

City of  
**ALAMOGORDO**

**FY21 ANNUAL REPORT**

1376 E. Ninth Street, Alamogordo, NM 88310  
575-439-4100 | [ci.alamogordo.nm.us](http://ci.alamogordo.nm.us)





# Index

<u>Organizational Chart</u>	<u>4</u>
<u>Message from the City Manager</u>	<u>5</u>
<u>Alamogordo Fire Department</u>	<u>6-8</u>
<u>Code Enforcement</u>	<u>9-10</u>
<u>Alamogordo Police Department</u>	<u>11-12</u>
<u>Alamogordo/White Sands Regional Airport</u>	<u>13</u>
<u>City Clerk</u>	<u>14-15</u>
<u>Communications &amp; Marketing</u>	<u>16-18</u>
<u>Community Services</u>	<u>19-30</u>
<u>Alameda Park Zoo</u>	<u>19</u>
<u>Alamo Senior Center</u>	<u>20</u>
<u>Alamogordo Family Recreation Center</u>	<u>21-22</u>
<u>Alamogordo Public Library</u>	<u>23-24</u>
<u>Desert Lakes Golf Course</u>	<u>25-27</u>
<u>Monte Vista Cemetery</u>	<u>28</u>
<u>Parks Maintenance</u>	<u>29</u>
<u>Sgt Willie Estrada Memorial Civic Center &amp; KAB</u>	<u>30</u>
<u>Engineering Department</u>	<u>31</u>
<u>Finance Department</u>	<u>32-33</u>
<u>Grants</u>	<u>34</u>
<u>Human Resources</u>	<u>35-37</u>
<u>Planning and Zoning</u>	<u>38</u>
<u>Public Works</u>	<u>39-44</u>
<u>Purchasing Department</u>	<u>45</u>





# ORGANIZATIONAL CHART



# Message from City Manager

The City of Alamogordo is pleased to present the 2021 annual report. This report helps to highlight what the City of Alamogordo has done in 2021 to improve the quality of life and experiences for our citizens. This year was a tough year, in that we were still dealing with the COVID-19 pandemic, its ramifications, and its effects on the health of our employees. We also struggled with hiring new employees and filling the City's vacancies. However, as the year comes to a close, things are looking better than ever for the City of Alamogordo. We have worked closely with our Human Resources department to implement hiring strategies that ensure that offers are made quickly to the best candidates possible. We have also looked to the future to help protect the City's water supply and have projects in the works to rehabilitate and enhance the City's water infrastructure to ensure that citizens have good, clean water for many years to come. Additionally, the City entered into successful negotiations with the Police and Fire union and have been able to raise the rate of pay to be competitive with other rural jurisdictions in our regional area. The City has also placed an emphasis on beautification and has torn down 3 blighted and dilapidated structures this year, and we have many more slated to be torn down as they work their way through the legal process. We have also made major improvements to City parks and are enjoying bringing back some long-treasured City events such as the Zoo Boo, with new COVID-19 safe protocols to keep everyone safe while they enjoy themselves. My administration is focused on growth and long-term development within the City, looking towards safety, security, and infrastructure for the future citizens of Alamogordo.



Brian Cesar, City Manager



## City Commission

- Richard Boss, Mayor at Large
- Nadia Sikes, Mayor Pro-Tem/District 2
- Jason Baldwin, District 1
- Susan Payne, District 3
- Joshua Rardin, District 4
- Sharon McDonald, District 5
- Dustin Wright, District 6

<https://ci.alamogordo.nm.us/336/City-Commission>



# Alamogordo Fire Department

[www.alamogordofd.com](http://www.alamogordofd.com)

To say that this past year has been challenging would be an understatement. Mask wearing, six-foot separations, and meetings by teleconference are just a few of the challenges in behavior that seem to be more and more “the norm” as the days pass.

I imagine with all the restrictions and challenges we saw in 2020/2021, you might wonder how the Alamogordo Fire Department was able to run a 365-day a year/24 hour a day organization. Well, I will tell you that it did happen, and it happened with the utmost professionalism and without missing any opportunity to affect a safe and positive outcome for the citizens of the city of Alamogordo.

The men and women of AFD haven’t missed a beat. Calls were answered and lives were saved, all while dealing with the potential to be exposed by the people we serve or the fire service family that lives at the station.

I hope you are as proud of your fire department as I am. The members of the Alamogordo Fire Department live our vision of “Excellence Through Service” around the clock, every day of the year. We remain committed to being a professional organization, and in this regard, our customers can expect to see continuous improvement.

Thank you and please know that I remain proud to be your Chief.

Sincerely,

Chief Richard Adler



## COVID-19 RESPONSE

The COVID-19 pandemic dominated every aspect of life in 2021. In March of 2020, the State proclaimed a quarantine to avoid overwhelming medical facilities and AFD prepared for the long haul. We responded by acquiring extra PPE (personal protective equipment) to protect both our staff and the community. We suspended all of

our inspections except for new business registrations, most public programs, and all in-person public contact aside from emergency services.

## FIRE OPERATIONS

The AFD Operation section is made up of 24 firefighters spread across 3 shifts, supporting 7 stations and 24 pieces of firefighting apparatus. The primary responsibility of the Operations section is fire suppression, emergency calls of service, and commercial facility inspections. In addition, the operational shifts consistently perform training to sharpen their skills and physical fitness to stay in shape. Despite restrictions in 2020/2021 the shift executed 987 responses throughout the city.



## ACCOMPLISHMENTS

- The purchase of Bunker gear to allow fire staff two sets. This will allow fire staff the ability to wear the second set while the dirty set is being washed and air dried
- Installed new Panasonic ToughBooks for all vehicles
- Implemented Digital Fire Inspection on new ToughBooks to decrease report turnaround time
- Purchased enough fire hose to supplement two fire trucks
- Installed City Wi-Fi at 3 major stations, allowing for department-wide training to be accomplished with crews not having to leave response districts
- Several members attended the New Mexico Chief’s conference



# Alamogordo Fire Department

## FUTURE GOALS

- Request early ISO inspection – increase to ISO rating from a 3 to a 2 rating
- Get all personal National IFSAC Certified in Haz-Mat, Driver Operator, and Fire Inspector
- Continue to move all Fire Department documentation to digital forms
- Complete Fire House 5 bay extension
- Complete Oregon facility renovation, installing Alamogordo Emergency Operations Center
- Design and move forward with the Fire Department Gym
- Acquire land for new station 2 location

## CAPITAL APPROPRIATIONS PROJECT (DFA)

The Alamogordo Fire Department was successful with a Capital Appropriations Project award from DFA of \$200,000 for the purchase of a “New Brush Truck”. Currently the Alamogordo Fire Department is operating with one (1) brush truck on the North side of the city (District 6). With this purchase, the Alamogordo Fire Department will have a brush truck equipped and ready to respond to wildland/brush type fires on the South/West side of the city (District 2). This is a huge win for the Department and community allowing the Alamogordo Fire Department to better serve those we protect. Trucks arrived and went into service 24 November 2021.

## LIVE FIRE TRAINING

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 countless drills, fire staff will understand the importance of trusting your personal protective equipment, recognizing hazards, building on teamwork and communication. The Alamogordo Fire Department uses this time to make sure everyone is on the same page, and we all stay safe as we perform our firefighting tasks.



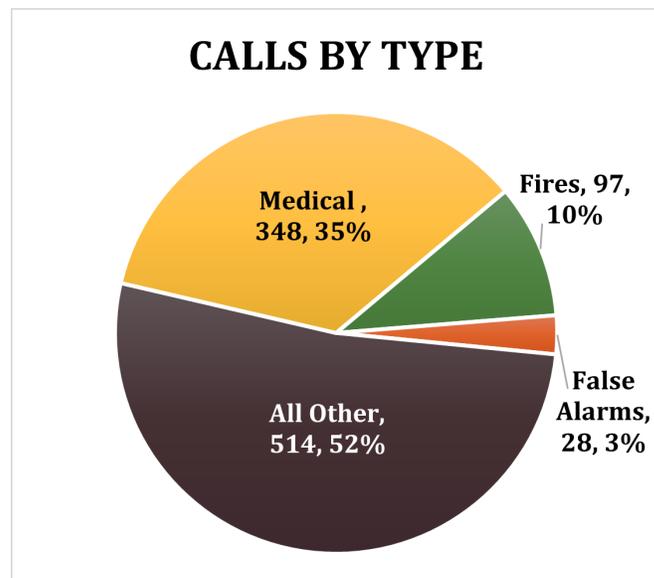


# Alamogordo Fire Department

## ANNUAL STATS

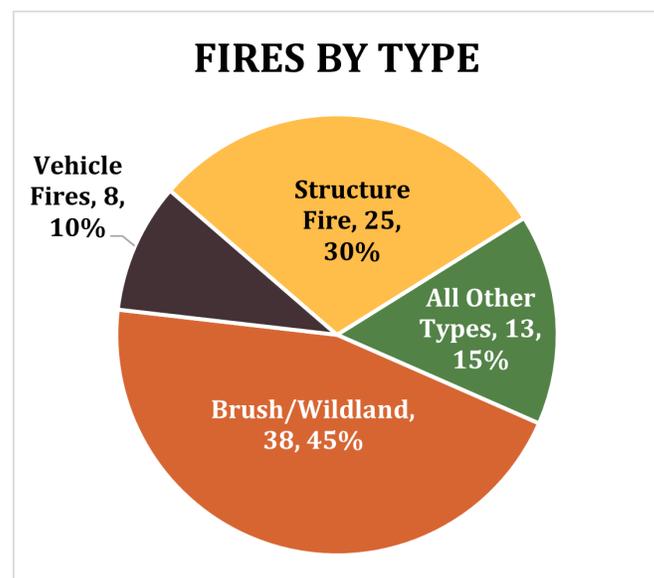
### CALLS BY TYPE

“Medical” calls continue to make up the majority of our overall call volume with a total of 348 calls for service. We also responded to a total of 514 calls identified as “Other”, 28 calls identified as “False Alarm calls”, and 97 calls identified as “Fire Type calls”. The Alamogordo Fire Department continues to identify other avenues, thinking outside the box to provide a better level of service to our community



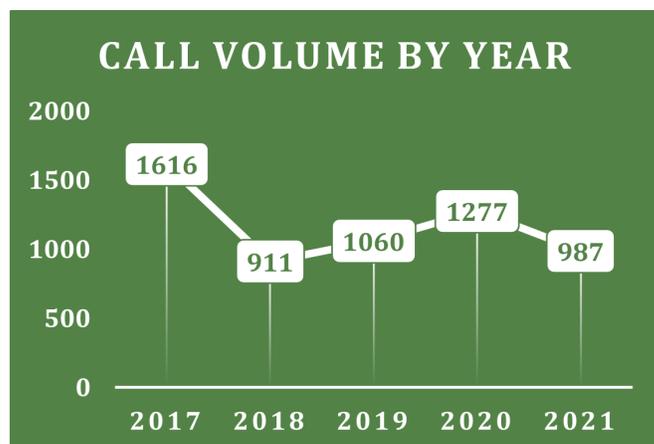
### FIRES BY TYPE

The Alamogordo Fire Department responded to a total of 65 fires during FY21, 12 of this number were structure-type fires. These types of fires occurred in single-family homes, assemblies, schools, businesses, and apartments. This number equates to 1 structure fire every month. We also responded to numerous vehicle fires, brush/wildland fires, and rubbish fires (dumpsters). Regardless of the type of fire, the Alamogordo Fire Department is committed to life safety, hazard mitigation, and property conservation.



### CALLS VOLUME BY YEAR

In FY21 the Alamogordo Fire Department experienced a decrease in call volume related to “Emergency Medical type calls” compared to 2020. This decrease was due to an operations protocol that was implemented due to the COVID-19 virus.



# Alamogordo Fire Department

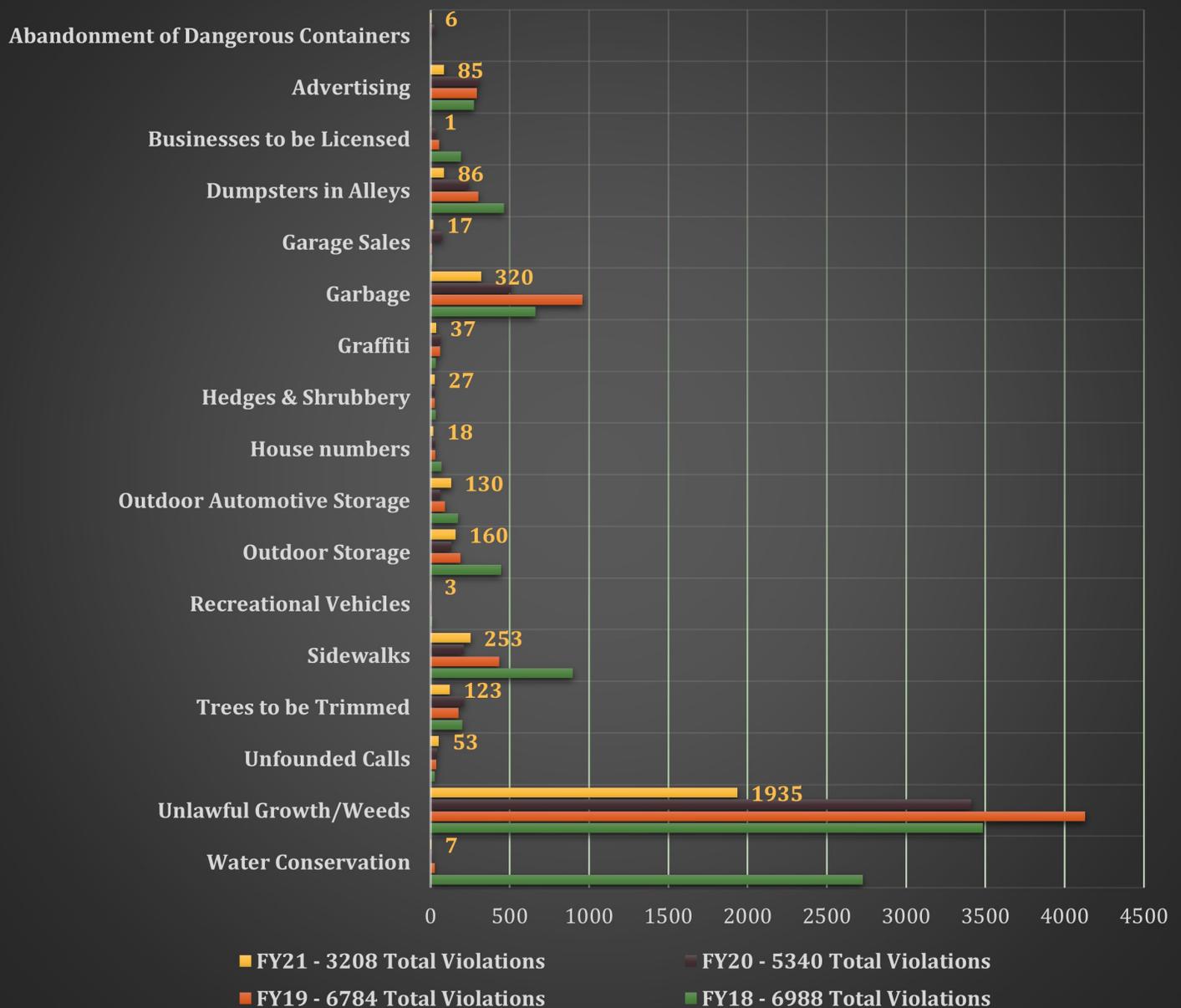


<https://ci.alamogordo.nm.us/247/Code-Enforcement>

## 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 a code violation. In FY 2021 a total of 3208 total violations were handled by this division. As you review the following Code Enforcement statistics you will see a decrease in calls for 2021 compared to 2020. This decrease in call volume is contributed to minimum staffing as we moved into 2021. For any of your Code Enforcement needs you can call: 575-43-WEEDS.

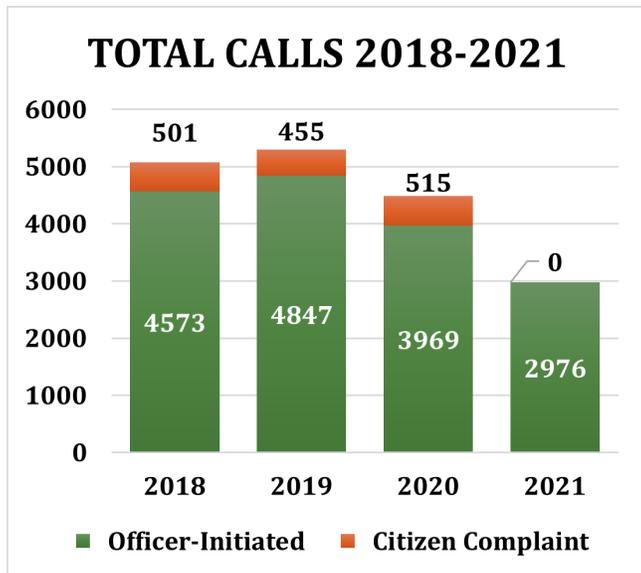
### VIOLATIONS BY TYPE PER FISCAL YEAR





# Alamogordo Fire Department

## CODE ENFORCEMENT CONT.



## 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 28-03-03

## ACCOMPLISHMENTS

- Tinsley Trailer Court, three structures including the tall structure in the center removed by the owner after a dilapidated notification letter was received.
- 1600 N. White Sands, the owner removed the old service station after a dilapidated notification letter was received.
- 3005 N White Sands, owner removed dilapidated structures south of Rockin' BZ Burgers after dilapidated notification letter received.
- 3002 Del Sur, the owner removed the fire-damaged structure after a dilapidated notification letter was received.
- The fire-damaged warehouse west of 500 S. White Sands was demolished after a notification letter was sent to the owner.
- 2414 Telles was demolished by the City after a resolution was approved by the City Commission.
- 704 Panorama demolished by the City after a resolution was approved by the City Commission.
- 1113 Catalina was demolished by the city after a resolution was approved by the City Commission.

## FUTURE GOALS

- Have additional dilapidated structures at the Tinsley Trailer Court removed.
- Having a full-time Abatement Officer for the entire year thus increasing the number of abatements.
- Maintaining full staffing levels thus increasing the number of violations addressed and notices



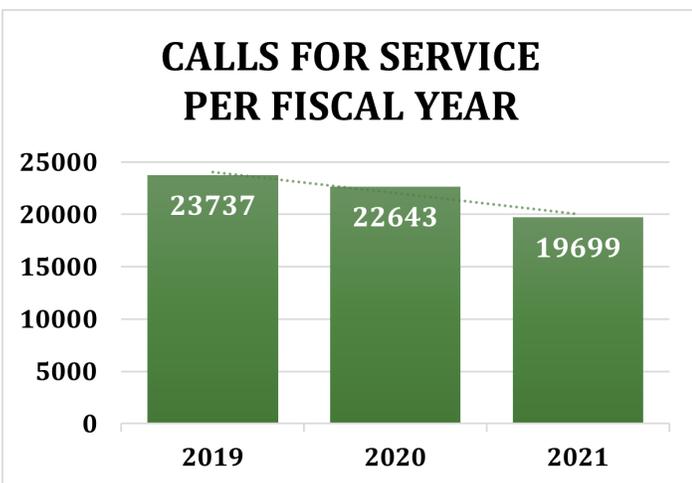
# Alamogordo Police Department

[www.alamogordopd.com](http://www.alamogordopd.com)

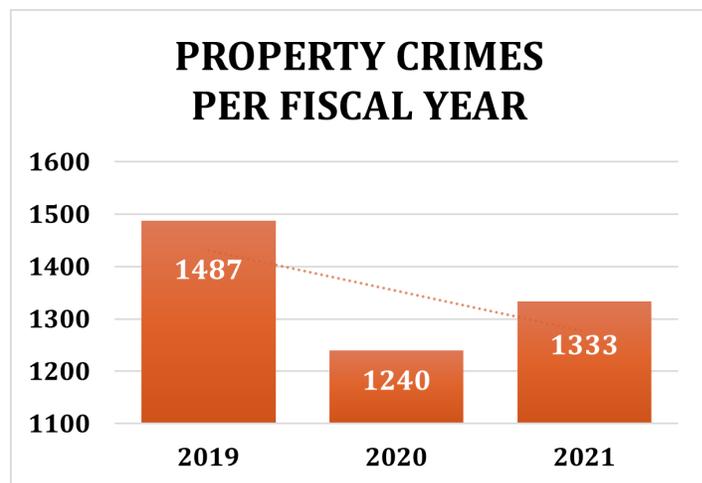
## ACCOMPLISHMENTS

- New computers installed and operational in our police cars.
- Crash reports now generated electronically on our system.
- Constructed a Joint Powers Agreement for the Public Safety Answering Point for Otero County.
- Received funding to purchase security fencing and a camera monitoring system for APD.
- Received funding to renovate Oregon School for new evidence rooms.
- Working on electronic citations with Municipal Court.
- Mobile Crisis Response Team is now operational and had great success.

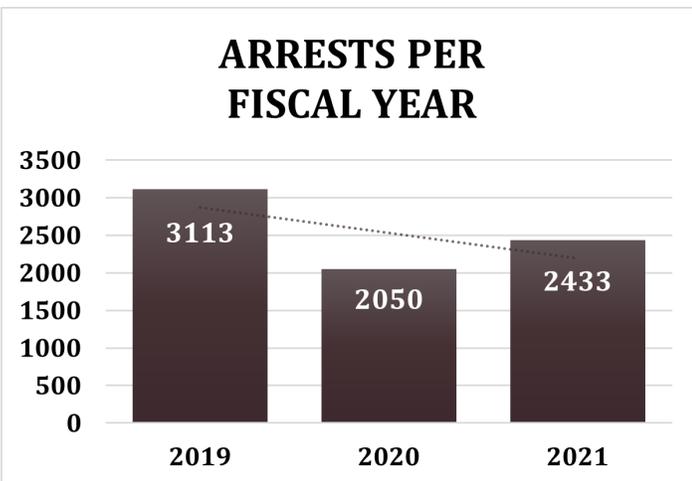
**Calls for Service** decreased 17% from 2019 to 2021



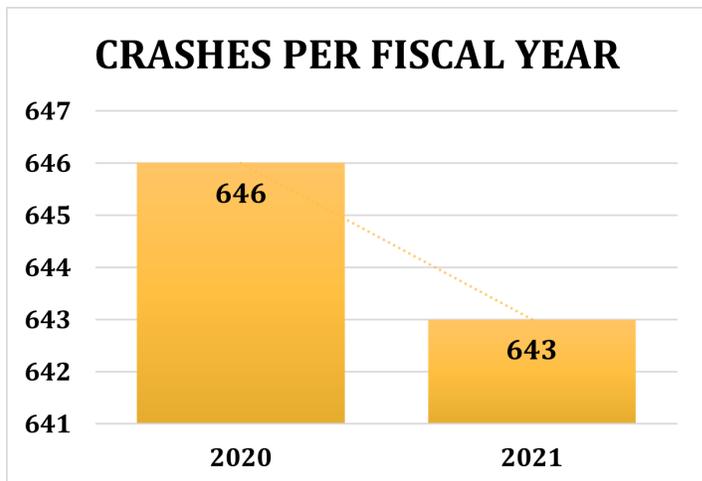
**Property Crimes** decreased 10.4% from 2019 to 2021



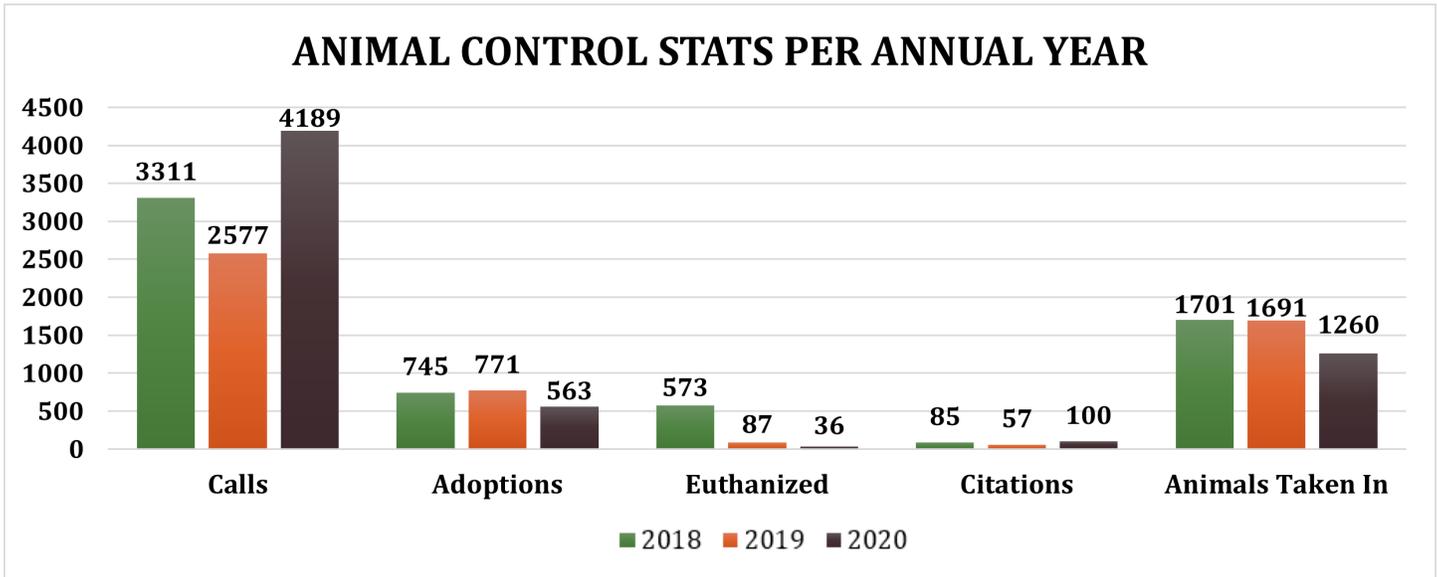
**Arrests** decreased 22% from 2019 to 2021



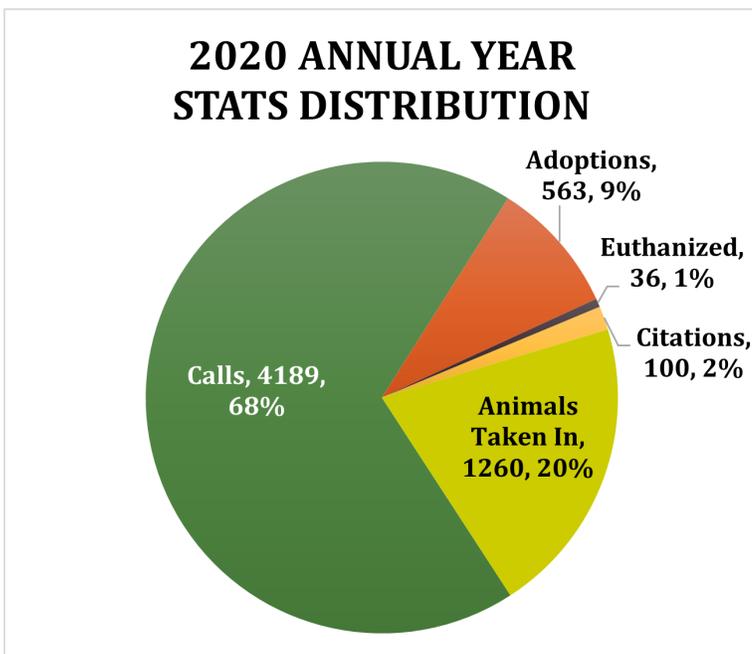
**Crashes** decreased 0.5% from 2020 to 2021



## ANIMAL CONTROL



- **Calls** increased 27% from 2018 to 2020.
- **Adoptions** decreased 24% from 2018 to 2020.
- **Euthanizations** decreased 94% from 2018 to 2020.
- **Citations** increased 18% from 2018 to 2020.
- **Animals Taken In** decreased 26% from 2018 to 2020.





# Alamogordo/White Sands Regional Airport

<https://ci.alamogordo.nm.us/167/Airport>

## GRANTS

We received 11 separate grants for a total of over \$550,000. Grants included new solar lighting for the main runway, a John Deere 5090E tractor with 15ft brush hog, & a 45ft shed to house tractor. Some grants are multi-year and allow for surveying future airport expansion and longevity repairs.

11 Grants

\$550,000



## ACCOMPLISHMENTS

- Promotional materials featuring the Alamogordo White Sands airport were developed, printed, and distributed to the State Legislators.
- Local Civil Air Patrol continued to grow and serve the area. The cadet squadron has participated in many local activities and has worked on the Cyber Patriot program and provided an “experiment” to be launched into near space carried on a unique balloon. One of the senior members was again selected to instruct Air Force Pilot candidates in a pilot program to work toward reducing the pilot shortage in the Air Force. The seniors have continued to fly search and rescue missions, counter drug sorties, provide glider towing, and have participated in Army training exercises.
- As a fun event, the airport set up a “pumpkin chucking” event. A target was set up, and four airplanes and one helicopter participated. Lots of pumpkins were dropped and 2 got within 5 feet of the target.

## PROJECTS

For the first time in many years, a new hangar is being constructed at the airport. This hangar will be 60 feet by 100 feet. The completion is anticipated to be early next year.

## COVID-19

The State was unable to sponsor the yearly Aviation Day or quarterly association meetings. Various organizations that operate in the airport were limited by restrictions. The yearly Young Eagle event had been postponed until November 2021.



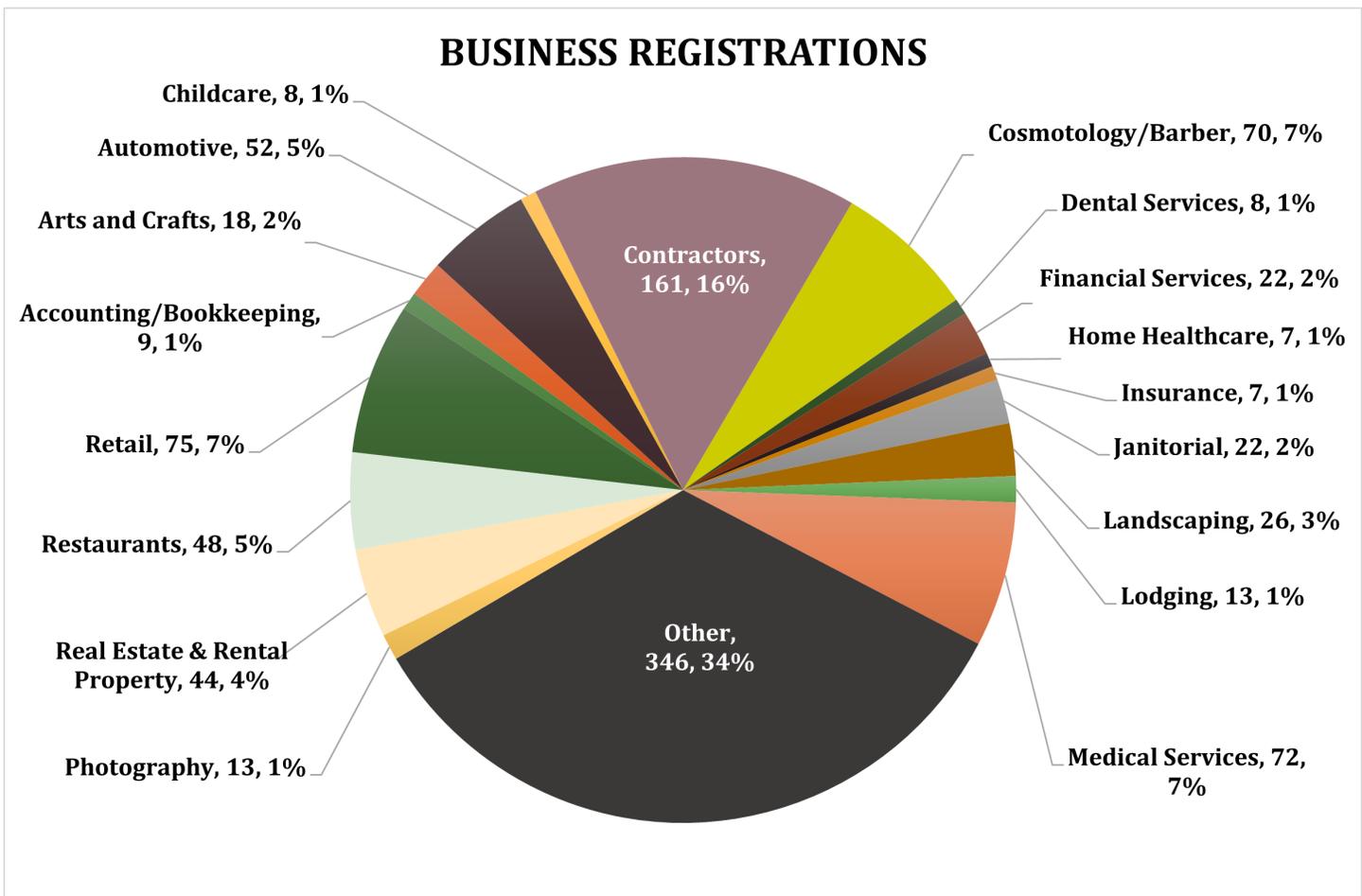


# City Clerk's Office

<https://ci.alamogordo.nm.us/150/City-Clerk>

The City Clerk is the official Custodian of Records for the City. The City of Alamogordo was incorporated on May 9, 1912. The City Clerk's department's team is made up of the City Clerk, Deputy Clerk, and Administrative Assistant.

Businesses are required to be registered if the business location is in the Alamogordo city limits. Each business registration and renewal are \$35 per calendar year. There were 1,150 registered businesses in the year 2020.

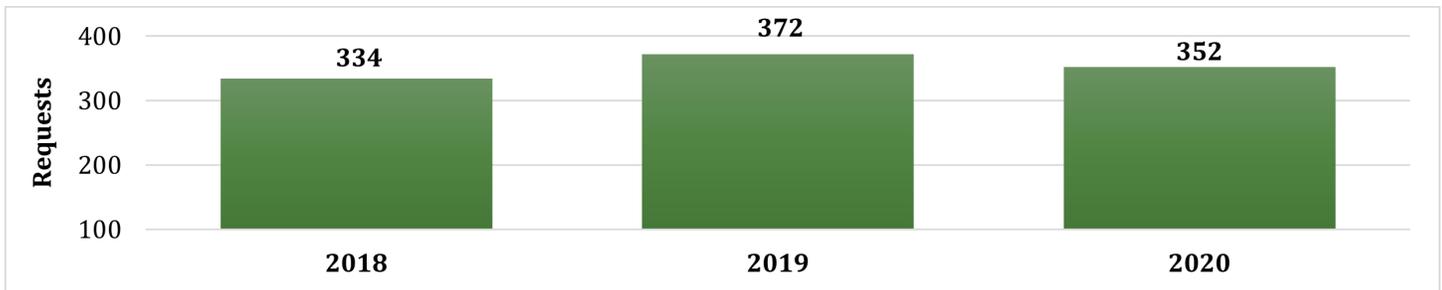




# City Clerk's Office

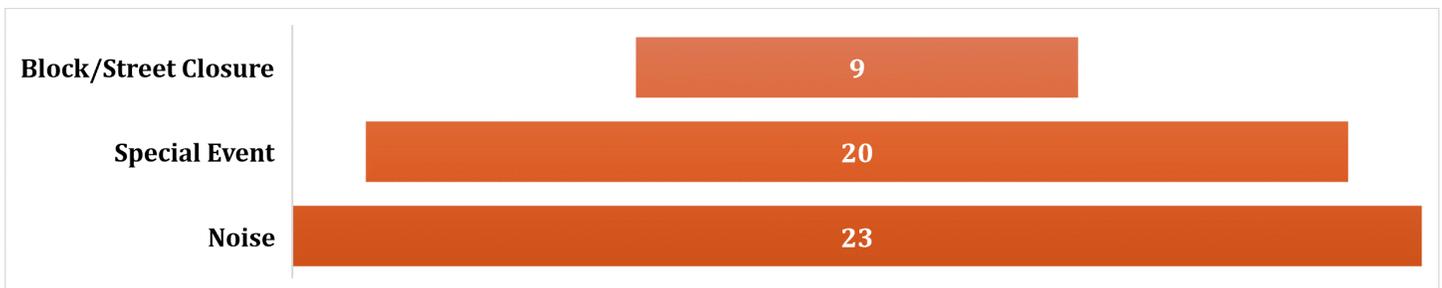
## REQUEST FOR PUBLIC RECORDS

The Inspection of Public Records Act is to provide the public with information about governmental business. However, there are some exceptions as to why the public may not be able to inspect certain records. Below is the amount of requests for public records for the past three years.



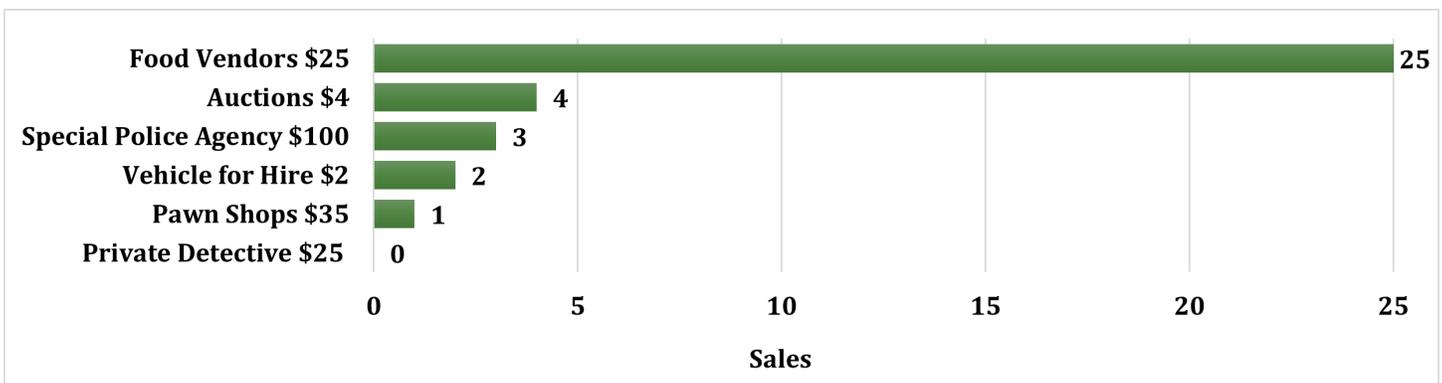
## SPECIAL PERMITS

Special permits include special events permits, noise notification permits, and block party/street closure permits. Some permits require reservations with the Recreation Center, and others may require insurance if they are held on City property. Below is a breakdown of the special permits for 2020.



## SPECIAL LICENSES

Special licenses require state licenses with the State of New Mexico. 35 businesses have a special license with the City of Alamogordo. Below are the different special license classifications, their sales, and fees for each.





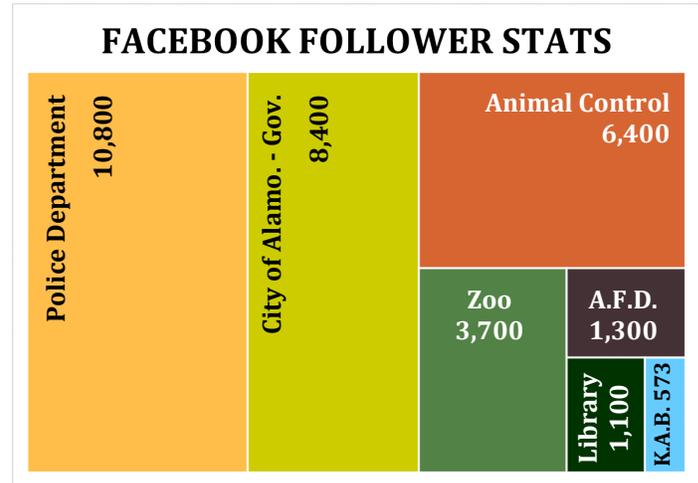
# Communications & Marketing

<https://ci.alamogordo.nm.us/330/Public-Information-Office>

Good communication is vital in connecting with our community, from current residents to future ones. We strive to create an environment of trust and transparency as representatives of the City of Alamogordo. We have three overarching goals: engaging with our community, assisting and providing information to our users, and promoting both Alamogordo and the community culture we have created. The Communications & Marketing Department uses 14 social pages/platforms: 9 via Facebook, 2 via Instagram, 1 via LinkedIn, 1 via YouTube, and 1 via the City of Alamogordo website.

## FACEBOOK ANALYTICS

- Total followers across the 9 Facebook pages as of end of FY21 was 34,494. This is an increase of approximately 3,900 (+13%) from FY20.
- 876,163 people were reached during FY21. "Reach" equals the number of people who saw our content at least once. Our FY21 reach would be equal to reaching every resident in the City of San Francisco, California! (873,965 residents as of the 2020 Census.)
- Engagement across all Facebook pages was 641,865. "Engagement" equals the number of times people engaged with our posts through reactions, comments, shares, and clicks.



Get connected & stay up to date with the City of Alamogordo news, upcoming events, special announcements, & more!  
<https://ci.alamogordo.nm.us/722/>

**Alamogordo Animal Control**  
 April 7  
 UPDATE!!! ALL HAVE BEEN ADOPTED!!  
 ATTENTION  
 The following puppies are available April 9th. We will have a first choice list for each of them. We WILL not place you on that list if you request it on Facebook. You will have to call to get put on the list. They are pit and Shar pei mix. We do know both parents so are positive of breed... See more

**Alamogordo Police Department**  
 Congratulations to Dalton Sewell! Dalton is the most recent graduate of the New Mexico Law Enforcement Academy.

**Alameda Park Zoo**  
 May 11  
 UPDATE: All Junior Zookeeper spots are filled!  
 Junior Zookeeper is back! Interested in signing up your child? Stop by the Alameda Park Zoo gift shop to register. #juniorzookeeper #summer2021 #soexcited #zooamp #alamedaparkzoo #visitalamogordo

**City of Alamogordo - Government**  
 January 13  
 Please see the below PSA about a Covid-19 vaccination opportunity for the local senior population at the Alamo Senior Center, you do not need to be a member of the senior center to participate (Senior is considered 60+). The Alamo Senior Center is only taking a headcount of local registered seniors, all vaccine registrations/questions should be directed to the New Mexico Department of Health.  
 NEW PHONE # 1-855-600-3453 option 0, option 4 Tech Support  
 Phone# for help registering for the vaccine 1-800-432-2080  
 Link to register for the vaccine: http://vaccinernm.org/

**FOR IMMEDIATE RELEASE**  
 Public Information Office  
 City of Alamogordo  
 1725 E. 9th Street, Alamogordo, NM 88310  
 Office: 575-439-4264  
 Email: [communications@alamogordo.nm.us](mailto:communications@alamogordo.nm.us)

**CITY OF ALAMOGORDO**  
**PUBLIC SERVICE ANNOUNCEMENT**  
**City of Alamogordo**  
**Senior Covid-19 Vaccination Drive**

Alamogordo, NM Wednesday, January 13, 2021 The Aging & Long Term Services Department (ALTS) is working with the Department of Health (DOH) to provide vaccines to the Alamogordo senior population quickly & efficiently. They are working with the Alamo Senior Center to register a vaccination clinic during one of the upcoming Get & Go meal services from 11:00 am - 12:30 pm. The plan is to have one of the local pharmacists administer the vaccines during that time. DOH/ALTS will send a head count for those interested in receiving the vaccine at the Alamo Senior Center. If you are interested you need to take the following steps:  
 Every senior that will be getting vaccinated at our Senior Center is required to be registered on the NMDOH website at <http://vaccinernm.org/>. If any senior does not have an email, you must contact ALTS to help get registered at 1-800-432-2080. This is extremely important! EVERY SENIOR CHOOSING TO BE VACCINATED MUST BE REGISTERED FIRST. After you have registered either on-line or by calling the...  
 Published by Michelle McKinstry January 13

Please see the below PSA about a Covid-19 vaccination opportunity for the local senior population at the Alam...  
 Published by Michelle McKinstry January 13

**JUNIOR Zookeeper**  
 Junior Zookeeper Day Camp is back!  
 5-8 age group 9am-12pm (CUBS)  
 9-12 age group 1pm-4pm (LEMURS)

May 31st - June 4th ----- 1st Session  
 June 7th - June 11th ----- 2nd Session  
 June 14th - June 18th ----- 3rd Session  
 June 21st - June 25th ----- 4th Session

\$50.00 PER CHILD, INCLUDES A T-SHIRT (10% DISCOUNT FOR CITY EMPLOYEES)

Register at the Giftshop!

We are in need of small down/shoe boxes for one of the projects if you have any please drop them off at the gift shop!

13,197 People reached 1,722 Engagements  
 92 37 Comments 123 Shares

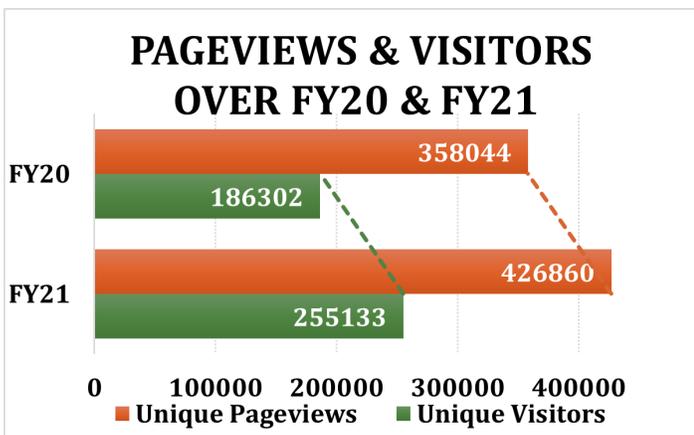


# Communications & Marketing

<https://ci.alamogordo.nm.us/330/Public-Information-Office>

## CITY OF ALAMOGORDO (COA) WEBSITE ANALYTICS

- Unique visitors increased 68,831 (+37%) from 186,302 in FY20 to 255,133 in FY21. That equates to nearly 700 unique visitors per day!
- Unique pageviews increased 68,786 (+20%) from 358,044 in FY20 to 426,860 in FY21.
- Bounce Rate in FY21 was 54%.



## COVID-19

With COVID-19 in full swing during FY21 it was more important than ever to communicate well with the Alamogordo community. The Communications team continued to grow and update the COVID-19 webpage on the City's website, adding new information as it became available from the New Mexico Department of Health, CDC, and other reliable sources.



The team also continued to work with each City Department to find new ways to share information and offer their community services in a virtual way, this included filming and editing numerous videos that were shared on the City's

Facebook page, uploaded to the City's YouTube channel and embedded on the City's website. Some of the videos include a virtual Storytime series for the library's summer reading program, fitness classes offered by the Alamo Senior Center's fitness instructors, and creating a weekly educational program for the Alameda Park Zoo called "Learn It! at the Alameda Park Zoo". The team also began filming the presentation of the Mayor's proclamations on-site with the recipient and then editing to add supporting pictures and graphics. The 2020 annual Christmas Tree Lighting event was canceled so the Communications & Marketing team work together with the Special Events Manager, Mayor, community organizations, and Alamo i News to produce a virtual Tree Lighting ceremony that went live on Facebook on December 18, 2020, it can be found on the City's YouTube channel, website, and Facebook page.



COVID communication kept the communications team busier than ever as they worked to continually find new ways to connect and inform the citizens of Alamogordo. The monthly City Profile newsletter that accompanies the water utility bill continues to be an important communication tool as does the City's website and presence on numerous social pages and platforms.

**TOTAL PSA/PRESS RELEASES**  
 FY20 - 155      FY21 - 104



# Communications & Marketing

<https://ci.alamogordo.nm.us/600/Census-2020>

## CENSUS 2020

The City of Alamogordo partnered with the County of Otero to help promote the 2020 Census and increase household responses. With Otero County showing a decrease in population from 2000 to 2010 it was critical that an accurate count was taken in 2020. 2020 was the first time that citizens were able to respond to the Census online making it easier than ever to participate. The County of Otero and City of Alamogordo with the assistance of funds from the State of New Mexico, created county specific ads and promotions to educate citizens about the importance of the Census and how easy it was to respond via phone, mail, in-person and online. Four animated videos featuring recognizable local locations were produced in both English and Spanish. The video topics included general Census info, public health, public safety, and economy & infrastructure, each video explained how an accurate census count impacted those areas. Four additional comedic "Avoid the Knock" live-action videos were created in the final push to encourage households to respond.

-  **Census 2020 | Otero County | Avoid the Knock - Family Skit**  
CityofAlamogordo
-  **Census 2020 | Otero County | Avoid the Knock Disappearing Act**  
CityofAlamogordo
-  **Census 2020 | Otero County | Avoid the Knock American Gothic**  
CityofAlamogordo
-  **Census 2020 | Otero County | Avoid the Knock Lady Liberty**  
CityofAlamogordo

The County of Otero Healthcare Services Director and City of Alamogordo Communications & Marketing Administrator participated in weekly radio shows to help spread the word, ran radio and newspaper ads, created a webpage and Facebook page specific to the 2020 Census in Otero

County, and organized a Response Rate Challenge that was very successful. The self-response rate for Otero County was 53.1% an increase over the 2010 self-response rate of 49.9%.



The City & County expect to see an increase in population as the final results of the Census are tabulated and published.



**The 2020 Census is NOW and this is your opportunity to tell New Mexico that YOU matter!**

Filling out the Census has never been easier! Each home will receive an invitation to respond to a short questionnaire and you can participate online, by phone, or through the postal mail.

**The process only takes about 10 minutes and is as easy as 1. 2. 3!**

The census is a self-portrait of the nation. The U.S. Constitution requires the federal government count everyone living in the country every 10 years. The tally must include people of all ages, races, and ethnic groups; all citizens and non-citizens. Every household should complete a census form by April 1, 2020. Participating in the census is our right and responsibility.

The 2020 Census will determine how more than \$700 billion in federal government resources will be distributed each year for the next decade to states and localities.

Let's make sure that everyone is represented because **You Count, I Count and Otero County, Counts!**



### KEY DATES

**March 23, 2020**  
National Census Week

**April 1, 2020**  
Census Day

**Late-April to Early-July 2020**  
Nonresponse follow-up

Enumerator visits

Visit [my2020census.gov](https://my2020census.gov)



**OTERO COUNTY COUNTS!**



# Alameda Park Zoo

## ACCOMPLISHMENTS

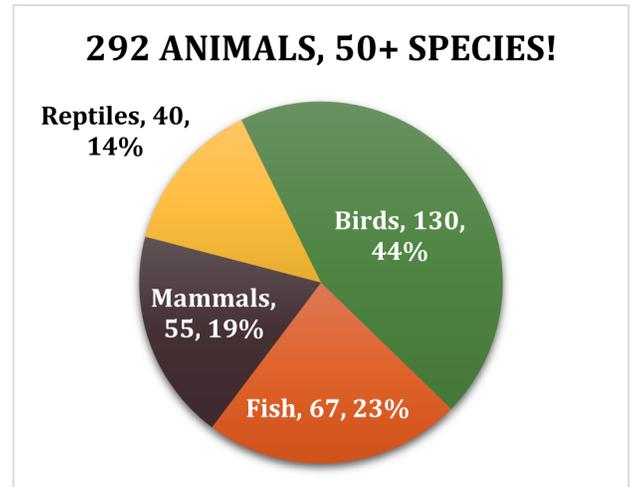
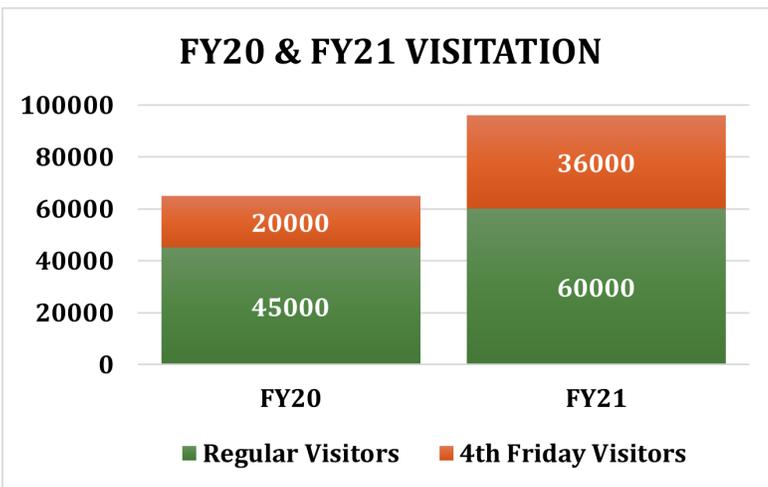
<https://ci.alamogordo.nm.us/477/Alameda-Park-Zoo>

- Renovation of the kangaroo exhibit
- New zonkey (her name is Zina!)
- New spotted skunk (his name is Pepper!)
- New parrot exhibits inside the aviary
- New fencing in the hoof stock area
- Installation of a new pergola across from the education center
- Demolition of dilapidated zoo building
- Successful Jr. Zookeeper day camp
- Relocation of historic zoo sign to current entrance.



## VISITATION

The Alameda Park Zoo hosted 96,000 total visitors, an increase of 47.7% from FY20's 65,000. Even though the zoo was closed for 3 months in FY21, we are pleased to see the visitation grow.



## BUDGET & REVENUE

The Alameda Park Zoo's budget in FY21 was \$750,000.



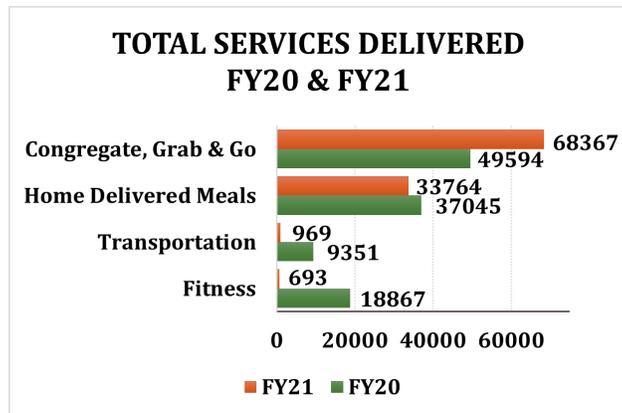


# Alamo Senior Center

<https://ci.alamogordo.nm.us/165/Alamo-Senior-Center>

## GRAB & GO MEALS

The Alamo Senior Center offers Grab & Go service for those 60 years of age or older, Monday – Friday from 11:00 – 12:30, except on holidays. The Grab & Go service consists of the same hot, nutritious meal the Senior Center has always provided. Just get in line, pull up to our Grab & Go pop-up, provide your name, date of birth & last 4 digits of your social security number with a good working phone number. Staff will reach out to conduct an initial assessment for new members and a reassessment for returning members.



## MEMBERSHIP

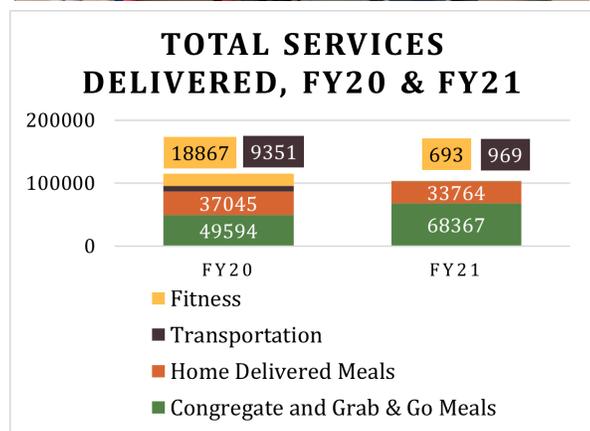
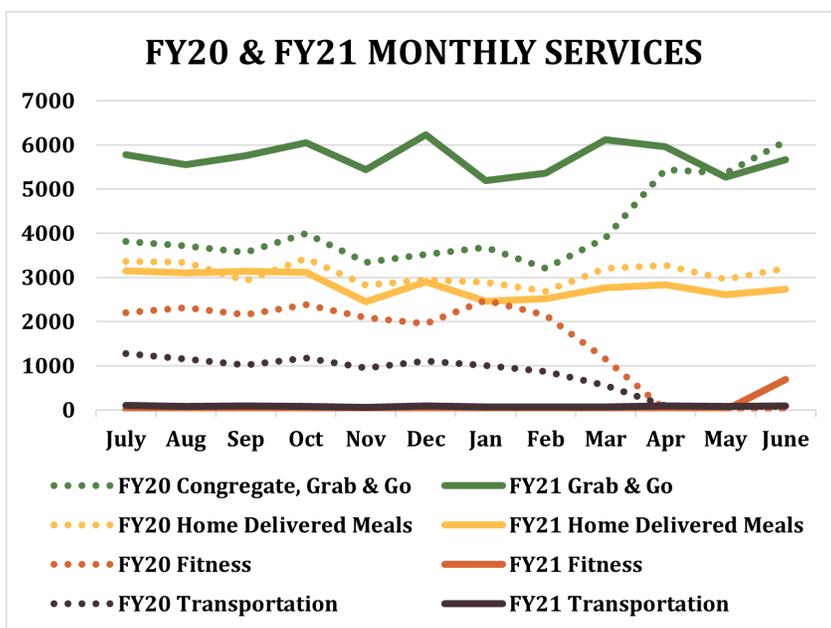
The Alamo Senior Center is **Membership-based**. For those 60 years of age or older participating in an activity (i.e. Meals, fitness, transportation) at the Senior Center, a **required** assessment must be conducted for new members, as well as an assessment for returning members annually.

## ASSESSMENT/REASSESSMENT

A State/Federal Government required assessment must be conducted to all new members of the Senior Center. A State/Federal required re-assessment must be conducted to all returning members annually. The assessment/reassessment process is a packet of basic questions to include ADL'S/IADL'S and a Nutritional Health Screening Tool. This assessment/reassessment is conducted by a staff member.

## PROGRAMS/ACTIVITIES

Grab & Go | Meals-on-Wheels | Transportation  
| Fitness | Miscellaneous Activities





# Alamogordo Family Recreation Center

<https://ci.alamogordo.nm.us/231/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 City parks, including community sports league and tournament scheduling. The division has a committed staff focused on customer satisfaction while offering quality recreational opportunities (both directed and self-directed) in sports, fitness, aquatics, day camps, and afterschool youth programming.

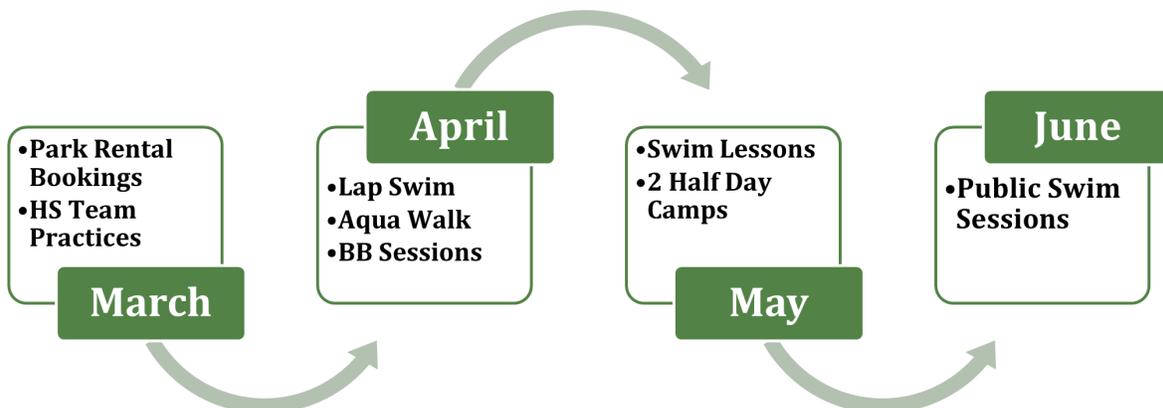
## ACCOMPLISHMENTS

During the 9 months that AFRC was closed due to the pandemic, AFRC staff assisted other Community Services areas, such as kitchen work at the Alamogordo Senior Center, cashiering at the Alameda Park Zoo, mask enforcement at City Hall, and customer service at the City Clerk’s Office. Staff also took advantage of the facility closure by repainting most of the interior of the building, including the hallways, lobbies, multipurpose room, staff conference room, and lastly a beautiful youth room mural. These changes have improved the look of the AFRC to make it brighter and more inviting for patrons.



## AFRC FACILITY USE AND RECREATION ACTIVITIES

The AFRC was only able to offer controlled activities starting in Spring 2021.

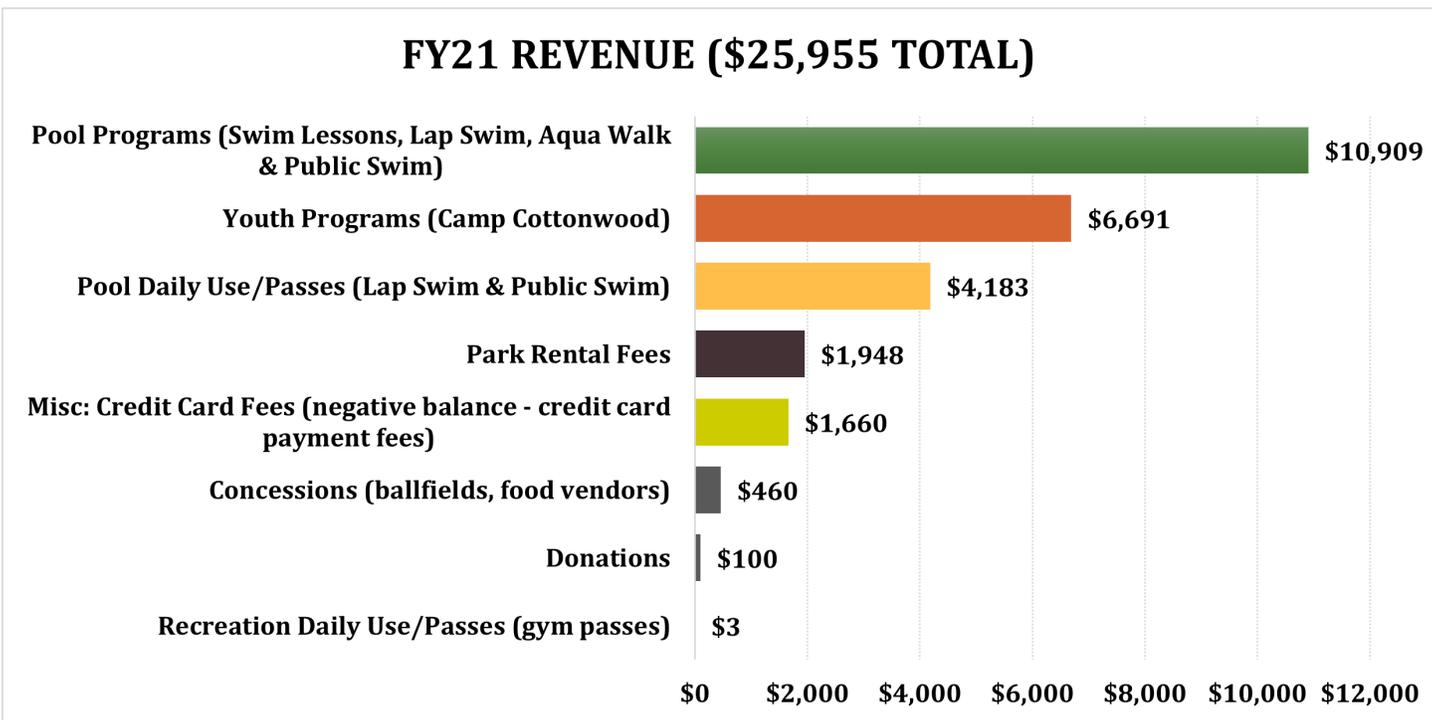




# Alamogordo Family Recreation Center

## PARK FACILITY RENTALS & COMMUNITY SPORTS LEAGUES

Popular park rental sites included Alameda Park, Washington Park, and the Garden Center. Community sports leagues offered both competitive and recreational levels of participation for all ages. Adult leagues included softball, co-ed, and men. Youth leagues included little league baseball, girls fastpitch softball, football, and soccer. There were no Fall leagues or Winter tournaments, though limited Spring youth leagues were offered in FY21.



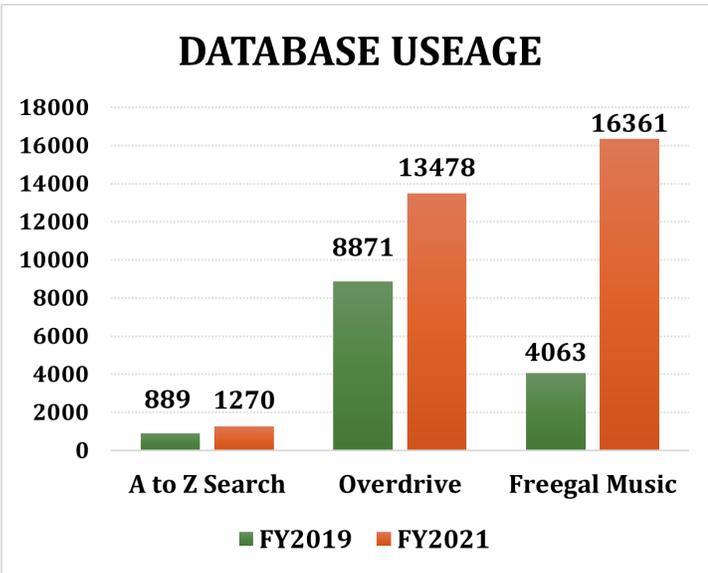
## FUTURE GOALS

Staffing will continue to be a limitation on traditional programming for FY22. As we expand our staff numbers, we aim to rebuild our program participation numbers and reinstate a variety of programming to meet the needs of the community.





## PROGRAMMING & SERVICES



### VIRTUAL DATABASES

As expected, we did see an increase in digital usage during the peak of the pandemic illustrated by activity in FY2019 and then by this last complete year, FY2021. The graph below shows the additional utilization of the business search database, A to Z; the account for OverDrive, digital audiobooks / eBooks; and that of Freegal, the library's digital streaming music offering.

### VIRTUAL PROGRAMS

Storybook Character Scavenger Hunt, Pumpkin Decorating Contest, Halloween Costume Contest, Indie Author Day, Share Your Heart With Us, and the annual Summer Reading Program with the theme "Tails & Tales".

### DIGITAL OFFERINGS

Additional e-book and audio-book offerings were available to eligible library cardholders within the County. New services included being able to place items on hold through the library's online catalog from home to be pulled by library staff, the addition of video story times, video craft lessons, a virtual Indie Author book talk event, a virtual twist on the annual Halloween costume contest, and a live-streamed musical concert by one of our frequent musical guests.

### MAJOR PROJECTS

- Utilizing remaining State ICIP funds from the public restroom renovation, replacement of three (3) HVAC units have been ordered.
- Plexiglass enclosures around the Circulation, Reference, and Children's counters were added to aid in patron/staff health preservation.
- Security cameras have been installed throughout the building for additional patron/staff/materials safety and preservation.

### FY22 - WHAT IS NEXT?

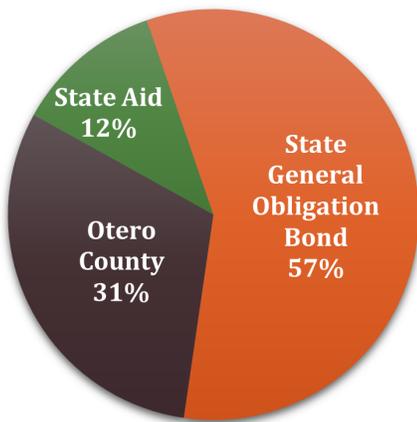
The library is currently researching the possibility of a self-service kiosk to assist in the circulation of materials and to offer another option for a no-contact check-out process for patrons. Information is also being gathered on the efficacy of utilizing a programmable digital marquee off of the 10<sup>th</sup> Street main thoroughfare of the city to promote the library's programs and services. Such a marquee could be shared with City Hall to communicate pertinent City information to the community as well.



# Alamogordo Public Library

## BUDGET & FUNDING

### FUNDING & SOURCES



### FUNDING

Following submission of the Annual Report to the New Mexico State Library, the Library received \$9,495 in State Aid, which can be used in support of Library operations. \$46,802 of materials purchases were reimbursed through a State General Obligation Bond. Otero County granted \$25,000 to provide library services to county residents for fiscal year 2021. County residents comprise just under 20% of the registered users.

### BUDGET

The reduction in library staffing in May 2020 from 14 FTEs down to 10 FTEs due to a city-wide loss of revenue has resulted in a decrease in library open hours available to the community. The library is currently open four (4) days a week for a total of 30 hours of in-house accessibility. An additional 12 hours of scheduled curbside service each week is being offered to offset the lack of staffing, and to continue to avail some low contact library materials assistance.

## COVID-19

Below is a timeline of major COVID-19 events.



## SUMMER READING & OTHER PROGRAMS

Adults registering for SRP numbered 59 individuals via online records, and 362 of our community's youth registered for the program in June 2021.





# Desert Lakes Golf Course

[www.desertlakesgolf.com](http://www.desertlakesgolf.com)

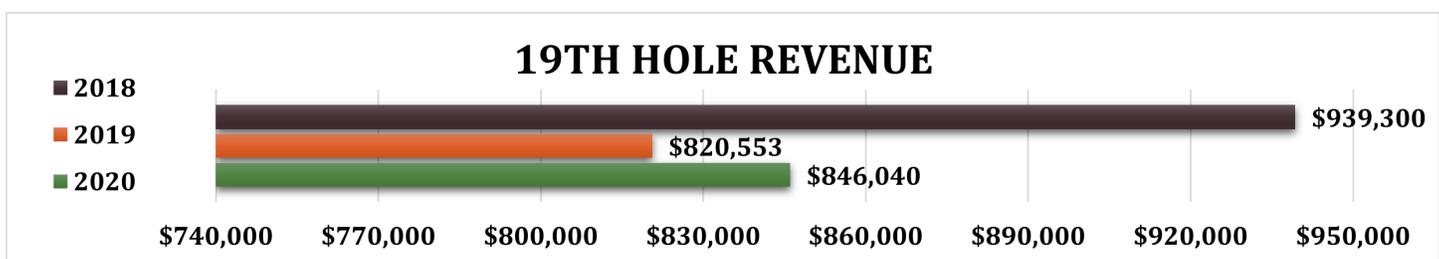
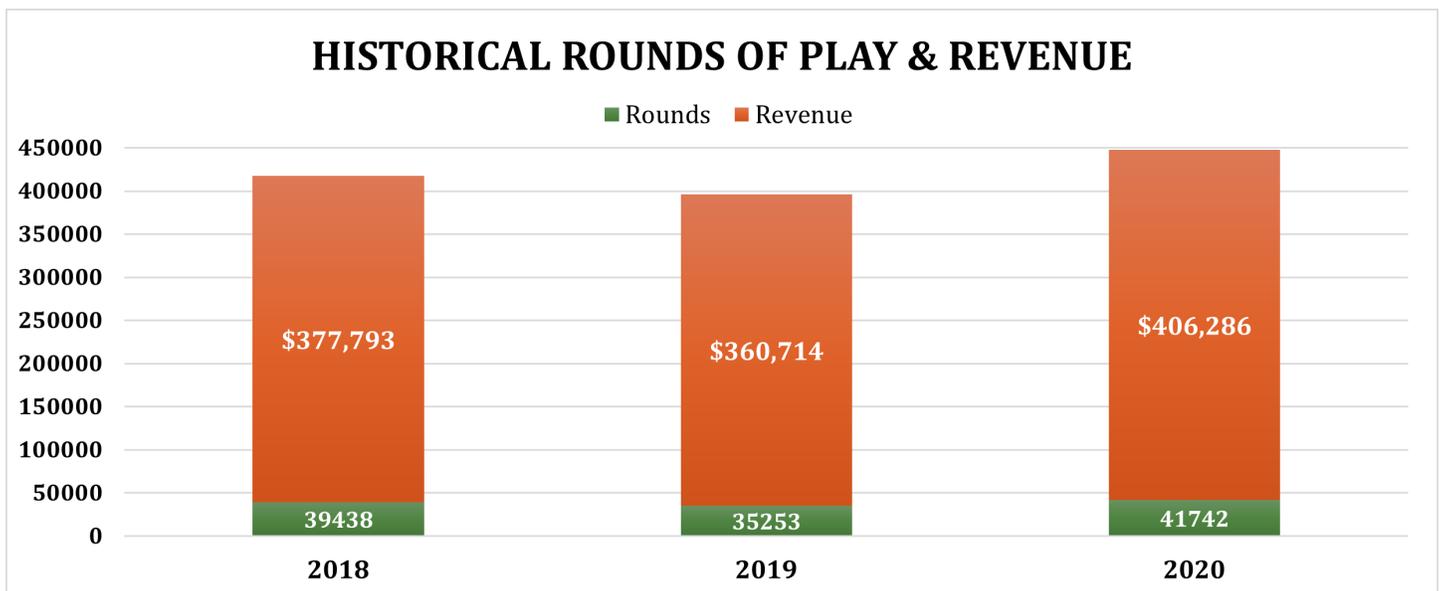
G & L Golf employed an average of 30+ employees throughout the year with an increase in the summer season and a decrease in the winter season. Approximately two-thirds were employed in the Food & Beverage area and the remainder in the Golf Shop and Service Staff area (carts & range).

## COVID-19

The whole facility was closed from November 16<sup>th</sup> – December 2<sup>nd</sup>, 2020. The facility continued to feel the effects of the COVID pandemic after reopening, but for the most part, overcame much of the disturbance.

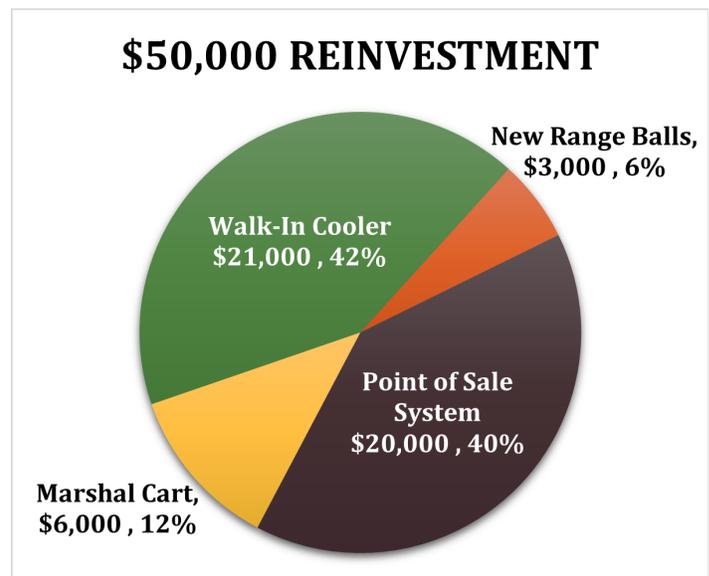
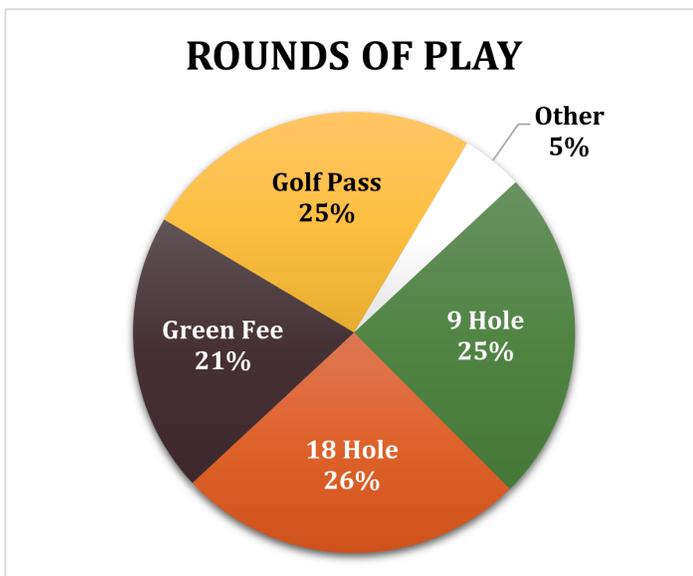
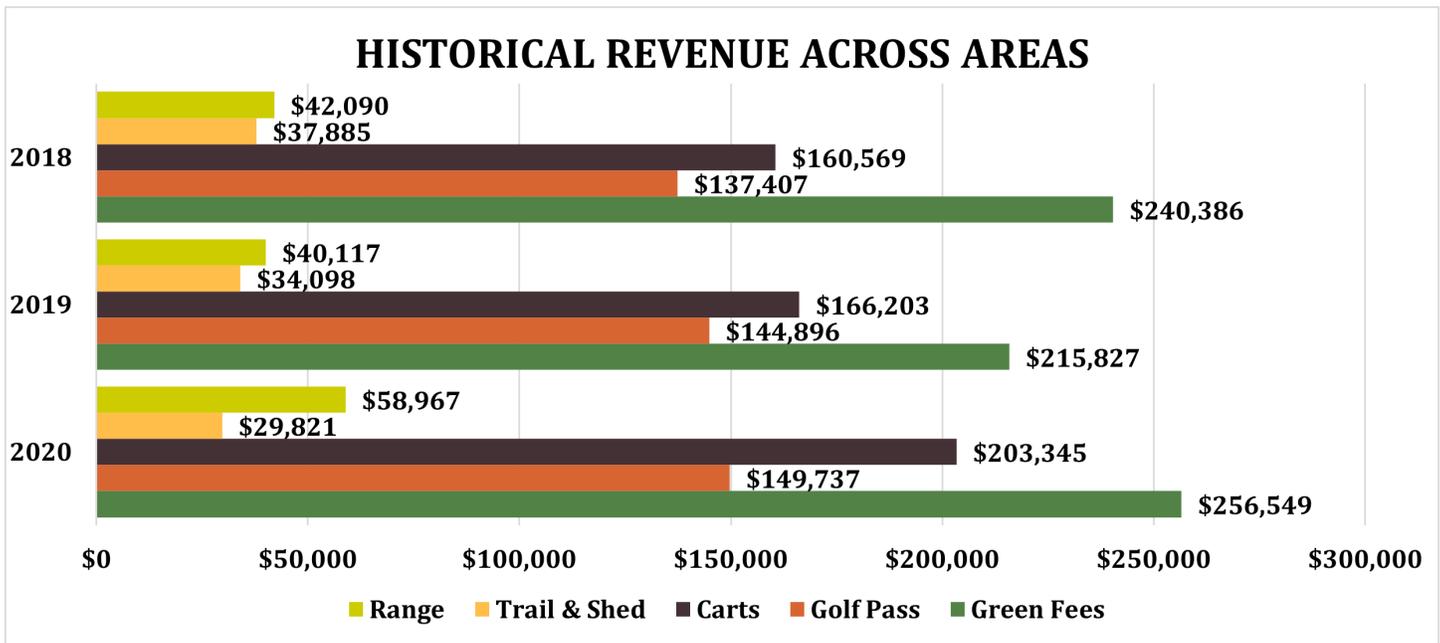
## REVENUE

Overall revenues for golf have increased dramatically over the past few years. The COVID shut down and following restrictions made golf a safe and healthy exercise, and the golf industry as a whole saw a large uptick in participation. This coupled with our aggressive new ideas such as special military rates, new types of golf outings & tournaments, and growth of the game initiatives to help build new golfers and attract people to the golf course. The beginning of 2021 looks promising with new military rates and the closing of the base golf course. We have also seen a large increase in the numbers and demographics that are taking advantage of the course and the driving range.





# Desert Lakes Golf Course



## FOOD & BEVERAGE

Food & Beverage survived the massive COVID shutdowns and restrictions and continues to be the main revenue generator for the facility. It continues to gain popularity and success and this is due to aggressive management, exceptional customer service, and continued monitoring of the market and its trends. The 19<sup>th</sup> Hole has numerous regular events that take place in the banquet facility.

- The 19<sup>th</sup> Hole is host to more than 50 banquets of various types including weddings, birthdays, anniversaries, class reunions, holiday and business parties, and those special functions associated with tournaments.
- We have seen the banquet and special event business re-bounce from the COVID shutdown of 2020.



# Desert Lakes Golf Course

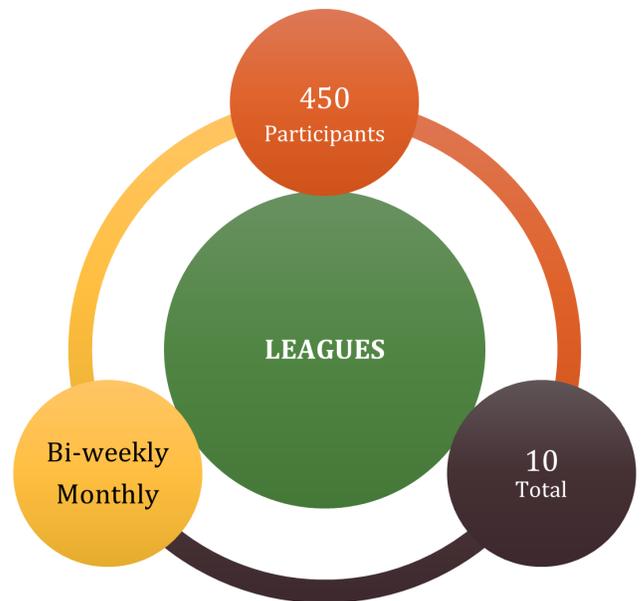
## MAINTENANCE REPORT

Due to either staffing restrictions or levels of staff, the emphasis has been on mowing and maintaining what we have. COVID has been a boost to golf as it is an outside activity so the golf course has been busy.

This year we bought a new dedicated rough mower and a new greens sprayer. Hopefully, this new season will allow for some forward progress. The course is almost fully staffed now. New machines will allow us to do some more intensive cultural practices that we have not been able to do in the past, and these practices will greatly improve the playing conditions at the golf course.



## LEAGUES, TOURNAMENTS, & EVENTS



### JUNIOR PROGRAM

Hosted 4 Junior camps

Hosted PGA Junior Team League

150 Participants

Coach & Teach the H.S. Golf Team

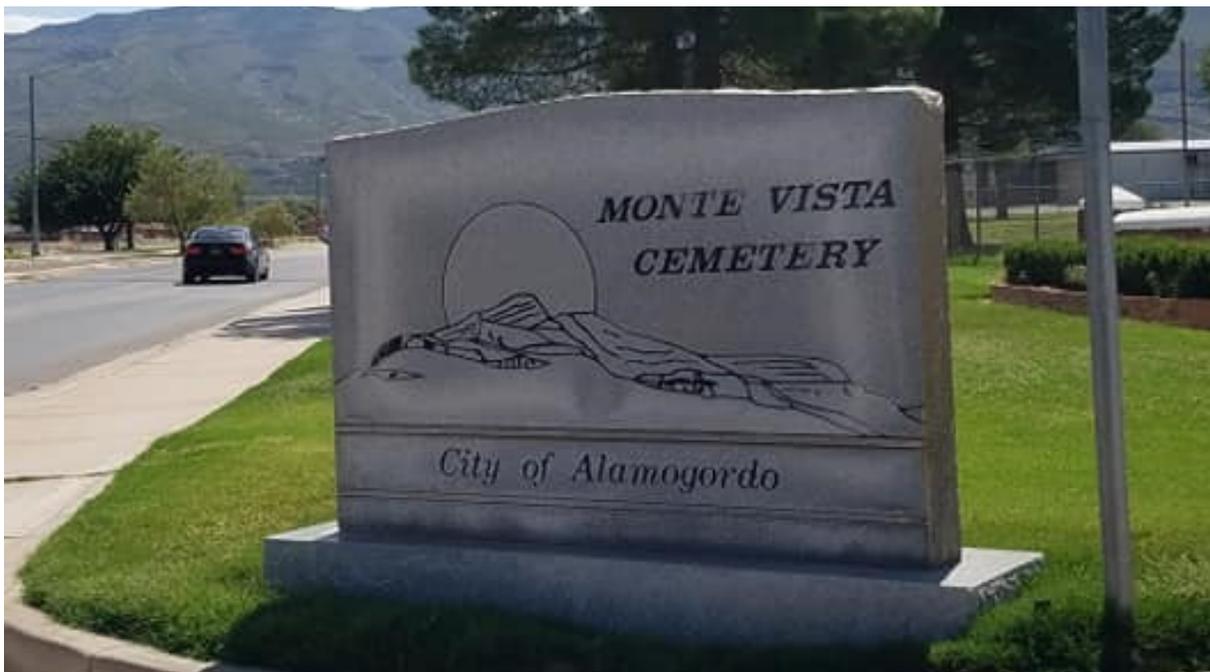
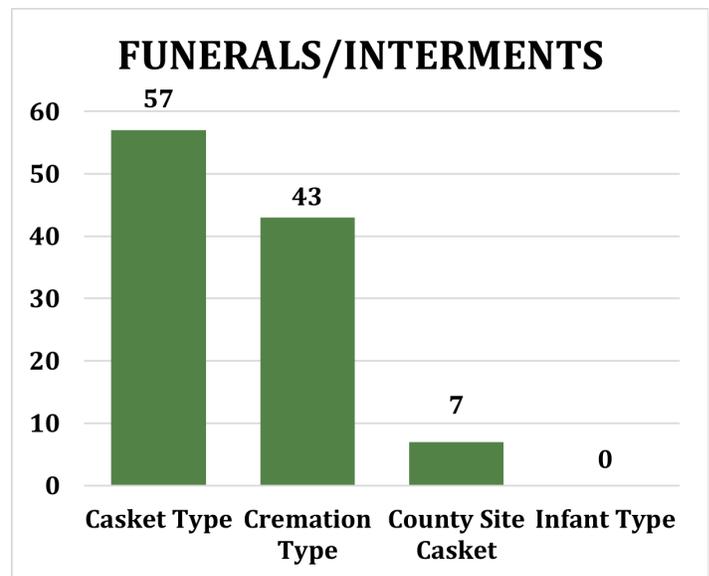
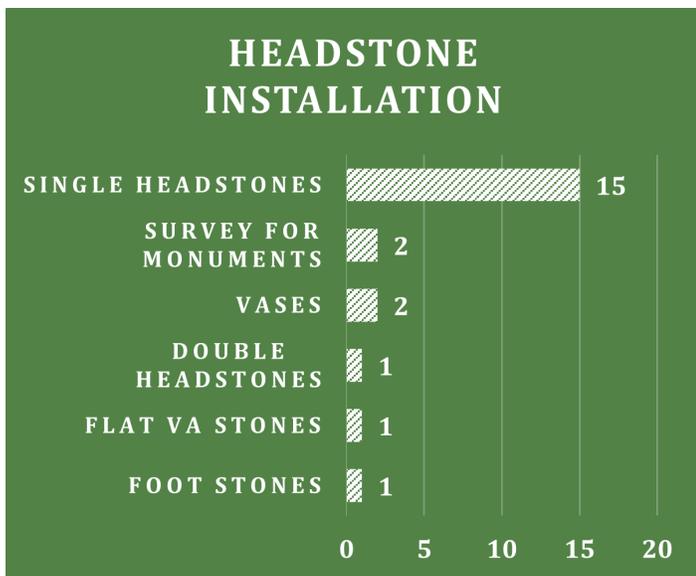


# Monte Vista Cemetery

<https://ci.alamogordo.nm.us/261/Monte-Vista-Cemetery>

The Monte Vista Cemetery is a full-service operation that 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.

For the second year in a row, the cemetery realized a reduced level of volunteer assistance this year. Keep Alamogordo Beautiful has stepped in and organized volunteer groups on several occasions to assist in cleaning up these areas of the cemetery.





# Parks Maintenance

<https://ci.alamogordo.nm.us/283/Parks>

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. All aspects of service from mowing and litter removal to tree care and pest control are included in the divisions’ duties. Service levels have been reduced significantly since the onset of the current health crisis and the associated public safety operational mandates.

## COVID-19

The resumption of full-scale operations has allowed progress on various projects. Youth Sports Leagues were curtailed.

## PROJECTS/ACCOMPLISHMENTS

### PROJECTS

- Hooser Field Upgrades - Retaining wall for playground & additional fencing improvements.
- Picnic Pavilions - Installed ADA accessible picnic pavilions at Washington Skate Park, Oregon Garden Center, Mt. View Park, Alameda Park, Fireman’s Park, and the Oregon Basketball Courts.
- Park Amenities - Grills, picnic tables, and trash cans installed as picnic pavilions.
- Washington Park - Wholesale renovation including new irrigation system and re-establishment of all lawn areas affected.

### ACCOMPLISHMENTS

- Shade sails installed at Washington Skate Park by contractors.
- Hanglider Field transferred to Alamogordo Public Schools for future school location.
- 900+ linear feet of new post & rail fencing was installed at Washington Park along the east edge to inhibit vehicle access due to ongoing vehicle caused vandalism.
- Installation of a “Critter Trail” in Washington Park.



<https://tiny.cc/desertcritterstrail>

## SPECIAL EVENTS/LEAGUE SUPPORT

- Staff supported the annual Keep Alamogordo Beautiful Christmas Tree Drop Off.
- Fall Youth Sports Leagues such as youth football and youth soccer resumed play.
- Adult softball was active throughout the summer and into the fall at Hooser sports complex.



# Sgt Willie Estrada Memorial Civic Center

<https://ci.alamogordo.nm.us/217/Civic-Center>

The Civic Center provides facilities and services for meetings, seminars, conventions, training, concerts, and social, educational, cultural, business, or entertainment events. The services of the Civic Center consist of setting up, tearing down of tables, chairs, stage and audio/visual equipment, routine maintenance inside and outside of the facility and being available at each one of the events scheduled. Most events have mandatory requirements such as security guards and or liability insurance that must be confirmed. Each event consists of setting up stage platforms for Bands/DJ's, presentations, and the setting of tables and chairs. The Civic Center can provide audio/visual equipment which consists of portable microphones, a projector, and a 15-foot retractable screen. A full-service bar can offer liquor services for events when requested.

## COVID-19 & SPECIAL EVENTS

During the COVID-19 pandemic, the Civic Center was used for events deemed to be essential such as COVID-19 testing, COVID-19 vaccinations, 12<sup>th</sup> Judicial District Court, and Otero County Magistrate Court. Special Events plans and executes larger scale events for the community to enjoy and add to the quality of life for Alamogordo residents. During the COVID-19 pandemic, Special Events had to transition from the events held yearly as we typically hold them, to events where the health and well-being of the community were in mind. Special Events held drive-in concerts and movies throughout the pandemic as a way to still provide something fun and positive for the community.

## KEEP ALAMOGORDO BEAUTIFUL

Keep Alamogordo Beautiful (KAB) is a grant-funded program that works to end littering, improve recycling, and beautify our community. KAB was able to conduct a few outdoor events such as litter eradication on the Charlie T. Lee Memorial Bypass and weed eradication at Monte Vista Cemetery.



## FY21 GOALS



**CIVIC CENTER:** Provide the most preferred and sought-after indoor event venue in Alamogordo.

**KAB:** Looking forward to developing and implementing strategies for program sustainability. KAB wants to complete more community beautification projects in FY22.

**SPECIAL EVENTS:** Provide community events while keeping the health of the community in mind.

Fiscal year 2021 has been a year whereby several large and complex projects are either underway or have been completed.

## ONGOING PROJECTS

### • MCKINLEY CHANNEL PHASE 8 FLOOD CONTROL

This project is administered by the US Army Corps of Engineers and was awarded to Pate Construction in January 2019. This is the final phase of the South and McKinley Channel flood control projects. This phase will concrete-line approximately 2 miles of the channel from First Street up to the Sacramento Mountains where a large basin will be constructed. The anticipated completion timeframe is summer 2022, and the cost is approximately \$24 million.

### • BONITO LAKE RESTORATION

This project was awarded to Smithco Construction in September 2017. It involved the dewatering of the lake by use of a cofferdam and 48-inch HDPE bypass pipeline to divert incoming flows over the dam spillway. The project was primarily funded by FEMA and involved the removal of approximately 581,000 cubic yards of burn scar material resultant from the Little Bear fire which occurred during the summer of 2012. The project was completed in early July 2021 at a total cost of approximately \$22 million.



## GIS DEPARTMENT

GIS continued to update and enhance the City's various location-based electronic infrastructures as follows:

- Maintained 307 GIS data layers in four geodatabases utilizing GPS, as-built records, and other methodologies.
- Created and maintained several web-based maps serving both City staff and the public.
- Provided the public and staff with map and information requests and inquiries.
- Created and initiated a plan to migrate all of the GIS data to the online ArcGIS platform which, when fully implemented, will greatly make all data collection and update processes run more efficiently and ensure the online web mapping will consistently have the most up to date information for both City staff and the public.
- Attended online ESRI International User Conference gaining tremendous insights and direction for the most advantageous value with the City's GIS efforts.

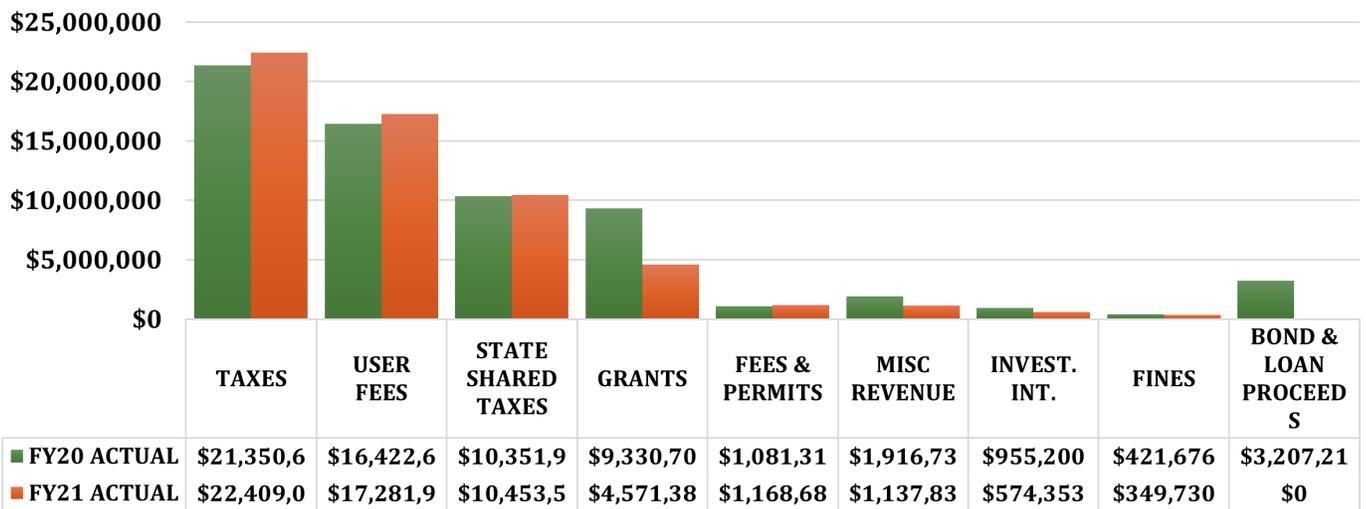


# Finance Department

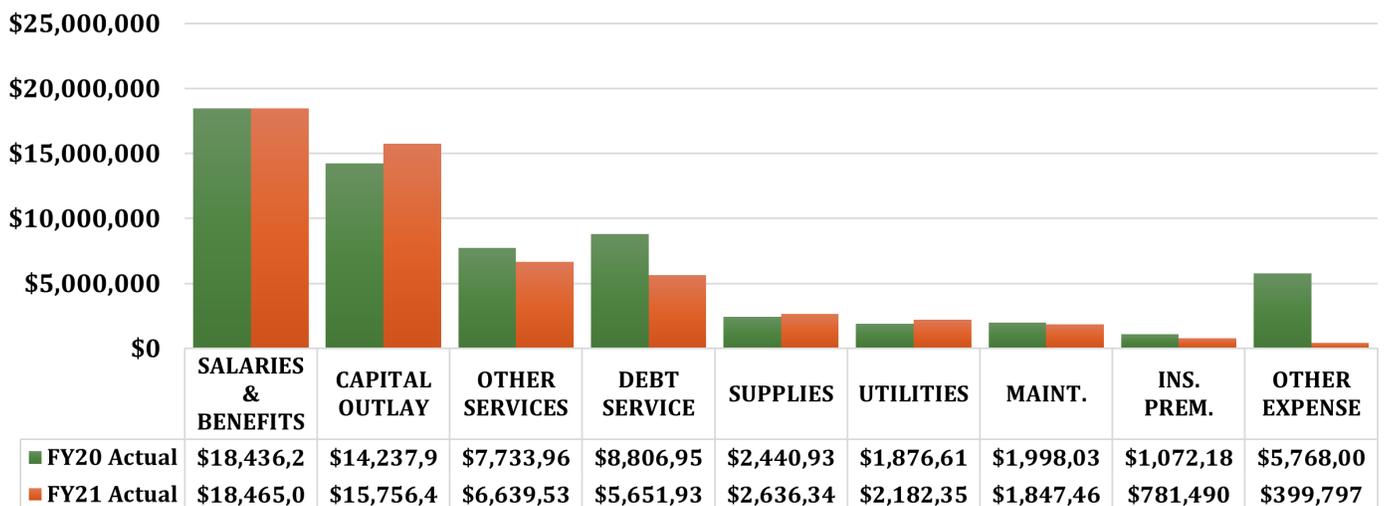
<http://ci.alamogordo.nm.us/234/Finance-Accounting>

The City of Alamogordo's Finance Department oversees the operational and capital finances, and manages the City's financial assets and resources in accordance with the goals established by the City Commission and the City Manager. It is the responsibility of the Finance Department to maintain compliance with laws, principles, rules, and regulations of the State of New Mexico Department of Finance and Administration, New Mexico State Statutes, and Generally Accepted Accounting Principles. The duties of the Finance Director shall include the keeping and supervision of all accounts and the custody of all public money of the municipality and to promote, secure, and preserve the financial and property interests of the city. The Finance Director supervises the operations of Customer Service / Utility Billing, Accounts Receivable, Budget, Management Information Systems, and Accounting (which includes Payroll and Accounts Payable functions). For current Fiscal Budget & Annual Audit information, go to <http://ci.alamogordo.nm.us/235/Accounting-Documents-Fiscal-Year-Budget>

## FY20 VS. FY21 REVENUE

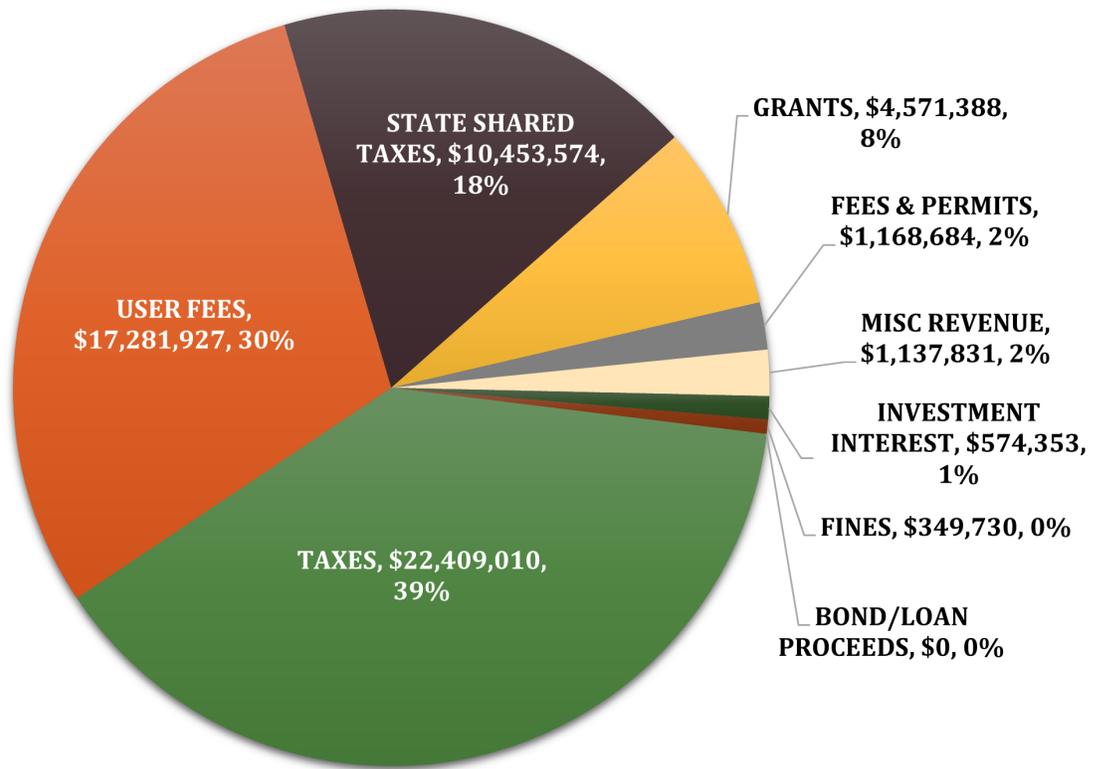


## FY20 VS. FY21 EXPENSES

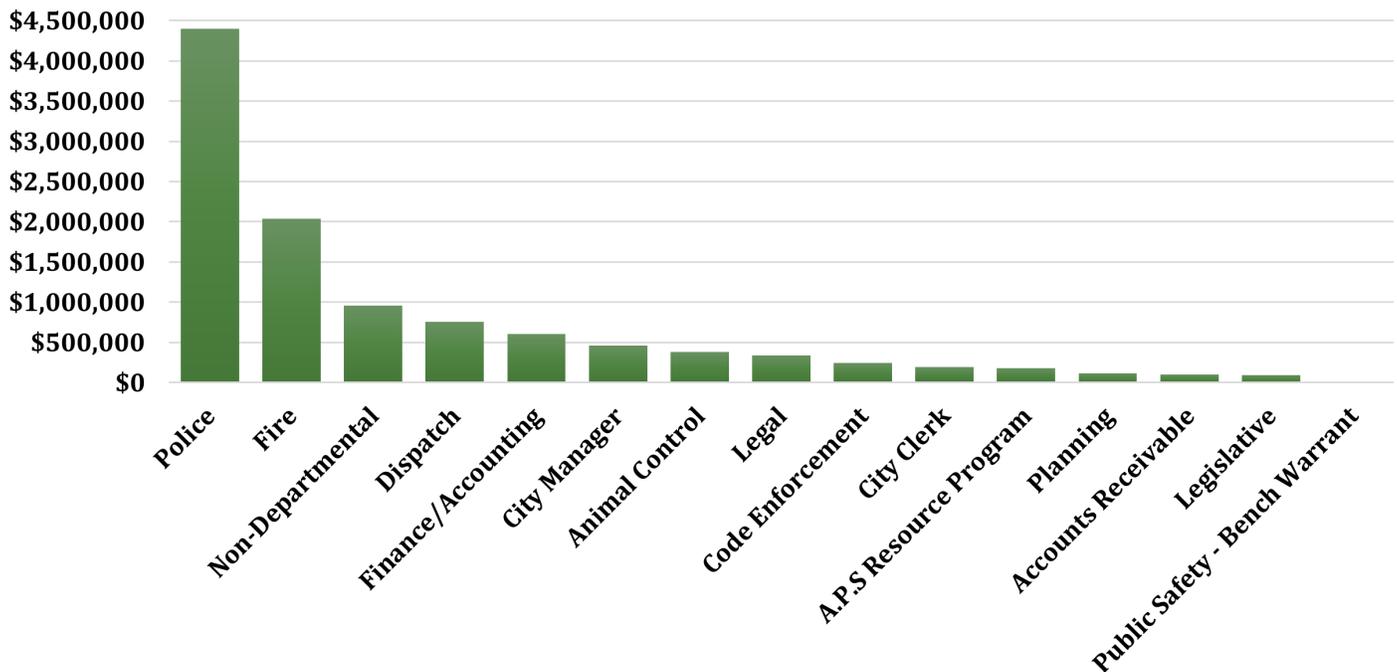




## FY21 ALL FUNDS



## GENERAL FUND EXPENSE BY DEPARTMENT

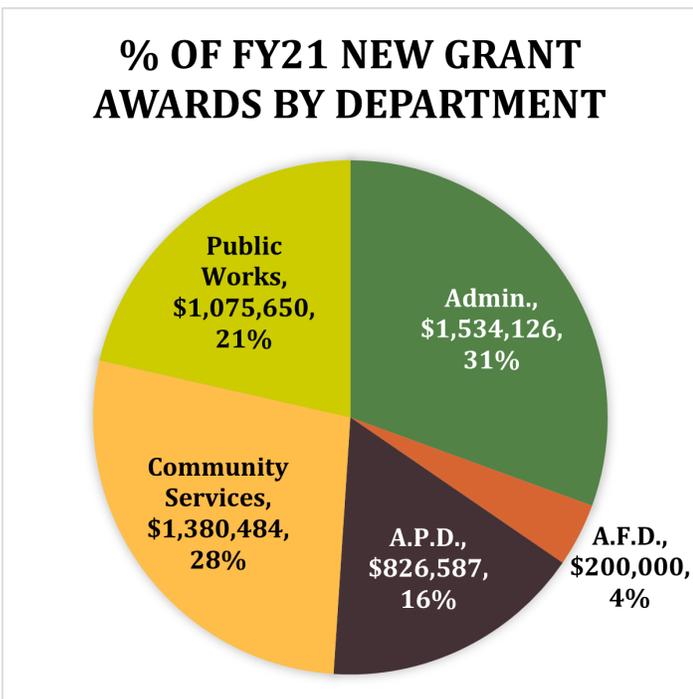




# Grants

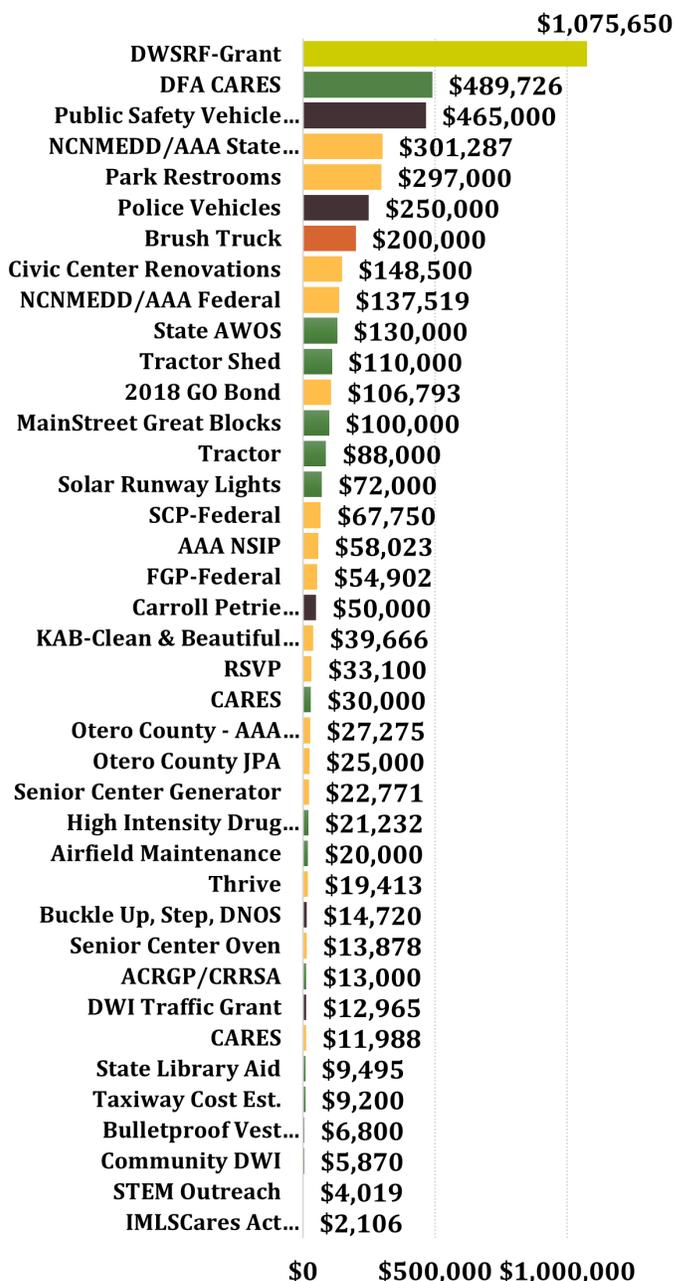
The Grant Coordinator administered over 60 federal, state, local, and foundation grants that supported projects and programs to positively impact the citizens of Alamogordo. New grants awarded in FY 2021 included funding to expand and secure Alamogordo Police Department’s parking lot, purchase equipment for the Senior Center, make improvements at Alamogordo-White Sands Regional Airport, and make upgrades and improvements at Animal Control. New grants that were awarded to the City in FY 2021 totaled over \$4,500,000, which was over a one million dollar increase in grant funding compared to FY 2020 total of approximately \$3,000,000 new grant awards. Ongoing grants for public works projects total over \$21,000,000.

Additionally, the City received a Drinking Water State Revolving Fund combined loan, \$1,075,650.00, and grant subsidy, \$1,075,650.00, totaling \$2,151,300.00. This award provides funding to make improvements to Bonito Lake Reservoir.



A.F.D. = Alamogordo Fire Department  
 A.P.D. = Alamogordo Police Department

## FY21 GRANT AMOUNTS





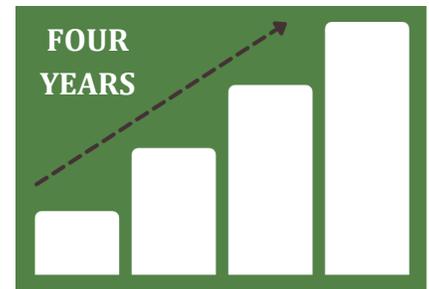
# Human Resources

<http://ci.alamogordo.nm.us/258/Human-Resources>

With a staff of six full-time employees and a budget of \$575,000 Human Resources performs a wide range of responsibilities including recruiting, compensation and benefits administration, wellness, training and development, Workers' Compensation, safety, and employee relations, etc.

## MINIMUM WAGE/PAY INCREASES

The City Commission approved across the board pay increases for employees to maintain internal equity and eliminate compression across pay ranges due to the upward movement in the New Mexico Minimum Wage. The pay increases are phased in over four fiscal years with the final increase being effective in January of 2023, bringing the City into compliance with minimum wage.

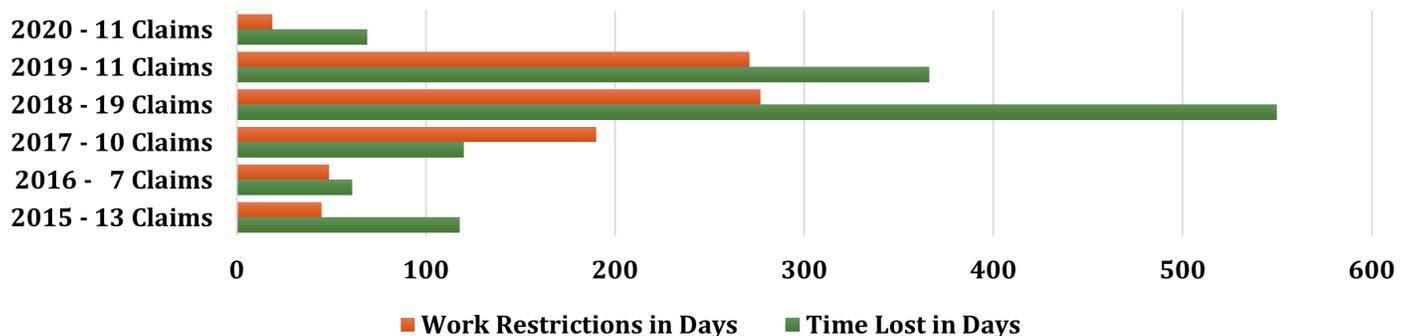


## WORKERS' COMPENSATION

### WORKERS' COMPENSATION EXPERIENCE MOD RATE HISTORY



### EMPLOYEE INJURIES OSHA RECORDABLE (CALENDAR YEAR)





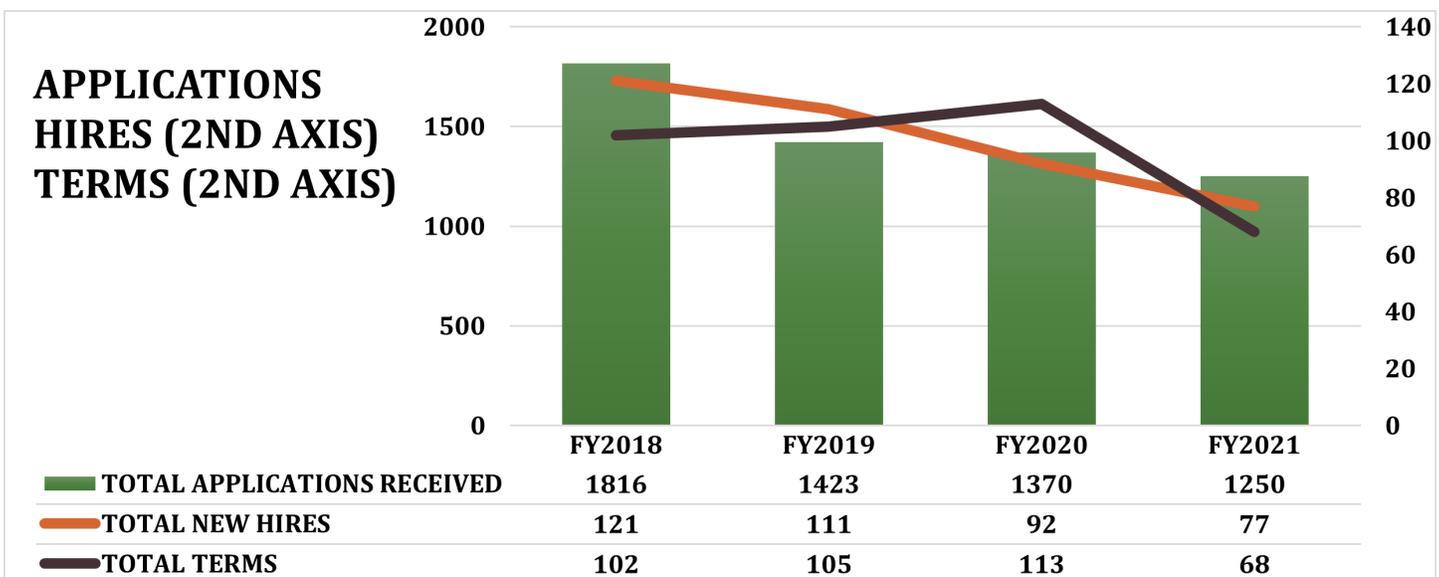
# Human Resources

## COVID-19

Corona Virus continues to be a priority for Human Resources. Throughout the year there have been many challenges including staff exposures; positive cases; mandated sick leave through the Families First Corona Virus Relief Act (FFCRA); issuing and maintenance of policies procedures and City-issued directives, and compliance with everchanging directives at the state and federal levels.

## EMPLOYMENT APPLICATIONS AND NEW HIRES

The graph and table below represent the total number of applications received over the previous four fiscal years. It also depicts the decline experienced by the City in the number of applications received from year to year. As a percentage, the City has seen a decline in applications of 31.17% when FY2021 is compared to FY2018.



## EMPLOYEE HEALTH EVENT

An employee event was scheduled in October with the goal of an annual event. The objective of the event was to incorporate open enrollment, flu shots, and other health-related visits into a one-stop shop to minimize disruption on department operations and services. The Health Event was also planned with health and wellness in mind and to potentially reduce Workers' Compensation claims.



# Human Resources

## FY22 - WHAT IS NEXT?

### CLASSIFICATION AND COMPENSATION STUDY

The City will focus on contracting a professional entity to conduct a full review of the City's current pay and classification plan structure. The study will include a survey of various other employers inside and outside of New Mexico. The goal is to have a completed study with a comprehensive recommendation for improvements by end of the calendar year 2021 in preparation for the FY23 budget planning.

### EMPLOYEE MANUAL AND SAFETY MANUAL

An update of the Employee Manual is in the final stages of completion. The goal for re-publishing is FY22. The City Safety and Health Manual will be under review for necessary changes.

### LEADERSHIP PROGRAM

Implement a formal leadership program that will help train leaders on employment law issues such as the Family and Medical Leave Act, Americans with Disabilities Act, Uniformed Services Employment and Re-Employment Rights Act, Pregnancy Discrimination Act, etc.

### TRAINING

Secure a web-based training program to provide employees with an additional resource for training opportunities. The goal is also to incorporate web-based training into a more comprehensive new hire orientation.





# Planning and Zoning

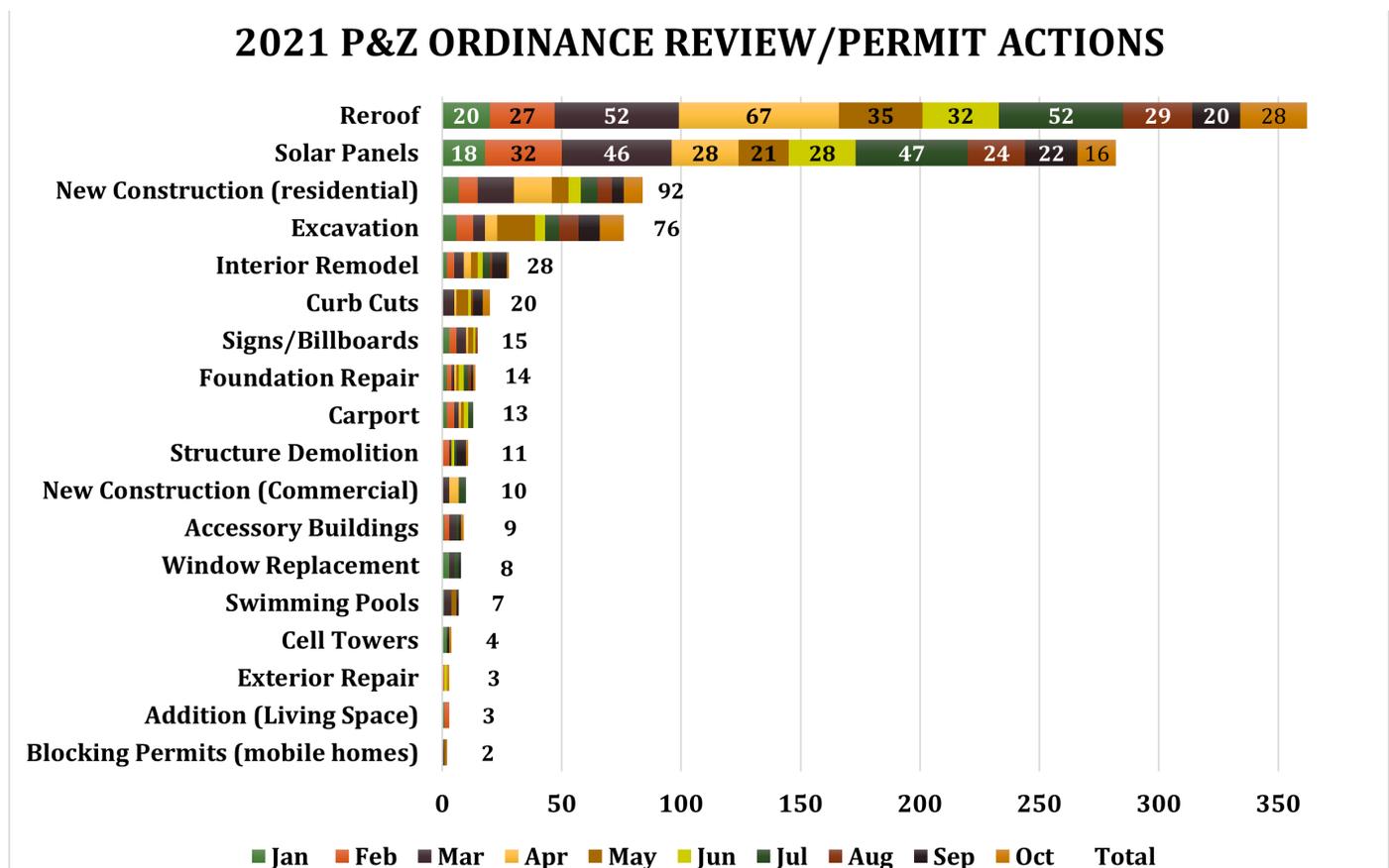
<https://ci.alamogordo.nm.us/162/Planning-Zoning>

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. P&Z is also responsible for reviewing all building permit paperwork for zoning compliance and approval prior to review, and issuance of building permits 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. This year P&Z reviewed numerous cases on zoning and variances, brought before the P&Z Commission for recommendation, and saw all passed at the City Commission.

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 City Planner 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 Planner also issues encroachment permits, placement permits for manufactured housing, curb cuts, and excavation 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.

## PLANS FOR FY22

In the coming year, P&Z is working on updating ordinances within Chapter 29.





# Public Works

<http://ci.alamogordo.nm.us/306/Public-Works>

The Department of Public Works faced unprecedented challenges during FY21. The global COVID-19 pandemic and ongoing supply chain interruptions presented new obstacles for the department to overcome. The changes dictated by the pandemic resulted in staff start times, lunch periods, and end times being staggered within the various Divisions to promote social distancing and limit the co-mingling of large groups. In some areas, staff responsibilities were assigned individually to specific locations, many worked out of their assigned vehicles, and in-person customer service became limited as the staff was advised to diagnose utility concerns utilizing no contact protocol.

The Department of Public Works is one of the most diversified departments in the City regarding services provided to the community. It comprises ten (10) divisions: Facility Maintenance, Fleet Maintenance, Streets, Maintenance, Weeds and Drainage, Landfill, Convenience Center, Water Treatment, Wastewater reclamation, Utility Maintenance, and Utility Construction. This dedicated team works continuously to support and enhance the high quality of life for the residents, businesses, and visitors. They provide well-planned, environmentally sensitive, cost-effective infrastructure and services that promote public health, personal safety, transportation, economic growth, and civic engagement vitality.

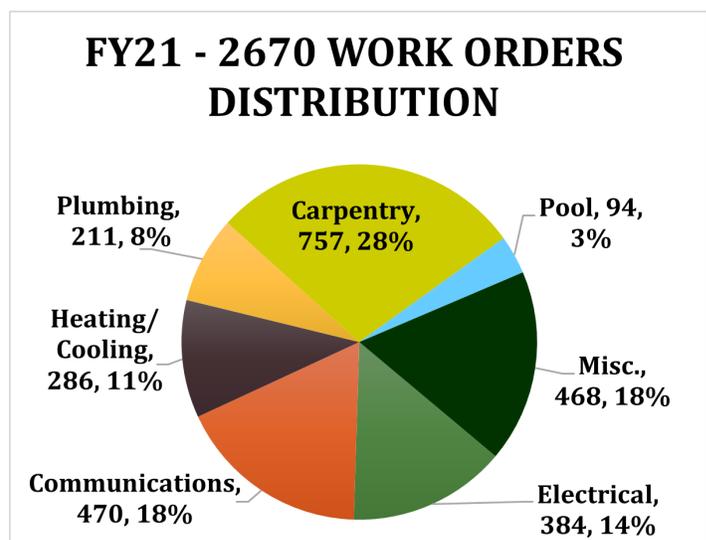
## FLEET MAINTENANCE DIVISION

This Fleet Maintenance Division provides the necessary maintenance and repairs, ensuring the fleet remains reliable, safe, and well-maintained for all City of Alamogordo Departments. Additionally, they are responsible for all operational aspects, including but not limited to procurement, insuring, and disposal, thus allowing other Departments and Divisions to perform their missions. They also provide continuous support through a 24-hour on-call road call service to better serve all mission-critical services, thus providing nonstop service to City customers.

- Completed more than 900 service work orders.
- Service & maintain over 500 vehicles and pieces of equipment.
- Procured 29 new pieces of equipment and vehicles.

## FACILITY MAINTENANCE DIVISION

The Facility Maintenance Division is responsible for preventive maintenance, general repairs, troubleshooting, and coordination of vendor repairs for most City facilities. This Division manages contracts, permanent building structures, traffic lights, alarm systems, radios and telephones, street lighting, and power throughout all city parks. In addition, they provide minor maintenance and repair services, including structural, mechanical, carpentry, plumbing, painting, electrical services, and heating and cooling. Facility Maintenance Division staff are committed to providing professional services to all City departments while working to improve the quality of life for our citizens. They accomplish this by maintaining highly skilled, experienced, and professional staff.



# Public Works

## FACILITY MAINTENANCE DIVISION CONT.

### FACILITY MAINTENANCE MAINTAINS:

- 127 city-owned facilities, storage buildings, structures
- 98 power locations throughout the various parks
- 6 radio communication sites
- 28 traffic intersections, keeping up with preventive maintenance, knockdowns, light replacement, wiring problems, detection problems, etc.
- 229 streetlights
- 15 school zones
- 5 solar-powered crosswalks
- All runway/taxiway lights (Airport)
- 819 sports complex lights

### HIGHLIGHTING SOME OF THE WORK FACILITY MAINTENANCE HAS COMPLETED OVER THE PAST YEAR:

- Build and relocate desk in commission chambers
- Support IT with all the new camera systems
- Refurbish Oregon school classrooms for office area and server room
- Refurbished all 106 Christmas decorations (with help from zoo employees)
- Replacing the lights in different facilities to LED (Ongoing project)
- Install solar speed control signs for PD (Locations around the City)

- Work with the following departments on their improvement projects:
  - Zoo- Pergola, arched entrance, primate exhibit, door replacements
  - Parks- Installing electricity in all the new pavilions throughout the parks
  - PD/Library/Civic center/Senior Center- HVAC replacement project
- PD - HVAC replacement, generator replacement, dispatch transformation, solar speed control signs, automatic gate installation (Animal Control)
- Library - HVAC replacement, camera system
- Civic Center - HVAC replacement, conference room transformation
- Senior Center - HVAC replacement, dishwasher replacement, steam table replacement, water heater replacement



### UPCOMING IMPROVEMENTS:

- Addition of electrical service to the Washington pavilion
- Standardize all intersections to one camera system
- Either install pre-emption or upgrade traffic intersections
- Replace the decorative lights at Fire Station 4
- Upgrade the splash park at the Recreation Center



# Public Works

<https://ci.alamogordo.nm.us/522/Street-Maintenance>

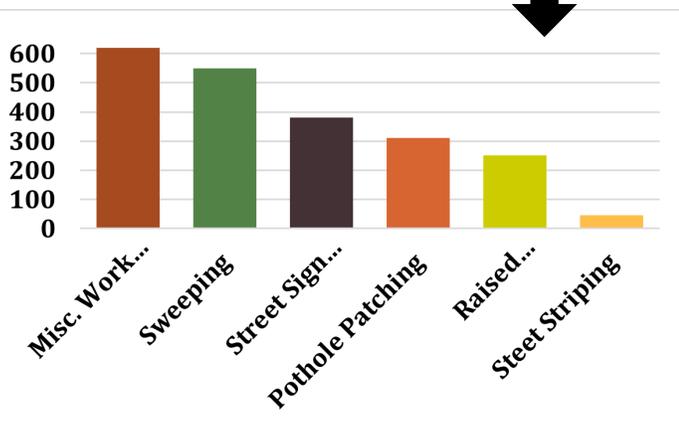
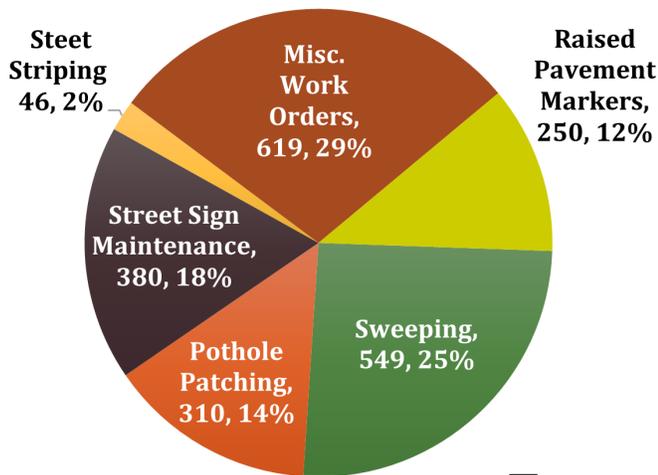
## STREETS MAINTENANCE DIVISION

The Streets Maintenance Division is responsible for most street and alley-related issues, including but not limited to concrete, asphalt repair, street sign, crosswalk, lane markings, and street sweeping. They are also responsible for snow and ice control in the winter months. This Division is dedicated to providing unparalleled service by fostering an organizational environment that encourages a commitment to teamwork and the efficient delivery of quality municipal services to all our citizens. 2154 work orders were completed in FY21, with 43.16 tons of asphalt used.

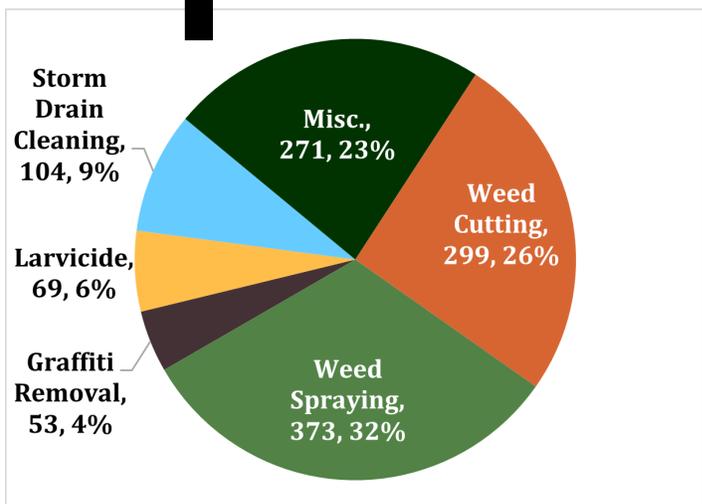
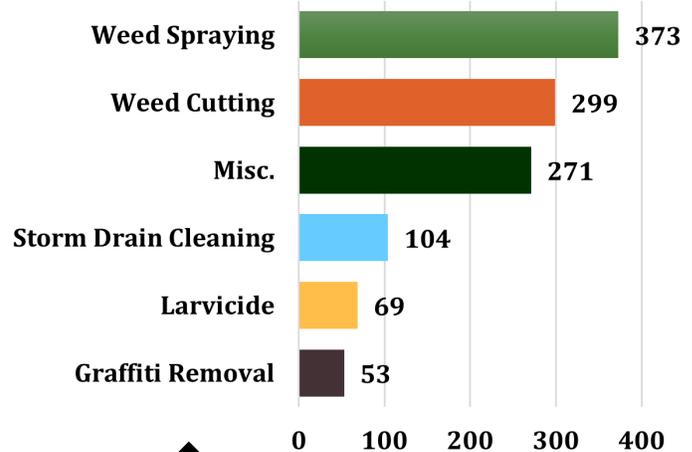
## DRAINAGE MAINTENANCE DIVISION

The Drainage Maintenance is responsible for maintaining most of the City drainage rights-of-way concerning debris and trash removal, weed spraying and cutting, soil stabilization, minor dam maintenance, and remediation. Additionally, this Division is responsible for weed mitigation on all City-owned property and right-of-ways, including City streets, mosquito control in the form of larvicide, and City-wide Graffiti removal. Additionally, the Division supports the Street Maintenance Division with equipment and personnel for large projects.

**FY21- 2154 WORK ORDERS DISTRIBUTION**



**FY21 - 1169 WORK ORDERS**





# Public Works

<https://ci.alamogordo.nm.us/315/Water-Sewer-Operations>

## WATER TREATMENT DIVISION

The Water Treatment Division is committed to providing customers with the best water quality available. We are proud to report that your drinking water met all applicable health standards regulated by the State and Environmental Protection Agency last year. These regulations and standards were met through continuous round-the-clock monitoring in conjunction with conducting more than 2775 drinking water tests. In addition, the Division is responsible for the collection, disinfecting, and treatment of raw water from various spring compounds, infiltration galleries, stream diversions, and groundwater wells located throughout the La Luz / Fresnal, Alamo Canyon, and Tularosa Basins areas.

- Treated and distributed approximately 1.8 billion gallons of water
- Serve 13,950 water customers
- Maximum daily production was 8.1 million gallons on July 17th
- Average production was 5.02 million gallons per day
- Completed over 2500 work orders
- Assisted 118 customers with water quality concerns

Managing these numbers is essential 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 attainable.

### WATER TREATMENT DIVISION MAINTAINS:

- 12 ground storage tanks (22 MG capacity)
- 1 elevated storage tank (.5 MG capacity)
- 5 groundwater disinfection stations
- 5 pressure zones
- 7 pumping stations
- 1 elevated storage tank (.5 MG capacity)
- 1 brackish water treatment plant

- 12 pressure reducing stations
- 2 surface water treatment plants
- 4 well fields consisting of 12 wells

## WATER RECLAMATION DIVISION

The Wastewater Reclamation Division collects sanitary waste from over 13,000 wastewater customer connections through an intricate system of sewer mains, sewer laterals, and lift stations connected to the wastewater plant located on Airport Rd. This sewage is then treated through a Sequencing Batch Reactor (SBR) process and disinfected and returned to the City's green spaces such as the Golf Course, Parks, pivot irrigation system, and schools. Additionally, the Wastewater Treatment Division is responsible for inspecting the sanitary sewer system, replacing manhole rings and concrete collars, and jetting of the sewer mains to ensure they continue to convey raw sewage to the treatment works and lift station maintenance.

- Treated over 782 million gallons of raw sewage
- Applied over 400 dry metric tons of sludge
- Successfully reclaimed 565 million gallons of water for the green spaces
- 101 sewer collection system calls that required the vac-truck
- 68 sewer main video inspections

This was accomplished while operating within the State and Environmental Protection Agency mandated guidelines with no reportable violations.





# Public Works

## WATER RECLAMATION DIVISION CONT.

### WASTEWATER RECLAMATION DIVISION MAINTAINS:

- 5 pumping stations
- 4 lift stations
- 4 covered reclaimed water storage reservoirs
- 1 wastewater reclamation facility
- 3 reclaimed disposal irrigation pivots
- 1 solids application disposal site

## UTILITY MAINTENANCE DIVISION

The Utility Maintenance Division performs regular maintenance on the water distribution, wastewater collection, and reclaimed distribution systems. Responsibilities included utility locates, service line repairs, hydrant replacement, valve maintenance, meter-can replacement, placement of concrete collars, valve operation, plumbing, and sub-division inspections, line tapping, and emergency water pipeline repairs.

- Completed 67 emergency water pipeline repairs
- 163 service line repairs and replacements
- Replaced 81 valves
- Replaced 265 curb stops and angle valves
- Replaced 54 fire hydrants
- Completed 1,447 line locates
- Completed 6,060 work orders
- Assisted over 6,000 citizen concerns via the call center

### UTILITY MAINTENANCE MAINTAINS

- 295 miles of water mains
- 215 miles of sewer lines
- 25 miles of reclaimed water mains

## UTILITY CONSTRUCTION DIVISION

The Utility Construction Division is responsible for constructing and or replacing the City's aging infrastructure, including raising and replacing manholes, curb and gutter replacement, water and sewer pipeline installation and replacement, and pavement repairs behind the Utility Maintenance Division. Additionally, they also assist the Utility Maintenance Division with the maintenance of over 295 miles of water mains, over 215 miles of sewer lines, over 25 miles of reclaimed water mains.

Completed over 1,300 work orders

- Applied more than 677 tons of asphalt
- Installed and finished over 24 cubic yards of concrete
- Instrumental in removing dilapidated structures located at 1301 North White Sands Boulevard and 601 Maryland



# Public Works

## SOLID WASTE COLLECTION CENTER (CONVENIENCE CENTER)

The Solid Waste Collections Center is responsible for receiving solid 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 by citizens of Alamogordo, however, 30 and 40 cubic yard containers are also delivered to various locations throughout the City to accommodate large projects. Responsibilities for this Division are routine with weighing incoming vehicles, directing them where to dump, chipping much of the green waste, and transporting containers to the Otero-Lincoln Landfill for disposal.

## SOLID WASTE COLLECTION CENTER (CONVENIENCE CENTER) CONT.

- Received 4,445.93 tons of solid waste
- 729 containers transported to the Otero-Lincoln Landfill
- Assisted 21,729 citizens
- Collected and recycled 5,725 gallons of oil
- Collected and recycled 275 gallons of antifreeze

## OTERO-GREENTREE LANDFILL

This Landfill Division is responsible for receiving and disposing of solid waste originating in Otero and Lincoln Counties. Responsibilities include weighing incoming vehicles, disposing of solid waste, layering and compacting the waste, covering the garbage in accordance with New Mexico Environment Department Solid Waste Division rules for blowing trash, air quality,

groundwater monitoring, methane gas monitoring, and mapping the areas of disposal.

- Received 75,070.98 tons of solid waste
- Received 10,092.5 cubic yards of asbestos
- Generated a total revenue of \$1,692,040.42



### ACCEPTABLE WASTE

- Friable Asbestos
- Non-Friable Asbestos
- Construction & Demolition
- Contaminated Soil
- Medical Waste
- Municipal Solid Waste
- Sludge
- Tires (Auto)
- Yard Waste



# Purchasing Department

<https://ci.alamogordo.nm.us/335/Purchasing>

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. The fiscal year 2021 brought in \$24,819.74. Due to COVID restrictions, we were unable to process a majority of the surplus property. 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. Estimated value of \$65,870,006 with an annual premium of \$113,049. Liability coverage including General Liability, Auto Liability, Civil Rights and Law Enforcement coverage is an annual premium of \$321,541. The Purchasing Department is in the process of upgrading the value of all City properties. This will be reflected in the FY2023 budget.

The Purchasing Department also maintains all City vehicle registration, and fuel cards; Cell phones, excluding Fire and Police Department; Uniform and Linen contract; Pest Control contract, excluding Housing Authority; Custodial Services; Non-Taxable Transaction Certificates (NTTC); Contractors' Insurance Certificates.

## 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 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 \$800,000.



## CITY COMMISSION

---

Richard A. Boss, Mayor-At-Large

Nadia Sikes, Mayor Pro-Tem, District Two

Jason Baldwin, Commissioner, District One

Susan Payne, Commissioner, District Three

Josh Rardin, Commissioner, District Four

Sharon McDonald, Commissioner, District Five

Dusty Wright, Commissioner, District Six

## CITY OFFICIALS

---

Brian L. Cesar, City Manager

Stephanie J. Hernandez, Assistant City Manager

Petria N. Bengoechea, City Attorney

Evelyn A. Huff, Finance Director

Kim Torres, Human Resources Director

Rachel Hughs, City Clerk

David L. Nunnelley, Acting Public Works Director

Veronica M. Ortega, Community Services Director

Richard W. Denton, APD Police Chief

Richard S. Adler, AFD Fire Chief



 SCAN ME

[HTTP://CI.ALAMOGORDO.NM.US](http://ci.alamogordo.nm.us)