Mexico Department of Finance and Administration on July 31, 2017.

FINANCE

STATE OF NEW MEXICO
City of Alamogordo
Statement of Activities
For the Year Ended June 30, 2016

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Governmental Activities				
General government	\$ 8,443,386	\$ 2,313,934	\$ 453,139	\$ 1,398,668
Public safety	7,385,963	316,611	737,314	-
Public works	4,620,064	21,737	328,937	123,924
Culture and recreation	4,524,058	703,769	1,220,515	3,922,655
Health and welfare	238,127	-	255,577	-
Interest on long-term debt	1,572,575	-	-	-
<i>Total governmental activities</i>	<u>26,784,173</u>	<u>3,356,051</u>	<u>2,995,482</u>	<u>5,445,247</u>
Business-type Activities:				
Water and sewer	8,525,149	9,621,293	-	-
Solid waste	1,851,720	2,036,014	-	-
Bonito lake	96,192	-	147,160	-
Golf course	1,598,121	1,329,120	-	-
Airport	321,614	151,349	11,945	-
Low rent public housing	1,253,146	308,558	557,738	302,021
Home ownership	25,341	224	-	-
<i>Total business-type activities</i>	<u>13,671,283</u>	<u>13,446,558</u>	<u>716,843</u>	<u>302,021</u>
<i>Total primary government</i>	<u>\$ 40,455,456</u>	<u>\$ 16,802,609</u>	<u>\$ 3,712,325</u>	<u>\$ 5,747,268</u>
Component Unit:				
Otero - Greentree Regional Landfill	<u>\$ 970,823</u>	<u>\$ 1,780,435</u>	<u>\$ -</u>	<u>\$ -</u>
General revenues and transfers:				
Taxes				
Property taxes				
Gross receipts taxes				
Gasoline and motor vehicle taxes				
Other taxes				
Investment income				
Miscellaneous revenue				
Gain on disposition of assets				
Transfers				
Total general revenues and transfers				
Change in net position				
Net position, beginning				
<i>Net position, ending</i>				

The accompanying notes are an integral part of these financial statements.

FINANCE

Exhibit A-2

Net (Expense) Revenue and Changes in Net Position			
Primary Government			
Governmental Activities	Business-type Activities	Total	Component Unit
\$ (4,277,645)	\$ -	\$ (4,277,645)	\$ -
(6,332,038)	-	(6,332,038)	-
(4,145,466)	-	(4,145,466)	-
1,322,881	-	1,322,881	-
17,450	-	17,450	-
(1,572,575)	-	(1,572,575)	-
(14,987,393)	-	(14,987,393)	-
-	1,096,144	1,096,144	-
-	184,294	184,294	-
-	50,968	50,968	-
-	(269,001)	(269,001)	-
-	(158,320)	(158,320)	-
-	(84,829)	(84,829)	-
-	(25,117)	(25,117)	-
-	794,139	794,139	-
(14,987,393)	794,139	(14,193,254)	-
-	-	-	809,612
4,011,022	-	4,011,022	-
21,347,747	-	21,347,747	-
611,542	-	611,542	-
530,113	-	530,113	-
862,834	172,466	1,035,300	55,019
549,273	904,015	1,453,288	69,849
97,136	-	97,136	-
(7,434,176)	7,435,896	1,720	(1,720)
20,575,491	8,512,377	29,087,868	123,148
5,588,098	9,306,516	14,894,614	932,760
68,185,840	72,918,662	141,104,502	5,674,815
\$ 73,773,938	\$ 82,225,178	\$ 155,999,116	\$ 6,607,575

The accompanying notes are an integral part of these financial statements.

FINANCE

STATE OF NEW MEXICO

City of Alamogordo
Statement of Net Position
June 30, 2016

	Primary Government			Component Unit
	Governmental Activities	Business-type Activities	Total	
Assets				
Current assets				
Cash and cash equivalents	\$ 6,272,608	\$ 5,275,624	\$ 11,548,232	\$ 45,200
Investments	42,666,458	10,670,783	53,337,241	3,747,764
Receivables:				
Taxes receivables	4,006,735	-	4,006,735	2,108
Due from other governments	358,172	-	358,172	-
Customer receivable, net	-	820,526	820,526	-
Other receivables, net	211,606	43,487	255,093	12,103
Inventory	203,201	336,281	539,482	-
Prepaid expenses	10,481	20,929	31,410	-
<i>Total current assets</i>	<u>53,729,261</u>	<u>17,167,630</u>	<u>70,896,891</u>	<u>3,807,175</u>
Noncurrent assets				
Restricted cash and cash equivalents	12,849	225,248	238,097	-
Restricted investments	10,088,247	1,680,013	11,768,260	755,113
Assets held for sale	-	400,917	400,917	-
Capital assets	243,739,675	142,063,495	385,803,170	6,311,255
Less: accumulated depreciation	(181,569,485)	(49,059,252)	(230,628,737)	(3,230,504)
<i>Total noncurrent assets</i>	<u>72,271,286</u>	<u>95,310,421</u>	<u>167,581,707</u>	<u>3,835,864</u>
<i>Total assets</i>	<u>126,000,547</u>	<u>112,478,051</u>	<u>238,478,598</u>	<u>7,643,039</u>
Deferred outflows of resources				
Employer contributions subsequent to the measurement date	1,207,831	177,495	1,385,326	16,730
Change in assumptions	52,313	8,145	60,458	740
Change in proportion	7,852	1,591	9,443	117
Net difference between projected and actual investment earnings	-	119,023	119,023	129
Difference between expected and actual experience	440,761	89,344	530,105	6,589
<i>Total deferred outflows of resources</i>	<u>1,708,757</u>	<u>395,598</u>	<u>2,104,355</u>	<u>24,305</u>
<i>Total assets and deferred outflows of resources</i>	<u>\$ 127,709,304</u>	<u>\$ 112,873,649</u>	<u>\$ 240,582,953</u>	<u>\$ 7,667,344</u>

The accompanying notes are an integral part of these financial statements.

FINANCE

Exhibit A-1

	Primary Government			Component Unit
	Governmental Activities	Business-type Activities	Total	
Liabilities				
Current liabilities				
Accounts payable	\$ 856,590	\$ 378,444	\$ 1,235,034	\$ 40,766
Accrued payroll	601,961	106,146	708,107	9,357
Other accrued expenses	-	2,446	2,446	-
Accrued compensated absences	684,565	176,185	860,750	13,667
Funds held in trust for others	10,180	669,149	679,329	-
Accrued interest	262,307	148,229	410,536	-
Unearned revenue	16,253	52,946	69,199	106
Current portion of long-term debt	2,234,412	1,435,386	3,669,798	-
<i>Total current liabilities</i>	<u>4,666,268</u>	<u>2,968,931</u>	<u>7,635,199</u>	<u>63,896</u>
Noncurrent liabilities				
Home ownership/maintenance escrow	-	18,826	18,826	-
Accrued landfill closure costs	-	-	-	755,113
Bond discounts, net of accumulated amortization of \$15,625 and \$111,982	(157,449)	(79,892)	(237,341)	-
Bond premiums, net of accumulated amortization of \$26,807 and \$103,852	254,172	117,267	371,439	-
Long-term debt	32,363,090	24,707,227	57,070,317	-
Net pension liability	15,800,857	2,757,677	18,558,534	228,434
<i>Total noncurrent liabilities</i>	<u>48,260,670</u>	<u>27,521,105</u>	<u>75,781,775</u>	<u>983,547</u>
<i>Total liabilities</i>	<u>52,926,938</u>	<u>30,490,036</u>	<u>83,416,974</u>	<u>1,047,443</u>
Deferred inflows of resources				
Change in assumptions	218,084	32,795	250,879	3,061
Net difference between projected and actual investment earnings	170,539	-	170,539	-
Change in proportion	440,804	89,355	530,159	6,589
Difference between expected and actual experience	179,001	36,285	215,286	2,676
<i>Total deferred inflows of resources</i>	<u>1,008,428</u>	<u>158,435</u>	<u>1,166,863</u>	<u>12,326</u>
Net position				
Net investment in capital assets	37,518,235	66,824,255	104,342,490	3,080,751
Restricted for:				
Debt service	2,719,967	-	2,719,967	-
Capital projects	34,891,800	-	34,891,800	-
Special revenue	1,629,682	-	1,629,682	-
Permanent fund	786,285	-	786,285	-
Unrestricted	(3,772,031)	15,400,923	11,628,892	3,526,824
<i>Total net position</i>	<u>73,773,938</u>	<u>82,225,178</u>	<u>155,999,116</u>	<u>6,607,575</u>
<i>Total liabilities, deferred inflows of resources, and net position</i>	<u>\$ 127,709,304</u>	<u>\$ 112,873,649</u>	<u>\$ 240,582,953</u>	<u>\$ 7,667,344</u>

The accompanying notes are an integral part of these financial statements.

FIRE DEPARTMENT

Fire Department



Message from Chief Jim LeClair

As the Alamogordo Fire Department closes out another year, I am honored to give the community the Annual Report for the Alamogordo Fire Department. Henry Ford once said, "If everyone is moving forward together, then success takes care of itself". As I look back at the last twelve months, this quote is the epitome of the men and women of the Alamogordo Fire Department. Throughout 2016, no matter what the task, or the struggle, the Alamogordo Fire Department team came out on top due to team work, being on the same page and working together for one common goal.

One of the best examples of this would be the implementation of the ARFF (Aircraft Rescue Fire Fighting) Team. The Alamogordo Fire Department now has a team of seven qualified trained personnel that hold the IFSAC (International Fire Service Accreditation Congress) seal. The Alamogordo Fire Department is continually looking into the future making sure we stay abreast of the community's growth.

Another huge accomplishment was the purchase of the new 75' Ladder (Truck-2). This project was successful through state funds, grants and the City of Alamogordo capital equipment replacement program. This new truck will supplement the Alamogordo Fire Departments inventory, and will allow the city to now have a reserve Ladder as required.

FIRE DEPARTMENT

As you read through the “Annual Report” you will find that the commitment of the men and women of the Alamogordo Fire Department is one of honesty, integrity, and compassion. As we move forward to another year, we remain focused on providing the citizens of Alamogordo the best fire protection attainable.

Mission Statement

We, the City of Alamogordo Fire Department, are committed to providing everyone in our diverse community with the most effective, efficient, and professional services attainable at the lowest cost possible. We promise exceptional fire protection, fire prevention, emergency response, emergency and disaster management, planning, and code enforcement services possible. We promise to be committed and diligent in the preservation of life, the environment, and property.

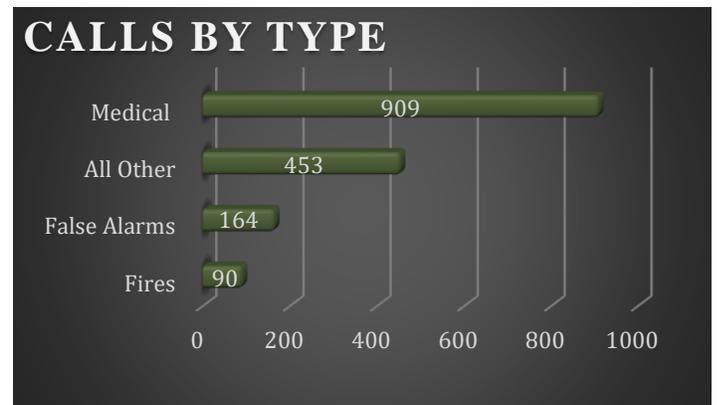
The Life of an Alamogordo Firefighter

The Alamogordo Firefighters are the back bone of the department. These men and women work continuously throughout the year training approximately two hours a day, conducting an average of seven fire inspections a day, testing a total of 25,000 feet of fire hose, maintaining 1,750 hydrants a year, testing all ladders in the AFD inventory, assisting with SCBA pack flows, SCBA cylinder hydrostatic testing, pump testing all the apparatus in the AFD fleet, and still have time to give fire extinguisher classes, and provide fire prevention classes to the public, businesses and civic groups in our community.

A 2016 Pierce Sabre 75’ Aerial was a long awaited addition to the Alamogordo Fire Departments fleet. This truck was specifically built and specked out for the community of Alamogordo with the help of dedicated AFD personnel. This aerial is equipped with a 75’ ladder along with a 1500 GPM pump, and will respond to all areas within our community. The purchase approval of this truck went before City Commission on January 3rd, 2015 and cost \$635,999. The purchase funding sources were a combination of capital equipment replacement funds (City), state fire protection funds, and state fire protection grant funding. This new Aerial was officially put into service on May 20th, 2016 at approximately 3:45 p.m.

Calls by Type

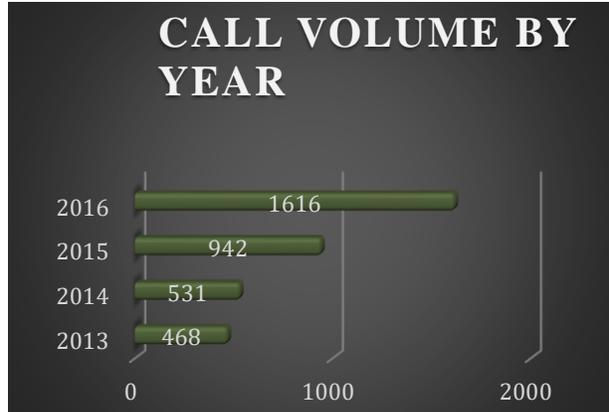
“Medical” calls continue to make up the majority of our overall call volume at 909 calls for service. We responded to a total of 453 calls identified as “Other”, 164 “False Alarm” calls, and 90 calls identified as “Fire Type calls. The Alamogordo Fire Department continues to look at ways to better all levels of service we provide to our community.



FIRE DEPARTMENT

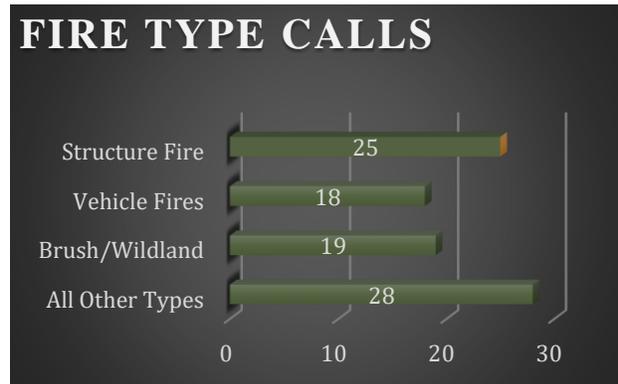
Fires by Type

The Alamogordo Fire Department responded to a total of 90 fires during this last year, 25 of this number were structure type fires. These type fires occurred in single family homes, assemblies, schools, businesses, and apartments. This number equates to 2.1 structure type fires per month. We also responded to numerous fires involving vehicles, brush/wildland fires, and rubbish fires (dumpsters). Regardless of the type, the Alamogordo Fire Department is committed to life safety, property conservation and hazard mitigation.



Calls by Volume

In 2016 the Alamogordo Fire Department experienced an increase in call volume compared to 2013, 2014 and 2015. In 2015 we changed our response protocols to give the citizens of Alamogordo a better level of service.



Fire Prevention/Public Education

The entire Alamogordo Fire Department is the epitome of “Fire Prevention”. We look at the youth of our community as our future. All staff provide countless hours of training and education on various safety topics to not just the youth, but to all that attend the public and private schools, businesses and civic groups throughout our community.

“October Fire Prevention Week” And A Day in the Park

The entire Alamogordo Fire Department shows its dedication to the community by teaming up with the Otero County Fire Fighters Association for a day in the park. During this event all Otero County and Holloman Airforce Base Firefighters participate in competitive games and have a cook-out for the community. For 2016, The Fire Prevention Week topic was “Don’t Wait-Check the Date! Replace Smoke Detectors Every 10 Years”. This was a three-year effort to educate the public about the essential elements of smoke detector safety and how important it is to have smoke detectors in every sleeping area.

FIRE DEPARTMENT

Aircraft Rescue Firefighting

The Alamogordo Fire Department now has a team of seven qualified trained personnel that hold the IFSAC (International Fire Service Accreditation Congress) seal. The Alamogordo Fire Department ARFF team attends some of the best training available for re-cert burns in the nation. This allows the ARFF team members to practice and maintain firefighting and rescue skills needed to be efficient and stay safe.

Live Fire Training

The Alamogordo Fire Department participates in live fire training quarterly. This type of training is conducted in a controlled environment to build on firefighting techniques, rescue skills, radio communications, proper breathing techniques, size-up, accountability, and making sure staff understands the allocation of resources. As we work through these drills, fire staff will understand the importance of trusting your personal protective equipment, recognizing hazards, building on team work and communication. The Alamogordo Fire Department uses this time to make sure everyone is on the same page, we all stay safe as we perform our firefighting tasks.

Code Enforcement

The Code Enforcement component provides those services most commonly associated with the enforcement of code violations relating to public health or welfare. The Department is committed to responding to complaints as well as developing a systematic method of identifying and addressing offenses related to code violation.

The Life of the Alamogordo Code Enforcement Division

The Alamogordo Code Enforcement Division is the back bone to enforcing and keeping city properties maintained according to ordinances adopted by the City of Alamogordo. In 2016 a total of 4,748 calls were initiated either by citizen complaints or self-Initiated. As you review the following Code Enforcement statistics you will see a decrease of calls in 2016 compared to the two previous years. This decrease in call volume is contributed to staffing that has been rectified as we moved into 2017. For any of your Code Enforcement needs you can call: 575-439-4179 or 575-43-WEEDS.

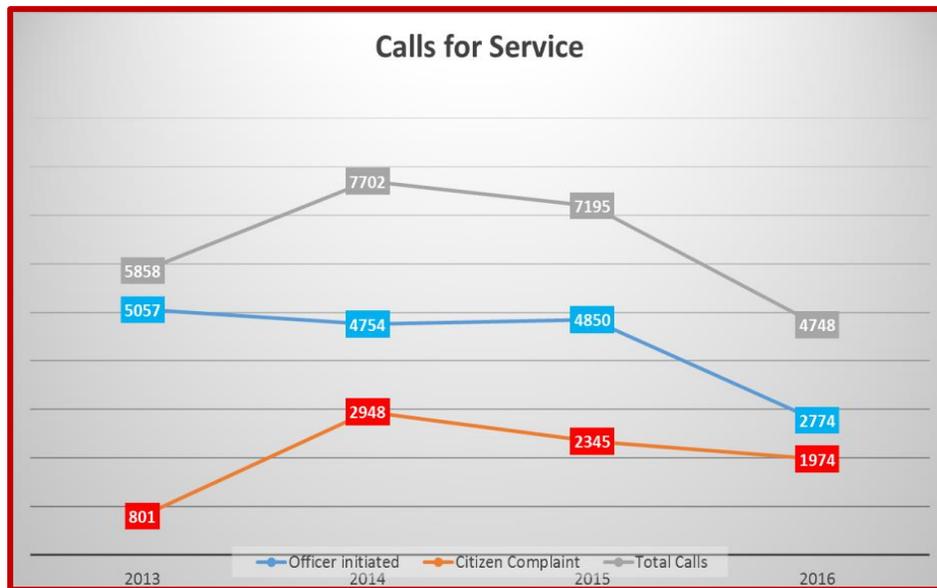
FIRE DEPARTMENT

Code Enforcement Statistics by Year

Violations	2013	2014	2015	2016
Abandonment of Dangerous Containers	12	6	0	4
Advertising	661	881	756	704
Businesses to be Licensed	177	283	61	122
Dumpsters in Alleys	473	231	55	106
Garage Sales	4	77	48	67
Garbage	1523	1143	1070	726
Graffiti	60	77	43	44
Hedges & Shrubbery	153	98	86	74
Injury to Trees	1	0	0	0
House numbers	0	71	313	71
Outdoor Automotive Storage	251	220	136	123
Outdoor Storage	237	178	113	98
Sidewalks	1197	1171	1235	722
Recreational vehicles	27	10	12	10
Trees to be Trimmed	299	266	218	181
Unlawful Growth / Weeds	2955	5560	5548	3454
Water Conservation	121	67	41	33
Unfounded Calls	153	114	71	148
Total Calls	7181	9695	8904	6029
Calls for Service				
Officer-Initiated	5057	4754	4850	2774
Citizen Complaint	801	2948	2345	1974
Total calls	5858	7702	7195	4748

FIRE DEPARTMENT

Code Enforcement Calls Broken Down by Year



City Ordinances Enforced by the Code Division

- Obstruction of Sidewalk 8-07-040
- Accumulation of Garbage, Refuse and Debris 14-01-020
- Display of Address 8-01-180
- Elimination of Graffiti 8-07-040
- Abandonment of Dangerous Containers 14-01-070
- Plastic Bags for Garbage 14-01-120
- Placing Signs on Poles 3-01-010
- Garage and Yard Sales 17-06-040
- Location; Permits; Exception 25-01-020
- Garbage Refuse; Pre-Collection Practices 14-01-030
- Outdoor Automotive Storage 14-01-140
- Outdoor Storage 14-01-150
- Trees to be Trimmed 26-01-010
- Hedges and Shrubbery 26-01-020
- Offenses; Nuisances; Procedures Nonexclusive 17-01-100
- Unlawful Growth / Accumulation on Lots 26-03-030
- Water Conservation 28-03-033

HUMAN RESOURCES

Human Resources

The HR Department is staffed with 4 full-time employees and 1 part-time employee including the HR Director, Sr. HR Generalist, 2 HR Generalists and 1 Administrative Assistant. The City Manager has approved the addition of one Safety Officer in FY18 to be funded from the General and Water funds. Diligent administration of our safety program results in fewer accidents and injuries, and the receipt of dividend credits and lower worker compensation costs.

Once referred to as “Personnel”, the role and functions of Human Resources have rapidly expanded, partly in response to regulatory requirements affecting employers to include such responsibilities as equal employment opportunity programs, health and safety efforts, labor relations, more complex and variable benefit programs, specialized training and development, and a range of organizational development, and career planning programs that had not been considered essential in simpler times.

The HR management strategic role emphasizes that the employees are the most valuable resources and they represent a significant investment in the organization. The operational role of HR management is administrative and tactical in nature; ensuring that there is compliance with City policies, equal employment opportunity and other employment laws and regulations.

Mission Statement

As a strategic partner with City departments, the Human Resources Department seeks to provide our customers with a full range of professional quality services in a timely and cost efficient manner.

Human Resources will take a leadership role and provide service in support of the City of Alamogordo’s vision by promoting the concept that our employees are our most valuable resource, and will be treated as such. We will actively attract, retain, develop and ensure that each individual has an equal opportunity to succeed in the organization.

FY2017 Changes and Accomplishments

Human Resources is working on a re-write of the City’s Personnel Manual, and Safety and Drug/Alcohol policies. The final documents are expected to be distributed in early FY18. Human Resources established an Affirmative Action Plan in FY17 which is required of all governmental agencies receiving federal funding. HR worked with a third party vendor to establish the plan, and HR staff will maintain the plan going forward.

A four year contract was accomplished with both the AFSCME and APSOA Unions. An across the board increase was extended to all union and non-represented staff members in October 2016, with the exception of seasonal positions. A \$0.25 per hour increase will be extended to all union eligible

HUMAN RESOURCES

and non-represented employees reaching ten years of service in either FY19 or FY20. Unions may re-open economic negotiations April 1, 2019.

A reorganization in Public Works was accomplished in FY17, aligning pay grades and salaries within and across departments. Foreman positions were implemented in each area to establish field leadership and succession planning.

A reorganization was made in the Engineering and Planning & Zoning areas including the reclassification of the City Engineer position to the Engineering Manager. Grants management was removed from the City Planner position to a dedicated grants position. A new City Planner was recruited and hired.

A reorganization of seasonal and aquatic staffing was accomplished at the Recreation Center; necessary due to the closing of the pool during winter months. Increases were made in salary to facilitate retention and the return of seasoned staff in future years. Seasonal Golf Course and Parks Laborers also received a slight pay increase for the same purpose. Budget was minimally affected by these changes.

Effective management of unemployment claims has resulted in a 72% decrease over the past five years. An employee engagement program was implemented by the City Manager in FY17. Several changes have been made based on employee feedback, such as a new Per Diem Policy, a monthly employee newsletter, and No Talk Thursday's. The Safety Program has improved, resulting in a decrease in the workers comp mod rate from 1.23 to 1.14 for FY17, and receipt of dividend credits from the City's insurance provider. Multiple opportunities for leadership and management training were also provided in FY17.

FY2018 Projected Changes and Accomplishments

A new, more effective performance management system for all departments was budgeted for and will be established in FY18. A re-write of the Personnel Manual will be completed and distributed in FY18. The document will also be transitioned to electronic format, streamlining the distribution and update process going forward.

A possible increase in the NM State hourly minimum wage from \$7.50 to \$8.25 in October 2017 and \$9.00 in April 2018 would affect approximately forty (40) City of Alamogordo positions. The estimated annual cost to the City for this increase would be \$31,695.

HUMAN RESOURCES

A comprehensive salary survey will be initiated in FY18. Our objective is to measure the marketability of City employment as compared to our competitors. We also intend to establish an incremental plan for any necessary adjustments over the next few fiscal years.

The City Manager approved several personnel budget requests for FY2018. New positions and reclassifications were approved in Administration, Community Services, and Public Works. The Police Department reinstated the SWAT Program. And, the Fire Department reclassified a Deputy Chief position to 2 Firefighter positions. There were also some funding changes to include the reinstatement of the Internal Service Fund, Fund (012). The departments moved from General Fund (011) to Internal Service Fund (012) are Procurement, Human Resources, Facility Maintenance, and Fleet Maintenance.

FY17 workers compensation claims increased after several years of decline. This will result in an increase in the City's workers comp mod rate in FY18 from 1.14 to 1.21. The implementation of a new Safety Officer position in FY18 is expected to enhance efforts in providing a safer work environment and decreasing workers compensation costs.

The City will continue to offer a competitive benefit plan to include NM PERA Retirement, NM Retiree Health, group health, dental, and life insurance plans, Paid Time Off (PTO) leave, and paid holidays. An analysis of our insurance benefits and premiums will be completed in FY18. The City also supports numerous employee appreciation events throughout the year.

HUMAN RESOURCES

Staffing Information and Statistics

FY2018 BUDGET - EMPLOYEE STATISTICS

AVERAGE TURNOVER - CY2016	17.23%	
AVERAGE # EMPLOYEES - CY2016	357	
AVERAGE YRS OF TENURE - MAY 2017	7	
BUDGETED POSITIONS & FULL-TIME EQUIVALENTS - FY2018	417	381.5

VACANCY SAVINGS INFORMATION

	FY2016 PROJ BUDGET	FY2016 ACTUAL BUDGET	DIFFERENCE
WAGES	\$12,989,185	\$12,162,864	(\$826,321)
BENEFITS	\$5,722,059	\$5,127,718	(\$594,341)
TOTAL S & B	\$18,711,244	\$17,290,582	(\$1,420,662)

	FY2017 PROJ BUDGET	FY2017 ACTUAL BUDGET	DIFFERENCE
WAGES	\$12,980,720	\$12,307,996	(\$672,724)
BENEFITS	\$5,796,997	\$5,478,671	(\$318,326)
TOTAL S & B	\$18,777,717	\$17,786,667	(\$991,050)

HUMAN RESOURCES

Staffing and Compensation Plan

FY2018 BUDGETED POSITIONS/CLASSIFICATION PLAN

POSITION TITLE	PAY GRADE	FTE	CURRENT ANNUAL BASE SALARY
COMMUNITY SERVICES - CEMETERY			
CEMETERY LABORER	S02	1.00	17,914
CEMETERY SEXTON	S06	1.00	26,363
COMMUNITY SERVICES - CIVIC CENTER			
BEVERAGE SERVERS	NR10	0.15	2,387
BEVERAGE SERVERS	NR10	0.15	2,387
CIVIC CENTER MAINTENANCE	S04	0.50	10,831
CIVIC CENTER MAINTENANCE	S04	0.50	10,415
CIVIC CENTER SPECIALIST	S07	1.00	26,954
SPECIAL EVENTS MANAGER	NR5	1.00	48,000
ASST CITY MANAGER - AIRPORT			
AIRPORT LIGHT EQUIPMENT OPERATOR	S05	1.00	23,612
AIRPORT MANAGER	NR5	0.80	44,335
ASST CITY MANAGER - PUBLIC HOUSING AUTHORITY			
PHA ACCOUNTANT	NR6	1.00	36,771
PHA ELIGIBILITY SPECIALIST	NR8	1.00	23,232
PHA MANAGER	NR3	1.00	58,240
PHA OCCUPANCY SPECIALIST	NR7	1.00	25,881
PHA OFFICE ASSISTANT	NR9	1.00	21,662
PHA PROPERTY MGMT COORDINATOR	NR5	1.00	37,856
COMMUNITY SERVICES - GOLF COURSE MAINTENANCE			
GOLF COURSE ASST SUPERINTENDENT	NR7	1.00	27,320
GOLF COURSE IRRIGATION SPECIALIST	S03	1.00	20,583
GOLF COURSE LABORER	S02	1.00	18,911
GOLF COURSE LABORER	S02	1.00	17,914
GOLF COURSE LABORER	S02	1.00	18,631
GOLF COURSE LABORER - SEASONAL	S00	0.50	8,580

HUMAN RESOURCES

GOLF COURSE LABORER - SEASONAL	S00	0.50	8,580
GOLF COURSE LABORER - SEASONAL	S00	0.50	8,580
GOLF COURSE LABORER - SEASONAL	S00	0.50	8,580
GOLF COURSE SUPERINTENDENT	NR5	1.00	47,187
MECHANIC JOURNEYMAN	S06	1.00	31,285

ASST CITY MANAGER - PUBLIC HOUSING AUTHORITY MAINTENANCE

PHA BUILDING MAINTENANCE TECHNICIAN	NR8	1.00	23,232
PHA BUILDING MAINTENANCE TECHNICIAN	NR8	1.00	22,888
PHA BUILDING MAINTENANCE TECHNICIAN	NR8	1.00	26,152
PHA GROUNDS MAINTENANCE LABORER	NR9	1.00	18,720
PHA LABORER	NR9	1.00	19,761
PHA MAINTENANCE FOREMAN	NR6	1.00	34,085

PUBLIC WORKS - LANDFILL

LANDFILL HEAVY EQUIPMENT OPERATOR	S06	1.00	26,103
LANDFILL HEAVY EQUIPMENT OPERATOR	S06	1.00	26,103
LANDFILL HEAVY EQUIPMENT OPERATOR	S06	1.00	25,717
LANDFILL LABORER	S03	1.00	22,342
LANDFILL MECHANIC JOURNEYMAN	S06	1.00	29,481
LANDFILL SUPERVISOR	NR5	1.00	40,084
LANDFILL TECHNICIAN	S05	1.00	26,401
LANDFILL WORKER	S04	1.00	20,829

PUBLIC WORKS - COLLECTION CENTER

COLLECTION CENTER LABORER	S03	1.00	20,810
COLLECTION CENTER SUPERVISOR	NR6	1.00	32,429
COLLECTION CENTER TECHNICIAN	S04	1.00	20,829
COLLECTION CTR HEAVY EQUIP OPERATOR	S06	1.00	21,840

COMMISSION - ELECTED OFFICIALS

COMMISSIONER	EO	1.00	6,000
COMMISSIONER	EO	1.00	6,000
COMMISSIONER	EO	1.00	6,000
COMMISSIONER	EO	1.00	6,000
COMMISSIONER	EO	1.00	6,000
COMMISSIONER	EO	1.00	6,000
MAYOR AT LARGE	EO	1.00	9,000

MUNICIPAL COURT

COURT ADMINISTRATOR	MCR	1.00	47,840
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HUMAN RESOURCES

DEPUTY COURT CLERK	MCR	1.00	40,049
JUDICIAL AIDE/FILE CLERK	MCR	0.50	10,400
JUDICIAL CLERK	MCR	1.00	28,122
JUDICIAL SPECIALIST	MCR	1.00	32,935
MUNICIPAL JUDGE	MCR	1.00	41,843
MUNICIPAL JUDGE/SUBSTITUTE	MCR	0.01	1,500

CITY MANAGER

ASSISTANT CITY MANAGER	EX1	1.00	100,000
CITY MANAGER	EX0	1.00	120,000
COMMUNICATIONS/MARKETING ADMIN	NR5	1.00	45,760
EXEC ASST TO CITY MANAGER	NR6	1.00	30,436

LEGAL

ADMINISTRATIVE ASSISTANT-LEGAL	NR8	1.00	22,008
ASSISTANT CITY ATTORNEY	NR2	1.00	75,000
CITY ATTORNEY	EX1	1.00	90,000
PARALEGAL	NR5	1.00	47,840

ASST CITY MANAGER - PROCUREMENT

CENTRAL RECEIVING ATTENDANT	S04	1.00	21,987
CHIEF PROCUREMENT OFFICER	NR4	1.00	49,200
INVENTORY ADMINISTRATOR	NR7	1.00	27,320
PROCUREMENT SPECIALIST	S07	1.00	32,198

HUMAN RESOURCES

ADMINISTRATIVE ASST-HR	NR8	0.75	20,118
HUMAN RESOURCES DIRECTOR	EX2	1.00	78,000
HUMAN RESOURCES GENERALIST	NR6	1.00	38,938
HUMAN RESOURCES GENERALIST	NR6	1.00	34,528
SAFETY OFFICER	NR4	1.00	42,093
SR HUMAN RESOURCE GENERALIST	NR5	1.00	47,840

PUBLIC WORKS - ADMINISTRATION

DISPATCHER/CLERK	S04	1.00	23,560
EXECUTIVE ASSISTANT-PUBLIC WKS	NR7	1.00	31,200
PUBLIC WORKS DIRECTOR	EX2	1.00	96,429

CITY CLERK

ADMINISTRATIVE ASST-CITY CLERK	NR8	1.00	22,880
CITY CLERK	EX2	1.00	59,394
DEPUTY CITY CLERK	NR6	1.00	31,200

HUMAN RESOURCES

RECORDS & ARCHIVES CLERK	NR8	0.50	11,444
FINANCE - ACCOUNTING			
ACCOUNTANT	NR6	1.00	35,248
ACCOUNTING MANAGER	NR4	1.00	58,240
ACCOUNTING SPECIALIST	NR7	1.00	28,984
ACCOUNTING TECHNICIAN	NR7	1.00	27,775
ACCOUNTS PAYABLE SPECIALIST	S05	1.00	22,704
ACCOUNTS PAYABLE SPECIALIST	S05	1.00	25,250
ADMINISTRATIVE ASST-FINANCE	NR8	1.00	23,920
BUDGET ANALYST	NR5	1.00	41,600
FINANCE DIRECTOR	EX2	1.00	90,000
INTERNAL CONTROL ANALYST	NR6	1.00	30,436
LEAD PAYROLL TECHNICIAN	NR6	1.00	32,128
PAYROLL ACCOUNTING TECHNICIAN	NR7	1.00	28,996
FINANCE - CUSTOMER SERVICE/UTILITY BILLING			
CUSTOMER SERVICE CASHIER	S04	1.00	20,829
CUSTOMER SERVICE MANAGER	NR4	1.00	50,000
METER TECHNICIAN	S05	1.00	29,262
METER TECHNICIAN	S05	1.00	23,612
METER TECHNICIAN SUPERVISOR	NR6	1.00	38,610
UTILITY BILLING CLERK	S05	1.00	23,829
UTILITY BILLING CLK/COLLECTION	S06	1.00	27,896
UTILITY BILLING SUPERVISOR	NR6	1.00	39,780
FINANCE - CUSTOMER SERVICE			
CASHIER SUPERVISOR	NR7	1.00	34,933
CUSTOMER SERVICE CASHIER	S04	1.00	20,829
CUSTOMER SERVICE CASHIER	S04	1.00	24,978
FIRE DEPT - CODE ENFORCEMENT			
CODE ENFORCEMENT ABATEMENT WORKER	S04	1.00	20,829
CODE ENFORCEMENT OFFICER - AFD	S05	1.00	22,704
CODE ENFORCEMENT OFFICER - AFD	S05	1.00	22,704
CODE ENFORCEMENT OFFICER - AFD	S05	1.00	30,355
CODE ENFORCEMENT SUPERVISOR	NR6	1.00	43,475
PUBLIC WORKS - FACILITY MAINTENANCE			
DISPATCHER/CLERK	S04	1.00	26,602
ELECTRICAL FOREMAN	NR5	1.00	55,910

HUMAN RESOURCES

ELECTRICIAN JOURNEYMAN	S09	1.00	43,077
ELECTRONIC TECHNICIAN APPRENTICE	S04	1.00	21,662
ELECTRONIC TECHNICIAN	S06	1.00	26,103
FACILITY MAINT/POOL TECHNICIAN	S05	1.00	22,704
FACILITY MAINTENANCE FOREMAN	NR5	1.00	46,169
FACILITY MAINTENANCE HVAC TECHNICIAN	S05	1.00	22,704
FACILITY MAINTENANCE MANAGER	NR3	1.00	70,473
FACILITY MAINTENANCE TECHNICIAN	S05	1.00	24,186

FINANCE - MANAGEMENT INFORMATION SYSTEMS

ADMINISTRATIVE SECRETARY - M.I.S.	S04	0.50	10,994
COMPUTER SPECIALIST	NR6	1.00	31,653
COMPUTER SPECIALIST	NR6	1.00	30,436
MANAGEMENT INFORMATION SYS MANAGER	NR3	1.00	68,402
NETWORK ADMINISTRATOR	NR4	1.00	49,920

PUBLIC WORKS - FLEET MAINTENANCE

FLEET MAINTENANCE MANAGER	NR4	1.00	49,754
FLEET MAINTENANCE PARTS CLERK	S04	1.00	21,987
MECHANIC 1	S06	1.00	26,103
MECHANIC 2	S07	1.00	27,201
MECHANIC 3	S08	1.00	39,776

ASST CITY MANAGER - PLANNING & ZONING

CITY PLANNER	NR3	1.00	60,000
GRANT COMPLIANCE OFFICER	NR5	1.00	56,243
PLANNING/ZONING ADMINISTRATIVE ASST	NR7	1.00	28,080
PLANNING/ZONING ADMINISTRATOR	NR6	1.00	38,640

POLICE DEPT - ANIMAL CONTROL

ANIMAL CONTROL ADMINISTRATIVE SECRETARY	S04	1.00	21,662
ANIMAL CONTROL MANAGER	NR4	1.00	43,776
ANIMAL CONTROL OFFICER	S05	1.00	22,704
ANIMAL CONTROL OFFICER	S05	1.00	25,680
ANIMAL CONTROL OFFICER	S05	1.00	23,612
ANIMAL CONTROL OFFICER	S05	1.00	23,612
KENNEL OFFICER	S02	1.00	18,911

POLICE/FIRE DEPT - DISPATCH

APD CERTIFIED DISPATCHER	S06	1.00	35,673
APD CERTIFIED DISPATCHER	S06	1.00	26,000

HUMAN RESOURCES

APD CERTIFIED DISPATCHER	S06	1.00	29,120
APD CERTIFIED DISPATCHER	S06	1.00	25,636
APD CERTIFIED DISPATCHER	S06	1.00	25,717
APD CERTIFIED DISPATCHER	S06	1.00	25,636
APD CERTIFIED DISPATCHER	S06	1.00	26,071
APD DISPATCH SUPERVISOR	NR6	1.00	49,203
APD CERTIFIED DISPATCHER	S06	1.00	29,857
APD DISPATCHER TRAINEE	S05	1.00	22,704
APD DISPATCHER TRAINEE	S05	1.00	22,704
APD DISPATCHER TRAINEE	S05	1.00	22,704
APD DISPATCHER TRAINEE	S05	1.00	22,704

POLICE DEPARTMENT

ADMIN ASST/INVENTORY CLK-POLICE	NR8	1.00	26,897
APD ADMINISTRATIVE MANAGER	NR4	1.00	47,514
APD CAPTAIN	R1	1.00	75,297
APD CAPTAIN	R1	1.00	75,297
APD CUSTODIAN/PART-TIME	S03	0.50	9,749
APD DEPUTY POLICE CHIEF	R0	1.00	79,292
APD LIEUTENANT	R2	1.00	60,207
APD LIEUTENANT	R2	1.00	64,645
APD LIEUTENANT	R2	1.00	60,207
APD POLICE CHIEF	EX2	1.00	89,440
APD POLICE OFFICER	PSO	1.00	37,519
APD POLICE OFFICER	PSO	1.00	36,418
APD POLICE OFFICER	PSO	1.00	36,418
APD POLICE OFFICER	PSO	1.00	40,779
APD POLICE OFFICER	PSO	1.00	33,696
APD POLICE OFFICER	PSO	1.00	41,133
APD POLICE OFFICER	PSO	1.00	39,233
APD POLICE OFFICER	PSO	1.00	36,964
APD POLICE OFFICER	PSO	1.00	36,418
APD POLICE OFFICER	PSO	1.00	38,183
APD POLICE OFFICER	PSO	1.00	39,233
APD POLICE OFFICER	PSO	1.00	36,418
APD POLICE OFFICER	PSO	1.00	38,998
APD POLICE OFFICER	PSO	1.00	45,258

HUMAN RESOURCES

APD POLICE OFFICER	PSO	1.00	36,418
APD POLICE OFFICER	PSO	1.00	39,337
APD POLICE OFFICER	PSO	1.00	38,653
APD POLICE OFFICER	PST	1.00	33,696
APD POLICE OFFICER	PSO	1.00	45,763
APD POLICE OFFICER	PSO	1.00	38,183
APD POLICE OFFICER	PSO	1.00	38,421
APD POLICE OFFICER	PSO	1.00	33,907
APD POLICE OFFICER	PSO	1.00	38,183
APD POLICE OFFICER	PSO	1.00	39,582
APD POLICE OFFICER	PSO	1.00	38,998
APD POLICE OFFICER	PSO	1.00	38,421
APD POLICE OFFICER	PSO	1.00	38,183
APD POLICE OFFICER	PSO	1.00	38,421
APD POLICE OFFICER	PSO	1.00	36,418
APD POLICE OFFICER	PSO	1.00	36,192
APD POLICE OFFICER	PSO	1.00	38,998
APD POLICE OFFICER	PSO	1.00	36,418
APD POLICE OFFICER	PSO	1.00	42,642
APD POLICE OFFICER	PSO	1.00	33,696
APD POLICE OFFICER	PSO	1.00	41,133
APD POLICE OFFICER	PSO	1.00	36,418
APD POLICE OFFICER	PSO	1.00	38,421
APD POLICE OFFICER	PSO	1.00	45,258
APD POLICE OFFICER	PSO	1.00	36,418
APD POLICE OFFICER	PSO	1.00	36,418
APD POLICE OFFICER	PSO	1.00	36,418
APD RECORDS CLERK	S04	1.00	24,978
APD RECORDS CLERK	S04	1.00	25,150
APD RECORDS CLERK	S04	1.00	21,662
APD SERGEANT	PSS	1.00	52,694
APD SERGEANT	PSS	1.00	48,481
APD SERGEANT	PSS	1.00	50,830
APD SERGEANT	PSS	1.00	50,830
APD SERGEANT	PSS	1.00	51,148
APD SERGEANT	PSS	1.00	52,367

HUMAN RESOURCES

APD SERGEANT	PSS	1.00	50,830
APD SERGEANT	PSS	1.00	48,481
EVIDENCE TECHNICIAN	S05	1.00	23,966
EVIDENCE TECHNICIAN	S05	1.00	25,681
EXECUTIVE ASSISTANT - POLICE	NR7	1.00	30,285

FIRE DEPARTMENT

ADMINISTRATIVE ASST-FIRE	NR8	1.00	22,008
AFD DEPUTY FIRE CHIEF	FR1	1.00	63,993
AFD FIRE CHIEF	EX2	1.00	85,000
AFD FIRE LIEUTENANT	FR4	1.00	37,391
AFD FIRE LIEUTENANT	FR4	1.00	39,603
AFD FIRE LIEUTENANT	FR4	1.00	37,391
AFD FIREFIGHTER	FFT	1.00	23,073
AFD FIREFIGHTER	FFT	1.00	31,022
AFD FIREFIGHTER	FFT	1.00	28,120
AFD FIREFIGHTER	FFT	1.00	28,120
AFD FIREFIGHTER	FFT	1.00	30,112
AFD FIREFIGHTER	FFT	1.00	23,073
AFD FIREFIGHTER	FFT	1.00	29,667
AFD FIREFIGHTER	FFT	1.00	28,120
AFD FIREFIGHTER	FFT	1.00	29,667
AFD FIREFIGHTER	FFT	1.00	28,120
AFD FIREFIGHTER	FFT	1.00	29,667
AFD FIREFIGHTER	FFT	1.00	28,120
AFD FIREFIGHTER	FFT	1.00	29,667
AFD FIREFIGHTER	FFT	1.00	28,120
AFD FIREFIGHTER	FFT	1.00	29,667
AFD FIREFIGHTER	FFT	1.00	32,439
AFD FIREFIGHTER	FFT	1.00	31,022
AFD FIREFIGHTER	FFT	1.00	30,112
EXECUTIVE ADMINISTRATIVE ASST - FIRE	NR7	1.00	38,207

POLICE DEPT - SCHOOL RESOURCE OFFICERS

APD SCHOOL RESOURCE OFFICER	PSO	1.00	47,032
APD SCHOOL RESOURCE OFFICER	PSO	1.00	37,845
APD SCHOOL RESOURCE OFFICER	PSO	1.00	48,453

ASST CITY MANAGER - ENGINEERING

ENGINEERING MANAGER	NR3	1.00	73,000
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HUMAN RESOURCES

GIS/LAND MANAGEMENT COORDINATOR	NR5	1.00	47,590
PROJECT MANAGER	NR4	1.00	66,492
PROJECT MANAGER	NR4	1.00	61,141

PUBLIC WORKS - STREETS MAINTENANCE

INFRASTRUCTURE MAINTENANCE MANAGER	NR3	1.00	71,978
STREET FOREMAN/GENERAL CONTRACTOR	NR5	1.00	54,530
STREET MAINTENANCE JOURNEYMAN	S07	1.00	32,558
STREET MAINTENANCE TECHNICIAN	S05	1.00	25,658
STREET MAINTENANCE TECHNICIAN	S05	1.00	29,481
STREET MAINTENANCE TECHNICIAN	S05	1.00	26,079
STREET MAINTENANCE WORKER	S03	1.00	20,279
STREET MAINTENANCE WORKER	S03	1.00	20,801

PUBLIC WORKS - WEEDS/DRAINAGE MAINTENANCE

WEED/DRAINAGE MAINTENANCE FOREMAN	NR6	1.00	32,448
WEED/DRAINAGE MAINTENANCE LABORER	S02	1.00	18,631
WEED/DRAINAGE MAINTENANCE LABORER	S02	1.00	21,096
WEED/DRAINAGE MAINTENANCE LABORER	S02	1.00	17,914
WEED/DRAINAGE MAINTENANCE TECHNICIAN	S04	1.00	21,662
WEED/DRAINAGE MAINTENANCE WORKER	S03	1.00	20,279

PUBLIC WORKS - UTILITY MAINTENANCE

PUBLIC WORKS INSPECTOR	S06	1.00	55,852
UTILITY LINE LOCATE TECHNICIAN	S06	1.00	29,120
UTILITY MAINTENANCE TECH/WELDER	S06	1.00	36,888
UTILITY MAINTENANCE FOREMAN	NR5	1.00	49,708
UTILITY MAINTENANCE JOURNEYMAN	S07	1.00	42,810
UTILITY MAINTENANCE LABORER	S04	1.00	22,642
UTILITY MAINTENANCE LABORER	S04	1.00	22,642
UTILITY MAINTENANCE SUPERVISOR	NR4	1.00	45,427
UTILITY MAINTENANCE TECHNICIAN	S06	1.00	40,085
UTILITY MAINTENANCE TECHNICIAN	S06	1.00	38,830
UTILITY MAINTENANCE WORKER	S05	1.00	36,415
UTILITY MAINTENANCE WORKER	S05	1.00	28,481

PUBLIC WORKS - WASTEWATER TREATMENT PLANT

WASTEWATER PLANT FOREMAN	NR5	1.00	47,840
WASTEWATER PLANT LABORER	S05	1.00	22,704
WASTEWATER PLANT LABORER	S05	1.00	22,704

HUMAN RESOURCES

WASTEWATER PLANT LABORER	S05	1.00	22,704
WASTEWATER PLANT LABORER	S05	1.00	25,008
WASTEWATER PLANT SUPERVISOR	NR4	1.00	54,080
WASTEWATER PLANT WORKER	S06	1.00	26,369
WASTEWATER PLANT WORKER	S06	1.00	33,284

PUBLIC WORKS - WATER FILTER PLANT

WATER PLANT FOREMAN	NR5	1.00	43,264
WATER PLANT JOURNEYMAN	S08	1.00	47,717
WATER PLANT LABORER	S05	1.00	22,704
WATER PLANT LABORER	S05	1.00	22,704
WATER PLANT LABORER	S05	1.00	22,704
WATER PLANT TECHNICIAN	S07	1.00	40,479
WATER PLANT TECHNICIAN	S07	1.00	35,360
WATER PLANT WORKER	S06	1.00	25,717
WATER PLANT WORKER	S06	1.00	26,369
WATER PLANT WORKER	S06	1.00	25,717
WATER/WW CONTROL SYSTEMS JOURNEYMAN	S09	1.00	49,298
WATER/WW OPERATIONS MANAGER	NR3	1.00	67,167

COMMUNITY SERVICES - RECREATION CENTER

AQUATICS/RECREATION COORDINATOR	NR6	1.00	30,436
LIFEGUARD - SEASONAL - 14/WKS	S01	0.14	2,660
LIFEGUARD - SEASONAL - 14/WKS	S01	0.14	2,660
LIFEGUARD - SEASONAL - 14/WKS	S01	0.14	2,660
LIFEGUARD - SEASONAL - 14/WKS	S01	0.14	2,660
LIFEGUARD - SEASONAL - 14/WKS	S01	0.14	2,660
LIFEGUARD - SEASONAL - 14/WKS	S01	0.14	2,660
LIFEGUARD - SEASONAL - 28/WKS	S01	0.40	8,320
LIFEGUARD - SEASONAL - 28/WKS	S01	0.40	8,320
LIFEGUARD - SEASONAL - 28/WKS	S01	0.40	8,320
LIFEGUARD - SEASONAL - 28/WKS	S01	0.40	8,320
LIFEGUARD - SEASONAL - 28/WKS	S01	0.40	8,320
LIFEGUARD - SEASONAL - 28/WKS	S01	0.40	8,320
LIFEGUARD - SEASONAL - 28/WKS	S01	0.40	8,320
RECREATION AIDE	S01	0.63	10,839
RECREATION AIDE	S01	0.63	10,268
RECREATION AIDE	S01	0.63	10,679
RECREATION AIDE-SEASONAL	S00	0.23	3,600

HUMAN RESOURCES

RECREATION AIDE-SEASONAL	S00	0.23	3,600
RECREATION AIDE-SEASONAL	S00	0.23	3,600
RECREATION AIDE-SEASONAL	S00	0.23	3,600
RECREATION AIDE-SEASONAL	S00	0.14	2,250
RECREATION AIDE-SEASONAL	S00	0.23	3,600
RECREATION ASSISTANT	S04	1.00	21,987
RECREATION ASSISTANT-SEASONAL	S00	0.23	3,600
RECREATION ASSISTANT-SEASONAL	S00	0.23	3,600
RECREATION CASHIER-SEASONAL	S00	0.29	4,500
RECREATION CENTER CUSTODIAN	S03	1.00	19,499
RECREATION CLERK	S03	1.00	20,279
RECREATION CLERK	S03	1.00	20,583
RECREATION CLERK/ PART-TIME	S03	0.73	14,137
RECREATION CLERK/SEASONAL	S00	0.29	4,500
RECREATION FACILITY MANAGER	NR4	1.00	48,000
RECREATION TECHNICIAN II	NR7	1.00	27,320

COMMUNITY SERVICES - PARKS MAINTENANCE

PARKS FOREMAN	NR6	1.00	32,448
PARKS LABORER	S02	1.00	19,553
PARKS LABORER	S02	1.00	18,911
PARKS LABORER	S02	1.00	25,096
PARKS LABORER	S02	1.00	17,914
PARKS LABORER	S02	1.00	17,914
PARKS LABORER	S02	1.00	22,081
PARKS LABORER	S02	1.00	17,914
PARKS LABORER - SEASONAL	S00	0.50	8,802
PARKS LABORER - SEASONAL	S00	0.50	8,802
PARKS LABORER - SEASONAL	S00	0.50	8,802
PARKS LABORER - SEASONAL	S00	0.50	8,802
PARKS LABORER - SEASONAL	S00	0.50	8,802
PARKS LABORER - SEASONAL	S00	0.50	8,802
PARKS MAINTENANCE	S05	1.00	31,594
PARKS MAINTENANCE	S05	1.00	28,996
PARKS MAINTENANCE	S05	1.00	22,704
PARKS MAINTENANCE	S05	1.00	23,966
PARKS MAINTENANCE	S05	1.00	25,681

HUMAN RESOURCES

PARKS MAINTENANCE	S05	1.00	29,910
PARKS MAINTENANCE	S05	1.00	32,164
PARKS MAINTENANCE/WELDER	S05	1.00	23,612
PARKS MECHANIC	S06	1.00	31,890
PARKS SUPERVISOR	NR5	1.00	53,547

COMMUNITY SERVICES - ALAMEDA PARK ZOO

ZOO CURATOR	NR5	1.00	45,300
ZOO FACILITY SUPPORT ASSISTANT	S03	1.00	27,196
ZOO GIFT SHOP CASHIER	S01	0.73	12,064
ZOO MAINTENANCE TECHNICIAN	S05	1.00	22,704
ZOO MANAGER	NR4	1.00	52,000
ZOOKEEPER FULL-TIME	S05	1.00	23,612
ZOOKEEPER FULL-TIME	S05	1.00	24,685
ZOOKEEPER FULL-TIME	S05	1.00	23,966
ZOOKEEPER PART-TIME	S05	0.60	13,622

COMMUNITY SERVICES - ADMINISTRATION

COMMUNITY SERVICES DIRECTOR	EX2	1.00	78,000
EXECUTIVE ASST-COMMUNITY SERVICES	NR7	1.00	35,657

COMMUNITY SERVICES - PUBLIC LIBRARY

HEAD OF CIRCULATION/ADMIN SUPPORT	NR6	1.00	44,572
LIBRARY ASSISTANT	S05	1.00	25,553
LIBRARY CLERK	S04	1.00	21,987
LIBRARY CLERK	S04	0.63	14,872
LIBRARY CLERK	S04	1.00	26,932
LIBRARY CLERK	S04	0.50	11,323
LIBRARY CLERK	S04	1.00	26,932
LIBRARY CLERK - CHILDREN'S LIBRARY	S04	0.63	14,154
LIBRARY MAINTENANCE	S04	0.75	18,376
LIBRARY MANAGER	NR4	1.00	48,214
LIBRARY PAGE	S01	0.47	8,373
LIBRARY PAGE	S01	0.47	8,129
LIBRARY PAGE	S01	0.47	8,009
LIBRARY PAGE	S01	0.47	7,701
LIBRARY-CATALOGER	NR6	1.00	40,869
REFERENCE LIBRARIAN	NR6	1.00	30,436
REFERENCE LIBRARIAN	NR6	1.00	33,092

HUMAN RESOURCES

YOUTH SERVICES LIBRARIAN	NR6	1.00	43,309
PUBLIC WORKS - UTILITY CONSTRUCTION			
UTILITY CONSTRUCTION JOURNEYMAN	S07	1.00	35,360
UTILITY CONSTRUCTION SUPERVISOR	NR4	1.00	47,415
UTILITY CONSTRUCTION TECHNICIAN	S06	1.00	29,417
UTILITY CONSTRUCTION TECHNICIAN	S06	1.00	36,951
UTILITY CONSTRUCTION TECHNICIAN	S06	1.00	31,200
UTILITY CONSTRUCTION FOREMAN	NR5	1.00	41,600
UTILITY CONSTRUCTION LABORER	S04	1.00	20,829
UTILITY CONSTRUCTION LABORER	S04	1.00	26,138
UTILITY CONSTRUCTION LABORER	S04	1.00	20,829
UTILITY CONSTRUCTION LABORER	S04	1.00	20,829
COMMUNITY SERVICES - SENIOR CENTER/HOME SERVICES			
HOME SERVICES SUPERVISOR	NR6	1.00	40,981
NUTRITION COORDINATOR/PROGRAM AIDE	S03	1.00	24,841
COMMUNITY SERVICES - SENIOR CENTER/KITCHEN			
ASST FOOD SERVICES ADMINISTRATOR	NR7	1.00	26,916
FOOD SERVICES ADMINISTRATOR	NR5	1.00	40,560
KITCHEN AIDE-FT	S02	1.00	20,162
KITCHEN AIDE-PT	S02	0.50	10,804
KITCHEN AIDE/CUSTODIAN-FT	S02	1.00	18,631
KITCHEN COOK	S04	1.00	20,829
MEALS ON WHEELS AIDE	S01	0.63	10,978
COMMUNITY SERVICES - SENIOR CENTER/SENIOR SERVICES			
DATA ENTRY CLERK - SENIOR CENTER	S03	0.45	10,895
RECEPTIONIST - SENIOR CENTER	S04	1.00	21,662
SENIOR CENTER MAINTENANCE- FULL-TIME	S03	1.00	24,880
SENIOR CTR INFO/RESOURCE COORDINATOR	S05	1.00	22,912
SENIOR CTR PROGRAM AIDE/DRIVER	S03	1.00	20,583
SENIOR CTR PROGRAM AIDE/DRIVER	S03	1.00	20,279
SENIOR SERVICES SUPERVISOR	NR6	1.00	32,128
SENIOR HOMEMAKER	NR8	0.73	15,956
SENIOR CENTER FITNESS COORDINATOR	NR8	0.48	10,454
ADMINISTRATIVE ASST-SENIOR CENTER	NR7	1.00	28,139
SENIOR CENTER MANAGER	NR4	1.00	48,000
RSVP VOLUNTEER COORDINATOR	S05	1.00	22,704

HUMAN RESOURCES

SENIOR VOLUNTEER PROGRAMS ADMINISTRATOR	NR6	1.00	31,653
SCP/FGP VOLUNTEER COORDINATOR	S05	1.00	25,426

TOTAL POSITIONS	417	381.50	\$12,871,058
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NOTE: Current annual base salary reflects actual base salary as of 08/14/2017, and does not include add rates such as physical fitness pay, bilingual pay, acting pay, etc.

POLICE DEPARTMENT

Police Department



2016 was a year of changes for the Alamogordo Police Department. Chief K. Daron Syling was appointed as Chief of Police in May of 2016 after the retirement of the former chief. The police department hit the ground running with the new administration in place. Immediate issues to be addressed under the new administration was the recruitment of qualified individuals and the retention of our valued employees. The City of Alamogordo worked diligently with the Alamogordo Public Safety Officers Association (APSOA) to finalize the collective bargaining agreement. This was a great success for all parties involved.

2016 would also see tragedy strike not only the Alamogordo Police Department, but the entire community. On September 2, 2016, Officer Clint Corvinus of the Alamogordo Police Department was shot and killed in the line of duty, while engaged in a foot pursuit with a wanted suspect. This incident would cause an amazing out-pouring of community support to heal our agency and turn a tragedy into a positive step forward. The community answered the call the see Officer Corvinus' dream of a police K9 unit come true. Our local community would participate in an on-line grant competition that required daily on-line voting. The Alamogordo Police Department would win the competition and receive a \$5,000 grant toward the establishment of our K9 unit.

The Alamogordo Police Department would continue the effort of making the K9 unit a reality. APD applied for and received a donated German shepherd puppy. Brutus, a nine-month old pup, arrived in Alamogordo in mid-December, and was given the call sign of K9 Clint to honor our fallen officer. The K9 unit, through generous donations of the community, was expanded with the purchase of two additional trained police K9s. K9 Moika and K9 Zeus are both Belgian Malinois and arrived in Alamogordo with their handlers and are currently certified working K9 teams. K9 Clint has been assigned to a new handler and they will

POLICE DEPARTMENT

complete their working certifications and be assigned to the patrol duties soon. All department K9s will hold dual purpose certifications in patrol and narcotics detection.



The AlamoGordo Police Department can never express our gratitude to the citizens and local businesses of this community who so graciously donated to this cause. The addition of our K9 unit makes our community and our officers safer; and allowed our agency to carry on the legacy of Officer Corvinus.

Police Department Divisions

The AlamoGordo Police Department is divided into two major divisions: the Patrol Division and the Special Services Division. The two divisions were reorganized under the current administration to enhance our performance to the citizens of our community. While the patrol division is the back bone of any police agency, our special services division supports and supplements the patrol mission.

Patrol Division

The Patrol Division of the AlamoGordo Police Department is the largest division within our department. The patrol division is comprised of two (2) Lieutenants, four (4) Sergeants and 28 Officers. The APD patrol division is a 24/7, 365-day operation. The priority of the patrol division is to enhance the health, safety and welfare of our community through proactive patrol techniques. The patrol division is the initial response for all police calls for service. Our uniformed patrol division also provides support when needed for our local ambulance service and the AlamoGordo Fire Department during medical and fire emergencies.

The APD patrol assignments are divided by patrol districts with officers being assigned to the North or South side patrol districts. Often additional officers are assigned to a center district allowing for an overlap in patrol coverage. Officers are assigned to specific patrol districts to reduce response times to calls. Specific

POLICE DEPARTMENT

patrol districts also allow officers to learn and establish patterns within their area of responsibility and assist in proactive patrol tactics.

Communications

APD is responsible for the City of Alamogordo's Public Safety Answering Point (PSAP). 911 calls made within the city limits to include Police, Fire and Medical emergencies. Non-emergency calls for service are also handled by our dispatch center. APD dispatch is allotted 13 full time dispatchers to handle the around the clock operation. Often the unsung heroes, the emergency dispatcher is often the true first responder to an emergency, offering emergency medical direction or directing victims to safety while sending emergency responders to assist.

Total Dispatch Calls for Service:

2015	2016	2017 YTD
45805	38258	26694

Special Services Division

Formally known at the Investigations Division, the Special Services Division was reorganized to fulfill their primary function to support and supplement the patrol division. Both divisions work together allowing for a practical division of work. Special Services Division includes, investigations, training and community relations, and animal control.

Investigations

The investigations section is comprised of one Lieutenant, one Sergeant and currently four detectives. Detectives are assigned to major cases and cases that require lengthy follow-up, or special tools or skills. APD has one detective on-call at all times, and in the event of a major case or incident additional detectives are called to assist with the scene. The evidence section of the Alamogordo Police Department is under supervision of the Investigations Lieutenant.

APD detectives and officers have attended training in child abuse investigations. Working closely with child forensic interviewers from Kids, Inc, APD has increased the number of child forensic interviews to ensure the safety of children during alleged child abuse investigations. The numbers below are an indicator of the working relationships between APD and Kids, Inc.

Child Forensic Interview Conducted for APD:

2015	2016	2017YTD
82	134	50

POLICE DEPARTMENT

Training and Community Relations

In efforts to provide the best trained law enforcement professionals to our community, APD has dedicated one full-time officer to oversee training initiative for our agency. The full-time Training Officer is responsible for in-service and advanced training scheduling. The Training Officer is under the direct supervision of the Community Relations Sergeant. All officers are required to complete mandatory training hours to maintain their state certification. Some of the required training includes; Safe Pursuit Act, firearms qualifications and updates, child abuse investigation, Child Safety Act, dealing with the mentally impaired and hate crimes. Recent advanced training initiatives include; advanced handgun, response to active shooters, emergency vehicle operations instructor, use of force instructor, defensive tactics instructors, advanced interview techniques, child car seat technician and DARE instructor, to name a few.

Our training section has also developed and instructs a Pre-Academy for all new officers of the Alamogordo Police Department. The Alamogordo Police Department sends officers to become instructors in almost every area of law enforcement. The on-staff instructors are coordinated by the training section to deliver quality state accredited instruction to the new officers and veteran officers of the department.

Community relations is the cornerstone of the ongoing positive relationships with our citizens and other agencies. The Community Relations Sergeant oversees the school resource officers. APD and Alamogordo Public Schools negotiate an annual contract to place full-time police officers in our high school and middle schools. School resource officers are also required to become DARE instructors. The DARE program (Drug Abuse Resistance and Education) is given to the fifth grade students of our local elementary schools. This program initiates a positive relationship with the youth of our community at the early stages of their education.

Community relations is also responsible for all public events conducted by APD. The events include: community car seat clinics, Leadership Otero and Jr. Leadership Otero, Juvenile Drug Court, Take Back the Night, 4th Fridays, Military Appreciation Day, Special Olympics Law Enforcement Torch Run, school sporting events / activities and various other events and speaking engagements performed by APD.

In the effort to maintain a strong community policing philosophy, APD is committed to supporting full-time community relations outreach. Positive community relationships are a requirement for any law enforcement agency to be successful. APD will continue to look for new and innovative community relations tools.

Animal Control

Animal Control for the City of Alamogordo falls under the special services section. Animal Control is comprised of a manager, four animal control officers, one kennel officer and clerk. APD is very proud of the

POLICE DEPARTMENT

operations performed by Animal Control. In combined efforts with local animal rescues and activist groups, ACO has developed a positive environment for our animal friends. ACO works diligently to adopt animals that enter the shelter and are not claimed. This includes sending animals to various rescues to increase the probability of adoption of the animal.

ACO Calls for Service:

2015	2016	2017 YTD
3079	2589	938

Administration

The final departments in the Alamogordo Police Department fall directly under the administrative staff. Our civilian records section is comprised of three full time employees who handle all walk-in customer traffic. Our records staff is responsible for the maintenance of our reporting system, as well as our Uniform Crime Reports. The final administrative position is a new position that answers directly to the Deputy Chief. This position is the Administrative Sergeant. This position is responsible for actively applying for grants that APD may be eligible to receive. The administrative sergeant also monitors all grants that are currently awarded to APD to ensure we remain in compliance with grant requirements.

Retirements from APD

Successfully completing a career in law enforcement and reaching retirement eligibility is a major accomplishment. APD command staff and would like to recognize the following retirees in 2016.

Chief Robert Duncan
Captain Israel Trujillo
Dispatcher Dian Nix
Officer Don Reynolds
Sgt. Adam Prudencio
Officer Fernie Trujillo
Lieutenant Dusty Collins

The combined experience of these employees is in excess 150 years. Their dedication to the public safety of our community is an example of their professionalism and commitment.

Public Works

The Department of Public Works supports and enhances a high quality of life for the City's residents, businesses and visitors by providing well planned, environmentally sensitive, cost effective infrastructure and services to promote public health, personal safety, transportation, economic growth and civic vitality. The department is committed to the planning and implementation of the policies, goals, and objectives as established by the City Commission and the City Manager. It is our inherent duty to preserve and protect the City's major investment in its infrastructure so that we may realize the maximum possible benefit of its intended purpose. The department's mission is accomplished through the prudent use of resources, technology, innovations, teamwork and coordination with other service providers in the City.

Fleet Management Division

Provides for all operational aspects of the City of Alamogordo's fleet of vehicles and equipment. This includes procurement, maintenance, fueling, insuring and disposal, thus allowing other departments/divisions to perform their missions.

The Fleet Management Division exists solely for the purpose of providing a fleet of reliable, safe, and well maintained vehicles and equipment to all City of Alamogordo divisions.

The Fleet Management Division has brought the IDS (Integrated Diagnostic System) online to better diagnose our Ford fleet. Fleet Maintenance services and maintains over 450 vehicles and pieces of equipment to include all heavy equipment, police units and fire apparatus. The City has many Departments such as Public Works, Police and Fire that work around the clock. Fleet Maintenance is committed to serve them if something happens after hours for their safety as well as the safety of our citizens.

The Facility Maintenance Division

This division's fundamental role is providing quality repairs and maintenance services to city-owned facilities, including permanent building structures, traffic lights, alarm systems, radio and telephone. Minor maintenance and repair services include structural, mechanical and electrical services, carpentry, plumbing, painting, heating and cooling repairs and maintenance.

The division's mission is to provide a professional service to all city departments and their employees, as well as the citizens of Alamogordo by maintaining all city-owned equipment and buildings to the best of their ability. To accomplish this, the division strives to maintain a highly professional and knowledgeable staff.

Facility Maintenance completed a total of 2,250 work orders for this calendar year. Some of those projects are listed below;

PUBLIC WORKS

- Installed new school zone on Cuba Avenue between 12th and 15th for Chaparral School.
- Restored and rewired Washington Park power lost due to Amphitheater removal.
- Installed electric circuits and heaters for the patio at the Golf Course Patio.
- Installed wiring and assisted install of new E911 system at Dispatch at the Police Department.
- Installed wiring and assisted in programming and installation of the new MCC7100 radio console system at the Police Department.
- Ran new Fiber cabling and repaired conduits to the Housing Authority office.
- Completed the LED project at the Library, making all lighting LED.
- Constructed pad and installed all wiring and generator for backup power for the Civic Center, designated as an emergency shelter.
- Removed and replaced outside parking lights on the East side of City Hall, replaced with LED wall pack light fixtures.
- Replaced a 25 ton HVAC Trane unit on the roof of City Hall.
- Remove, updated and re-installed electrical service at the intersection of 10th and Washington.
- Installed power and new air compressor at Fire Station 5 to allow placement of fire equipment.
- Installed new electrical lines and transformer for new double wide trailer out at the Landfill site.
- Replaced all parking lot lighting at the Senior Center with new LED lighting fixtures.
- Removed all equipment but street lighting for the traffic signal at the intersection 1st Street and Canyon Road.
- Installed all wiring and wireless antenna system for Kids, Inc. for the Police Department computers.
- Repaired all laterals and sand media for sand filters at the Recreation Center pool.
- Assisted with installation of new main service disconnect at City Hall to bring up to code for the new generator and to finish project. Also replaced main breakers associated with project.

The Streets Maintenance Division

The Streets Maintenance Division is responsible for most street and alley related maintenance, including but not limited to, concrete and asphalt repair, sign and street marking maintenance, street sweeping, alley and dirt road maintenance, and even some city building construction and demolition.

The division's mission is to provide unparalleled service by fostering an organizational environment that encourages a commitment to teamwork and to the efficient delivery of quality municipal services to all of our citizens and to be consistent in the efficient and effective maintenance of our streets, alleys and any other areas entrusted to this department, ensuring quality and safety for our citizens.

This department is the sole area with a Tractor/Truck Lowboy trailer capable of hauling large equipment. It is also tasked with hauling and delivering broken down equipment and large trucks to various repair facilities in Las Cruces, Albuquerque and El Paso.

PUBLIC WORKS

The Street Maintenance Department completed 3,013 work orders for sweeping, 1,186 work orders for pothole patching, 274 work orders for street sign maintenance, 51 work orders for street striping, and installed 246 raised pavement markers. This was in conjunction with a large pavement marker and crosswalk reconstruction project contract with San Bar Construction out of Albuquerque for \$161,000.00.

The Street Maintenance Department purchased and laid approximately 317 tons of Hot Mix Asphalt, or the equivalent of a 24' wide road over 1,100 feet long. This included the paving of two alleys adjacent to the Capri Manor Apartment complex in order to save on city maintenance of these well-used alleys for the long term. This also included a written legal agreement with the Apartment's owners that for their part they would pay for the cost of future maintenance of the other half of each of these two alleys.

The Street Maintenance Department also took the lead in the demolition of the old Bowling Alley located on South Florida, which was completed within a short time frame, safely and at a significant cost savings to the City over contracting the work. This department also constructed two large red iron structural steel awnings at the City's Central Receiving facility

This department of seven full-time regular employees plus one Manager, who also manages three other departments, completed a total of 5,148 work orders in 2016.

The Drainage Maintenance Division

The Drainage Maintenance Division is responsible for maintaining most of the city drainage right-of-ways with respect to debris and trash removal, weed spraying and cutting, soil stabilization, and minor dam maintenance and construction.

The division's primary mission is to maintain the city's storm drainage system. By doing so, we reduce the danger of property damage to the drainage system and keep the cost of flood insurance to a minimum.

This department is also responsible for weed maintenance and removal on all city-owned property and right-of ways, including city streets. They are also responsible for city-wide mosquito control in the form of larviciding. They are also responsible for city-wide graffiti removal and support the Street Maintenance Department with equipment and personnel for large projects.

During fiscal year 2016, the Drainage Maintenance Department completed 406 work orders for weed spraying, 352 work orders for weed cutting, and 129 work orders for storm drain cleaning. They also completed 71 work orders for larviciding and 63 work orders for graffiti removal.

This department, in cooperation with many Street Department employees, constructed a very much needed coffer dam in the sunrise canal.

This small department of five full-time regular employees completed 232 weed and drainage related work orders.

PUBLIC WORKS

The Department Manager also built an additional spray truck during this year, taking an older model department truck, rebuilding the wood deck bed with a steel bed, and adding a new 300 gallon tank, motorized pump, hose reels, and spray guns, with a large cost savings over having the unit contract-built, and enabling the department to better keep up with the large number of weed work orders during the high demand season.

The Water Filter Division

The Water Filter Division is committed to providing the best water quality available. The division reports that last year Alamogordo's drinking water met all applicable health standards regulated by the State and Environmental Protection Agency. These standards are met through continuous round-the-clock monitoring, in conjunction with collecting over 600 regulatory samples. In 2016, the Water Filter Division treated and distributed approximately 1.5 billion gallons of water through our 13,117 water customer connections, which is the highest volume of water produced since 2011. The highest maximum daily production for 2016 was 8.4 million gallons on July 25th, with the average being 4.2 million gallons per day. Managing this number is important because our water system can only pump, treat and distribute a certain amount of water at one time before the customer demand can no longer be met. The water treatment plants are capable of treating 8.5 million gallons per day, but the well field is only capable of supplying 3.5 million gallons in a single day.

The Water Filter Division re-implemented a "Springs Crew" in 2016. This crew's primary focus is revitalizing the City's network of springs, creek diversions, infiltration galleries, pipelines, and the appurtenances that accompany it. Although work is in the preliminary stages, we have already seen an increase in production from the Alamo Canyon system with even greater yields anticipated as work continues.



In addition to the Springs Crew, the Water Filter Division employees successfully completed the rehabilitation of the Alamo Canyon Filter Plant in-house during 2016. This work consisted of replacing all piping throughout the facility, upgrading the disinfection and hardness sequestering systems, painting the exterior of the facility, replacing all lighting with LED lighting, labeling all piping and improving the overall security through the installation of exterior LED lighting and intrusion alert devices. Other work was completed at this facility by outside contracts that include replacing the roof and media replacement.

Currently, staff is continuing to advance the Supervisory Control and Data Acquisition (SCADA) system by upgrading outdated components in the remote terminal units and programmable logic controller network.

PUBLIC WORKS

Other projects that were over-seen or required Water Filter Division staff involvement include the re-sealing of the Golf Course ground storage tank, installation of cathodic anodes in the West Side ground storage tank, dive inspection and cleaning of all ground storage tanks, including the 10th Street water tower. A few programs were developed and implemented that include a confined space safety program, valve log program, distribution site sampling plan (DSSP), and long term enhanced surface 2 water rule (LT2) cryptosporidium and giardia sampling plan as required by the Environmental Protection Agency.

The Water Filter and Wastewater Reclamation Divisions took part in the third annual Water Festival held at Oregon Park in May. Sixth grade students were able to rotate through both stations throughout the day where they learned about water and wastewater treatment, reclamation, water quality testing and hydraulics. They participated in trivia, looked at living organisms through the microscope and enjoyed a day with a little hands-on fun.

The Wastewater Reclamation Division

The Wastewater Reclamation Division collects sanitary waste from our 12,321 wastewater customer connections. This is done through a system of wastewater mains and lift stations that connect to the



wastewater plant located on Airport Rd. This sewage is then treated through a Sequencing Batch Reactor (SBR) process, disinfected and returned back to the City's green spaces such as the Golf Course, Parks, pivot irrigation system and schools. In 2016, the Wastewater Reclamation Division treated over 774 million gallons of raw sewage, land applied over 400 dry metric tons of sludge and successfully reclaimed 541.4 million gallons of water for the green spaces. The remainder of the reclaimed water is

distributed to section 16 for evaporation during periods of low demand. This was all accomplished while operating within the State and Environmental Protection Agency mandated guidelines with no reportable violations.

The past year brought an increased work load to the Wastewater Reclamation Division through the additional five pump stations that are now under their care. These pump stations had to undergo major cleaning and have been prepped for recoating in the spring. In addition to the cleaning and overhauling, these pumps are now included in an extensive preventative maintenance program and visually inspected seven days a week. Staff is currently working to bring these pump stations onto the existing SCADA system through the in-house construction and installation of remote terminal units (RTU). This will help to protect the investment and keep downtime to a minimum by aide of continuous monitoring and alarming. In addition, the pump stations staff installed new automatic valves at the pivots, completed numerous

PUBLIC WORKS

preventative maintenance tasks on the equipment located throughout the system, and oversaw the completion and startup of the phase two wastewater plant upgrades.

The Utility Maintenance Division

The Utility Maintenance Division performs regular maintenance on the water distribution, wastewater collection, and reclaimed distribution systems. This includes activities such as jetting sewer mains to remove buildup and other debris, utility locates, service line repairs, hydrant repairs, valve maintenance, meter can replacement, placement of concrete collars, valve operation, manhole inspection, and emergency water main repairs. During 2016, Utility Maintenance staff completed emergency water main repairs, 215 service line repairs and replacements, repaired or replaced 215 fire hydrants, while tending to 147 sewer collection system calls that required the vac-truck, and completed over 5,200 work orders.

In conjunction with the everyday assigned tasks, the Utility Maintenance Division assisted various departments in completing tasks that were pending, difficult, or required an immediate response. These additional tasks included relocating archive boxes from City Hall to archive storage, assisting Waste Water Reclamation Division with air diffuser membrane replacement, assisting with welding of the cages at the zoo to ensure exhibits were completed in accordance with grant guidelines, and potholing for both the Facility & Parks Maintenance Divisions.



The Utility Construction Division

This division is responsible for the construction and/or replacement of the City's aging infrastructure, which includes raising and replacing manholes, curb and gutter replacement, water and sewer pipeline installation, and replacement and pavement repairs behind the Utility Maintenance Division. In 2016, the Utility Construction Division staff completed over 1,340 work orders, which consisted of applying more than 1,350 tons of asphalt and installed and finished over 110 cubic yards of concrete. They also assisted the Utility Maintenance Division with the maintenance of over 295 miles of water mains, over 215 miles of sewer lines, and over 25 miles of reclaimed water mains.

The division is also called upon for several special projects that require their expertise and machinery such as preparing the grounds at the High School for the Big Give project, prepped and paved 4th Street between Maryland and Delaware, constructed retaining wall and asphalt at the Recreation Center, replaced numerous valves on the Golf Course west nine irrigation system, successfully dismantled the old bowling alley, and safely removed the debris from the fire at Kids Kingdom.

PUBLIC WORKS

Currently Utility Construction Division staff is working on the installation of taps for the Family Fun Center, replacing valves on the Golf Course east nine, transporting soil from the ponds to various parks, constructing a new cart path that permits access to the well, and omitting pond 4.

The Public Works Solid Waste Collections Center (Convenience Center)

The Convenience Center is responsible for receiving solid waste and green waste from the residents of the City of Alamogordo. This waste is containerized and hauled to the Otero-Greentree Landfill. Most of the waste is brought to the Collections Center location, however, 30 and 40 Cubic Yard containers are also delivered to various locations within the City to accommodate large quantities on location.

Responsibilities for this department include weighing incoming vehicles, directing them where to dump, chipping much of the green waste, and hauling the full containers to the Landfill for dumping and disposal. The supervisor also has discretion to go around the community and clean up overlooked areas. This is accomplished as time allows and mainly during slower winter months. This year the supervisor and one other employee cleaned up the area to the north of the Airport fenced property that is owned by the City. This department also diligently supported the demolition of the old South Florida bowling alley, hauling many loads to the Mesa Verde clean-fill Landfill.

This department has a supervisor, and three full-time regular employees. The department manager is mainly administrative and manages three other departments.

The total received solid waste tons at the facility for 2016 was 3,850 tons.

The Otero-Greentree Landfill

This landfill is part owned and operated by the City of Alamogordo Public Works Division. This department's routine mission is to receive and dispose of solid waste originating in Otero and Lincoln Counties in accordance with New Mexico Environment Department- Solid Waste Division rules.

This facility is also permitted to receive asbestos waste, which can originate anywhere as long as it follows proper environmental and transportation rules. This department also has the ability to sell red sand that is native to the area and used mainly for horse racing tracks, sandbags, and gardening.

The routine responsibilities for the landfill include scaling (weighing) incoming solid waste, layering and compacting that waste, covering the waste, and doing all of this while following very strict environmental rules for blowing trash, air quality, groundwater monitoring, methane gas monitoring, and mapping the areas of disposal.

This year the department welcomed a new caterpillar Compactor at a cost of \$789,000.00 and a new caretakers manufactured home.

PUBLIC WORKS

The Landfill is operated by one supervisor and six full-time regular employees.

The Landfill received 66,619 tons of solid waste and 22,707 Cubic Yards of asbestos, and generated a total revenue of \$1,829,394.00.

