



FINANCE COMMITTEE AGENDA
Thursday, February 6, 2025 at 2:00 P.M.
City Hall - Large Conference Room
425 N. Richardson Ave.
Roswell, New Mexico 88201

Committee Chair: Robert Corn
Vice Chair: Will Cavin
Member: Edward Heldenbrand
Member: Darrell Johnson
Member: Juliana Halvorson
Staff Liaison: Elizabeth Nulf

- A. **CALL TO ORDER**
- B. **ROLL CALL**
- C. **APPROVAL OF AGENDA**
- D. **APPROVAL OF MINUTES**
 - 1. Consider approval of the January 2, 2025, Regular Finance Committee Meeting Minutes. **(Nulf)**
- E. **BUDGET PLANNING**
 - 2. Payroll Summary. **(Nulf)**
 - 3. Future Budget Planning. **(Corn)**
 - 4. Review Lodger's Tax Income and Expenses. **(Gomez)**
 - 5. Review Customer Water Credits Applied. **(Alford)**
- F. **FLOOD DISASTER UPDATE**
 - 6. Total Expenses. **(Corn/Gomez)**
 - 7. Flood Disaster Purchase Order List. **(Gomez)**
 - 8. Road and Bridge Infrastructure - Flood Disaster Update. **(Najar/MacCornack)**
 - 9. Building Infrastructure and Property - Flood Disaster Update **(Rogers)**
 - 10. Debris Removal Update due to Flood Disaster. **(Chaparro)**
 - 11. Review Water and Waste Water FY25 budget, future budget planning, and flood disaster update. **(Valadez)**
- G. **ACTION ITEMS**
 - 12. Consider recommending adoption of Resolution 25-XX approving budget adjustment for the fiscal year ending June 30, 2025.

13. Resolution 25-XX -- Consider recommending adoption of Resolution 24-XX to seek approval for the disposal of City-owned assets that were damaged, destroyed or rendered unusable due to the flood event on October 19-20, 2024. This action is necessary to comply with New Mexico State Statute NMSA Section 3-54-2 that authorizes the City to dispose of personal property. Approval of a formal resolution authorizing the disposal of flood-damaged assets, ensuring compliance with state law and auditing requirements. The resolution:
 1. Identifies specific assets for disposal.
 2. Authorizes the Finance Department to carry out the appropriate disposal process.
 3. Ensures compliance with NMSA 3-54-2, including proper notification to the NM Department of Finance.
 4. Documents the asset removal process for auditing and transparency purposes. **(Garcia)**
14. Consider recommending authorization for ratification of award of Roswell Substantial Damage Assessments Project to Stantec in the amount of \$133,154.18 which includes GRT. **(MacCornack)**
 - Funding Source - Project is planned to be funded with the American Rescue Plan Act Corona Virus Local Fiscal Recovery Fund. Current available is \$145,712.28.
15. Consider recommending authorization for ratification for PO 22501743 for repair of 20" water line leak on West Bland St. to White Cloud Pipeline in the amount of \$104,554.27 including GRT, to include a budget adjustment of \$18,629.08 **(Najar/MacCornack)**
 - Funding Source - This item will be funded in part through the regular operating budget using the Infrastructure Maintenance and Repair account 5300-4354-614020 with a budget balance of \$85,425.19.
 - Funding Source - Budget adjustment to Infrastructure Maintenance and Repair account 53004354-614020 in the amount of \$18,629.08.
 - Funding Source - PO 22501743 encumbrance of \$500.00
16. Consider recommending authorization for PO approval to San Bar Construction Corporation in the amount of \$96,760.95 which includes GRT for re-striping of City roads. **(MacCornack)**
 - Funding - Current FY 25 Road Fund has \$100,000 identified for road striping maintenance.
17. Consider recommending authorization for PO approval to New Mexico Gas Company in the amount of \$152,778.09 which includes GRT for extension of natural gas service to the southeast area of the Roswell Air Center. **(MacComack)**
 - Funding Source - Grant 24-14050 currently has \$363,895.25 unobligated, to fund this utility extension.
18. Consider recommending authorization for ratification of the purchase in the amount of \$144,988.81 (including GRT) to McClain Yu Architecture for planning and design of the HVAC system at the Roswell Police Department Headquarters. **(Rogers)**
 - Funding Source - Project is planned to be funded with the American Rescue Plan Act Coronavirus Local Fiscal Recovery Fund for amount \$144,988.81.
19. Consider recommending approval to purchase and install equipment for Consolidated Dispatch in the amount of \$345,229.86 using budgeted capital appropriation 24-12882 awarded at \$350,000.00. **(Best)**

- Funding Source - Capital Appropriation No. 24-I2882 awarded amount of \$350,000.00.
 - Expenses will be encumbered to GL 110114656-817505 in the amount of \$136,179.45.
 - Other expenses will be transferred out of capital funds GL 110114656-817505 to GL 110114656-642901 in the amount of \$141,728.31.
 - Other expenses will be transferred out of capital funds GL 110114656-817505 to GL 110114656-663301 in the amount of \$67,322.10.
 - Equipment will be installed by the City of Roswell's IT Department.
20. Consider recommending authorization for approval to issue a purchase order in the amount of \$1,470,000.00 for the purchase of two (2) Class-A HME pumpers from Municipal Emergency Services. **(Fuller)**
- Funding Source - \$1,470,000 from insurance payment, fund- 11014121-817506 Capital vehicles- pending transfer of funds
21. Consider recommending authorization to issue a purchase order in the amount of \$2,204,755.00 issued to Siddons Martin Emergency Group for a 100' Midmount Aerial Platform. **(Fuller)**
- Funding Source - \$2,204,755.00 from insurance payment, acct- 11014121-817506 Capital vehicles- pending transfer of funds
22. Consider recommending authorization for ratification for PO 22501332 for emergency Water & Wastewater Repairs due to flood disaster on Hondo Draw Bypass (Hondo River Sewer Damage) in the amount of \$542,918.26, 4th Street manhole replacement in the amount of \$233,215.10 and Berrendo River Aerial sewer line repair in the amount of \$134,007.06 totaling \$910,140.42 to J & H Services, Inc. includes GRT, with a budget adjustment to GL 53014355-614020 in the amount of \$910,088.72. **(Valadez)**
- Funding Source - Budget adjustment to Maintenance & Repair Infrastructure GL 53014355-614020 in the amount of \$910,088.72.
 - Funding Source - PO 22501332 encumbrance of \$51.70.
23. Consider recommending authorization for ratification for PO 22501336 for emergency water and wastewater repairs due to flood disaster to White Cloud Pipeline in the amount of \$369,329.49 including GRT, to include a budget adjustment to GL line 53004355-614020 of \$369,279.49. **(Valadez)**
- Funding Source - Budget adjustment in the amount of \$369,279.49 to Repair and Maintenance Infrastructure GL No. 53004355-614020.
 - Funding Source - PO 22501336 encumbrance of \$50.00.
24. Consider recommending authorization for ratification of the expenditure of \$179,216.33, over \$60,000.00, to procure engineering services from Molzen Corbin for the NCAR triangle site survey. **(Jenna Lanfor)**
- Funding Source - Capital Appropriation 22-G2773 Awarded amount \$4,950,000
25. Consider recommending authorization for ratification of the expenditure of \$186,050.93, over \$60,000.00, to procure engineering services from Molzen Corbin for a terminal improvement design. **(Jenna Lanfor)**
- Funding Source - Capital Appropriation Grant 23-H2930 Awarded amount \$1,980,000
26. Consider recommending license agreement, or agreement substantially similar to that presented, between Reno Air Racing Association (RARA) and City of Roswell (COR).

(Yntema)

27. Resolution 24-XX - Consider recommending adoption of Resolution 24-XX-Instructing General Fund Departments to Maintain a 2% Savings. (Corn/Cavin)

H. NON-ACTION ITEMS

28. Finance Department Reports
- Gross Receipts Tax
 - Cannabis Excise Tax
29. Lodgers Tax - November activity December collect
30. Roswell Public Library
December 18, 2024-January 11, 2025
31. Golf Monthly Report
32. Museum Monthly Report
33. Public Affairs
34. Visitor Center Report
35. Roswell- Chaves County Economic Development Corporation Quarter 2 Report FY2025.
36. MainStreet Roswell Quarter 2 Report FY2025
37. Roswell Hispano Chamber of Commerce Quarter 2 Report FY2025

I. PUBLIC PARTICIPATION

J. ADJOURN

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 24-23.

NOTICE OF POTENTIAL QUORUM – A quorum of the City Council may or may not attend, but there will not be debate by the City Council.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 at least one week prior to the meeting or Clerk at 575-624-6700 if a summary of other type of accessible format is needed. Printed and posted on **Friday, January 31, 2025.**

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/822397005>

You can also dial in using your phone.

United States: +1 (669) 224-3412 Access Code: 822-397-005

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/822397005>

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Approval of Minutes 1.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Consider approval of the January 2, 2025, Regular Finance Committee Meeting Minutes. **(Nulf)**

BACKGROUND:

Initiated by: Elizabeth Nulf

Consider approval of the January 25, 2025, Regular Finance Committee Meeting Minutes.

LEGAL REVIEW:

The Finance Committee draft minutes are reviewed by the governing body in compliance with the Open Meetings Act.

BOARD AND COMMITTEE ACTION:

Consider approval of the January 2, 2025, Regular Finance Committee Meeting Minutes.

STAFF RECOMMENDATION:

Consider approval of the January 2, 2025, Regular Finance Committee Meeting Minutes.

Attachments

January 2, 2025 FCM Draft Minutes

**Regular Meeting of the Finance Committee
City Hall – Large Conference Room
425 N. Richardson Ave.
Thursday, January 2, 2025, at 2:00 PM**

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 24-23.

ROLL CALL

The meeting convened at 2:00 p.m. with Chairman Corn presiding. Councilor Halvorson, Councilor Heldenbrand, and Councilor Cavin were present. Councilor Johnson was present via GoToMeeting.

STAFF PRESENT

Della Andazola, Hess Yntema, Mike Mathews, Lee Rogers, Christopher J. Narin-Mahan, Bruce Andler, Abraham Chaparro, Debbie Reyer, Andrew Valadez, Caroline Brooks, Jessica Parham, Elizabeth Prichard, Louis Najar, Toni Gomez, Bruce Andler, Amalia Martinez, Becky Hicks, Melissa Garcia, Merissa Guilez, Enid Costley, Jim Burress, and Elizabeth Nulf.

GUESTS PRESENT

Rita Kane-Doerhoefer, Mayor Jennings, and Councilor Arnold via GoToMeeting.

APPROVAL OF AGENDA

Councilor Cavin made a motion to approve the agenda. Councilor Heldenbrand seconded the motion.

The motion passed with a 5-0 voice vote, with Councilor Johnson via GoToMeeting.

APPROVAL OF MINUTES

1. Consider approval of the December 5, 2024, Regular Finance Committee Meeting Minutes.

Councilor Halvorson made a motion to approve the minutes and correct the spelling of Councilor Cavin's last name from Calvin to Cavin in the regular meeting minutes from December 5, 2024 meeting. Councilor Cavin seconded the motion.

The motion passed with a 5-0 voice vote, with Councilor Johnson via GoToMeeting.

BUDGET PLANNING

2. Budget Planning.

Report submitted by Toni Gomez. Chairman Corn stated beginning with January 2, 2025, Finance Committee Meeting, a report of expenses would be provided by Toni Gomez. Chairman Corn stated the Finance Committee needs to address and discuss the expenses on a regular basis. Councilor Heldenbrand agreed but stated the report handed out did not provide any information to measure to as it did not include the budget totals. Councilor Corn emphasized the process will be refined as this expense report was prepared on Friday, just days prior to the January 2, 2025, meeting but the expense report provided in February will include more detail in regard to the expenses.

3. Payroll Summary.

Report submitted by Elizabeth Nulf. Ms. Nulf gave an overview of the report handed out. The overview included the totals for the 6 months variance between budget versus actual. The variance of the budget versus actual was favorable for the six months.

Mayor Tim Jennings asked Ms. Nulf if she had visited with the County or City Attorney in regards to the raises for elected officials approved in December 2024, to become effective January 2025. Ms. Nulf stated she had not but would reach out to City Attorney.

Hess Yntema, City Attorney stated a 10% raise was voted on in December for elected officials and Chaves County can provide the annual compensation for the Chaves County Commissioners to determine the updated compensation for City of Roswell elected officials. City of Roswell elected official compensation is based on percentages of the annual compensation total for the Chaves County Commissioners. Mr. Yntema stated the percentages are Mayor – 100%, Pro-tem Mayor – 50%, and Councilors – 25%

Councilor Cavin requested as to why the Convention Center actual payroll exceeded the budgeted amount. Ms. Nulf replied she would need to review to provide detail and all that was included in the payroll expense for Convention Center

3. Future Budget Planning.

Chairman Corn stated per Mr. Cole, City Manager, the preparation process for the 2026 Budget would begin in January 2025. Chairman Corn stated Mr. Cole, City Manager emphasized he would have review meetings and discussions in detail with the Department Heads which will begin in middle of January 2025. Chairman Corn stated he would propose to Mr. Cole, City Manager to provide

updates in regards to the 2026 Budget preparation process to the Finance Committee.

4. Review Lodger's Tax Income and Expenses.

- Presented by Toni Gomez. Ms. Gomez provided a handout report detailing a review of the lodger's tax income and expenses. Ms. Gomez presented on the handout, reported beginning cash of \$1,512,522.00 and ending cash of \$16,585.07, at 12/31/2024. Ms. Gomez stated the report included the budget, transfers, year to date balance and any encumbrances with the totals for all on the second page of report.

FLOOD DISASTER UPDATE

5. Flood Disaster Purchase Order List

Presented by Toni Gomez. Ms. Gomez provided a handout with a total of \$2,564,149.67 for expenses.

Councilor Halvorson asked if FEMA would reimburse on some of the expenses on the Purchase Order List. Mr. Mathews, Deputy City Manager, stated DRS, the consultants retained are navigating through the reimbursement process with FEMA and with the FEMA in regard to emergency reimbursement funds. Mr. Mathews, Deputy City Manager also stated the consultants are involved in the process regarding payment from insurance proceeds as well.

Chairman Corn stated to his knowledge and knowledge of the Finance Committee there has not been any reimbursements for flood disaster expenses therefore all cash out has been paid by the City of Roswell. Mr. Mathews, Deputy City Manager concurred with this information, also to his knowledge to date there has not been any reimbursement funds received to date for flood disaster.

Councilor Cavin expressed concern in regards to the purchase orders totaling 1.8 million for the museum damages from the flood disaster. Mr. Mathews, Deputy City Manager stated the consultants are navigating the process to recoup from all sources made available through FEMA or the State, plus insurance proceeds for the damages from the flood disaster.

Councilor Heldenbrand commented in regards to the State of New Mexico Governor announcement shortly after flood disaster stating \$1 million dollars to Chaves County after the flood disaster. Elizabeth Prichard and Toni Gomez confirmed with Councilor Heldenbrand the \$1 million went directly to the NM National Guard and to NM Homeland Security Department, nothing to the City of Roswell.

Mayor Jennings emphasized the importance on the information provided to the consultants. Information provided must be precise and accurate, all departments on the same page in regards to all information provided to the consultants, DRS who is dealing with FEMA, and State of NM requests for reimbursement for the damages from the flood disaster.

6. Road and Bridge Infrastructure

Presented by Louis Najar. Mr. Najar gave an overview on the status of the required repairs to the bridges and roads damaged from the flood disaster. Mr. Najar stated the lanes on Bland Road and Berrendo Road are now fully open. Mr. Najar stated there are repairs still needed to drainage structures, one being Berrendo River but the City currently does not have the required funds to make the repairs. Mr. Najar stated he would address some of these issues in the 2026 Budget process.

Mr. Najar stated the budget amount for overtime for streets is down to \$600 available and with forecasted winter weather there will need to be a transfer from a different item line in streets budget to cover anticipated cost for employee overtime. Mr. Najar also discussed the repairs to the North and South water tanks plus the drainage of the water from the water tanks installed several years ago. Mr. Najar gave an overview regarding the problems with the valves on both the North and South water tanks. Mr. Najar also stated he was working with Andrew Valadez in repairs from flood damage to sewer lines as well as other damages.

Mayor Jennings commented the prior administration should have tended to the regular maintenance, and routine repairs for the City of Roswell ongoing projects to avoid future major problems, which the current administration is faced with now.

7. Building Infrastructure and Property

Presented by Lee Rogers. Mr. Rogers gave an overview on the report handed out listing the preliminary estimates from the flood disaster which totaled to estimated losses of \$259,747,153 as of December 17, 2024. Mr. Rogers stated the City of Roswell property insurance coverage total is 10 million. Mr. Rogers stated regular meeting held between Chad Cole, Toni Gomez, and himself with insurance provider in regard to process in obtaining the insurance proceeds as soon as possible. Mr. Rogers also stated the preliminary report handed out had been also submitted to FEMA at meeting with FEMA on December 12, 2024. Mr. Rogers expressed the meeting with FEMA on December 12, 2024 went very well and again expressed the consultants, DRS, is navigating the process with FEMA.

8. Debris Removal Update due to Flood Disaster

Presented by Abraham Chaparro. Mr. Chaparro stated there were no changes to the overview he gave at the December 5, 2025 report on debris removal due to flood disaster. Mr. Chaparro stated there was no longer any debris removal from the State of New Mexico. Mr. Chaparro also stated he had status meetings with DRS, the consultants every week.

9. Review Water and Waste Water FY25 budget and future budget planning.

Presented by Andrew Valadez. Mr. Valadez introduced himself as taking the position held by Lorenzo Sanchez whom retired in December 2024. Mr. Valadez stated he has picked up where Lorenzo Sanchez left off and was available for any questions.

Action Items

10. Consider recommending authorization for ratification of award of Roswell Substantial Damage Assessments Project to Stantec in the amount of \$133,154.19 which includes GRT.

Presented by Luis Najar. Mr. Najar stated four bids were received but out of the four, Stantec was able to begin work on Monday, January 6, 2025. Mr. Najar stated the funding would no longer be with the American Rescue Plan Act Corona Virus Local Fiscal Recovery Fund but from regular funds. Mr. Najar then requested Toni Gomez from Finance Department to explain reason of change in funding.

Councilor Heldenbrand made a motion to consider recommending authorization for ratification of award of Roswell Substantial Damage Assessments Project to Stantec in the amount of \$133,154.19 which includes GRT to the consent agenda. Councilor Cavin seconded the motion.

The motion passed with a 5-0 voice vote, with Councilor Johnson via GoToMeeting.

12. Consider recommending adoption of Resolution 24-XX approving budget adjustments for the fiscal year ending June 30, 2025.

Presented by Toni Gomez. Ms. Gomez requested to consider recommending adoption of Resolution 24-XX approving budget adjustment in the amount of \$518,100.93 for the fiscal year ending June 30, 2025.

Councilor Heldenbrand made a motion to consider recommending adoption of Resolution 24-XX approving budget adjustments in the amount of \$518,100.93 for the fiscal year ending June 30, 2025 to the consent agenda. Councilor Cavin seconded the motion.

The motion passed 5-0 voice vote, with Councilor Johnson via GoToMeeting.

NON-ACTION ITEMS

13. Finance Departmental Reports.

- Gross Receipts Tax
- Cannabis Excise Tax

14. Lodger's Tax Report

- Convention Center Bed Fee

Reports submitted as stands.

15. Departmental Report - Roswell Public Library

Report submitted, no questions

16. Golf - Department Report.

Report submitted, no questions

17. Museum Monthly Report

Report submitted, Caroline gave an update of the flood damage and briefed the committee on the historic parts of the museum regarding historic preservation.

18. Public Affairs Report.

Reports submitted as stands, no questions.

19. Visitor Center Report.

Report submitted as stands, no questions.

PUBLIC PARTICIPATION

No public participation

ADJOURN

The meeting adjourned at 3:41 p.m.

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 2.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Payroll Summary. (Nulf)

BACKGROUND:

Initiated by: Councilor Robert Corn

Review Payroll actual versus budget for December 1, 2024 to December 31, 2024.

Attachments

PR ACTUAL VS BUDGET

CITY OF ROSWELL - PAYROLL JULY24 TO JAN25

CASH BASIS

Fund #	Location #	Department	Payroll Expense	Employer Benefit and Tax Cost	Actual - Total Cost	Budget - 7 months	Budget - 12 months	7 mo Variance	12 mo Variance	% of Total Budget
1101	4013	ADMINISTRATION	244,030.44	70,829.08	314,859.52	319,949.63	548,485.08	5,090.11	233,625.56	0.010
2615	4243	ADULT CENTER	26,060.18	6,217.50	32,277.68	74,998.38	128,568.65	42,720.70	96,290.97	0.002
5100	4331	AIRPORT - ADMINISTRATION	255,379.66	72,809.01	328,188.67	484,018.21	829,745.51	155,829.54	501,556.84	0.015
5100	4332	AIRPORT - OPERATIONS	160,254.48	65,897.28	226,151.76	293,129.30	502,507.37	66,977.54	276,355.61	0.009
1101	4161	ANIMAL CONTROL	296,396.69	77,522.56	373,919.25	433,730.84	743,538.58	59,811.59	369,619.33	0.014
1101	4181	C.E.P.	46,333.38	13,589.50	59,922.88	79,330.69	135,995.47	19,407.81	76,072.59	0.002
2602	4411	CEMETERY	253,519.94	96,931.33	350,451.27	400,491.98	686,557.68	50,040.71	336,106.41	0.013
5300	4553	CENTRAL CONTROL	203,917.58	100,441.60	304,359.18	401,955.45	689,066.48	97,596.27	384,707.30	0.013
1101	4015	CITY CLERK	125,260.35	42,301.12	167,561.47	171,124.41	293,356.13	3,562.94	125,794.66	0.005
1101	4151	CODE ENFORCEMENT	377,695.99	185,468.75	563,164.74	571,497.56	979,710.10	8,332.82	416,545.36	0.018
5201	4192	COMMUNITY ENHANCEMENT	24,197.44	13,911.55	38,108.99	38,724.32	66,384.54	615.33	28,275.55	0.001
1101	4656	CONSOLIDATED DISPATCH	555,662.89	175,750.93	731,413.82	972,138.49	1,666,523.12	240,724.67	935,109.30	0.030
2621	4252	CONVENTION CENTER*	109,380.48	27,620.87	137,001.35	252,823.41	433,411.56	115,822.06	296,410.21	0.008
1101	4011	ELECTED OFFICIALS	65,125.06	8,515.81	73,640.87	77,664.79	133,139.64	4,023.92	59,498.77	0.002
1101	4135	ENGINEERING	482,549.27	155,526.95	638,076.22	695,936.13	1,193,033.36	57,859.91	554,957.14	0.022
1101	4071	FACILITIES MAINTENANCE	304,135.48	138,732.37	442,867.85	474,817.62	813,973.06	31,949.77	371,105.21	0.015
1101	4041	FINANCIAL ADMINISTRATION	510,319.13	176,499.03	686,818.16	818,967.93	1,403,945.03	132,149.77	717,126.87	0.026
1101	4121	FIRE DEPARTMENT	4,274,090.09	1,994,089.79	6,268,179.88	6,579,427.49	11,279,018.55	311,247.61	5,010,838.67	0.206
1101	4074	FLEET MAINTENANCE	35,645.70	16,302.49	51,948.19	52,672.66	90,295.99	724.47	38,347.80	0.002
2613	4233	GOLF	393,561.03	116,237.63	509,798.66	526,482.23	902,540.96	16,683.57	392,742.30	0.016
1101	4061	HUMAN RESOURCES	278,582.17	89,484.53	368,066.70	388,285.38	665,632.08	20,218.68	297,565.38	0.012
1101	4631	INFORMATION TECHNOLOGY	289,724.64	106,861.18	396,585.82	414,572.43	710,695.59	17,986.61	314,109.77	0.013
5201	4342	LANDFILL	304,946.50	93,547.58	398,494.08	432,876.26	742,073.58	34,382.17	343,579.50	0.014
1101	4051	LEGAL	185,034.00	64,046.66	249,080.66	256,148.88	439,112.36	7,068.22	190,031.70	0.008
1101	4211	LIBRARY	357,456.54	103,505.63	460,962.17	559,931.18	959,882.02	98,969.01	498,919.85	0.018
1101	4021	MUNICIPAL COURT	231,323.25	82,096.53	313,419.78	371,857.49	637,469.98	58,437.71	324,050.20	0.012
2611	4221	MUSEUM	355,208.60	142,075.23	497,283.83	567,265.35	972,454.89	69,981.52	475,171.06	0.018
1101	4231	PARKS	783,462.23	270,160.08	1,053,622.31	1,117,218.35	1,915,231.45	63,596.04	861,609.14	0.035
2610	4511	PECOS TRAILS TRANSIT	569,577.19	206,913.69	776,490.88	908,849.11	1,558,027.05	132,358.23	781,536.17	0.028
1101	4131	PLANNING & ZONING	187,781.65	79,734.25	267,515.90	283,027.07	485,189.26	15,511.17	217,673.36	0.009
1101	4111	POLICE DEPARTMENT	4,780,460.18	1,977,652.60	6,758,112.78	6,900,282.57	11,829,055.84	142,169.79	5,070,943.06	0.216
1101	4261	PUBLIC RELATIONS	195,639.41	83,639.71	279,279.12	184,018.87	315,460.92	(95,260.25)	36,181.80	0.006
5300	4354	PUBLIC WORKS	1,008,738.83	331,765.65	1,340,504.48	1,264,336.87	2,167,434.63	(76,167.61)	826,930.15	0.040
2615	4241	RECREATION	288,444.56	82,900.81	371,345.37	275,093.78	471,589.33	(96,251.59)	100,243.96	0.009
2615	4242	RECREATION AQUATIC POOL	118,149.16	16,932.87	135,082.03	388,047.60	665,224.46	252,965.57	530,142.43	0.012
5200	4341	SANITATION	870,347.55	328,983.21	1,199,330.76	1,280,373.26	2,194,925.58	81,042.49	995,594.82	0.040
2623	4325	SPECIAL ELECTRONICS	80,214.58	24,864.59	105,079.17	112,953.31	193,634.24	7,874.14	88,555.07	0.004
2623	4323	STREETS	614,261.90	274,894.38	889,156.28	947,494.77	1,624,276.75	58,338.49	735,120.47	0.030
5300	4352	WATER - CUSTOMER SERVICE	210,178.97	73,650.04	283,829.01	412,606.03	707,324.62	128,777.02	423,495.61	0.013
5301	4355	WWTP	402,124.24	149,292.30	551,416.54	540,748.62	926,997.64	(10,667.92)	375,581.10	0.017
5301	4358	WWTP - CITY LAB	73,614.50	29,558.26	103,172.76	106,640.42	182,812.14	3,467.65	79,639.38	0.003
5301	4356	WWTP - SEWER MAINTENANCE	163,439.55	72,245.70	235,685.25	247,562.21	424,392.36	11,876.96	188,707.11	0.008
2612	4232	ZOO	158,816.86	58,582.75	217,399.61	286,408.73	490,986.40	69,009.12	273,586.79	0.009
		Grand Total	21,251,042.32	8,298,583.38	29,549,625.70	31,966,480.02	54,799,680.03	2,416,854.32	25,250,054.33	1.000
								<i>favorable</i>		

*Includes Lodger's Tax - Visitor's Center
208,955.60

54% 2025 Budget Used @ 01.31.25

46% 2025 Budget Remaining @01.31.25

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 3.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Future Budget Planning. (Corn)

BACKGROUND:

Initiated by: Councilor Robert Corn

Future Budget Planning.

FINANCIAL CONSIDERATION:

Recommendations for future Budget Planning.

LEGAL REVIEW:

No Legal Review Required at this time.

BOARD AND COMMITTEE ACTION:

Recommendations for future Budget Planning.

STAFF RECOMMENDATION:

Recommendations for future Budget Planning.

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 4.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Review Lodger's Tax Income and Expenses. (Gomez)

BACKGROUND:

Initiated by: Councilor Robert Corn

Review Lodger's Tax Income and Expenses for 1st quarter and future expenses.

FINANCIAL CONSIDERATION:

Recommendations for Lodger's Tax Income and Expenses from October 2024 to June 2025.

LEGAL REVIEW:

No legal review is required at this time.

BOARD AND COMMITTEE ACTION:

Recommendations for Lodger's Tax Income and Expenses for October 2024 to June 2025.

STAFF RECOMMENDATION:

Consider recommendations for Lodger's Tax Income and expenses for October 2024 to June 2025.

Attachments

Lodgers Tax

CITY OF ROSWELL
LODGER'S TAX
AS OF 1/29/25

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
2622	414100	LodgTax 5%	-1,371,602.51	0.00	-1,371,602.51	-946,831.67	0.00	-424,770.84	69.0%
2622	414105	LodgTax>31	-37,498.61	0.00	-37,498.61	-32,250.72	0.00	-5,247.89	86.0%
2622	414110	LodgTaxPen	-1,725.80	0.00	-1,725.80	-2,720.85	0.00	995.05	157.7%
2622	443200	NM-NM Tour	0.00	0.00	0.00	-10,873.80	0.00	10,873.80	0.0%
2622	456010	Svc-CCRntl	-5,176.67	0.00	-5,176.67	-990.44	0.00	-4,186.23	19.1%
2622	456020	Svc-CCSvc	-6,857.29	0.00	-6,857.29	0.00	0.00	-6,857.29	0.0%
2622	456050	Svc-CC AV	-11,184.24	0.00	-11,184.24	0.00	0.00	-11,184.24	0.0%
2622	456075	Svc-CCRent	-110,658.55	0.00	-110,658.55	9,855.00	0.00	-120,513.55	-8.9%
2622	456080	Svc-CCFood	-7,958.09	0.00	-7,958.09	0.00	0.00	-7,958.09	0.0%
2622	456085	Svc-CCBev	-35,966.11	0.00	-35,966.11	-1,401.31	0.00	-34,564.80	3.9%
2622	472905	Misc-Spnsr	-2,425.23	0.00	-2,425.23	0.00	0.00	-2,425.23	0.0%
2622	483200	IntInc-Inv	-56,699.04	0.00	-56,699.04	-38,925.88	0.00	-17,773.16	68.7%
2622	489100	Misc Rev	0.00	0.00	0.00	-10,519.55	0.00	10,519.55	0.0%
2622	489120	Misc-Rev	0.00	0.00	0.00	-692.35	0.00	692.35	0.0%
2622	922612	TsfToZoo	1,016,332.00	0.00	1,016,332.00	0.00	0.00	1,016,332.00	0.0%
2622	922621	TsfToConCt	447,120.00	0.00	447,120.00	0.00	0.00	447,120.00	0.0%
Revenue Total			-184,300.14	0.00	-184,300.14	-1,035,351.57	0.00	851,051.43	561.8%
26224081	654802	Cnt-Audit	15,292.25	0.00	15,292.25	0.00	5,521.20	9,771.05	36.1%
26224081	672801	PbRel-Educ	36,128.43	0.00	36,128.43	17,151.28	9,682.19	9,294.96	74.3%
26224081	672805	PbRel-Adv	365,365.11	0.00	365,365.11	123,558.67	234,926.92	6,879.52	98.1%
26224081	672828	PbRel-SpEv	74,170.97	530,500.00	604,670.97	62,658.11	0.00	542,012.86	10.4%
26224081	712102	G&A-CCFee	34,677.15	0.00	34,677.15	39,059.18	0.00	-4,382.03	112.6%
Lodger's Tax Expense			525,633.91	530,500.00	1,056,133.91	242,427.24	250,130.31	563,576.36	46.6%
26224253	511110	FT Salary	129,083.28	0.00	129,083.28	84,138.37	0.00	44,944.91	65.2%
26224253	511120	PT Salary	15,818.40	0.00	15,818.40	8,444.40	0.00	7,374.00	53.4%
26224253	521210	FT OT	1,702.66	0.00	1,702.66	790.09	0.00	912.57	46.4%
26224253	551510	FICA Tax	9,089.47	0.00	9,089.47	5,504.83	0.00	3,584.64	60.6%
26224253	551520	MEDC Tax	2,125.76	0.00	2,125.76	1,287.45	0.00	838.31	60.6%
26224253	561530	PERA	14,586.41	0.00	14,586.41	9,459.77	0.00	5,126.64	64.9%
26224253	561535	NMRHCA	2,581.67	0.00	2,581.67	1,682.71	0.00	898.96	65.2%
26224253	571536	Adm Fee	54.00	0.00	54.00	37.35	0.00	16.65	69.2%
26224253	571540	Grp Ins	33,877.15	0.00	33,877.15	20,361.36	0.00	13,515.79	60.1%

26224253	571550	W/C CmpFee	36.80	0.00	36.80	36.80	0.00	0.00	100.0%
26224253	585901	EE Train	900.00	-700.00	200.00	41.70	0.00	158.30	20.9%
26224253	585902	EE Travel	10,000.00	0.00	10,000.00	3,715.51	0.00	6,284.49	37.2%
26224253	586101	Gen Unifrm	2,000.00	0.00	2,000.00	1,365.76	0.00	634.24	68.3%
26224253	614002	M&R-Bldg	40,000.00	0.00	40,000.00	330.73	5,785.25	33,884.02	15.3%
26224253	642901	NC-Comptr	2,200.00	0.00	2,200.00	0.00	0.00	2,200.00	0.0%
26224253	642902	NC-Tools	500.00	-500.00	0.00	0.00	0.00	0.00	0.0%
26224253	642903	NC-F&F	2,900.00	0.00	2,900.00	0.00	0.00	2,900.00	0.0%
26224253	652409	Cnt-JanSvc	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00	0.0%
26224253	652423	Cnt-PstCnt	600.00	0.00	600.00	151.06	0.00	448.94	25.2%
26224253	655001	Cnt-RntLse	2,500.00	-1,000.00	1,500.00	169.95	0.00	1,330.05	11.3%
26224253	672801	PbRel-Educ	37,000.00	0.00	37,000.00	15,251.06	0.00	21,748.94	41.2%
26224253	674700	PbRel-Prnt	15,500.00	0.00	15,500.00	713.06	7,400.00	7,386.94	52.3%
26224253	712102	G&A-CCFee	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00	0.0%
26224253	712701	G&A-Dues	150.00	700.00	850.00	748.64	0.00	101.36	88.1%
26224253	712702	G&A-Subs	1,000.00	1,000.00	2,000.00	777.78	74.00	1,148.22	42.6%
26224253	723200	Sup-Fluids	0.00	500.00	500.00	0.00	0.00	500.00	0.0%
26224253	724600	Sup-Postge	10,000.00	0.00	10,000.00	1,019.47	836.08	8,144.45	18.6%
26224253	725601	Sup-Genrl	900.00	0.00	900.00	21.48	0.00	878.52	2.4%
26224253	725602	Sup-Office	1,350.00	0.00	1,350.00	594.52	0.00	755.48	44.0%
26224253	725608	Sup-Janit	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00	0.0%
Lodger's Tax Visitor Center Expense			342,955.60	0.00	342,955.60	156,643.85	14,095.33	172,216.42	49.8%

Total 2622 Lodgers' Tax	684,289.37	530,500.00	1,214,789.37	-636,280.48	264,225.64	1,586,844.21	-30.6%
--------------------------------	-------------------	-------------------	---------------------	--------------------	-------------------	---------------------	---------------

	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
Beginning Cash	\$ 1,512,522.00	\$ -	\$ 1,512,522.00	\$ -	\$ -	\$ 1,512,522.00	
Revenue	\$ (1,647,752.14)	\$ -	\$ (1,647,752.14)	\$ (1,035,351.57)	\$ -	\$ (612,400.57)	62.8%
Transfers (Zoo & Convention Center)	\$ 1,463,452.00	\$ -	\$ 1,463,452.00	\$ -	\$ -	\$ 1,463,452.00	0.0%
Payroll	\$ 208,955.60	\$ -	\$ 208,955.60	\$ 131,743.13	\$ -	\$ 77,212.47	63.0%
Operating Expense	\$ 659,633.91	\$ 530,500.00	\$ 1,190,133.91	\$ 267,327.96	\$ 264,225.64	\$ 658,580.31	44.7%
Ending Cash	\$ 828,232.63	\$ (530,500.00)	\$ 297,732.63	\$ 636,280.48	\$ (264,225.64)	\$ (74,322.21)	125.0%

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 5.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Review Customer Water Credits Applied. (Alford)

Attachments

July and August Water Credits

July & August Water Credit Request

February 6, 2025
(Corn/Alford)



July & August Water Credit Request completed through January 24, 2025

- Total Credits applied to City of Roswell customer accounts: \$125,855.79
- Accounts that applied for the credit but do not qualify: 157

Water Rate Rollbacks			12/24	9062	\$117.18	12/24	50980	\$14.75	12/24	44716		12/24	20932	\$ -
Month / Year	Account #	Credit amount	12/24	17434		12/24	24328	\$91.78	12/24	20632	\$4.29	12/24	9166	\$ -
12/24	7002	\$111.67	12/24	33792	\$24.69	12/24	16356	\$30.65	12/24	16124	\$14.47	12/24	42608	\$ 4,416.98
12/24	17884	\$46.10	12/24	1532	\$21.67	12/24	18952	\$8.53	12/24	47042		12/24	17900	\$1,093.96
12/24	196	\$41.85	12/24	7860	\$221.85	12/24	44264		12/24	25768	\$7.60	12/24	12952	\$76.30
12/24	49070	\$2,208.99	12/24	15278	\$193.56	12/24	8502	\$1.50	12/24	32522		12/24	12220	
12/24	6542	\$2,047.24	12/24	17356		12/24	43080		12/24	33328		12/24	9122	\$4.44
12/24	23158	\$36.55	12/24	37314	\$122.49	12/24	49506	\$23.36	12/24	45552		12/24	32070	
12/24	32846	\$1,666.85	12/24	23344	\$26.24	12/24	106034	\$155.63	12/24	45790	\$7.25	12/24	1846	\$25.69
12/24	51370	\$279.07	12/24	2272	\$92.90	12/24	24550	\$214.07	12/24	43512	\$2.82	12/24	31408	
12/24	19526	\$47.11	12/24	18658		12/24	22832	\$9.45	12/24	47286		12/24	44276	
12/24	47652	\$36.79	12/24	3902	\$122.16	12/24	17298	\$429.55	12/24	25524	\$46.15	12/24	12160	\$35.94
12/24	32066		12/24	27968	\$197.25	12/24	10000	\$163.44	12/24	31728	\$293.13	12/24	18790	
12/24	10316		12/24	23258	\$126.54	12/24	12886		12/24	6588	\$55.84	12/24	11496	
12/24	51472	\$20.04	12/24	24558	\$13.78	12/24	5684		12/24	2228	\$254.57	12/24	51980	\$100.43
12/24	50146	\$436.21	12/24	45456	\$35.95	12/24	13714	\$106.00	12/24	15848	\$14.00	12/24	19688	
12/24	23518		12/24	42010		12/24	13844	\$310.84	12/24	34450	\$14.70	12/24	11586	\$146.49
12/24	44642		12/24	20254		12/24	12510	\$236.93	12/24	48236	\$59.23	12/24	12314	
12/24	23390	\$12.78	12/24	47318		12/24	25168	\$27.90	12/24	7624	\$287.92	12/24	23094	\$46.52
12/24	26046	\$38.82	12/24	47140		12/24	6112	\$75.25	12/24	35014	\$17.60	12/24	40074	\$16.61
12/24	15472		12/24	17042		12/24	48826	\$97.24	12/24	51354	\$29.83	12/24	24384	\$41.44
12/24	26356		12/24	3214		12/24	12382	\$85.48	12/24	17164	\$7.95	12/24	29580	\$14.50
12/24	26222	\$42.51	12/24	29756		12/24	6066	\$165.18	12/24	43800	\$34.63	12/24	21382	
12/24	47072		12/24	3628	\$49.50	12/24	11490	\$45.05	12/24	43412	\$424.21	12/24	106880	\$404.61
12/24	107080		12/24	3960	\$242.86	12/24	32132	\$283.60	12/24	28480	\$6.29	12/24	42560	
12/24	43402	\$63.12	12/24	11388		12/24	13606	\$68.30	12/24	4822	\$ -	12/24	43504	
12/24	51988	\$182.38	12/24	45036	\$121.20	12/24	21946	\$84.26	12/24	686	\$ 83.25	12/24	16186	\$17.26
12/24	23046		12/24	5788	\$356.83	12/24	24954	\$209.10	12/24	6386	\$ 99.90	12/24	5714	\$191.03
12/24	35580	\$185.31	12/24	21000		12/24	4656	\$15.02	12/24	12082	\$ -	12/24	24570	\$1.17
12/24	17542	\$149.98	12/24	43740		12/24	202	\$39.63	12/24	96578	\$ 102.07	12/24	7652	\$368.64
12/24	12880	\$200.47	12/24	5404	\$262.55	12/24	45696	\$57.60	12/24	17908	\$ -	12/24	16852	
12/24	49158	\$357.13	12/24	51384	\$154.50	12/24	50678	\$217.61	12/24	16672	\$ 784.35	12/24	51750	\$65.43
12/24	49304	\$282.14	12/24	50326	\$170.54	12/24	34324	\$313.97	12/24	45032	\$ 207.19	12/24	50770	
12/24	44858	\$466.47	12/24	50940	\$40.80	12/24	12180		12/24	25874	\$ 31.25	12/24	22340	\$81.13
12/24	178		12/24	50942	\$78.42	12/24	8944		12/24	40164	\$ -	12/24	16902	\$17.33
12/24	1942	\$94.49	12/24	51378	\$221.65	12/24	2908		12/24	30816	\$ 87.45	12/24	50394	\$14.77
12/24	43252	\$761.18	12/24	51976	\$31.80	12/24	30012		12/24	10532	\$ -	12/24	49484	
12/24	43256	\$55.36	12/24	52022		12/24	5226	\$1.10	12/24	32604	\$ 279.36	12/24	17332	\$10.63
12/24	19634		12/24	48120	\$267.49	12/24	19862	\$127.55	12/24	5168	\$ 90.18	12/24	3368	\$33.46
12/24	44292	\$291.06	12/24	49762	\$153.18	12/24	21902	\$24.30	12/24	14724	\$ 15.88	12/24	49960	\$29.44
12/24	27106		12/24	41784	\$462.91	12/24	30396	\$128.12	12/24	49884	\$ 95.36	12/24	8468	\$522.78
12/24	44456	\$1.52	12/24	16070	\$35.42	12/24	40718	\$208.33	12/24	26018	\$ 167.49	12/24	23450	\$59.33
12/24	30616	\$2,814.77	12/24	23590	\$105.40	12/24	41278	\$364.41	12/24	17874	\$ 199.37	12/24	6132	
12/24	107043		12/24	32642		12/24	47446		12/24	27760	\$ 3.90	12/24	25424	
12/24	12018	\$117.40	12/24	34472	\$97.41	12/24	11978		12/24	50450	\$ -	12/24	6202	
12/24	48546	\$154.22	12/24	48620	\$81.76	12/24	23374		12/24	23240	\$ -	12/24	9060	\$45.09
12/24	49502	\$122.43	12/24	43112		12/24	11064		12/24	27886	\$ -	12/24	16658	

12/24	12474	\$1.64	1/25	9318		1/25	31750	\$164.25	1/25	17312	\$ -	1/25	24186	\$ 144.51
12/24	17990	\$57.30	1/25	22226	\$77	1/25	2396		1/25	42294	\$ 969.53	1/25	26270	
12/24	46744	\$17.75	1/25	10276	\$9	1/25	20832	\$39.69	1/25	50684	\$ -	1/25	11332	\$ 194.95
12/24	39642		1/25	50838		1/25	47264	\$21.16	1/25	8804	\$ 2.16	1/25	24764	\$ 16.40
12/24	8732		1/25	29252		1/25	50164	\$206.37	1/25	17342	\$ 18.91	1/25	7366	\$ 21.22
12/24	3450	\$26.83	1/25	10392	\$94	1/25	23958	\$31.61	1/25	9904	\$ 1,527.21	1/25	7232	\$ 64.48
12/24	45314	\$5,495.44	1/25	30998	\$6	1/25	39802	\$12.43	1/25	6456	\$ 262.73	1/25	1790	\$ 56.46
12/24	21588		1/25	14638	\$262	1/25	48456	\$92.24	1/25	29872	\$ 16.19	1/25	50252	\$ -
12/24	10332		1/25	24702	\$19	1/25	47156	\$1,548.32	1/25	16736	\$ 15.91	1/25	546	\$ 29.34
12/24	40386	\$94.05	1/25	48534	\$246	1/25	29088	\$44.96	1/25	19840	\$ -	1/25	16898	\$ 9.18
12/24	43054	\$241.07	1/25	11388	\$36	1/25	23706	\$ 3.90	1/25	6494	\$ 228.42	1/25	107121	\$ 33.72
12/24	44706	\$361.38	1/25	51318		1/25	44578	\$ 3.32	1/25	27552	\$ 0.29	1/25	17512	\$ 93.04
12/24	24662		1/25	51414	\$199	1/25	51640	\$ 76.99	1/25	42406	\$ 174.14	1/25	33656	\$ 3.90
12/24	37316	\$2.55	1/25	28576	\$26	1/25	14376	\$ -	1/25	31350	\$ 142.90	1/25	29390	\$ 106.77
12/24	11262		1/25	5938		1/25	3192	\$ 9.36	1/25	44760	\$ -	1/25	5354	\$ 372.00
12/24	50300	\$256.81	1/25	786	\$24	1/25	20634	\$ 5.10	1/25	29294	\$ 11,234.06	1/25	47434	\$ 0.18
12/24	20366	\$133.66	1/25	18974		1/25	28116	\$ 140.20	1/25	44610	\$ 9,363.41	1/25	29868	\$ -
12/24	51894	\$152.99	1/25	1618		1/25	6038	\$ 453.75	1/25	44614	\$ 8,803.61	1/25	25684	\$ 36.45
12/24	1914	\$77.28	1/25	43276		1/25	5854	\$ -	1/25	45058	\$ 10,251.90	1/25	15130	\$ 8.23
12/24	2506	\$110.04	1/25	24884	\$6	1/25	43058	\$ 164.62	1/25	51590	\$ 264.49	1/25	14570	\$ 1.83
12/24	14792	\$19.68	1/25	15908	\$1	1/25	23348	\$ -	1/25	49640	\$ 97.54	1/25	32072	\$ 98.88
12/24	40656	\$0.53	1/25	45006		1/25	748	\$ 191.51	1/25	45746	\$ 280.13	1/25	22630	\$ -
12/24	17718		1/25	14172	\$62	1/25	6620	\$ -	1/25	51204	\$ 5.58	1/25	16598	\$ 0.78
12/24	13462	\$29.16	1/25	14884	\$10	1/25	12528	\$ -	1/25	29570	\$ -	1/25	31096	\$ 15.18
12/24	13722	\$1.31	1/25	42418	\$43	1/25	12952	\$ -	1/25	2782	\$ 166.34	1/25	50830	\$ -
12/24	15532	\$113.21	1/25	4202		1/25	1060	\$ -	1/25	47248	\$ 39.20	1/25	34500	\$ 136.70
1/25	29000	\$176.94	1/25	21798	\$470	1/25	31928	\$ 123.19	1/25	45336	\$ 5.84	1/25	30340	\$ 19.59
1/25	20722		1/25	8296		1/25	11882	\$ -	1/25	22196	\$ 161.18	1/25	50706	\$ 211.87
1/25	6026		1/25	16310		1/25	27696	\$ 10.55	1/25	20984	\$ 60.78	1/25	27346	\$ 2.18
1/25	30348		1/25	8470	\$4	1/25	33068	\$ 340.36	1/25	25336	\$ 98.67	1/25	51858	\$ 108.19
1/25	19348	\$37.77	1/25	44146	\$148	1/25	4334	\$ 74.97	1/25	15856	\$ 66.69	1/25	17520	\$ 32.29
1/25	22290	\$54.49	1/25	1572	\$123	1/25	11832	\$ 14.74	1/25	43072		1/25	2030	\$ 289.75
1/25	41006		1/25	1724	\$50	1/25	34252	\$ 64.90	1/25	2714	\$ 20.23	1/25	6670	\$ -
1/25	50034	\$1.81	1/25	29498	\$2	1/25	6972	\$ 8.10	1/25	31088		1/25	44198	\$ 127.82
1/25	106646	\$285.78	1/25	13654	\$14	1/25	7916	\$ -	1/25	51412	\$ 44.37	1/25	16410	\$ 74.34
1/25	50144		1/25	107215		1/25	2652	\$ 20.07	1/25	21134		1/25	18274	\$ 84.10
1/25	27448		1/25	28780	\$5	1/25	12242	\$ 153.76	1/25	26258	\$ 7.28	1/25	22038	\$ 59.23
1/25	50938	\$189.12	1/25	23368	\$33	1/25	17304	\$ -	1/25	8506		1/25	14900	\$ -
1/25	30932	\$11,607.83	1/25	7706	\$37	1/25	24476	\$ -	1/25	12930	\$ 253.95	1/25	4306	\$ 6.92
1/25	21042	\$5.32	1/25	3416		1/25	15684	\$ -	1/25	14040	\$ 172.85	1/25	8076	\$ -
1/25	5908		1/25	27420		1/25	25704	\$ -	1/25	13486		1/25	28428	\$ -
1/25	14838	\$92.37	1/25	7166		1/25	50216	\$ 8.14	1/25	7172		1/25	44578	\$ -
1/25	8542	\$99.57	1/25	42202		1/25	27848	\$ -	1/25	26882		1/25	51132	\$ -
1/25	7008		1/25	1190	\$120	1/25	7146	\$ 131.04	1/25	40182	\$ 4,604.97	1/25	13530	\$ -
1/25	9748	\$36.20	1/25	31030		1/25	6742	\$ 225.05	1/25	1684	\$ 5.02	1/25	47014	\$ 130.34
1/25	9614	\$73.76	1/25	44854	\$4	1/25	3600	\$ 29.30	1/25	26704		1/25	51334	\$ 38.78
1/25	10560	\$31.65	1/25	9764	\$79	1/25	4228	\$ 8.16	1/25	30158	\$ 14.74	1/25	50648	\$ 186.59

1/25	51012	\$	49.54
1/25	8354	\$	4.99
1/25	41866	\$	-
1/25	18760	\$	-
1/25	36028	\$	-
1/25	18944	\$	40.08
1/25	15298	\$	-
1/25	21100	\$	-
1/25	25644	\$	255.09
1/25	3440	\$	393.37
1/25	49222	\$	448.05
1/25	5474	\$	137.95
1/25	18088	\$	246.30
1/25	22992	\$	98.69
1/25	106536	\$	173.84
1/25	48348	\$	199.22
1/25	43992	\$	415.33
1/25	35012	\$	92.26
1/25	22682	\$	-
1/25	27862	\$	-
1/25	106744	\$	1,371.19
1/25	1128	\$	1,165.91
1/25	29482	\$	-
1/25	10650	\$	1,632.58
1/25	30466	\$	-
1/25	454	\$	100.46
1/25	51232	\$	-
1/25	106973	\$	351.46
1/25	40168	\$	3,263.77
1/25	28798	\$	2,919.33

\$125,855.79

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 6.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Total Expenses. (Corn/Gomez)

BACKGROUND:

Initiated by: Councilor Robert Corn

Total Expenses

FINANCIAL CONSIDERATION:

Review total expenses.

LEGAL REVIEW:

No Legal Review Required at this time.

BOARD AND COMMITTEE ACTION:

Finance Committee will be the first to hear this item.

STAFF RECOMMENDATION:

Review of total expenses.

Attachments

Expenses- Ck 71838-71839

Expenses - Ck 71840-71938

Expenses-CK #71837

Expenses - Ck 71940

Expenses - Ck 71939

01/24/2025 09:23 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 1
|apcshdsb

CASH ACCOUNT: 9999		114100		Equity in Pooled Cash					
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
71838	01/24/2025	PRTD	7805 HCA SHB		Benefit Prem 12/24	01/24/2025		BENE1224	583,098.46
						CHECK		71838 TOTAL:	583,098.46
71839	01/24/2025	PRTD	7805 HCA SHB		Basic/Hartford 12/24	01/24/2025		BENE1224	7,354.45
						CHECK		71839 TOTAL:	7,354.45
NUMBER OF CHECKS						2	*** CASH ACCOUNT TOTAL ***		590,452.91
						COUNT	AMOUNT		
						-----	-----		
TOTAL PRINTED CHECKS						2	590,452.91		
*** GRAND TOTAL ***									590,452.91

01/24/2025 09:23 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED
CLERK: 466klitt

|P 2
|apcshdsb

YEAR PER	JNL				ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC		
2025 7 71114								
APP 8990-211100						Accounts Payable	590,452.91	
01/24/2025	BENE1224	k1				AP CASH DISBURSEMENTS JOURNAL		
APP 9999-114100						Equity in Pooled Cash		590,452.91
01/24/2025	BENE1224	k1				AP CASH DISBURSEMENTS JOURNAL		
GENERAL LEDGER TOTAL							590,452.91	590,452.91
APP 9999-298990						Pooled Cash - Payroll Fund	590,452.91	
01/24/2025	BENE1224	k1						
APP 8990-114100						Equity in Pooled Cash		590,452.91
01/24/2025	BENE1224	k1						
SYSTEM GENERATED ENTRIES TOTAL							590,452.91	590,452.91
JOURNAL 2025/07/71114 TOTAL							1,180,905.82	1,180,905.82

01/24/2025 09:23
466klitt

|City of Roswell

|A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

|P 3
|apcshdsb

FUND BALANCE SEG ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
8990 Payroll Liabilities	2025 7	71114	01/24/2025			
8990-114100				Equity in Pooled Cash		590,452.91
8990-211100				Accounts Payable	590,452.91	
				FUND TOTAL	590,452.91	590,452.91
9999 Pooled Cash	2025 7	71114	01/24/2025			
9999-114100				Equity in Pooled Cash		590,452.91
9999-298990				Pooled Cash - Payroll Fund	590,452.91	
				FUND TOTAL	590,452.91	590,452.91

01/24/2025 09:23 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

|P 4
|apcshdsb

FUND	SUB FUND	DUE TO	DUE FR
8990 Payroll Liabilities			590,452.91
9999 Pooled Cash		590,452.91	
	TOTAL	590,452.91	590,452.91

** END OF REPORT - Generated by Kathryn Litt **

01/24/2025 10:50 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 1
|apcshdsb

CASH ACCOUNT: 9999		114100		Equity in Pooled Cash							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET		
71840	01/24/2025	PRTD	15179 ISAAC J CASTILLO		1195	01/15/2025	22501746	01242025	3,227.99		
						CHECK	71840	TOTAL:	3,227.99		
71841	01/24/2025	PRTD	13308 ADANS COLLISION CENT		Job # 7218	01/16/2025	22501590	01242025	6,907.75		
						CHECK	71841	TOTAL:	6,907.75		
71842	01/24/2025	PRTD	13663 GENERAL PARTS DISTRU		2247-ID-400199	01/09/2025	22500039	01242025	137.40		
						CHECK	71842	TOTAL:	137.40		
71843	01/24/2025	PRTD	10865 THE ADVANTAGE COMPAN		41133	09/30/2024	22500218	01242025	3,425.00		
						CHECK	71843	TOTAL:	3,425.00		
71844	01/24/2025	PRTD	105 ALLIED KEY & SAFE LL		59975	11/15/2024	22501264	01242025	1,542.58		
						CHECK	71844	TOTAL:	1,542.58		
71845	01/24/2025	PRTD	13985 ALLISON'S HOME SUPPL		Order #CG400948	01/16/2025	22501719	01242025	8,007.16		
						CHECK	71845	TOTAL:	8,007.16		
71846	01/24/2025	PRTD	13631 AMAZON CAPITAL SERVI		1XGD-361P-4MQY	01/15/2025	22500556	01242025	32.98		
					1NCR-6V91-GX6Q	01/16/2025	22500348	01242025	139.95		
					164P-KH6P-Q7CL	01/17/2025	22501763	01242025	8.59		
					1HV3-M6GY-RGW4	01/17/2025	22500117	01242025	98.90		
					1LLP-XV73-QGR9	01/17/2025	22500117	01242025	296.96		
					1Y33-63Y9-XPX3	01/19/2025	22500117	01242025	47.80		
					19J9-TFCR-FY6M	01/20/2025	22501589	01242025	199.38		
					1KKM-3TPL-PVKV	01/17/2025	22500556	01242025	32.39		
					1WDG-PLR9-LMT7	01/21/2025	22500763	01242025	31.74		
					13JW-LNJ3-PWQR	01/17/2025	22500258	01242025	33.11		
					1Q6K-JHJL-63XM	01/15/2025	22500258	01242025	95.92		

01/24/2025 10:50 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 2
|apcsdhsb

CASH ACCOUNT: 9999			114100		Equity in Pooled Cash						
CHECK NO	CHK	DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
						1CXG-HFC4-T3FH	01/21/2025	22500543	01242025	28.49	
						CM11CF-LKG1-XQGJ	01/22/2025		01242025	-22.25	
						CM16R1-K3TP-X6LV	01/22/2025		01242025	-52.40	
						1JN6-NHQW-31VD	01/22/2025	22500556	01242025	176.29	
						1Y33-63Y9-G1PF	01/16/2025	22501733	01242025	142.75	
						1W11-GK3X-WLHQ	01/22/2025	22500117	01242025	41.79	
							CHECK	71846	TOTAL:	1,332.39	
71847	01/24/2025	PRTD	14979	GARY D. FOSS	1772		01/01/2025	22500934	01242025	5,000.00	
							CHECK	71847	TOTAL:	5,000.00	
71848	01/24/2025	PRTD	267	ATKINS ENGINEERING A	26800		01/16/2025	22500098	01242025	605.62	
						26801	01/16/2025	22500098	01242025	605.62	
							CHECK	71848	TOTAL:	1,211.24	
71849	01/24/2025	PRTD	303	BAKER & TAYLOR INC	2038800581		01/08/2025	22500498	01242025	330.11	
							CHECK	71849	TOTAL:	330.11	
71850	01/24/2025	PRTD	302	BAKER UTILITY SUPPLY	INV329154		01/17/2025	22501710	01242025	11,030.40	
							CHECK	71850	TOTAL:	11,030.40	
71851	01/24/2025	PRTD	329	BELL GAS INC	I001204		01/16/2025	22500038	01242025	603.75	
						I001233	01/21/2025	22500038	01242025	603.75	
							CHECK	71851	TOTAL:	1,207.50	
71852	01/24/2025	PRTD	8769	C & J DRUG SCREENING	31293		12/31/2024	22500359	01242025	998.88	
							CHECK	71852	TOTAL:	998.88	
71853	01/24/2025	PRTD	8667	CASA QUERENCIA ANIMA	106028		01/08/2025	22500107	01242025	407.55	

```
|P      3
|apcshdsb
```

CASH ACCOUNT: 9999		114100		Equity in Pooled Cash																
CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK	RUN	NET									
												CHECK	71853	TOTAL:	407.55					
71854	01/24/2025	PRTD	10621	CENTRAL NEW MEXICO	E	8880604400	01/25	01/12/2025	01242025		247.36									
												CHECK	71854	TOTAL:	247.36					
71855	01/24/2025	PRTD	2651	CENTURYLINK		92570938	1/25	01/16/2025	01242025		56.17									
												CHECK	71855	TOTAL:	56.17					
71856	01/24/2025	PRTD	2651	CENTURYLINK		334082281	1/25	01/10/2025	01242025		16.47									
												CHECK	71856	TOTAL:	16.47					
71857	01/24/2025	PRTD	2651	CENTURYLINK		333913303	01/25	01/13/2025	01242025		81.76									
												CHECK	71857	TOTAL:	81.76					
71858	01/24/2025	PRTD	2651	CENTURYLINK		333740314	1/25	01/10/2025	01242025		163.45									
												CHECK	71858	TOTAL:	163.45					
71859	01/24/2025	PRTD	12620	CHANCE MATERIALS, LL		20207		01/14/2025	22500332	01242025	2,115.00									
												CHECK	71859	TOTAL:	2,115.00					
71860	01/24/2025	PRTD	12572	CODE 3 SERVICE, LLC		250035		01/14/2025	22500549	01242025	365.88									
														01/14/2025	22500549	01242025	365.88			
														01/20/2025	22501708	01242025	2,894.26			
												CHECK	71860	TOTAL:	3,626.02					
71861	01/24/2025	PRTD	12223	CRM ENTERPRISES LLC		45573		11/25/2024	22501526	01242025	195.00									
														11/25/2024	22501525	01242025	112.00			
														11/25/2024	22501524	01242025	98.96			
												CHECK	71861	TOTAL:	405.96					

01/24/2025 10:50 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 4
|apcsbdsb

CASH ACCOUNT: 9999			114100		Equity in Pooled Cash							
CHECK NO	CHK	DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET		
71862	01/24/2025	PRTD	2883	CULLIGAN WATER; WATE	62498		01/15/2025	22500662	01242025	17.75		
					62251		01/15/2025	22501076	01242025	66.80		
							CHECK	71862	TOTAL:	84.55		
71863	01/24/2025	PRTD	6008	DELL MARKETING LP	10795302642		01/21/2025	22501753	01242025	284.58		
					10794787336		01/17/2025	22501696	01242025	1,376.98		
					10795766173		01/23/2025	22501694	01242025	3,260.70		
							CHECK	71863	TOTAL:	4,922.26		
71864	01/24/2025	PRTD	12602	DEMAREES PUMPING SVC	15290		01/06/2025	22500477	01242025	107.90		
							CHECK	71864	TOTAL:	107.90		
71865	01/24/2025	PRTD	11789	E.H. WACHS	INV232263		01/17/2025	22501761	01242025	1,182.82		
							CHECK	71865	TOTAL:	1,182.82		
71866	01/24/2025	PRTD	12146	ELITE MEDIA GROUP LL	INV110985		01/13/2025	22500318	01242025	490.92		
							CHECK	71866	TOTAL:	490.92		
71867	01/24/2025	PRTD	13600	FAITH GROUP, LLC	31376		01/16/2025	22300818	01242025	2,025.00		
							CHECK	71867	TOTAL:	2,025.00		
71868	01/24/2025	PRTD	11501	FERGUSON ENTERPRISE/	ww040709		01/14/2025	22501638	01242025	8,371.55		
					ww040704		01/20/2025	22501638	01242025	6,188.60		
							CHECK	71868	TOTAL:	14,560.15		
71869	01/24/2025	PRTD	10903	FERGUSON ENTERPRISES	1439830		01/17/2025	22501663	01242025	58.33		
							CHECK	71869	TOTAL:	58.33		
71870	01/24/2025	PRTD	941	VIVA CAPITAL FUNDING	1080571		01/15/2025	22500030	01242025	26.25		

01/24/2025 10:50 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 5
|apcsbhsb

CASH ACCOUNT: 9999			114100		Equity in Pooled Cash									
CHECK NO	CHK	DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV	DATE	PO	CHECK	RUN	NET	
								CHECK	71870	TOTAL:	26.25			
71871	01/24/2025	PRTD	11463	GADES	SALES CO INC		0087495-IN	01/13/2025	22501597	01242025	702.22			
								CHECK	71871	TOTAL:	702.22			
71872	01/24/2025	PRTD	14602	HEIGHTS	SECURITY INC		110113	01/14/2025	22501644	01242025	4,125.00			
								CHECK	71872	TOTAL:	4,125.00			
71873	01/24/2025	PRTD	13623	TEXAN	WASTE EQUIPMEN		16403E	01/15/2025	22501731	01242025	7,628.05			
								CHECK	71873	TOTAL:	7,628.05			
71874	01/24/2025	PRTD	11424	HICKS	AUTOMOTIVE LLC		8825	01/15/2025	22500197	01242025	136.59			
								8829	01/17/2025	22500197	01242025	1,066.51		
								8827	01/16/2025	22500197	01242025	1,304.94		
								8816	01/13/2025	22500197	01242025	136.59		
								8818	01/21/2025	22500530	01242025	215.24		
								CHECK	71874	TOTAL:	2,859.87			
71875	01/24/2025	PRTD	11453	HOME	DEPOT CREDIT SV		6011220	01/15/2025	22501164	01242025	26.94			
								4020437	01/17/2025	22500588	01242025	36.28		
								5020283A	01/16/2025	22500588	01242025	25.94		
								9021102	01/22/2025	22501164	01242025	34.90		
								CHECK	71875	TOTAL:	124.06			
71876	01/24/2025	PRTD	11924	INGRAM	LIBRARY SERVI		67778256	01/14/2025	22500235	01242025	189.91			
								67778255	01/14/2025	22500235	01242025	53.68		
								67778257	01/14/2025	22500235	01242025	15.20		
								67778254	01/14/2025	22500235	01242025	14.10		
								64371061	12/30/2024	22500235	01242025	10.13		

01/24/2025 10:50 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 6
|apcshdsb

CASH ACCOUNT: 9999			114100		Equity in Pooled Cash					
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
					64371060	12/30/2024	22500235	01242025	12.65	
					64371059	12/30/2024	22500235	01242025	8.15	
					64371058	12/30/2024	22500235	01242025	8.15	
					64371057	12/30/2024	22500235	01242025	18.47	
					64371056	12/30/2024	22500235	01242025	146.88	
					64371055	12/30/2024	22500235	01242025	11.90	
					64371054	12/30/2024	22500235	01242025	20.43	
					64371452	01/05/2025	22500235	01242025	78.19	
					64371098	12/30/2024	22500235	01242025	24.30	
					64371278	01/02/2025	22500235	01242025	334.64	
					64371277	01/02/2025	22500235	01242025	90.48	
					64371275	01/02/2025	22500235	01242025	193.46	
					64371276	01/02/2025	22500235	01242025	39.11	
					64371843	01/10/2025	22500235	01242025	20.94	
					64371695	01/08/2025	22500235	01242025	88.16	
					64371451	01/05/2025	22500235	01242025	139.00	
						CHECK	71876	TOTAL:	1,517.93	
71877	01/24/2025	PRTD	10044	INLAND KENWORTH US I	126361ALP	01/16/2025	22501652	01242025	4,111.32	
					127014ALP	01/22/2025	22501652	01242025	698.67	
						CHECK	71877	TOTAL:	4,809.99	
71878	01/24/2025	PRTD	14630	IT1 SOURCE, LLC	ITC0020174	01/20/2025	22501389	01242025	32.37	
					MS17658	01/17/2025	22501389	01242025	133.43	
						CHECK	71878	TOTAL:	165.80	
71879	01/24/2025	PRTD	12032	ITSQUEST INC	244888	01/15/2025	22501426	01242025	194.97	
					244674	01/08/2025	22500529	01242025	575.90	

01/24/2025 10:50 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 7
|apcshdsb

CASH ACCOUNT: 9999			114100		Equity in Pooled Cash					
CHECK NO	CHK	DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						244889	01/15/2025	22500529	01242025	719.88
						244940	01/22/2025	22501426	01242025	299.96
							CHECK	71879	TOTAL:	1,790.71
71880	01/24/2025	PRTD	1297	J-MAR & ASSOCIATES I		209518	01/09/2025	22501691	01242025	3,110.36
							CHECK	71880	TOTAL:	3,110.36
71881	01/24/2025	PRTD	5652	LUBRICAR, INC.		0018591-IN	01/13/2025	22500057	01242025	103.50
						0018468-IN	01/06/2025	22500057	01242025	197.00
						0018628-IN	01/14/2025	22501184	01242025	103.50
						0018722-IN	01/16/2025	22501611	01242025	58.55
							CHECK	71881	TOTAL:	462.55
71882	01/24/2025	PRTD	1318	JOHNSTONE SUPPLY		430-S101410707.01	01/16/2025	22501767	01242025	206.84
						430-S101410989.001	01/21/2025	22501764	01242025	474.70
							CHECK	71882	TOTAL:	681.54
71883	01/24/2025	PRTD	1344	KAUFMANS WEST LLC		10432L	01/15/2025	22501501	01242025	9,639.45
							CHECK	71883	TOTAL:	9,639.45
71884	01/24/2025	PRTD	1507	LYKINS TIRE CO		2-126039	01/22/2025	22500139	01242025	20.00
						2-126047	01/22/2025	22500139	01242025	20.00
							CHECK	71884	TOTAL:	40.00
71885	01/24/2025	PRTD	13229	MAVERICK TECH SOLUTI		11319	01/23/2025	22500027	01242025	4,968.39
							CHECK	71885	TOTAL:	4,968.39
71886	01/24/2025	PRTD	12209	MCT INC		0217430	01/20/2025	22500048	01242025	840.92

01/24/2025 10:50 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 8
|apcshdsb

CASH ACCOUNT: 9999		114100		Equity in Pooled Cash							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET		
						CHECK	71886	TOTAL:	840.92		
71887	01/24/2025	PRTD	13673 MIXER CENTER ROSWELL	17020		12/30/2024	22500173	01242025	2,387.95		
				16566		11/04/2024	22500173	01242025	1,159.68		
						CHECK	71887	TOTAL:	3,547.63		
71888	01/24/2025	PRTD	11942 NAPA AUTO PARTS	025825		01/16/2025	22500042	01242025	29.11		
				025859		01/17/2025	22500042	01242025	24.69		
				025872		01/17/2025	22500042	01242025	25.22		
				025920		01/17/2025	22500042	01242025	49.12		
				025871		01/17/2025	22500343	01242025	52.95		
				025948		01/17/2025	22500042	01242025	293.08		
				025668		01/15/2025	22500738	01242025	35.83		
				026191		01/21/2025	22500343	01242025	8.32		
				026329		01/22/2025	22500042	01242025	457.56		
						CHECK	71888	TOTAL:	975.88		
71889	01/24/2025	PRTD	10101 NEW MEXICO GAS COMPA	0799516	01/25	01/10/2025		01242025	319.36		
				1343857	01/25	01/10/2025		01242025	109.90		
				1195517	01/25	01/13/2025		01242025	206.48		
				1346524	01/25	01/13/2025		01242025	32.63		
				1365045	01/25	01/13/2025		01242025	80.71		
				1554460	01/25	01/13/2025		01242025	1,248.20		
				1335283	01/25	01/13/2025		01242025	33.29		
				0800465	01/25	01/14/2025		01242025	290.78		
						CHECK	71889	TOTAL:	2,321.35		

01/24/2025 10:50 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 9
|apcshdsb

CASH ACCOUNT: 9999 114100 Equity in Pooled Cash				VOUCHER		INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK	DATE	TYPE	VENDOR NAME						
71890	01/24/2025	PRTD	15178	OHD, LLLP		100804	01/14/2025	22501606	01242025	960.00
							CHECK	71890	TOTAL:	960.00
71891	01/24/2025	PRTD	99999	Ashley Beasley		R24-002586 Refund	01/10/2025		01242025	25.00
							CHECK	71891	TOTAL:	25.00
71892	01/24/2025	PRTD	99999	Audrey Henson		R24-002787 Refund	01/09/2025		01242025	25.00
							CHECK	71892	TOTAL:	25.00
71893	01/24/2025	PRTD	99999	Cody Riggins		R24-002881 Refund	01/14/2025		01242025	25.00
							CHECK	71893	TOTAL:	25.00
71894	01/24/2025	PRTD	99999	David Lujan		R24-02945 Refund	01/09/2025		01242025	25.00
							CHECK	71894	TOTAL:	25.00
71895	01/24/2025	PRTD	99999	Earick, Ralph and Ju		15188727844 Refund	01/16/2025		01242025	31.45
							CHECK	71895	TOTAL:	31.45
71896	01/24/2025	PRTD	99999	Genalyn Outland		FCP2024 Refund	01/16/2025		01242025	150.00
							CHECK	71896	TOTAL:	150.00
71897	01/24/2025	PRTD	99999	Joanne wallace		R24-003006 Refund	01/10/2025		01242025	25.00
							CHECK	71897	TOTAL:	25.00
71898	01/24/2025	PRTD	99999	Joanne wallace		R24-003005	01/10/2025		01242025	25.00
							CHECK	71898	TOTAL:	25.00
71899	01/24/2025	PRTD	99999	Kaylin Prosser		R24-02949 Refund	01/08/2025		01242025	25.00
							CHECK	71899	TOTAL:	25.00

01/24/2025 10:50 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 10
|apcshdsb

CASH ACCOUNT: 9999		114100		Equity in Pooled Cash							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN		NET	
71900	01/24/2025	PRTD	99999 Lopez-Rodriguez, Mar		1330794670 Refund	01/16/2025		01242025		7.57	
						CHECK		71900 TOTAL:		7.57	
71901	01/24/2025	PRTD	99999 New Mexico Environme		INV-28277-Z5W5M3	11/15/2024		01242025		200.00	
						CHECK		71901 TOTAL:		200.00	
71902	01/24/2025	PRTD	99999 Nicolas Murray		R24-02983 Refund	01/08/2025		01242025		25.00	
						CHECK		71902 TOTAL:		25.00	
71903	01/24/2025	PRTD	99999 Ornelas, Joe		5476324330 Refund	01/16/2025		01242025		96.92	
						CHECK		71903 TOTAL:		96.92	
71904	01/24/2025	PRTD	99999 Roberta Hayes		220000045098 Refund	01/15/2025		01242025		160.00	
						CHECK		71904 TOTAL:		160.00	
71905	01/24/2025	PRTD	99999 Tara Neel		R24-002953 Refund	01/08/2025		01242025		25.00	
						CHECK		71905 TOTAL:		25.00	
71906	01/24/2025	PRTD	99999 Tawnya Snowden		R24-002939 Refund	01/08/2025		01242025		25.00	
						CHECK		71906 TOTAL:		25.00	
71907	01/24/2025	PRTD	10770 OVERDRIVE INC		03279c025014084	01/16/2025	22500202	01242025		1,448.10	
						CHECK		71907 TOTAL:		1,448.10	
71908	01/24/2025	PRTD	11967 PACE ANALYTICAL SERV		2560220558	01/16/2025	22500256	01242025		160.50	
					2560220849	01/22/2025	22500256	01242025		584.10	
						CHECK		71908 TOTAL:		744.60	
71909	01/24/2025	PRTD	12285 PARTS PLUS OF NEW ME		255054	01/16/2025	22500050	01242025		118.43	
					255028	01/16/2025	22500050	01242025		56.15	

01/24/2025 10:50 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 11
|apcshdsb

CASH ACCOUNT: 9999		114100		Equity in Pooled Cash					
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					405-255011	01/16/2025	22501758	01242025	363.11
					255060	01/17/2025	22500050	01242025	177.00
					255087	01/17/2025	22500050	01242025	12.88
					255204	01/21/2025	22500050	01242025	97.50
						CHECK	71909	TOTAL:	825.07
71910	01/24/2025	PRTD	13602 PING, INC.		17998373	01/15/2025	22501509	01242025	1,180.00
						CHECK	71910	TOTAL:	1,180.00
71911	01/24/2025	PRTD	13659 POWELL TIRE COMPANY		1-116664	01/15/2025	22500168	01242025	32.37
					1-116629	01/14/2025	22500168	01242025	821.22
					1-116575	01/13/2025	22500156	01242025	163.36
					1-116431	01/13/2025	22500156	01242025	220.50
					1-11618	01/14/2025	22500156	01242025	70.13
					1-116807	01/21/2025	22500201	01242025	65.00
					1-116728	01/17/2025	22500201	01242025	2,187.08
					1-116706	01/21/2025	22500201	01242025	118.69
					1-116813	01/21/2025	22501114	01242025	21.58
						CHECK	71911	TOTAL:	3,699.93
71912	01/24/2025	PRTD	11953 PTS OFFICE SYSTEMS,		INV349897	01/15/2025		01242025	24.74
						CHECK	71912	TOTAL:	24.74
71913	01/24/2025	PRTD	2090 R & R PRODUCTS INC		CD2983691	01/14/2025	22500362	01242025	138.91
						CHECK	71913	TOTAL:	138.91
71914	01/24/2025	PRTD	11690 RESOURCE WISE		INV1425	12/18/2024	22500996	01242025	1,654.94
						CHECK	71914	TOTAL:	1,654.94

01/24/2025 10:50 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 12
|apcshdsb

CASH ACCOUNT: 9999			114100		Equity in Pooled Cash					
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
71915	01/24/2025	PRTD	9032 ROBERTS TRUCK CENTER		X802073346:01	01/17/2025	22500051	01242025	912.27	
					X802073538:01	01/23/2025	22500051	01242025	756.47	
						CHECK	71915	TOTAL:	1,668.74	
71916	01/24/2025	PRTD	7267 ROSWELL CHAVES COUNT		2025-01-02	01/10/2025	22500502	01242025	50,000.00	
						CHECK	71916	TOTAL:	50,000.00	
71917	01/24/2025	PRTD	2195 ROSWELL DAILY RECORD		AD#00303296	01/13/2025	22500233	01242025	68.49	
						CHECK	71917	TOTAL:	68.49	
71918	01/24/2025	PRTD	6968 ROSWELL DAILY RECORD		RDR 2025	01/15/2025	22500485	01242025	126.00	
						CHECK	71918	TOTAL:	126.00	
71919	01/24/2025	PRTD	2201 ROSWELL HISPANO CHAM		100004	01/15/2025	22501172	01242025	12,500.00	
						CHECK	71919	TOTAL:	12,500.00	
71920	01/24/2025	PRTD	2206 ROSWELL LIVESTOCK &		B256395	01/17/2025	22500273	01242025	399.00	
					A353211	01/17/2025	22500273	01242025	16.95	
					A353711	01/22/2025	22501786	01242025	480.00	
					G43997	01/22/2025	22500349	01242025	12.50	
						CHECK	71920	TOTAL:	908.45	
71921	01/24/2025	PRTD	2228 ROSWELL UTILITY COUN		47152025	01/16/2025	22501762	01242025	320.00	
						CHECK	71921	TOTAL:	320.00	
71922	01/24/2025	PRTD	5581 RUDY'S TOWING SERVIC		24913	12/09/2024	22501197	01242025	100.00	
						CHECK	71922	TOTAL:	100.00	
71923	01/24/2025	PRTD	9129 SYNCHRONY BANK		001626	01/16/2025	22500019	01242025	42.54	

01/24/2025 10:50 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 13
|apcshdsb

CASH ACCOUNT: 9999		114100		Equity in Pooled Cash									
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN		NET			
						CHECK	71923	TOTAL:				42.54	
71924	01/24/2025	PRTD	3638 SAN BAR CONSTRUCTION		85513-S	01/21/2025	22501616	01242025					5,087.50
						CHECK	71924	TOTAL:				5,087.50	
71925	01/24/2025	PRTD	13253 SCOTT STEVENSON EMBR		Shirts & Hoodies	01/21/2025	22501814	01242025					5,228.72
						CHECK	71925	TOTAL:				5,228.72	
71926	01/24/2025	PRTD	9594 SHAMROCK FOODS COMPA		31785539	01/16/2025	22501337	01242025					1,111.38
						CHECK	71926	TOTAL:				1,111.38	
71927	01/24/2025	PRTD	11226 SHRED BOSS, LLC		34228	01/07/2025	22500629	01242025					59.34
						CHECK	71927	TOTAL:				59.34	
71928	01/24/2025	PRTD	6757 STARR JANITORIAL INC		97610	01/16/2025	22500501	01242025					3,907.14
					97630	01/20/2025	22501703	01242025					178.14
					97645	01/21/2025	22500501	01242025					303.07
					97688	01/23/2025	22500333	01242025					83.07
						CHECK	71928	TOTAL:				4,471.42	
71929	01/24/2025	PRTD	11724 STEWART & STEVENSON		60140964	01/07/2025	22501631	01242025					4,553.56
						CHECK	71929	TOTAL:				4,553.56	
71930	01/24/2025	PRTD	13464 SUNSHINE LAUNDRY		1663148	01/09/2025	22501193	01242025					137.57
					1663152	01/16/2025	22501193	01242025					155.37
					1973051	01/21/2025	22500353	01242025					125.16
						CHECK	71930	TOTAL:				418.10	
71931	01/24/2025	PRTD	13381 T-MOBILE USA INC		994718281 12/24	12/21/2024	22500428	01242025					316.50

01/24/2025 10:50 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 14
|apcshdsb

CASH ACCOUNT: 9999		114100		Equity in Pooled Cash					
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						CHECK	71931	TOTAL:	316.50
71932	01/24/2025	PRTD	13624 TAYLOR MADE GOLF COM		37938376	01/13/2025	22501144	01242025	400.82
						CHECK	71932	TOTAL:	400.82
71933	01/24/2025	PRTD	8561 HD SUPPLY FACILITIES		INV00593194	01/14/2025	22501752	01242025	489.27
						CHECK	71933	TOTAL:	489.27
71934	01/24/2025	PRTD	10982 VERIZON WIRELESS SER		472157721 01/25	01/09/2025		01242025	40.01
						CHECK	71934	TOTAL:	40.01
71935	01/24/2025	PRTD	7776 WAGNER EQUIPMENT CO		P13C0385538	01/17/2025	22500043	01242025	1,388.75
						CHECK	71935	TOTAL:	1,388.75
71936	01/24/2025	PRTD	2931 WATER DEPARTMENT		978345322 01/25	01/13/2025		01242025	231.24
						196744820 01/25	01/10/2025	01242025	260.84
						196344822 01/25	01/10/2025	01242025	116.76
						9702749110 01/25	01/10/2025	01242025	55.00
						9702749116 01/25	01/10/2025	01242025	27.00
						9702749198 01/25	01/10/2025	01242025	27.00
						9702749200 01/25	01/10/2025	01242025	27.00
						9702749268 01/25	01/10/2025	01242025	27.00
						9702742002 01/25	01/10/2025	01242025	55.00
						279916856 01	01/07/2025	01242025	87.69
						252520132 01/25	01/07/2025	01242025	605.69
						9759135374 01/25	01/07/2025	01242025	280.59
						29915602 01/25	01/07/2025	01242025	490.67
						695742556 01/25	01/07/2025	01242025	524.51
						275142594 01/25	01/07/2025	01242025	27.00

01/24/2025 10:50 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 15
|apcshdsb

CASH ACCOUNT: 9999		114100		Equity in Pooled Cash					
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					2331343268	01/25	01/15/2025	01242025	317.42
					2887546184	01/25	01/15/2025	01242025	44.00
					9702749048	01/25	01/15/2025	01242025	55.00
					1850146874	01/25	01/14/2025	01242025	57.75
					982332870	01/25	01/14/2025	01242025	335.58
					2330943264	01/25	01/15/2025	01242025	31.00
							CHECK	71936 TOTAL:	3,683.74
71937	01/24/2025	PRTD	13033 WINSUPPLY NE ALBUQUE	056114	01	01/14/2025	22501468	01242025	9,984.99
							CHECK	71937 TOTAL:	9,984.99
71938	01/24/2025	PRTD	14579 WORKQUEST	SINV043375		01/14/2025	22500479	01242025	132.18
							CHECK	71938 TOTAL:	132.18
					NUMBER OF CHECKS	99	*** CASH ACCOUNT TOTAL ***		239,920.75
							COUNT	AMOUNT	
							-----	-----	
					TOTAL PRINTED CHECKS	99	239,920.75		
							*** GRAND TOTAL ***		239,920.75

01/24/2025 10:50
466klitt

|City of Roswell
|A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

|P 16
|apcshdsb

CLERK: 466klitt

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2025	7	71131									
APP	2613-211100		01/24/2025	01242025	k1			Accounts Payable		15,461.24	
								AP CASH DISBURSEMENTS JOURNAL			
APP	9999-114100		01/24/2025	01242025	k1			Equity in Pooled Cash			239,920.75
								AP CASH DISBURSEMENTS JOURNAL			
APP	2610-211100		01/24/2025	01242025	k1			Accounts Payable		11,763.65	
								AP CASH DISBURSEMENTS JOURNAL			
APP	5200-211100		01/24/2025	01242025	k1			Accounts Payable		10,416.09	
								AP CASH DISBURSEMENTS JOURNAL			
APP	1101-211100		01/24/2025	01242025	k1			Accounts Payable		38,794.50	
								AP CASH DISBURSEMENTS JOURNAL			
APP	2615-211100		01/24/2025	01242025	k1			Accounts Payable		8,610.86	
								AP CASH DISBURSEMENTS JOURNAL			
APP	2611-211100		01/24/2025	01242025	k1			Accounts Payable		601.04	
								AP CASH DISBURSEMENTS JOURNAL			
APP	5300-211100		01/24/2025	01242025	k1			Accounts Payable		37,487.72	
								AP CASH DISBURSEMENTS JOURNAL			
APP	5100-211100		01/24/2025	01242025	k1			Accounts Payable		11,555.96	
								AP CASH DISBURSEMENTS JOURNAL			
APP	5301-211100		01/24/2025	01242025	k1			Accounts Payable		8,423.74	
								AP CASH DISBURSEMENTS JOURNAL			
APP	2265-211100		01/24/2025	01242025	k1			Accounts Payable		2,977.68	
								AP CASH DISBURSEMENTS JOURNAL			
APP	5201-211100		01/24/2025	01242025	k1			Accounts Payable		5,074.52	
								AP CASH DISBURSEMENTS JOURNAL			
APP	2623-211100		01/24/2025	01242025	k1			Accounts Payable		18,926.50	
								AP CASH DISBURSEMENTS JOURNAL			
APP	2622-211100		01/24/2025	01242025	k1			Accounts Payable		616.92	
								AP CASH DISBURSEMENTS JOURNAL			
APP	2602-211100		01/24/2025	01242025	k1			Accounts Payable		1,331.61	
								AP CASH DISBURSEMENTS JOURNAL			
APP	2621-211100		01/24/2025	01242025	k1			Accounts Payable		150.00	
								AP CASH DISBURSEMENTS JOURNAL			
APP	2630-211100		01/24/2025	01242025	k1			Accounts Payable		62,500.00	
								AP CASH DISBURSEMENTS JOURNAL			
APP	2690-211100		01/24/2025	01242025	k1			Accounts Payable		5,228.72	
								AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL										239,920.75	239,920.75
APP	9999-292613		01/24/2025	01242025	k1			Pooled Cash - Golf		15,461.24	
APP	2613-114100		01/24/2025	01242025	k1			Equity in Pooled Cash			15,461.24
APP	9999-292610		01/24/2025	01242025	k1			Pooled Cash - Mass Transit		11,763.65	
APP	2610-114100							Equity in Pooled Cash			11,763.65

01/24/2025 10:50
466klitt

|City of Roswell
|A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

|P 17
|apcshdsb

YEAR PER	JNL									
SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
APP	9999-295200	01/24/2025	01242025	k1			Pooled Cash - Solid Waste		10,416.09	
APP	5200-114100	01/24/2025	01242025	k1			Equity in Pooled Cash			10,416.09
APP	9999-291101	01/24/2025	01242025	k1			Pooled Cash - General Fund		38,794.50	
APP	1101-114100	01/24/2025	01242025	k1			Equity in Pooled Cash			38,794.50
APP	9999-292615	01/24/2025	01242025	k1			Pooled Cash - Recreation		8,610.86	
APP	2615-114100	01/24/2025	01242025	k1			Equity in Pooled Cash			8,610.86
APP	9999-292611	01/24/2025	01242025	k1			Pooled Cash - Museum		601.04	
APP	2611-114100	01/24/2025	01242025	k1			Equity in Pooled Cash			601.04
APP	9999-295300	01/24/2025	01242025	k1			Pooled Cash - Water & Sewer		37,487.72	
APP	5300-114100	01/24/2025	01242025	k1			Equity in Pooled Cash			37,487.72
APP	9999-295100	01/24/2025	01242025	k1			Pooled Cash - Air Center		11,555.96	
APP	5100-114100	01/24/2025	01242025	k1			Equity in Pooled Cash			11,555.96
APP	9999-295301	01/24/2025	01242025	k1			Pooled Cash - Wastewater		8,423.74	
APP	5301-114100	01/24/2025	01242025	k1			Equity in Pooled Cash			8,423.74
APP	9999-292265	01/24/2025	01242025	k1			Pooled Cash - Fire Prtct Grant		2,977.68	
APP	2265-114100	01/24/2025	01242025	k1			Equity in Pooled Cash			2,977.68
APP	9999-295201	01/24/2025	01242025	k1			Pooled Cash - Landfill		5,074.52	
APP	5201-114100	01/24/2025	01242025	k1			Equity in Pooled Cash			5,074.52
APP	9999-292623	01/24/2025	01242025	k1			Pooled Cash - Road Fund		18,926.50	
APP	2623-114100	01/24/2025	01242025	k1			Equity in Pooled Cash			18,926.50
APP	9999-292622	01/24/2025	01242025	k1			Pooled Cash - Lodger's Tax		616.92	
APP	2622-114100	01/24/2025	01242025	k1			Equity in Pooled Cash			616.92
APP	9999-292602	01/24/2025	01242025	k1			Pooled Cash - Cemetery		1,331.61	
APP	2602-114100	01/24/2025	01242025	k1			Equity in Pooled Cash			1,331.61

01/24/2025 10:50
466klitt

|City of Roswell

|A/P CASH DISBURSEMENTS JOURNAL

|P 18
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

YEAR PER	JNL								
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
APP 9999-292621	01/24/2025	01242025	k1			Pooled Cash - Convention Cntr		150.00	
APP 2621-114100	01/24/2025	01242025	k1			Equity in Pooled Cash			150.00
APP 9999-292630	01/24/2025	01242025	k1			Pooled Cash - CDBG Revolv Loan		62,500.00	
APP 2630-114100	01/24/2025	01242025	k1			Equity in Pooled Cash			62,500.00
APP 9999-292690	01/24/2025	01242025	k1			Pooled Cash - Restricted Funds		5,228.72	
APP 2690-114100	01/24/2025	01242025	k1			Equity in Pooled Cash			5,228.72
SYSTEM GENERATED ENTRIES TOTAL								239,920.75	239,920.75
JOURNAL 2025/07/71131 TOTAL								479,841.50	479,841.50

01/24/2025 10:50
466klitt

|City of Roswell
|A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

|P 19
|apcshdsb

FUND BALANCE SEG ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
1101 General Fund	2025 7	71131	01/24/2025	Equity in Pooled Cash		
1101-114100				Accounts Payable	38,794.50	38,794.50
1101-211100						
				FUND TOTAL	38,794.50	38,794.50
2265 Fire Protection Grant	2025 7	71131	01/24/2025	Equity in Pooled Cash		
2265-114100				Accounts Payable	2,977.68	2,977.68
2265-211100						
				FUND TOTAL	2,977.68	2,977.68
2602 Cemetery	2025 7	71131	01/24/2025	Equity in Pooled Cash		
2602-114100				Accounts Payable	1,331.61	1,331.61
2602-211100						
				FUND TOTAL	1,331.61	1,331.61
2610 Mass Transit	2025 7	71131	01/24/2025	Equity in Pooled Cash		
2610-114100				Accounts Payable	11,763.65	11,763.65
2610-211100						
				FUND TOTAL	11,763.65	11,763.65
2611 Museum and Art Center	2025 7	71131	01/24/2025	Equity in Pooled Cash		
2611-114100				Accounts Payable	601.04	601.04
2611-211100						
				FUND TOTAL	601.04	601.04
2613 Nancy Lopez Golf Course	2025 7	71131	01/24/2025	Equity in Pooled Cash		
2613-114100				Accounts Payable	15,461.24	15,461.24
2613-211100						
				FUND TOTAL	15,461.24	15,461.24
2615 Recreation	2025 7	71131	01/24/2025	Equity in Pooled Cash		
2615-114100				Accounts Payable	8,610.86	8,610.86
2615-211100						
				FUND TOTAL	8,610.86	8,610.86
2621 Convention Center	2025 7	71131	01/24/2025	Equity in Pooled Cash		
2621-114100				Accounts Payable	150.00	150.00
2621-211100						
				FUND TOTAL	150.00	150.00
2622 Lodgers' Tax	2025 7	71131	01/24/2025			

01/24/2025 10:50
466klitt

|City of Roswell
|A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

|P 20
|apcshdsb

FUND BALANCE SEG	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
2622-114100				Equity in Pooled Cash		616.92
2622-211100				Accounts Payable	616.92	
				FUND TOTAL	616.92	616.92
2623 Road Fund	2025 7	71131	01/24/2025	Equity in Pooled Cash		18,926.50
2623-114100				Accounts Payable	18,926.50	
2623-211100				FUND TOTAL	18,926.50	18,926.50
2630 Economic Development	2025 7	71131	01/24/2025	Equity in Pooled Cash		62,500.00
2630-114100				Accounts Payable	62,500.00	
2630-211100				FUND TOTAL	62,500.00	62,500.00
2690 Restricted Funds	2025 7	71131	01/24/2025	Equity in Pooled Cash		5,228.72
2690-114100				Accounts Payable	5,228.72	
2690-211100				FUND TOTAL	5,228.72	5,228.72
5100 Air Center	2025 7	71131	01/24/2025	Equity in Pooled Cash		11,555.96
5100-114100				Accounts Payable	11,555.96	
5100-211100				FUND TOTAL	11,555.96	11,555.96
5200 Sanitation	2025 7	71131	01/24/2025	Equity in Pooled Cash		10,416.09
5200-114100				Accounts Payable	10,416.09	
5200-211100				FUND TOTAL	10,416.09	10,416.09
5201 Landfill	2025 7	71131	01/24/2025	Equity in Pooled Cash		5,074.52
5201-114100				Accounts Payable	5,074.52	
5201-211100				FUND TOTAL	5,074.52	5,074.52
5300 water	2025 7	71131	01/24/2025	Equity in Pooled Cash		37,487.72
5300-114100				Accounts Payable	37,487.72	
5300-211100				FUND TOTAL	37,487.72	37,487.72
5301 wastewater	2025 7	71131	01/24/2025	Equity in Pooled Cash		8,423.74
5301-114100						

01/24/2025 10:50
466klitt

|City of Roswell
|A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

|P 21
|apcshdsb

FUND BALANCE SEG	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
5301-211100				Accounts Payable	8,423.74	
				FUND TOTAL	8,423.74	8,423.74
9999 Pooled Cash	2025 7	71131	01/24/2025	Equity in Pooled Cash		239,920.75
9999-114100				Pooled Cash - General Fund	38,794.50	
9999-291101				Pooled Cash - Fire Prtct Grant	2,977.68	
9999-292265				Pooled Cash - Cemetery	1,331.61	
9999-292602				Pooled Cash - Mass Transit	11,763.65	
9999-292610				Pooled Cash - Museum	601.04	
9999-292611				Pooled Cash - Golf	15,461.24	
9999-292613				Pooled Cash - Recreation	8,610.86	
9999-292615				Pooled Cash - Convention Cntr	150.00	
9999-292621				Pooled Cash - Lodger's Tax	616.92	
9999-292622				Pooled Cash - Road Fund	18,926.50	
9999-292623				Pooled Cash - CDBG Revolv Loan	62,500.00	
9999-292630				Pooled Cash - Restricted Funds	5,228.72	
9999-292690				Pooled Cash - Air Center	11,555.96	
9999-295100				Pooled Cash - Solid Waste	10,416.09	
9999-295200				Pooled Cash - Landfill	5,074.52	
9999-295201				Pooled Cash - Water & Sewer	37,487.72	
9999-295300				Pooled Cash - Wastewater	8,423.74	
9999-295301				FUND TOTAL	239,920.75	239,920.75

FUND	SUB FUND	DUE TO	DUE FR
1101 General Fund			38,794.50
2265 Fire Protection Grant			2,977.68
2602 Cemetery			1,331.61
2610 Mass Transit			11,763.65
2611 Museum and Art Center			601.04
2613 Nancy Lopez Golf Course			15,461.24
2615 Recreation			8,610.86
2621 Convention Center			150.00
2622 Lodgers' Tax			616.92
2623 Road Fund			18,926.50
2630 Economic Development			62,500.00
2690 Restricted Funds			5,228.72
5100 Air Center			11,555.96
5200 Sanitation			10,416.09
5201 Landfill			5,074.52
5300 Water			37,487.72
5301 Wastewater			8,423.74
9999 Pooled Cash		239,920.75	
	TOTAL	239,920.75	239,920.75

** END OF REPORT - Generated by Kathryn Litt **

01/24/2025 08:41 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 1
|apcshdsb

CASH ACCOUNT: 9999		114100		Equity in Pooled Cash							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET		
71837	01/24/2025	PRTD	10982 VERIZON WIRELESS SER	842228144	01/25	01/12/2025		VERI0125	7,634.87		
				575-416-3380		01/12/2025	22501748	VERI0125	102.48		
						CHECK	71837	TOTAL:	7,737.35		
NUMBER OF CHECKS						1	*** CASH ACCOUNT TOTAL ***		7,737.35		
						COUNT	AMOUNT				
						-----	-----				
TOTAL PRINTED CHECKS						1	7,737.35				
									*** GRAND TOTAL ***		
									7,737.35		

01/24/2025 08:41
466klitt

|City of Roswell
|A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

|P 2
|apcshdsb

CLERK: 466klitt

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2025	7	71105									
APP	1101-211100		01/24/2025	VERI0125	k1			Accounts Payable		4,201.59	
								AP CASH DISBURSEMENTS JOURNAL			
APP	9999-114100		01/24/2025	VERI0125	k1			Equity in Pooled Cash			7,737.35
								AP CASH DISBURSEMENTS JOURNAL			
APP	5300-211100		01/24/2025	VERI0125	k1			Accounts Payable		1,371.69	
								AP CASH DISBURSEMENTS JOURNAL			
APP	2610-211100		01/24/2025	VERI0125	k1			Accounts Payable		46.19	
								AP CASH DISBURSEMENTS JOURNAL			
APP	5301-211100		01/24/2025	VERI0125	k1			Accounts Payable		759.05	
								AP CASH DISBURSEMENTS JOURNAL			
APP	5200-211100		01/24/2025	VERI0125	k1			Accounts Payable		815.66	
								AP CASH DISBURSEMENTS JOURNAL			
APP	5100-211100		01/24/2025	VERI0125	k1			Accounts Payable		421.90	
								AP CASH DISBURSEMENTS JOURNAL			
APP	5201-211100		01/24/2025	VERI0125	k1			Accounts Payable		121.27	
								AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL										7,737.35	7,737.35
APP	9999-291101		01/24/2025	VERI0125	k1			Pooled Cash - General Fund		4,201.59	
APP	1101-114100		01/24/2025	VERI0125	k1			Equity in Pooled Cash			4,201.59
APP	9999-295300		01/24/2025	VERI0125	k1			Pooled Cash - Water & Sewer		1,371.69	
APP	5300-114100		01/24/2025	VERI0125	k1			Equity in Pooled Cash			1,371.69
APP	9999-292610		01/24/2025	VERI0125	k1			Pooled Cash - Mass Transit		46.19	
APP	2610-114100		01/24/2025	VERI0125	k1			Equity in Pooled Cash			46.19
APP	9999-295301		01/24/2025	VERI0125	k1			Pooled Cash - Wastewater		759.05	
APP	5301-114100		01/24/2025	VERI0125	k1			Equity in Pooled Cash			759.05
APP	9999-295200		01/24/2025	VERI0125	k1			Pooled Cash - Solid Waste		815.66	
APP	5200-114100		01/24/2025	VERI0125	k1			Equity in Pooled Cash			815.66
APP	9999-295100		01/24/2025	VERI0125	k1			Pooled Cash - Air Center		421.90	
APP	5100-114100		01/24/2025	VERI0125	k1			Equity in Pooled Cash			421.90
APP	9999-295201		01/24/2025	VERI0125	k1			Pooled Cash - Landfill		121.27	
APP	5201-114100							Equity in Pooled Cash			121.27

01/24/2025 08:41 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

|P 3
|apcshdsb

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
01/24/2025	VERI0125	k1							
SYSTEM GENERATED ENTRIES TOTAL							-----	7,737.35	-----
JOURNAL 2025/07/71105 TOTAL							-----	15,474.70	-----

01/24/2025 08:41
466klitt

|City of Roswell
|A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

|P 4
|apcshdsb

FUND BALANCE SEG ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
1101 General Fund	2025 7	71105	01/24/2025	Equity in Pooled Cash		4,201.59
1101-114100				Accounts Payable	4,201.59	
1101-211100						
				FUND TOTAL	4,201.59	4,201.59
2610 Mass Transit	2025 7	71105	01/24/2025	Equity in Pooled Cash		46.19
2610-114100				Accounts Payable	46.19	
2610-211100						
				FUND TOTAL	46.19	46.19
5100 Air Center	2025 7	71105	01/24/2025	Equity in Pooled Cash		421.90
5100-114100				Accounts Payable	421.90	
5100-211100						
				FUND TOTAL	421.90	421.90
5200 Sanitation	2025 7	71105	01/24/2025	Equity in Pooled Cash		815.66
5200-114100				Accounts Payable	815.66	
5200-211100						
				FUND TOTAL	815.66	815.66
5201 Landfill	2025 7	71105	01/24/2025	Equity in Pooled Cash		121.27
5201-114100				Accounts Payable	121.27	
5201-211100						
				FUND TOTAL	121.27	121.27
5300 water	2025 7	71105	01/24/2025	Equity in Pooled Cash		1,371.69
5300-114100				Accounts Payable	1,371.69	
5300-211100						
				FUND TOTAL	1,371.69	1,371.69
5301 wastewater	2025 7	71105	01/24/2025	Equity in Pooled Cash		759.05
5301-114100				Accounts Payable	759.05	
5301-211100						
				FUND TOTAL	759.05	759.05
9999 Pooled Cash	2025 7	71105	01/24/2025	Equity in Pooled Cash		7,737.35
9999-114100				Pooled Cash - General Fund	4,201.59	
9999-291101				Pooled Cash - Mass Transit	46.19	
9999-292610				Pooled Cash - Air Center	421.90	
9999-295100				Pooled Cash - Solid Waste	815.66	
9999-295200				Pooled Cash - Landfill	121.27	
9999-295201						

01/24/2025 08:41
466klitt

|City of Roswell

|A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

|P 5
|apcshdsb

FUND	BALANCE	SEG	YEAR	PER	JNL	EFF	DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
		ACCOUNT								
		9999-295300						Pooled Cash - Water & Sewer	1,371.69	
		9999-295301						Pooled Cash - Wastewater	759.05	
									-----	-----
								FUND TOTAL	7,737.35	7,737.35

01/24/2025 08:41
466klitt

|City of Roswell
|A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

|P 6
|apcshdsb

FUND	SUB FUND	DUE TO	DUE FR
1101 General Fund			4,201.59
2610 Mass Transit			46.19
5100 Air Center			421.90
5200 Sanitation			815.66
5201 Landfill			121.27
5300 Water			1,371.69
5301 Wastewater			759.05
9999 Pooled Cash		7,737.35	
	TOTAL	7,737.35	7,737.35

** END OF REPORT - Generated by Kathryn Litt **

01/24/2025 11:53 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 1
|apcshdsb

CASH ACCOUNT: 9999		114100		Equity in Pooled Cash							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET		
71940	01/24/2025	PRTD	5435 XCEL ENERGY (MINN)		14833810 31/34	01/21/2025		XCEL0125	67,386.27		
						CHECK	71940	TOTAL:	67,386.27		
NUMBER OF CHECKS						1	*** CASH ACCOUNT TOTAL ***		67,386.27		
						COUNT	AMOUNT				
TOTAL PRINTED CHECKS						1	67,386.27				
						*** GRAND TOTAL ***		67,386.27			

01/24/2025 11:53
466klitt

|City of Roswell
|A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

|P 2
|apcshdsb

CLERK: 466klitt

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2025	7	71156									
APP	1101-211100		01/24/2025	XCEL0125	k1			Accounts Payable		12,042.72	
								AP CASH DISBURSEMENTS JOURNAL			
APP	9999-114100		01/24/2025	XCEL0125	k1			Equity in Pooled Cash			67,386.27
								AP CASH DISBURSEMENTS JOURNAL			
APP	5100-211100		01/24/2025	XCEL0125	k1			Accounts Payable		2,716.17	
								AP CASH DISBURSEMENTS JOURNAL			
APP	5300-211100		01/24/2025	XCEL0125	k1			Accounts Payable		49,408.00	
								AP CASH DISBURSEMENTS JOURNAL			
APP	5201-211100		01/24/2025	XCEL0125	k1			Accounts Payable		2,197.69	
								AP CASH DISBURSEMENTS JOURNAL			
APP	5301-211100		01/24/2025	XCEL0125	k1			Accounts Payable		370.75	
								AP CASH DISBURSEMENTS JOURNAL			
APP	2258-211100		01/24/2025	XCEL0125	k1			Accounts Payable		90.18	
								AP CASH DISBURSEMENTS JOURNAL			
APP	2610-211100		01/24/2025	XCEL0125	k1			Accounts Payable		560.76	
								AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL										67,386.27	67,386.27
APP	9999-291101		01/24/2025	XCEL0125	k1			Pooled Cash - General Fund		12,042.72	
APP	1101-114100		01/24/2025	XCEL0125	k1			Equity in Pooled Cash			12,042.72
APP	9999-295100		01/24/2025	XCEL0125	k1			Pooled Cash - Air Center		2,716.17	
APP	5100-114100		01/24/2025	XCEL0125	k1			Equity in Pooled Cash			2,716.17
APP	9999-295300		01/24/2025	XCEL0125	k1			Pooled Cash - Water & Sewer		49,408.00	
APP	5300-114100		01/24/2025	XCEL0125	k1			Equity in Pooled Cash			49,408.00
APP	9999-295201		01/24/2025	XCEL0125	k1			Pooled Cash - Landfill		2,197.69	
APP	5201-114100		01/24/2025	XCEL0125	k1			Equity in Pooled Cash			2,197.69
APP	9999-295301		01/24/2025	XCEL0125	k1			Pooled Cash - Wastewater		370.75	
APP	5301-114100		01/24/2025	XCEL0125	k1			Equity in Pooled Cash			370.75
APP	9999-292258		01/24/2025	XCEL0125	k1			Pooled Cash - HIDTA Grant		90.18	
APP	2258-114100		01/24/2025	XCEL0125	k1			Equity in Pooled Cash			90.18
APP	9999-292610		01/24/2025	XCEL0125	k1			Pooled Cash - Mass Transit		560.76	
APP	2610-114100							Equity in Pooled Cash			560.76

01/24/2025 11:53 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

|P 3
|apcshdsb

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
01/24/2025	XCEL0125	k1							
SYSTEM GENERATED ENTRIES TOTAL							-----	-----	-----
							67,386.27		67,386.27
JOURNAL 2025/07/71156 TOTAL							-----	-----	-----
							134,772.54		134,772.54

01/24/2025 11:53
466klitt

|City of Roswell
|A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

|P 4
|apcshdsb

FUND BALANCE SEG ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
1101 General Fund 1101-114100 1101-211100	2025 7	71156	01/24/2025	Equity in Pooled Cash Accounts Payable	12,042.72	12,042.72
				FUND TOTAL	12,042.72	12,042.72
2258 HIDTA Grant 2258-114100 2258-211100	2025 7	71156	01/24/2025	Equity in Pooled Cash Accounts Payable	90.18	90.18
				FUND TOTAL	90.18	90.18
2610 Mass Transit 2610-114100 2610-211100	2025 7	71156	01/24/2025	Equity in Pooled Cash Accounts Payable	560.76	560.76
				FUND TOTAL	560.76	560.76
5100 Air Center 5100-114100 5100-211100	2025 7	71156	01/24/2025	Equity in Pooled Cash Accounts Payable	2,716.17	2,716.17
				FUND TOTAL	2,716.17	2,716.17
5201 Landfill 5201-114100 5201-211100	2025 7	71156	01/24/2025	Equity in Pooled Cash Accounts Payable	2,197.69	2,197.69
				FUND TOTAL	2,197.69	2,197.69
5300 Water 5300-114100 5300-211100	2025 7	71156	01/24/2025	Equity in Pooled Cash Accounts Payable	49,408.00	49,408.00
				FUND TOTAL	49,408.00	49,408.00
5301 Wastewater 5301-114100 5301-211100	2025 7	71156	01/24/2025	Equity in Pooled Cash Accounts Payable	370.75	370.75
				FUND TOTAL	370.75	370.75
9999 Pooled Cash 9999-114100 9999-291101 9999-292258 9999-292610 9999-295100 9999-295201	2025 7	71156	01/24/2025	Equity in Pooled Cash Pooled Cash - General Fund Pooled Cash - HIDTA Grant Pooled Cash - Mass Transit Pooled Cash - Air Center Pooled Cash - Landfill	12,042.72 90.18 560.76 2,716.17 2,197.69	67,386.27

01/24/2025 11:53
466klitt

|City of Roswell

|A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

|P 5
|apcshdsb

FUND	BALANCE	SEG	YEAR	PER	JNL	EFF	DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
		ACCOUNT								
		9999-295300						Pooled Cash - Water & Sewer	49,408.00	
		9999-295301						Pooled Cash - Wastewater	370.75	
									-----	-----
								FUND TOTAL	67,386.27	67,386.27

01/24/2025 11:53
466klitt

|City of Roswell
|A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

|P 6
|apcshdsb

FUND	SUB FUND	DUE TO	DUE FR
1101 General Fund			12,042.72
2258 HIDTA Grant			90.18
2610 Mass Transit			560.76
5100 Air Center			2,716.17
5201 Landfill			2,197.69
5300 Water			49,408.00
5301 Wastewater			370.75
9999 Pooled Cash		67,386.27	
	TOTAL	67,386.27	67,386.27

** END OF REPORT - Generated by Kathryn Litt **

01/24/2025 11:53 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL

|P 1
|apcshdsb

CASH ACCOUNT: 9999		114100		Equity in Pooled Cash							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET		
71940	01/24/2025	PRTD	5435 XCEL ENERGY (MINN)		14833810 31/34	01/21/2025		XCEL0125	67,386.27		
						CHECK	71940	TOTAL:	67,386.27		
NUMBER OF CHECKS						1	*** CASH ACCOUNT TOTAL ***		67,386.27		
						COUNT	AMOUNT				
TOTAL PRINTED CHECKS						1	67,386.27				
						*** GRAND TOTAL ***		67,386.27			

01/24/2025 11:53
466klitt

|City of Roswell
|A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

|P 2
|apcshdsb

CLERK: 466klitt

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2025	7	71156									
APP	1101-211100		01/24/2025	XCEL0125	k1			Accounts Payable		12,042.72	
								AP CASH DISBURSEMENTS JOURNAL			
APP	9999-114100		01/24/2025	XCEL0125	k1			Equity in Pooled Cash			67,386.27
								AP CASH DISBURSEMENTS JOURNAL			
APP	5100-211100		01/24/2025	XCEL0125	k1			Accounts Payable		2,716.17	
								AP CASH DISBURSEMENTS JOURNAL			
APP	5300-211100		01/24/2025	XCEL0125	k1			Accounts Payable		49,408.00	
								AP CASH DISBURSEMENTS JOURNAL			
APP	5201-211100		01/24/2025	XCEL0125	k1			Accounts Payable		2,197.69	
								AP CASH DISBURSEMENTS JOURNAL			
APP	5301-211100		01/24/2025	XCEL0125	k1			Accounts Payable		370.75	
								AP CASH DISBURSEMENTS JOURNAL			
APP	2258-211100		01/24/2025	XCEL0125	k1			Accounts Payable		90.18	
								AP CASH DISBURSEMENTS JOURNAL			
APP	2610-211100		01/24/2025	XCEL0125	k1			Accounts Payable		560.76	
								AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL										67,386.27	67,386.27
APP	9999-291101		01/24/2025	XCEL0125	k1			Pooled Cash - General Fund		12,042.72	
APP	1101-114100		01/24/2025	XCEL0125	k1			Equity in Pooled Cash			12,042.72
APP	9999-295100		01/24/2025	XCEL0125	k1			Pooled Cash - Air Center		2,716.17	
APP	5100-114100		01/24/2025	XCEL0125	k1			Equity in Pooled Cash			2,716.17
APP	9999-295300		01/24/2025	XCEL0125	k1			Pooled Cash - Water & Sewer		49,408.00	
APP	5300-114100		01/24/2025	XCEL0125	k1			Equity in Pooled Cash			49,408.00
APP	9999-295201		01/24/2025	XCEL0125	k1			Pooled Cash - Landfill		2,197.69	
APP	5201-114100		01/24/2025	XCEL0125	k1			Equity in Pooled Cash			2,197.69
APP	9999-295301		01/24/2025	XCEL0125	k1			Pooled Cash - Wastewater		370.75	
APP	5301-114100		01/24/2025	XCEL0125	k1			Equity in Pooled Cash			370.75
APP	9999-292258		01/24/2025	XCEL0125	k1			Pooled Cash - HIDTA Grant		90.18	
APP	2258-114100		01/24/2025	XCEL0125	k1			Equity in Pooled Cash			90.18
APP	9999-292610		01/24/2025	XCEL0125	k1			Pooled Cash - Mass Transit		560.76	
APP	2610-114100							Equity in Pooled Cash			560.76

01/24/2025 11:53 |City of Roswell
466klitt |A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

|P 3
|apcshdsb

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
01/24/2025	XCEL0125	k1							
SYSTEM GENERATED ENTRIES TOTAL							-----	-----	-----
							67,386.27		67,386.27
JOURNAL 2025/07/71156 TOTAL							-----	-----	-----
							134,772.54		134,772.54

01/24/2025 11:53
466klitt

|City of Roswell
|A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

|P 4
|apcshdsb

FUND BALANCE SEG ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
1101 General Fund	2025	7	71156	01/24/2025	Equity in Pooled Cash		12,042.72
1101-114100					Accounts Payable	12,042.72	
1101-211100							
					FUND TOTAL	12,042.72	12,042.72
2258 HIDTA Grant	2025	7	71156	01/24/2025	Equity in Pooled Cash		90.18
2258-114100					Accounts Payable	90.18	
2258-211100							
					FUND TOTAL	90.18	90.18
2610 Mass Transit	2025	7	71156	01/24/2025	Equity in Pooled Cash		560.76
2610-114100					Accounts Payable	560.76	
2610-211100							
					FUND TOTAL	560.76	560.76
5100 Air Center	2025	7	71156	01/24/2025	Equity in Pooled Cash		2,716.17
5100-114100					Accounts Payable	2,716.17	
5100-211100							
					FUND TOTAL	2,716.17	2,716.17
5201 Landfill	2025	7	71156	01/24/2025	Equity in Pooled Cash		2,197.69
5201-114100					Accounts Payable	2,197.69	
5201-211100							
					FUND TOTAL	2,197.69	2,197.69
5300 Water	2025	7	71156	01/24/2025	Equity in Pooled Cash		49,408.00
5300-114100					Accounts Payable	49,408.00	
5300-211100							
					FUND TOTAL	49,408.00	49,408.00
5301 Wastewater	2025	7	71156	01/24/2025	Equity in Pooled Cash		370.75
5301-114100					Accounts Payable	370.75	
5301-211100							
					FUND TOTAL	370.75	370.75
9999 Pooled Cash	2025	7	71156	01/24/2025	Equity in Pooled Cash		67,386.27
9999-114100					Pooled Cash - General Fund	12,042.72	
9999-291101					Pooled Cash - HIDTA Grant	90.18	
9999-292258					Pooled Cash - Mass Transit	560.76	
9999-292610					Pooled Cash - Air Center	2,716.17	
9999-295100					Pooled Cash - Landfill	2,197.69	
9999-295201							

01/24/2025 11:53
466klitt

|City of Roswell

|A/P CASH DISBURSEMENTS JOURNAL

|P 5
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	BALANCE	SEG	YEAR	PER	JNL	EFF	DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT										
9999	-295300		Pooled Cash - Water & Sewer							49,408.00
9999	-295301		Pooled Cash - Wastewater							370.75
FUND TOTAL									67,386.27	67,386.27

01/24/2025 11:53
466klitt

|City of Roswell
|A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

|P 6
|apcshdsb

FUND	SUB FUND	DUE TO	DUE FR
1101 General Fund			12,042.72
2258 HIDTA Grant			90.18
2610 Mass Transit			560.76
5100 Air Center			2,716.17
5201 Landfill			2,197.69
5300 Water			49,408.00
5301 Wastewater			370.75
9999 Pooled Cash		67,386.27	
	TOTAL	67,386.27	67,386.27

** END OF REPORT - Generated by Kathryn Litt **

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 7.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Flood Disaster Purchase Order List. (Gomez)

BACKGROUND:

Initiated by: Chairman Corn

Flood Disaster Update on all purchase orders for the City.

FINANCIAL CONSIDERATION:

N/A

Attachments

Flood Disaster PO List

Requisition	Fiscal Year	Department	Entered Date	Status	Description	Amount	Purchase Order Number	Contract Number	Entered By	Vendor
12502098	2025	(4121) Fire	12/5/2024	Converted	Replace damaged unit due to flood.	\$1,091.04	22501613		(466lborunda) Lorena Borunda	(1267) J & G ELECTRIC CO INC
12502092	2025	(4323) Streets	12/4/2024	Converted	Flood-Transport Concrete Barriers	\$500.00	22501554		(466mbarraza) Monica Barraza	(2712) WAIDE SAND & GRAVEL COMPANY
12502273	2025	(4135) Engineering	12/31/2024	Converted	Flood Structure Substantia Damage Inspec per FEMA	\$132,948.77	22501699		(466emichael) Elizabeth A Michael	(15108) STANTEC CONSULTING SERVICES, INC
12502227	2025	(4323) Streets	12/20/2024	Converted	Flood- 307 W. 8th St- SWK Repair	\$1,479.68	22501676		(466mbarraza) Monica Barraza	(11437) ABRAHAM'S CONSTRUCTION, INC.
12502226	2025	(4323) Streets	12/20/2024	Converted	Flood- N. Atkinson Ave @ Spring River- C&G, SWK	\$36,818.36	22501684		(466mbarraza) Monica Barraza	(11437) ABRAHAM'S CONSTRUCTION, INC.
12502225	2025	(4323) Streets	12/20/2024	Converted	Flood-Spring River @ Kentucky Ave Bridge-SWK, C&G	\$2,669.45	22501675		(466mbarraza) Monica Barraza	(11437) ABRAHAM'S CONSTRUCTION, INC.
12502223	2025	(4323) Streets	12/20/2024	Converted	Flood- S. Atkinson Ave @ Cahoon St Detention Pond	\$26,461.44	22501683		(466mbarraza) Monica Barraza	(11437) ABRAHAM'S CONSTRUCTION, INC.
12502222	2025	(4323) Streets	12/20/2024	Converted	Flood- 825 & 900 N Garden & Garden@Spring Riv Bridg	\$5,848.82	22501685		(466mbarraza) Monica Barraza	(11437) ABRAHAM'S CONSTRUCTION, INC.
12502208	2025	(4323) Streets	12/18/2024	Converted	Flood DeBremond Pedestrian railing/Walkway	\$3,236.87	22501654		(466mbarraza) Monica Barraza	(11437) ABRAHAM'S CONSTRUCTION, INC.
12501946	2025	(4221) Museum	11/8/2024	Converted	Electrical Repairs	\$1,000.00	22501457		(466adsmith) Amber Smith	(1267) J & G ELECTRIC CO INC
12501951	2025	(4323) Streets	11/8/2024	Converted	Mescalero Bridge Guardrail- Flood Repair	\$12,857.94	22501461		(466mbarraza) Monica Barraza	(3638) SAN BAR CONSTRUCTION CORP
12501950	2025	(4332) Air Center Operations	11/8/2024	Converted	Disaster Flood Damage-Construction Services & Repai	\$127,958.97	22501448		(466cdelacerda) Cristina Delacerda	(14346) WHITE ROCK CONSTRUCTION & SERVICES INC
12501935	2025	(4332) Air Center Operations	11/7/2024	Converted	Disaster Flood Damage-Repair Railroad Track	\$21,147.57	22501449		(466cdelacerda) Cristina Delacerda	(9258) RUSTY SPIKE INC
12501896	2025	(4041) Finance	11/4/2024	Converted	Professional Services for Assesment of Damage to Go	\$7,500.00	22501421		(466emichael) Elizabeth A Michael	(15115) COSMOSPHERE, INC
12501902	2025	(4323) Streets	11/4/2024	Converted	Flood Repair Material Signs, Post, Studs	\$7,475.10	22501463		(466mbarraza) Monica Barraza	(13026) VULCAN, INC
12502033	2025	(4221) Museum	11/21/2024	Converted	disaster record and condition assessment	\$131.00	22501559		(466adsmith) Amber Smith	(13631) AMAZON CAPITAL SERVICES, INC
12502020	2025	(4232) Spring River Zoo	11/21/2024	Converted	Fencing at the Zoo (after 10/19/2024 flooding)	\$12,949.42	22501531		(466mruiz) Monique Ruiz	(7189) CUSTOM WROUGHT IRON & WELDING
12501962	2025	(4323) Streets	11/12/2024	Converted	Kentucky St Flooding Bridge Rail Repair	\$86,748.22	22501472		(466mbarraza) Monica Barraza	(11437) ABRAHAM'S CONSTRUCTION, INC.
12501891	2025	(4323) Streets	11/1/2024	Converted	Emergency bridge repair - due to flooding 10/19/24	\$103,202.33	22501417		(466mbarraza) Monica Barraza	(11437) ABRAHAM'S CONSTRUCTION, INC.
12501877	2025	(4323) Streets	11/1/2024	Converted	Sand Mortar to fill sandbags for Rain storms/Flood	\$7,000.00	22501398		(466mbarraza) Monica Barraza	(2712) WAIDE SAND & GRAVEL COMPANY
12501828	2025	(4221) Museum	10/29/2024	Converted	Disaster Relief Flood-Restoration/Service/Remodel	\$1,183,299.16	22501369		(466cdelacerda) Cristina Delacerda	(15100) M&M 4 HIM, LLC
12501810	2025	(4342) SW Landfill	10/26/2024	Converted	Disaster Relief Loader Tires	\$7,851.00	22501360		(466dreyer) Debbie Reyer	(941) FORREST TIRE CO OF ROSWELL INC
12501809	2025	(4342) SW Landfill	10/26/2024	Converted	Disaster Relief Emergency Service Calibrate Scales	\$1,868.00	22501353		(466dreyer) Debbie Reyer	(6188) TAYLOR SCALE INC
12501793	2025	(4013) City Administration	10/25/2024	Converted	City Hall Emergency Mitigation Services for Storage	\$12,304.41	22501346		(466emichael) Elizabeth A Michael	(15094) PAUL DAVIS RESTORATION OF NM, INC
12501808	2025	(4231) Parks	10/25/2024	Converted	Parks building 1101 W. 4th Emergency Mitigation	\$107,062.59	22501352		(466emichael) Elizabeth A Michael	(15094) PAUL DAVIS RESTORATION OF NM, INC
12501795	2025	(4231) Parks	10/25/2024	Converted	Storage Building Emergency Mitigation 1101 W 4th Pa	\$35,475.82	22501347		(466emichael) Elizabeth A Michael	(15094) PAUL DAVIS RESTORATION OF NM, INC
12501791	2025	(4342) SW Landfill	10/25/2024	Converted	(FLOOD) DISASTER RELIEF ENVIROMENTALS	\$10,000.00	22501348		(466jjames) Jaclyn James	(9412) MILLER ENGINEERS INC
12501772	2025	(4355) Waste Water Treatment Plant	10/24/2024	Converted	Emergency Water & Wastewater Repairs due to flood	\$250.00	22501336		(466ssanchez) Senida Sanchez	(2767) WHITE CLOUD PIPELINE CORP
12501765	2025	(4354) Water Maint & Transmission	10/23/2024	Converted	Emergency Water and/or Sewer Line Repairs	\$94,100.00	22501331		(466mellen) Mary Ellen Devin	(2767) WHITE CLOUD PIPELINE CORP
12501766	2025	(4355) Waste Water Treatment Plant	10/23/2024	Converted	Emergency Water & Wastewater Repairs due to flood	\$250.00	22501332		(466ssanchez) Senida Sanchez	(11183) J & H SERVICES INC
12501751	2025	(4342) SW Landfill	10/22/2024	Converted	Disaster Relief Flood Debris Mobilization	\$98,186.00	22501321		(466dreyer) Debbie Reyer	(15091) SOUTHWEST CONTRACTING & ASSOCIATES LLC
12501741	2025	(4342) SW Landfill	10/22/2024	Converted	(FLOOD) DISASTER RELIEF, FEMA MONITORING	\$581,016.66	22501320		(466jjames) Jaclyn James	(11183) J & H SERVICES INC
12501731	2025	(4342) SW Landfill	10/21/2024	Converted	EMERGENCY Repairing Landfill Roads	\$9,800.00	22501313		(466dreyer) Debbie Reyer	(11183) J & H SERVICES INC
12502336	2025	(4323) Streets	1/8/2025	Converted	Flood- NE Cor. Of W. Hendricks St/S Louisiana Ave	\$17,615.07	22501754		(466mbarraza) Monica Barraza	(11437) ABRAHAM'S CONSTRUCTION, INC.
12502363	2025	(4323) Streets	1/14/2025	Converted	Flood- S. Atkinson Ave @ Cahoon Detention Pond	\$1,996.07	22501777		(466mbarraza) Monica Barraza	(12620) CHANCE MATERIALS, LLC
12502350	2025	(4221) Museum	1/13/2025	Converted	Security Services for flood recovery	\$52,849.52	22501750		(466adsmith) Amber Smith	(14295) SCP DISTRIBUTORS LLC
12502299	2025	(4251) Convention Center	1/10/2025	Converted	repair block wall from flood damage	\$19,734.17	22501749		(466zlujan) zachary Lujan	(13509) THE BLOCK GUY LLC
						Total	\$2,832,683.45			
						Pending Approval				
Fire						Ladder Truck	\$2,202,755.00			
Fire						2 pumbers	\$1,470,000.00			
Water/WasteWater						J & H Progressive Invoices	\$910,140.42			
Water/WasteWater						White Cloud Pipeline Corp Progressive Invoices	\$369,329.49			
						Total	\$4,952,224.91			
						Grand Total	\$7,784,908.36			

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 8.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Road and Bridge Infrastructure - Flood Disaster Update. (Najar/MacCornack)

BACKGROUND:

Initiated by: Chairman Corn

Road and Bridge Infrastructure Update related to flood disaster.

FINANCIAL CONSIDERATION:

N/A

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 9.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Building Infrastructure and Property - Flood Disaster Update (**Rogers**)

BACKGROUND:

Initiated by: Chairman Corn

Building Infrastructure and Property - Flood Disaster Update

FINANCIAL CONSIDERATION:

N/A

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 10.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Debris Removal Update due to Flood Disaster. (Chaparro)

BACKGROUND:

Initiated by: Chairman Corn

Flood Disaster debris removal update status.

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 11.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Review Water and Waste Water FY25 budget, future budget planning, and flood disaster update.
(Valadez)

BACKGROUND:

Initiated by: Andrew Valadez

Review Water and Waste Water FY25 budget and future budget planning.

FINANCIAL CONSIDERATION:

Recommendations on Water and Waste Water FY25 budget and future budget.

LEGAL REVIEW:

No legal review is required at this time.

BOARD AND COMMITTEE ACTION:

Recommendations on Water and Waste Water FY25 budget and future budget.

STAFF RECOMMENDATION:

Consider recommendations on Water and Waste Water for FY25.

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Regular Items 12.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Consider recommending adoption of Resolution 25-XX approving budget adjustment for the fiscal year ending June 30, 2025.

BACKGROUND:

The New Mexico Department of Finance Administration (DFA), requires approval of a budget adjustment when increasing a revenue and/or expense in the approved budget. The finance department is requesting a budget adjustment for line items in Exhibit "A". These adjustments are for various grants and other departments.

FINANCIAL CONSIDERATION:

- Various Funds: Revenues \$4,230,469.89, Expenses \$5,530,467.18

LEGAL REVIEW:

No legal review is required at this time.

BOARD AND COMMITTEE ACTION:

Consider recommending adoption of Resolution 25-XX approving budget adjustment for the fiscal year ending June 30, 2025.

STAFF RECOMMENDATION:

Consider recommending adoption of Resolution 25-XX approving budget adjustment for the fiscal year ending June 30, 2025.

Attachments

Exhibit A

Resolution 25-XX

Budget Adjustment for January 2025					
Exhibit A					
Revenues:				Funds	Totals
General 1101 489100		\$ 3,847,794.59	NMSIF	General 1101	\$ 4,113,862.31
General 1101 444100		\$ 266,067.72	State Fire Marshall	Library Grants 2103	\$ 8,607.58
Library Grants 2103 443300		\$ (1,679.50)	Reduce the Library GO Bond	EMS Grant Ambulance 2260	\$ 28,000.00
Library Grants 2103 443350		\$ 10,287.08	Library State Aid Grant	EMS Grant Fire Ambulance 2261	\$ 80,000.00
EMS Grant Ambulance 2260 443550		\$ 28,000.00	FY25 EMS Fund Act		\$ 4,230,469.89
EMS Grant Fire 2261 443500		\$ 80,000.00	FY25 EMS Fund Act		
	Total	\$ 4,230,469.89			
Expenditures:				Funds	Totals
Finance 11014041 793000		\$ 3,847,794.59	NMSIF	General 1101	\$ 4,115,862.31
Fire 11014121		\$ 266,067.72	State Fire Marshall	Library 2103	\$ 8,607.58
Municipal Court 11014021 642901		\$ 2,000.00	Laptops	EMS Grant Ambulance 2260	\$ 28,000.00
Library Grants 21034213 793501		\$ (1,679.50)	Reduce the Library GO Bond	EMS Grant Fire Ambulance 2261	\$ 80,000.00
Library Grants 21034212 793501		\$ 10,287.08	Library State Aid Grant	Water 5300	\$ 387,908.57
EMS Grant Ambulance 22604141 725605		\$ 28,000.00	FY25 EMS Fund Act	Wastewater 5301	\$ 910,088.72
EMS Grant Fire 22614122 725601		\$ 80,000.00	FY25 EMS Fund Act		\$ 5,530,467.18
Water 53004354 614020		\$ 18,629.08	White Cloud Flood		
Wastewater 53004355 614020		\$ 369,279.49	White Cloud Flood Damage		
Wastewater 53014355 614020		\$ 910,088.72	J & H Flood Damage		
	Total	\$ 5,530,467.18			
Transfers:					
Streets 26234323 654801		\$ (132,430.54)	Substantial Damage Stantec		
Engineering 11014135 654801		\$ 132,430.54	Substantial Damage Stantec		
	Total	-			

RESOLUTION 25-XX

A RESOLUTION OF THE CITY OF ROSWELL, NEW MEXICO AMENDING THE BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2025, FOR VARIOUS GRANTS AND OTHER DEPARTMENTS.

WHEREAS, the governing body of the City of Roswell, State of New Mexico, has previously approved a budget for the fiscal year 2024-2025, ending June 30, 2025; and

WHEREAS, the City of Roswell desires to amend said budget in the amount of \$4,230,469.89 in revenues, and \$5,528,467.18 in expenses, detailed in Exhibit A and summarized below:

- Various Funds: Revenues \$4,230,469.89, Expenses \$5,530,467.18

WHEREAS, it is the majority opinion of the Governing Body that the proposed amended budget continues to meet fiscal requirements as currently determined for the fiscal year 2024-2025.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL AS THE GOVERNING BODY OF THE CITY OF ROSWELL, NEW MEXICO, hereby adopts the budget adjustment hereinabove described and respectfully request approval for same from the Local Government Division of the Department of Finance and Administration, State of New Mexico.

PASSED, ADOPTED, SIGNED, and APPROVED the 13th day of February 2025.

CITY SEAL

Timothy Z. Jennings, Mayor

ATTEST:

Amalia Martinez, City Clerk

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Regular Items 13.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Resolution 25-XX -- Consider recommending adoption of Resolution 24-XX to seek approval for the disposal of City-owned assets that were damaged, destroyed or rendered unusable due to the flood event on October 19-20, 2024. This action is necessary to comply with New Mexico State Statute NMSA Section 3-54-2 that authorizes the City to dispose of personal property. Approval of a formal resolution authorizing the disposal of flood-damaged assets, ensuring compliance with state law and auditing requirements. The resolution:

1. Identifies specific assets for disposal.
2. Authorizes the Finance Department to carry out the appropriate disposal process.
3. Ensures compliance with NMSA 3-54-2, including proper notification to the NM Department of Finance.
4. Documents the asset removal process for auditing and transparency purposes. (Garcia)

BACKGROUND:

Initiated by: Deanna Garcia

On October 19-20, 2024, severe flooding impacted the City of Roswell, causing significant damage to municipal assets. A thorough assessment by departments determined that multiple City-owned items were swept away, irreparably damaged, or beyond economic repair. In accordance with NMSA 3-54-2, assets that are obsolete, unusable, or destroyed require official authorization for disposal.

FINANCIAL CONSIDERATION:

There is no direct financial gain from the disposal of these assets, as they are either lost or beyond repair and will not be sold at auction or through negotiated sale. The resolution will ensure that the City's asset records are updated to reflect these losses and maintain proper accounting for financial reporting and compliance.

LEGAL REVIEW:

The resolution was submitted to Legal for review.

BOARD AND COMMITTEE ACTION:

Finance Committee will be the first to hear this item.

STAFF RECOMMENDATION:

Consider recommendation of adoption of Resolution 25-XX for the disposal of City-owned assets that were damaged, destroyed or rendered unusable due to the flood event on October 19-20, 2024.

Attachments

List of Destroyed Assets October 2024 Flood

Resolution 25-XX Authorizing the disposal of destroyed assets

Exhibit A

City of Roswell
Destroyed Assets - October 2024 Flood
1/29/2025

ASSET	DESCRIPTION	LOCATION DESC	DATE ACQ	ACQ COST	CURR BOOK VAL
26277	2012 CHEVROLET K2500 (10/19/24 FLOOD)	Fire / Fac Maint	10/07/22	22,000.00	14,299.93
00012985	SERVER DELL R510 -@RPD SERVER ROOM	Police	12/19/11	5,597.28	0.00
00012986	SERVER DELL R510 -@RPD SERVER ROOM	Police	12/19/11	5,597.28	0.00
00013297	SUNGARD PUBLIC SECTOR SOFTWARE & SYSTEM	Police	06/27/12	231,530.77	0.00
00014570	CYSCO 48-PORT SWITCH @ PD TRAINING ROOM	Police	02/07/14	3,583.15	0.00
00023635	TIME CLOCK GENUS 1 BIOMETRIC @ POLICE W	Police	03/03/17	2,010.00	0.00
00023638	TIME CLOCK GENUS 1 BIOMETRIC	Police	07/22/16	2,010.00	0.00
00023639	TIME CLOCK GENUS 1 BIOMETRIC	Police	07/22/16	2,010.00	0.00
00023645	HP 2920 SWITCHES (REFURB) - RPD	Police	04/28/17	1,970.00	0.00
00023646	HP 2920 SWITCHES (REFURB) - RPD	Police	04/28/17	1,970.00	0.00
00023647	HP 2920 SWITCHES (REFURB) - RPD	Police	04/28/17	1,970.00	0.00
00023648	HP 2920 SWITCHES (REFURB) - RPD	Police	04/28/17	1,970.00	0.00
00023649	HP 2920 SWITCHES (REFURB) - RPD	Police	04/28/17	1,970.00	0.00
00023650	SYNOLOGY 12B RACKSTATION DISKLESS	Police	06/23/17	2,332.24	0.00
00008042	COMPUTER-LAPTOP HP	Police	11/14/07	1,155.00	0.00
00008045	COMPUTER-LAPTOP HP	Police	11/14/07	1,155.00	0.00
00008047	COMPUTER-LAPTOP HP	Police	11/14/07	1,155.00	0.00
00008155	SERVER FOR CAMERA SYSTEM	Police	01/07/08	3,539.15	0.00
00008554	COMPUTER SERVER-DELL (PDF/PHOTO RECORDS)	Police	01/26/09	2,880.28	0.00
00008735	COMPUTER-DELL VOSTRO 220 - PD (4654)	Police	06/08/09	1,075.32	0.00
00008991	COMPUTER-LAPTOP SBY 610 T5870	Police	11/09/09	549.99	0.00
00008992	COMPUTER-LAPTOP SBY 610 T5870	Police	11/09/09	549.99	0.00
00008995	COMPUTER-LAPTOP SBY 610 T5870	Police	11/09/09	549.99	0.00
00009148	SOFTWARE-REAL SHOT/SERVER IN RECORDS	Police	02/10/10	899.99	0.00
00009289	SERVER-DIGITAL VOICE RECORDER	Police	08/21/09	2,700.00	0.00
00009619	COMPUTER-HP LAPTOP/TRAINING DEPT	Police	10/01/10	599.99	0.00
00009678	COMPUTER-HP LAPTOP W CASE	Police	11/16/10	907.00	0.00
00009679	COMPUTER-HP LAPTOP W/CASE	Police	11/16/10	907.00	0.00
00009680	COMPUTER-HP LAPTOP W/CASE	Police	11/16/10	907.00	0.00
00009681	COMPUTER-HP LAPTOP W/CASE	Police	11/16/10	907.00	0.00
00009682	COMPUTER-HP LAPTOP W/CASE	Police	11/16/10	907.00	0.00
00009683	COMPUTER-HP LAPTOP W/CASE	Police	11/16/10	907.00	0.00
00009685	COMPUTER-HP LAPTOP W/CASE	Police	11/16/10	907.00	0.00
00009686	COMPUTER-HP LAPTOP W/CASE	Police	11/16/10	907.00	0.00
00009863	COMPUTER-HP LAPTOP-JOE PEEPLES	Police	03/30/11	649.99	0.00
00009870	COMPUTER TOSHIBA W BROWN POLICE	Police	05/05/11	679.99	0.00
00009876	COMPUTER-LAPTOP-BRAD MCFADIN	Police	05/27/11	769.97	0.00
00012981	COMPUTER SWITCH CAT2960S -@PD	Police	11/07/11	4,337.74	0.00
00012982	COMPUTER SWITCH CAT29602 -@RPD SERVER RO	Police	11/07/11	4,337.74	0.00
00012983	COMPUTER SWITCH CAT3560X -@RPD SERVER RO	Police	11/07/11	2,667.24	0.00
00012984	COMPUTER CISCO SWITCH CAT2960S-@RPD 2ND	Police	01/16/12	4,338.14	0.00
00013075	MDT PANASONIC LAPTOP FOR VEHICLE	Police	06/29/12	2,549.65	0.00
00013076	MDT PANASONIC LAPTOP FOR VEHICLE	Police	06/29/12	2,549.65	0.00
00013077	MDT PANASONIC LAPTOP FOR VEHICLE	Police	06/29/12	2,549.65	0.00
00013078	MDT PANASONIC LAPTOP FOR VEHICLE	Police	06/29/12	2,549.65	0.00
00013079	MDT PANASONIC LAPTOP FOR VEHICLE	Police	06/29/12	2,549.65	0.00
00013080	MDT PANASONIC LAPTOP FOR VEHICLE	Police	06/29/12	2,549.65	0.00
00013081	MDT PANASONIC LAPTOP FOR VEHICLE	Police	06/29/12	2,549.65	0.00
00013082	MDT PANASONIC LAPTOP FOR VEHICLE	Police	06/29/12	2,549.65	0.00

Exhibit A

City of Roswell
Destroyed Assets - October 2024 Flood
1/29/2025

ASSET	DESCRIPTION	LOCATION DESC	DATE ACQ	ACQ COST	CURR BOOK VAL
00013083	MDT PANASONIC LAPTOP FOR VEHICLE	Police	06/29/12	2,549.65	0.00
00013084	MDT PANASONIC LAPTOP FOR VEHICLE	Police	06/29/12	2,549.65	0.00
00013085	MDT PANASONIC LAPTOP FOR VEHICLE	Police	06/29/12	2,549.65	0.00
00013086	MDT PANASONIC LAPTOP FOR VEHICLE	Police	06/29/12	2,549.65	0.00
00013087	MDT PANASONIC LAPTOP FOR VEHICLE	Police	06/29/12	2,549.65	0.00
00013088	MDT PANASONIC LAPTOP FOR VEHICLE	Police	06/29/12	2,549.65	0.00
00013089	GAMBER DOCKING STATION FOR MDT LAPTOP ON	Police	06/29/12	613.97	0.00
00013090	GAMBER DOCKING STATION FOR MDT LAPTOP IN	Police	06/29/12	613.97	0.00
00013092	GAMBER DOCKING STATION FOR MDT LAPTOP IN	Police	06/29/12	613.97	0.00
00013097	GAMBER DOCKING STATION FOR MDT LAPTOP IN	Police	06/29/12	613.97	0.00
00013100	GAMBER DOCKING STATION FOR MDT LAPTOP IN	Police	06/29/12	613.97	0.00
00013104	PANASONIC HAVIS VEH PORT REPLICATOR/DOCK	Police	05/29/12	815.00	0.00
00013105	PANASONIC HAVIS VEH PORT REPLICATOR/DOCK	Police	05/29/12	815.00	0.00
00013106	PANASONIC HAVIS VEH PORT REPLICATOR/DOCK	Police	05/29/12	815.00	0.00
00013107	PANASONIC HAVIS VEH PORT REPLICATOR/DOCK	Police	05/29/12	815.00	0.00
00013108	PANASONIC HAVIS VEH PORT REPLICATOR/DOCK	Police	05/29/12	815.00	0.00
00013109	PANASONIC HAVIS VEH PORT REPLICATOR/DOCK	Police	05/29/12	815.00	0.00
00013110	PANASONIC HAVIS VEH PORT REPLICATOR/DOCK	Police	05/29/12	815.00	0.00
00013111	PANASONIC HAVIS VEH PORT REPLICATOR/DOCK	Police	05/29/12	815.00	0.00
00013253	DELL PRECISION T1600 COMPUTER W/MONITOR	Police	02/23/12	983.14	0.00
00013254	DELL PRECISION T1600 COMPUTER W/MONITOR@	Police	02/23/12	983.14	0.00
00013263	DELL OPTIPLEX 390 COMPUTER W/MONITOR @ P	Police	06/25/12	998.43	0.00
00013264	DELL OPTIPLEX 390 COMPUTER W/MONITOR @ P	Police	06/25/12	998.43	0.00
00013266	DELL OPTIPLEX 390 COMPUTER W/MONITOR @ P	Police	06/25/12	998.43	0.00
00013349	GAMBER DOCKING STATION FOR MDT LAPTOP IN	Police	06/25/12	613.97	0.00
00013350	GAMBER DOCKING STATION FOR MDT LAPTOP IN	Police	06/25/12	613.97	0.00
00013351	GAMBER DOCKING STATION FOR MDT LAPTOP IN	Police	06/25/12	613.97	0.00
00013352	GAMBER DOCKING STATION FOR MDT LAPTOP IN	Police	06/25/12	613.97	0.00
00013353	GAMBER DOCKING STATION FOR MDT LAPTOP IN	Police	06/25/12	613.97	0.00
00013354	GAMBER DOCKING STATION FOR MDT LAPTOP IN	Police	06/25/12	613.97	0.00
00013364	MDT PANASONIC LAPTOP FOR VEH	Police	08/08/12	2,469.00	0.00
00013365	MDT PANASONIC LAPTOP FOR VEH	Police	08/08/12	2,469.00	0.00
00013366	MDT PANASONIC LAPTOP FOR VEH	Police	08/08/12	2,469.00	0.00
00013367	MDT PANASONIC LAPTOP FOR VEH	Police	08/08/12	2,469.00	0.00
00013368	MDT PANASONIC LAPTOP FOR VEH	Police	08/08/12	2,469.00	0.00
00013369	MDT PANASONIC LAPTOP FOR VEH	Police	08/08/12	2,469.00	0.00
00013370	MDT PANASONIC LAPTOP FOR VEH	Police	08/08/12	2,469.00	0.00
00013371	MDT PANASONIC LAPTOP FOR VEH	Police	08/08/12	2,469.00	0.00
00013372	PANASONIC TOUGH BOOK LAPTOP COMPUTER FOR	Police	09/17/12	2,551.86	0.00
00013373	PANASONIC TOUGH BOOK LAPTOP COMPUTER FOR	Police	09/17/12	2,551.86	0.00
00013374	PANASONIC TOUGH BOOK LAPTOP COMPUTER FOR	Police	09/17/12	2,551.86	0.00
00013375	PANASONIC TOUGH BOOK LAPTOP COMPUTER FOR	Police	09/17/12	2,551.86	0.00
00013376	PANASONIC TOUGH BOOK LAPTOP COMPUTER FOR	Police	09/17/12	2,551.86	0.00
00013377	PANASONIC TOUGH BOOK LAPTOP COMPUTER FOR	Police	09/17/12	2,551.86	0.00
00013378	GAMBER JOHNSON DOCKING STATION FOR LAPTO	Police	11/16/12	616.43	0.00
00013384	GAMBER JOHNSON DOCKING STATION FOR LAPTO	Police	11/16/12	616.43	0.00
00013386	GAMBER JOHNSON DOCKING STATION FOR LAPTO	Police	11/16/12	616.43	0.00
00013388	GAMBER JOHNSON DOCKING STATION FOR LAPTO	Police	11/16/12	616.44	0.00
00013389	PANASONIC LAPTOP FOR VEH	Police	08/08/12	2,549.65	0.00

Exhibit A

City of Roswell
Destroyed Assets - October 2024 Flood
1/29/2025

ASSET	DESCRIPTION	LOCATION DESC	DATE ACQ	ACQ COST	CURR BOOK VAL
00013390	PANASONIC LAPTOP FOR VEH	Police	08/08/12	2,549.65	0.00
00013391	PANASONIC LAPTOP FOR VEH	Police	08/08/12	2,549.65	0.00
00013392	PANASONIC LAPTOP FOR VEH	Police	08/08/12	2,549.65	0.00
00013393	PANASONIC LAPTOP FOR VEH	Police	08/08/12	2,549.65	0.00
00013394	PANASONIC LAPTOP FOR VEH	Police	08/08/12	2,549.65	0.00
00013396	GAMBER DOCKING STATION FOR LAPTOP ON VEH	Police	06/25/12	613.97	0.00
00013404	HP LAPTOP COMPUTER MODEL DV6-7135- STEVE	Police	09/07/12	699.99	0.00
00013408	TOSHIBA LAPTOP COMPUTER -TASK FORCE (	Police	08/24/12	549.99	0.00
00013410	LAPTOP COMPUTER HP PAVILION -YAZMIN SOTO	Police	10/26/12	679.99	0.00
00013411	LAPTOP COMPUTER HP PAVILION -FIL GONZALE	Police	10/26/12	679.99	0.00
00013412	LAPTOP COMPUTER HP PAVILION -MICHAEL TAY	Police	10/26/12	679.99	0.00
00013413	COMPUTER NOTEBOOK HP ENVY DV6-7226NR-B B	Police	01/02/13	589.99	0.00
00013567	COMPUTER DELL PRECISION T1650 W/MONITOR	Police	10/12/12	1,599.86	0.00
00013568	COMPUTER DELL PRECISION T1650 W/MONITOR	Police	10/12/12	1,599.86	0.00
00013569	COMPUTER DELL PRECISION T1650 W/MONITOR	Police	10/12/12	1,599.86	0.00
00013570	COMPUTER DELL PRECISION T1650 W/MONITOR	Police	10/12/12	1,599.86	0.00
00013571	COMPUTER DELL PRECISION T1650 W/MONITOR	Police	10/12/12	1,599.86	0.00
00013572	COMPUTER DELL PRECISION T1650 W/MONITOR	Police	10/12/12	1,599.86	0.00
00013573	COMPUTER DELL PRECISION T1650 W/MONITOR	Police	10/12/12	1,599.86	0.00
00013574	COMPUTER DELL PRECISION T1650 W/MONITOR	Police	10/12/12	1,599.86	0.00
00013575	COMPUTER DELL PRECISION T1650 W/MONITOR	Police	10/12/12	1,599.86	0.00
00013576	COMPUTER DELL PRECISION T1650 W/MONITOR	Police	10/12/12	1,599.86	0.00
00013577	BACK-UP TAPE DRIVE - RPD SERVER ROOM	Police	09/14/12	3,043.96	0.00
00013578	COMPUTER DELL OPTIPLEX 390 W/MNTR-RPDCMD	Police	12/07/12	1,059.51	0.00
00013579	COMPUTER DELL OPTIPLEX 390 W/MONITOR - R	Police	12/07/12	1,059.51	0.00
00013580	COMPUTER DELL OPTIPLEX 390 W/MONITOR -RP	Police	12/07/12	1,059.51	0.00
00013581	COMPUTER DELL OPTIPLEX 390 W/MONITOR -RP	Police	12/07/12	1,059.51	0.00
00013582	COMPUTER DELL OPTIPLEX 390 W/MONITOR -RP	Police	12/07/12	1,059.51	0.00
00013584	COMPUTER DELL OPTIPLEX 7010 W/MONITOR -R	Police	03/22/13	1,193.38	0.00
00013585	COMPUTER DELL OPTIPLEX 7010 W/MONITOR -	Police	03/22/13	1,193.38	0.00
00013586	COMPUTER DELL OPTIPLEX 7010 W/MONITOR -R	Police	03/22/13	1,193.38	0.00
00013587	COMPUTER DELL OPTIPLEX 7010 W/MONITOR -R	Police	03/22/13	1,193.38	0.00
00013588	COMPUTER DELL OPTIPLEX 7010 W/MONITOR -	Police	03/22/13	1,193.38	0.00
00013589	COMPUTER DELL OPTIPLEX 9010 W/MNTR-RPDT	Police	09/24/12	1,366.89	0.00
00013590	COMPUTER DELL OPTIPLEX 9010 W/MNTR -RPDT	Police	09/24/12	1,366.89	0.00
00013591	COMPUTER DELL OPTIPLEX 9010 W/MNTR-RPDT	Police	09/24/12	1,366.89	0.00
00013592	COMPUTER DELL OPTIPLEX 9010 W/MNTR-RPDT	Police	09/24/12	1,366.89	0.00
00013593	COMPUTER DELL OPTIPLEX 9010 W/MNTR-RPDT	Police	09/24/12	1,366.89	0.00
00013599	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013600	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013601	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013602	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013603	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013604	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013605	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013606	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013607	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013608	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013609	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00

Exhibit A

City of Roswell
Destroyed Assets - October 2024 Flood
1/29/2025

ASSET	DESCRIPTION	LOCATION DESC	DATE ACQ	ACQ COST	CURR BOOK VAL
00013610	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013611	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013612	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013613	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013614	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013615	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013616	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013617	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013618	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013619	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013620	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013621	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013622	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	11/09/12	2,399.00	0.00
00013623	MDT PANASONIC TOUGHBOOK CF-53 COMPUTER F	Police	01/11/13	2,399.00	0.00
00014011	COMPUTER DELL OPTIPLEX 390 W/ MONITOR -R	Police	08/08/12	998.43	0.00
00014012	COMPUTER DELL OPTIPLEX 390 W/ MONITOR -	Police	08/08/12	998.43	0.00
00014228	COMPUTER LAPTOP DELL LATITUDE E5530 - PA	Police	07/26/13	798.47	0.00
00014229	COMPUTER LAPTOP DELL LATITUDE E5530 - JO	Police	08/23/13	1,018.43	0.00
00014267	LAPTOP COMPUTER MSI GAMING SERIES DOMINA	Police	05/23/14	2,999.00	0.00
00014268	PANASONIC DOCK STATION F/CF-53	Police	06/20/14	729.42	0.00
00014270	PANASONIC DOCK STATION F/CF-53	Police	06/20/14	729.42	0.00
00014271	PANASONIC DOCK STATION F/CF-53	Police	06/20/14	729.42	0.00
00014272	PANASONIC DOCK STATION F/CF-53	Police	06/20/14	729.42	0.00
00014273	PANASONIC DOCK STATION F/CF-53	Police	06/20/14	729.42	0.00
00014274	PANASONIC DOCK STATION F/CF-53	Police	06/20/14	729.42	0.00
00014275	PANASONIC DOCK STATION F/CF-53	Police	06/20/14	729.42	0.00
00014276	PANASONIC DOCK STATION F/CF-53	Police	06/20/14	729.42	0.00
00014277	PANASONIC DOCK STATION F/CF-53	Police	06/20/14	729.42	0.00
00014295	COMPUTER DELL OPTIPLEX 9010 MINITOWER @	Police	08/09/13	836.68	0.00
00014296	COMPUTER DELL LATITUDE E5530 @ TASK FORC	Police	08/02/13	798.47	0.00
00014297	COMPUTER DELL LATITUDE E5530 @ TASK FORC	Police	08/02/13	798.47	0.00
00014298	COMPUTER DELL LATITUDE E5530 @ TASK FORC	Police	08/02/13	798.47	0.00
00014299	COMPUTER DELL LATITUDE E5530 @ TASK FORC	Police	08/02/13	798.47	0.00
00014301	SERVER POWER EDGE R210II CHASSIS @ RPD S	Police	10/11/13	1,950.94	0.00
00014302	COMPUTER DELL LATITUDE E6540 - R SCRIBNE	Police	05/02/14	1,167.95	0.00
00014303	COMPUTER DELL LATITUDE E6540 - L MACIAS	Police	05/02/14	1,167.95	0.00
00014478	COMPUTER ASUS NOTEBOOK SOLID CORE (SCANN	Police	12/20/13	3,500.00	0.00
00014484	IPAD AIR WIFI 128GB GRAY - RON SMITH	Police	02/03/14	799.00	0.00
00014618	MCT PANASONIC TOUGHBOOK LAPTOP COMPUTERS	Police	08/15/14	2,688.99	0.00
00014619	MCT PANASONIC TOUGHBOOK LAPTOP COMPUTERS	Police	08/15/14	2,688.99	0.00
00014620	MCT PANASONIC TOUGHBOOK LAPTOP COMPUTERS	Police	08/15/14	2,688.99	0.00
00014621	MCT PANASONIC TOUGHBOOK LAPTOP COMPUTERS	Police	08/15/14	2,688.99	0.00
00014622	MCT PANASONIC TOUGHBOOK LAPTOP COMPUTERS	Police	08/15/14	2,688.99	0.00
00014623	MCT PANASONIC TOUGHBOOK LAPTOP COMPUTERS	Police	08/15/14	2,688.99	0.00
00014624	MCT PANASONIC TOUGHBOOK LAPTOP COMPUTERS	Police	08/15/14	2,688.99	0.00
00014625	MCT PANASONIC TOUGHBOOK LAPTOP COMPUTERS	Police	08/15/14	2,688.99	0.00
00014666	LAPTOP COMPUTER DELL LATITUDE E6540	Police	07/18/14	1,167.95	0.00
00014667	LAPTOP COMPUTER DELL LATITUDE E6540	Police	07/18/14	1,167.95	0.00
00014668	LAPTOP COMPUTER DELL LATITUDE E6540	Police	07/18/14	1,167.95	0.00

Exhibit A

City of Roswell
Destroyed Assets - October 2024 Flood
1/29/2025

ASSET	DESCRIPTION	LOCATION DESC	DATE ACQ	ACQ COST	CURR BOOK VAL
00014669	LAPTOP COMPUTER DELL LATITUDE E6540	Police	07/18/14	1,167.95	0.00
00014671	LAPTOP COMPUTER DELL LATITUDE E5540 NOTE	Police	02/18/15	834.98	0.00
00014860	HP PROBOOK 655 LAPTOP (4654)	Police	06/26/15	644.00	0.00
00014861	COMPUTER DL 360E (4654)	Police	06/05/15	1,965.00	0.00
00023433	COMPUTER DESKTOP HP MODEL Z640 @ ROOM 36	Police	03/11/16	2,679.00	0.00
00023434	COMPUTER DESKTOP HP MODEL Z640 @ ROOM 40	Police	03/11/16	2,679.00	0.00
00024762	COMPUTER OPTIPLEX 7050 SFF - POLICE	Police	06/29/18	1,119.94	0.00
00024763	COMPUTER LAPTOP HP ELITEBOOK 1030 - POLI	Police	04/27/18	1,283.00	0.00
00024764	COMPUTER LAPTOP HP ELITEBOOK 1030 - POLI	Police	04/06/18	1,283.00	0.00
00024765	COMPUTER HP PRODESK 600 - POLICE	Police	03/23/18	559.00	0.00
00024766	COMPUTER HP PRODESK 600 - POLICE	Police	03/23/18	559.00	0.00
00024767	COMPUTER HP PRODESK 600 - POLICE	Police	03/23/18	559.00	0.00
00024768	COMPUTER HP PRODESK 600 - POLICE	Police	03/23/18	559.00	0.00
00024769	COMPUTER HP PRODESK 600 - POLICE	Police	03/23/18	559.00	0.00
00007601	CABINET-FILING 7 DWR 5X8 CARDS-TSU	Police	09/02/05	880.00	0.00
00024808	NAS SERVER STORAGE MOUNTABLE RACK 12 BAY	Police	01/26/18	2,269.89	162.15
00024809	NAS SERVER STORAGE MOUNTABLE RACK 12 BAY	Police	01/26/18	2,269.89	162.15
00000013-04	FLOORING/RUBBERIZED-WEIGHT ROOM	Police	05/22/06	4,075.04	373.56
00001133	TRAINING SUIT FIST SUIT	Police	10/15/01	702.81	0.00
00002754	POLYGRAPH, STOELTING, ULTRA SCRIBE	Police	01/01/85	1,482.64	0.00
00003454	REDMAN PROTECTIVE SUIT Q-121-00	Police	05/08/00	1,141.60	0.00
00003455	REDMAN PROTECTIVE SUIT Q-121-00	Police	05/08/00	1,141.60	0.00
00003654	BOMB SUIT-SWAT	Police	02/05/99	12,800.00	0.00
00008714	HANDGUN STORAGE SYSTEM-TSU	Police	05/17/09	12,923.03	0.00
00025257	TREADMILL TRUE CS650 / CS400-900 EMERGE	Police	02/14/20	5,693.93	2,101.33
00023093	2014 CHEVY CAPRICE	Police	02/08/16	19,000.00	0.00
00025152	2018 FORD EXPLORER INTERCEPTOR AWD	Police	08/31/18	47,750.00	0.00
00025252	2019 FORD F150 RESPONDER PURSUIT PICKUP	Police	01/22/20	40,866.00	4,086.60
26010	2016 FORD EXPLORER	Police	09/18/20	6,500.00	1,516.69
26020	2016 FORD EXPLORER	Police	03/16/21	6,500.00	2,166.70
26134	2021 DODGE RAM 1500 4WD CREW CAB PICKUP	Police	07/23/21	30,485.00	12,194.04
26263	2022 DODGE DURANGO PURSUIT -BLACK	Police	10/27/22	38,191.00	24,824.08
26296	2017 FORD EXPLORER W/EMERG EQ - USED	Police	03/01/23	5,000.00	3,666.72
26416	2023 Dodge Durango Pursuit AWD	Police	10/24/23	42,343.00	35,991.52
00007607	TV 27" LCD TOSHIBA-WEIGHT ROOM	Police	03/17/06	1,035.87	0.00
00023497	ELLIPTICAL PROMAXIMA VIPER SERIES	Police	02/10/17	2,241.38	0.00
00023498	RECUMBENT CYCLE PROMAXIMA VIPER SERIES	Police	02/10/17	1,454.93	0.00
00000011-08	MUSEUM-ASTON GALLERY-FY2005 WORK	Museum	10/29/04	219,617.37	2,745.24
00000011-09	MUSEUM-ASTON GALLERY-FY2006 LORD CULTURA	Museum	02/28/06	301,121.50	23,838.92
00000011-10	MUSEUM-ASTON GALLERY-FY2006 WORK	Museum	04/28/06	1,726.62	151.20
00000011-11	SECURITY SYS IMPROVE/ROOF EVAL FY 2007	Museum	01/24/07	18,266.81	2,254.16
00000011-12	MUSEUM-ASTON GALLERY-FY 2007 WORK	Museum	07/01/06	107,959.26	10,646.04
00000011-14	CAMERAS-SECURITY	Museum	09/12/07	4,112.90	643.78
00000011-16	2015 GODDARD DISPLAY IMPROVEMENTS	Museum	05/08/15	7,479.20	4,051.45
00000011-19	2015 SETUP/DESIGN/INSTALL/TEST OF COUNCI	Museum	06/15/15	19,403.38	10,591.34
00000011-21	2016 MUSEUM - RECABLE FOR DATA	Museum	06/13/16	8,253.44	4,917.77
00000011-22	2016 MUSEUM BLDG - DOOR ACCESS TO MUSEUM	Museum	05/23/16	1,433.46	848.40
00000011-23	MUSEUM FLOORING PHASE I	Museum	06/11/24	610,597.28	608,053.12
00025219	FY19 MUSEUM FIRE ALARM SYSTEM	Museum	02/07/19	7,700.00	6,416.80

Exhibit A

City of Roswell
Destroyed Assets - October 2024 Flood
1/29/2025

ASSET	DESCRIPTION	LOCATION DESC	DATE ACQ	ACQ COST	CURR BOOK VAL
00025219-01	FY20 MUSEUM FIRE ALARM SYSTEM	Museum	10/24/19	127,049.09	105,874.29
00025219-02	FY21 MUSEUM FIRE ALARM SYSTEM	Museum	03/19/21	3,861.91	3,218.31
00025353	FY20 MUSEUM SECURITY/CONTROLS/SURVEILLAN	Museum	10/24/19	255,981.77	213,318.17
00025353-01	FY21 MUSEUM SECURITY/CONTROLS/SURVEILLAN	Museum	03/19/21	7,781.16	6,484.36
00001086	FOOD WARMER-BASSETT KITCHEN	Museum	09/01/00	2,573.32	0.00
00001183	PUG MILL-UPM-30-CERAMICS DEPT	Museum	07/05/01	4,130.00	0.00
00002493	SPEAKER-CRATE PROAUDIO SLM-BASSETT	Museum	01/01/97	1,500.00	0.00
00002494	SPEAKER-CRATE PROAUDIO SLM-BASSETT	Museum	01/01/97	1,500.00	0.00
00002495	AMPLIFIER-CRATE PROAUDIO-BASSETT	Museum	01/01/97	750.00	0.00
00002497	WHIRLAMATIC HI-SPEED BUFFER-JANITOR	Museum	01/01/95	1,100.00	0.00
00002506	PHOTO ENLARGER, BESELER 23CII	Museum	01/01/85	683.01	0.00
00002507	PHOTO ENLARGER, OMEGA B22	Museum	01/01/85	683.01	0.00
00002508	POTTERS WHEEL-CERAMICS	Museum	01/01/85	736.52	0.00
00002509	POTTERS WHEEL-CERAMICS	Museum	01/01/90	744.69	0.00
00002510	POTTERS WHEEL-CERAMICS	Museum	01/01/90	744.69	0.00
00002511	POTTERS WHEEL-CERAMICS	Museum	01/01/90	744.69	0.00
00002514	TELEPHONE SYSTEM	Museum	01/01/88	4,496.90	0.00
00002542	POTTERS WHEEL, ELECTRIC-CERAMICS	Museum	01/01/85	736.52	0.00
00002543	POTTERS WHEEL-CERAMICS	Museum	01/01/85	736.52	0.00
00002555	POTTERS WHEEL, ELECT-CERAMICS	Museum	01/01/90	744.69	0.00
00002565	RANGE, ELECT KENMORE-KITCHEN	Museum	01/01/85	589.22	0.00
00002566	CAMERA-TOYO VIEW/W TRIPOD -(4X6) DARK RO	Museum	11/01/98	5,000.00	0.00
00002570	INFORMATION KIOSK @ PLANETARIUM	Museum	09/20/99	888.41	0.00
00007358	PROJECTOR SANYO PRO-X-BASSETT (AV)	Museum	01/20/05	1,300.00	0.00
00023374	CITY COUNCIL- AV SYSTEM PROJECTOR	Museum	07/17/15	5,012.63	0.00
00023375	CITY COUNCIL- AV DISTRIBUTION SYSTEM	Museum	07/17/15	6,634.07	0.00
00023376	CITY COUNCIL- AUDIO PROCESSOR SYSTEM	Museum	07/17/15	5,818.59	0.00
00024617	DIGISTAR 6 @ PLANETARIUM - 2017 \$37,000	Museum	10/13/17	37,000.00	1,321.44
00024617-01	2018 DIGISTAR 6 SYSTEM @ PLANETARIUM - \$	Museum	09/01/17	37,000.00	880.96
00024617-02	2018 DIGISTAR 6 -DONATED RMAC FOUNDATION	Museum	10/13/17	193,500.00	6,910.72
00025363	AUDIO VIDEO EQUIPMENT FOR MUSEUM FROM DA	Museum	08/30/19	50,441.72	15,012.37
00002516	CABINET, DISPLAY SLIDING DOOR-STORE	Museum	01/01/85	702.76	0.00
00002549	CABINET, DISPLAY SLIDING DOORS-STORE	Museum	01/01/85	702.76	0.00
00002550	CABINET, DISPLAY SLIDING DOORS-STORE	Museum	01/01/85	702.76	0.00
00025119	SEATING (96) HIGH BACK @ PLANETARIUM	Museum	10/13/17	19,741.00	705.04
00007664	WHEEL REVOLUTION ELECT-CERAMICS	Museum	06/19/06	1,140.00	0.00
00007838	TV-FLAT SCREEN ASTON PROJECT	Museum	09/22/06	1,029.90	0.00
00007839	CAMERA-CANON DIGITAL-CAROLINE (REGISTRAT	Museum	09/08/06	782.00	0.00
00008271	VIDEO CAMERA W/TRIPOD HDR-HC9 @ REGISTRA	Museum	06/24/08	1,330.00	0.00
00008273	KILN SHELF CART-CERAMICS	Museum	05/09/08	629.00	0.00
00008480	KILN/FUSED GLASS CLASS	Museum	11/14/08	566.92	0.00
00008481	REFRIGERATOR-WHIRLPOOL @ DARK ROOM	Museum	11/03/08	899.99	0.00
00008706	COPY STAND W/PHOTO ACCESSORIES	Museum	02/17/09	1,398.00	0.00
00009076	MAT CUTTER/FRAMING ARTWORK	Museum	02/01/10	1,680.84	0.00
00009152	KILN-TEST W/SHELVES-CERAMICS	Museum	04/15/10	725.00	0.00
00009808	KILN-PARAGON 16 CLAMSHELL	Museum	03/10/11	731.00	0.00
00014314	CASH REGISTER	Museum	02/14/14	697.04	0.00
00014997	HP DUAL RADIO ACCESS POINT @ BASSET ROOM	Museum	06/19/15	687.67	0.00
00023372	TIME CLOCK EXECUTIME	Museum	01/05/16	2,041.08	0.00

Exhibit A

City of Roswell
Destroyed Assets - October 2024 Flood
1/29/2025

ASSET	DESCRIPTION	LOCATION DESC	DATE ACQ	ACQ COST	CURR BOOK VAL
00023377	CITY COUNCIL- SHURE MXWAPT8 ACCESS POINT	Museum	07/17/15	3,368.46	0.00
00023378	CITY COUNCIL- SHURE MXWAPT8 ACCESS POINT	Museum	07/17/15	3,368.46	0.00
00023379	CITY COUNCIL- SHURE MXWAPT4 ACCESS POINT	Museum	07/17/15	2,604.50	0.00
00023397	CITY COUNCIL- SHURE MXW2 HANDHELD TRANSM	Museum	07/17/15	574.83	0.00
00023398	CITY COUNCIL- SHURE MXWNCS8 NETWORK CHAR	Museum	07/17/15	1,782.66	0.00
00023399	CITY COUNCIL- SHURE MXWNCS8 NETWORK CHAR	Museum	07/17/15	1,782.66	0.00
00023400	CITY COUNCIL- SHURE MXWNCS8 NETWORK CHAR	Museum	07/17/15	1,782.66	0.00
00023401	CITY COUNCIL- SHURE MXWNCS8 NETWORK CHAR	Museum	07/17/15	1,782.66	0.00
00023402	CITY COUNCIL- SHURE MXWNCS4 NETWORK CHAR	Museum	07/17/15	1,382.49	0.00
00023404	CITY COUNCIL- WALL RACK SECTIONAL 24 SPA	Museum	07/17/15	872.42	0.00
00008275	COMPUTER-APPLE/ASSIST DIRECTOR - CAROLIN	Museum	05/30/08	1,932.00	0.00
00023478	MUSEUM STORE DISPLAY CASE	Museum	06/06/14	1,220.00	0.00
00001474	FENCE CHAIN-LINKED AT RYFL FIELD	Parks	11/05/01	1,090.68	0.00
00004629-02	BIRD & NATURE CENTER - FY03 - IRRIGATION	Parks	01/20/03	2,522.99	0.00
00005023-01	WOOD CHIPS	Parks	02/21/05	2,700.00	78.75
00005024-01	FOOTINGS FOR PLAYGROUND UNIT	Parks	02/12/09	315.65	71.77
00005036-04	FENCE 5' CHAIN LINK @ RIAC PARK EAST	Parks	11/26/08	16,585.09	3,557.73
00005038-04	FENCE AND GATE STILES COMPLEX	Parks	08/16/13	9,805.45	4,453.62
00005041	YUCCA RECREATION CNTR/PARK - 500 BLK S R	Parks	01/01/72	3,358.35	0.00
00007659-03	WOOL BOWL - ARCH FEES/TREE REMOVAL FY 20	Parks	01/30/06	3,027.61	227.16
00008563-02	REPAIR FENCE FY 2009	Parks	03/27/09	787.25	181.89
00008564-01	GATES	Parks	09/25/08	317.58	65.75
00008748-01	FENCE SCREEN	Parks	01/31/12	1,266.58	471.84
00009641	PARKS MAINT-FENCE	Parks	01/01/83	3,500.00	0.00
00009641-01	VINYL PRIVACY SLATS FOR PARK MAINT. SHOP	Parks	12/30/10	1,493.00	475.32
00014447	13 EXERPLAY UNIT & TUFF TIMBERS FOR CARP	Parks	12/06/13	30,643.23	14,427.87
00000003-04	OFFICE IMPROVEMENT FINAL 2013	Parks	01/25/13	5,895.00	2,505.63
00000003-05	2015 ROOFING PROJECT	Parks	12/19/14	13,504.82	7,033.77
00000003-06	CARPET AT PARKS/REC OFFICE	Parks	03/11/16	526.50	307.30
00000003-07	2016 PARKS/REC OFFICE - WIRING FOR DATA	Parks	05/23/16	1,425.46	843.48
00000102-01	2016 PARKS MAINT OFFICE - WIRING FOR DAT	Parks	05/23/16	927.89	549.13
00000334	FENCE ALONG N. SPRING RIVER	Parks	11/18/99	12,659.40	0.00
00002787	TRUELINE STRIPER MODEL 120	Parks	08/19/02	1,203.50	0.00
00002803	DRINKING FOUNTAIN-HANDICAP ACCESS	Parks	03/31/99	1,182.55	0.00
00002850	FOUNTAIN WATER-HANDICAP ACCESS	Parks	01/01/90	1,278.33	0.00
00002868	BLEACHERS (47)	Parks	01/01/90	66,452.60	0.00
00002876	SIGN, BRICK @ MELENDEZ PARK	Parks	01/01/90	913.09	0.00
00003671	COPY MACHINE FOR PARKS OFFICE--GSA CONTR	Parks	09/24/98	5,779.00	0.00
00006201	90 PLAYSET - CAHOON PARK	Parks	01/01/90	46,631.84	0.00
00006207	BASEBALL BACKSTOP - ENCHANTED LANDS PARK	Parks	01/01/84	1,047.16	0.00
00006215	BASEBALL BACKSTOP - POE CORN PARK	Parks	01/01/98	1,245.11	0.00
00006251	BASEBALL BACKSTOP - ENCHANTED LANDS PARK	Parks	01/01/84	1,047.16	0.00
00006263	SWING SET - CAHOON PARK	Parks	02/10/03	1,607.60	0.00
00007391	UTILITY VEH GAS-RANGER 2004	Parks	07/01/04	6,934.24	0.00
00007529	AERATOR	Parks	11/07/05	33,263.19	0.00
00007623	SEEDER/DE-THATCHER	Parks	06/22/06	6,250.13	0.00
00007837	WALK BEHIND STRIPER W/TRAILER	Parks	02/16/07	4,190.00	0.00
00008077	UTILITY VEHICLE-KAWASAKI 2007	Parks	02/02/08	6,089.59	0.00
00008279	SODA BLASTER/GRAFITTI -MDL 119X	Parks	06/05/08	5,194.00	0.00

Exhibit A

City of Roswell
Destroyed Assets - October 2024 Flood
1/29/2025

ASSET	DESCRIPTION	LOCATION DESC	DATE ACQ	ACQ COST	CURR BOOK VAL
00008279-01	EXTRA BLAST HOSE	Parks	06/24/08	582.48	0.00
00008518	DRINKING FOUNTAIN	Parks	01/01/90	547.86	0.00
00008520	DRINKING FOUNTAIN-HANDICAP ACCESS	Parks	01/01/90	1,278.33	0.00
00008521	DRINKING FOUNTAIN-HANDICAP ACCESS	Parks	01/01/90	1,278.33	0.00
00008522	DRINKING FOUNTAIN-HANDICAP ACCESS	Parks	01/01/90	1,278.33	0.00
00008523	DRINKING FOUNTAIN-HANDICAP ACCESS	Parks	01/01/90	1,278.33	0.00
00008524	DRINKING FOUNTAIN-HANDICAP ACCESS	Parks	01/01/90	1,278.33	0.00
00008525	DRINKING FOUNTAIN-HANDICAP ACCESS	Parks	01/01/90	1,278.33	0.00
00008531	BLEACHER 5-ROW ALUM-EASTSIDE LITTLE LEAG	Parks	12/12/08	5,132.43	0.00
00008532	BLEACHER 5-ROW ALUM-EASTSIDE LITTLE LEAG	Parks	12/12/08	5,132.43	0.00
00008983-01	SAFESURF TIMBERS/CONCRETE	Parks	02/09/10	1,522.56	0.00
00009110-02	RADIO-AM/FM CD PLAYER	Parks	03/23/10	500.00	0.00
00009654	SCOREBOARD W/AS-5010 CONTROLLER	Parks	07/22/10	6,241.00	0.00
00009654-01	ELECT MAT'L-CEMENT-BEAMS	Parks	07/22/10	2,214.40	0.00
00009655	SCOREBOARD W/AS-5010 CONTROLLER	Parks	07/22/10	6,241.00	0.00
00009655-01	ELECT MATL-CEMENT-BEAMS (2154246)	Parks	07/22/10	2,214.39	0.00
00012820	TRACTOR WEIGHTS	Parks	03/03/10	620.38	0.00
00014422-01	WINDOW TINT ON CITY #1172 2014 MOWER	Parks	05/23/16	79.95	0.00
00014462	NEW PHONE SYSTEM SHORETEL @ ROSWELL ADUL	Parks	11/01/13	8,305.02	0.00
00023099-01	TRIPLE BAG COLLECTION SYSTEM 61" W/MOWER	Parks	10/06/15	1,998.46	0.00
00007349-02	STEP UP BARS ON 2015 FORD F150 UNIT 561	Parks	01/16/12	196.28	0.00
00007505	2006 FORD RANGER PU #4791	Parks	01/27/06	16,798.00	0.00
00007803-01	STEP BARS ON CITY #1104 2007 FORD F150 V	Parks	12/09/16	219.99	0.00
00008572-02	STEP BARS	Parks	03/09/09	232.50	0.00
00009612-01	TOOL BOX ON 2011 FORD F250 VIN#05501 CIT	Parks	02/16/11	249.29	0.00
00013064	2012 CHEVY SILVERADO 4WD 1TON 3500 CREW	Parks	04/30/12	31,178.00	0.00
00013064-01	ACCESSORIES ADDED TO CITY#1116 SEE REMAR	Parks	06/04/12	405.66	0.00
00013064-02	TINT ADDED TO CITY #1116 2012 SILVERADO	Parks	06/29/12	139.21	0.00
00013065-02	RUNNING BOARDS ON CITY #1120	Parks	07/16/12	329.07	0.00
00013067-02	RUNNING BOARDS STEP BAR ON CITY #1134	Parks	07/16/12	222.45	0.00
00013515-02	RUNNING BOARDS STEP BARS ON CITY #1100	Parks	07/30/12	522.67	0.00
00013981-01	RUNNING BOARDS STEP BAR ON CITY #1110	Parks	09/14/12	499.91	0.00
00014631	2015 CHEVROLET SILVERADO 1500 4X4 CREWCA	Parks	09/25/14	30,302.00	0.00
00014631-01	WINDOW TINT ON CITY #1113	Parks	10/27/14	179.95	0.00
00014631-02	STEP BARS OVAL BLK ON CITY #1113	Parks	10/27/14	300.00	0.00
00014631-03	EXTENSION BRACKETS FOR STEP BARS ON CITY	Parks	11/25/14	64.28	0.00
00009167	BRIDGE-LOVELESS/JC PARK	Parks	01/01/85	10,000.00	0.00
00013179	LANDSCAPING FOR PARK & REC OFFICE	Parks	12/27/11	921.58	339.36
00014446	COVERED GRILL 500 SQ-IN 19.5"X41.5" IN-G	Parks	06/25/14	795.40	394.48
00014512	DRINKING FOUNTAIN W/ATT'D PET FOUNTAIN @	Parks	08/23/13	3,814.72	1,732.65
00014604-01	FABRIC FOR SHADE CANOPY @ MISSOURI PARK	Parks	01/17/14	1,649.00	783.38
00023065	TRASH RECEPTICLE 32 GALLON @REISCHMAN PA	Parks	08/12/15	927.98	514.48
00023066	TRASH RECEPTICLE 32 GALLON @REISCHMAN PA	Parks	08/12/15	927.98	514.48
00023662	DRINKING FOUNTAIN W/PET FNTN @ADMIN OFC	Parks	11/23/16	4,120.00	2,540.80
00023664	SIGN ROSWELL ADULT & RECREATION CENTER S	Parks	03/10/17	1,829.00	1,158.44
00024699	SERVICE AND POLE FOR SPRINKLER CONTROLLE	Parks	09/29/17	944.42	621.73
00024706	10X10 BACKSTOP W/ FULL HOOD	Parks	06/08/18	2,643.31	1,839.50
00025008	TRASH RECEPTACLE ROUND SLATTED 32GAL @LI	Parks	03/09/18	747.87	511.03
00025019	FOOTBALL/SOCCER GOAL COMBO @ LINDA VISTA	Parks	06/08/18	2,352.98	1,637.43

Exhibit A

City of Roswell
Destroyed Assets - October 2024 Flood
1/29/2025

ASSET	DESCRIPTION	LOCATION DESC	DATE ACQ	ACQ COST	CURR BOOK VAL
00007527	SPRAYER PESTICIDE W/BOOM	Parks	02/10/06	3,890.11	0.00
00007527-01	FOAM MARKER INDICATOR	Parks	05/19/06	600.00	0.00
00007662	SCOREBOARD PORTALBE-CGRA	Parks	06/16/06	2,575.00	0.00
00007836	AIR COMPRESSOR-LARGE CAPACITY	Parks	12/15/06	799.32	0.00
00007980	SAW-POWER CUTTER 14" HUSKY 371K	Parks	06/11/07	809.96	0.00
00008071	ROOT FINDER	Parks	09/21/07	2,099.00	0.00
00008307	SCOREBOARD-STILES FIELD	Parks	08/12/07	4,168.61	0.00
00008317	IRR CONTROLLER/400 BLK N UNION-CAHOON	Parks	05/02/08	1,845.79	0.00
00008318	IRR CONTROLLER/400 BLK N UNION-CAHOON	Parks	05/02/08	1,845.79	0.00
00008319	IRR CONTROLLER/400 BLK N UNION-CAHOON	Parks	05/02/08	1,845.79	0.00
00008324	IRR CONTROLLER/306 N SYCAMORE-ENCHANTED	Parks	05/02/08	1,845.79	0.00
00008325	IRR CONTROLLER/306 N SYCAMORE-ENCHANTED	Parks	05/02/08	1,845.79	0.00
00008329	IRR CONTROLLER/800 BLK S WASH-MISSOURI	Parks	05/02/08	1,845.79	0.00
00008333	IRR CONTROLLER/807 N MISSOURI-RASC/M PUR	Parks	05/02/08	1,845.79	0.00
00008337	DRINKING FOUNTAIN-CAHOON PARK	Parks	10/18/07	3,110.00	0.00
00008339	POND PUMP/BIRD & NATURE SANTUARY	Parks	05/01/08	1,475.00	0.00
00008457	CHAINSAW-HUSKAVARNA 570 20"	Parks	07/17/08	654.95	0.00
00008530	DRINKING FOUNTAIN-RUSS DEKAY SOCCER	Parks	12/19/08	3,381.47	0.00
00008790	SWING SET-ENCHANTED LANDS	Parks	03/20/09	2,359.98	0.00
00008804	BLEACHER JIFFY MOVER	Parks	06/15/09	1,404.00	0.00
00008805	PICNIC TABLE,BROWN-ENCHANTED LANDS	Parks	06/15/09	878.90	0.00
00008806	PICNIC TABLE,GREY-ENCHANTED LANDS	Parks	06/15/09	818.10	0.00
00008952	PAINT SPRAYER-GRAFFITI REMOVAL	Parks	07/20/09	1,485.00	0.00
00008984	BBQ GRILL-ENCHANTED LANDS	Parks	08/07/09	569.00	0.00
00009821	TRAILER-FOR SOD CUTTER (ASSET #9820)	Parks	03/31/11	1,564.14	0.00
00009899	SIGN-PARKS/REC OFFICE-W ENTRANCE	Parks	04/04/11	627.62	0.00
00013167	CHAINSAW HUSQVARNA 395XP32"	Parks	04/16/12	1,116.00	0.00
00013168	CHAINSAW HUSQVARNA 576XP W/ AUTO TUNE 20	Parks	04/16/12	792.00	0.00
00013241	PORTA-COOL 24" EVAPORATIVE COOLER FOR GR	Parks	05/21/12	1,699.00	0.00
00013670	PAINT STRIPER WALK BEHIND LINE LAZER IV	Parks	11/30/12	4,996.00	0.00
00013982	POWER LINER 550 -STRIPING MACHINE FOR AT	Parks	10/05/12	1,230.00	0.00
00013988	DRINKING FOUNTAIN W/SS CARRIER @SPRING R	Parks	06/26/13	2,684.00	0.00
00014418	RODENATOR R2 REMOTE GOPHER/SQUIRREL DEVI	Parks	01/06/14	3,500.00	0.00
00014423	AIR COMPRESSOR PORTABLE PUMAINDUSTRIAL W	Parks	05/09/14	1,499.00	0.00
00023106	BACKPACK BLOWER	Parks	06/30/16	549.95	0.00
00023221	PUMP FOR SUNKEN GARDEN IN CAHOON PARK	Parks	11/09/15	1,960.25	0.00
00023222	PUMP FOR SUNKEN GARDEN IN CAHOON PARK	Parks	11/09/15	1,960.25	0.00
00023505	CHAINSAW MODEL CS-2188	Parks	12/02/16	1,200.00	0.00
00023506	POWER FLUSHER	Parks	07/18/16	1,122.00	0.00
00023554	CHAIN SAW MS 362C STI 20"	Parks	12/02/16	759.95	0.00
00024168	CHAINSAW HUSKVARNA JONSFRED 21"	Parks	10/03/16	1,225.00	0.00
00024628	CHAIN SAW GREENLEE LONG REACH HYDRAULIC	Parks	11/07/17	1,341.82	63.90
00024787	PUMP IN SUNKEN GARDEN AT CAHOON PARK	Parks	04/20/18	2,211.87	237.01
00014756	COMPUTER LAPTOP LENOVO FLEX 2 I5 DUAL MO	Parks	01/30/15	579.99	0.00
00014758	COMPUTER LAPTOP LENOVO FLEX 2 I5 DUAL MO	Parks	02/19/15	649.99	0.00
00014774	COMPUTER LAPTOP LENOVO FLEX2 15.6" I5 TO	Parks	02/09/15	579.99	0.00
00014775	TABLET SURFACE PRO 3 INTEL I5 256GB COMP	Parks	07/15/14	1,365.57	0.00
00014776	TABLET SURFACE PRO3 INTEL I5 256GB COMPU	Parks	07/15/14	1,229.01	0.00
00024789	LAPTOP TUFFBOOK DELL LATITUDE 5414 RUGGE	Parks	04/13/18	1,565.00	0.00

Exhibit A

City of Roswell
Destroyed Assets - October 2024 Flood
1/29/2025

ASSET	DESCRIPTION	LOCATION DESC	DATE ACQ	ACQ COST	CURR BOOK VAL
00024790	LAPTOP TUFF BOOK DELL LATITUDE 5414 -DAM	Parks	04/13/18	1,565.00	0.00
00024791	LAPTOP TUFF BOOK DELL LATITUDE 5414 -JIM	Parks	05/11/18	1,679.99	0.00
00008456	CABINET-HOLDS IRRIGATION PLANS	Parks	07/25/08	1,412.64	0.00
00009253	FILE-5-DRAWER STEEL FLAT	Parks	06/28/10	974.80	0.00
00009254	FILE 5-DRAWER STEEL FLAT	Parks	06/28/10	974.81	0.00
00013983	PICNIC TABLE 6' PLASTIC COATED AT DOG PA	Parks	02/15/13	894.00	0.00
00014976	2015 CONFERENCE TABLE FOR PARKS/RECREATI	Parks	11/09/15	833.00	0.00
00014976-01	2016 CONFERENCE TABLE LABOR @ PARKS/REC	Parks	11/09/15	1,666.00	0.00
00006281-01	ZOO- LAKE SAFETY RAILING	Spring River Zoo	02/17/04	869.55	0.00
00006281-04	CHAIN LINK FENCE-LONGHORN PEN	Spring River Zoo	12/27/05	2,060.60	146.03
00006281-08	WALKWAY & CAPITAN TRAIL FY 2008 WORK	Spring River Zoo	07/09/07	1,204.84	178.62
00006281-09	2016 IMPROVEMENTS IRRIGATION, LANDSCAPIN	Spring River Zoo	02/14/16	24,869.08	14,403.46
00009168	TRAIN TRACK RAIL-ZOO	Spring River Zoo	01/29/10	4,360.00	1,188.73
00009168-01	TRAIN TRACK MATERIALS	Spring River Zoo	03/10/10	944.04	265.54
00009168-02	(22) 12# TRAIN TRACK RAIL -- 30' LONG, W	Spring River Zoo	11/07/11	4,900.00	1,783.74
00009168-03	TRACK IMPROVE 2013	Spring River Zoo	06/30/13	2,045.77	912.17
00014580	LION ENCLOSURE @ ZOO	Spring River Zoo	01/01/88	10,000.00	0.00
00014580-01	1992 IMPROVEMENT - LION ENCLOSURE - LEGI	Spring River Zoo	01/01/92	20,000.00	0.00
00014580-02	COUGAR KICK-IN -TOP OVERHANG OF PRIMARY	Spring River Zoo	12/27/17	1,498.00	1,005.04
00023628	WOODEN TRAIN DEPOT (NEXT TO FISHING POND	Spring River Zoo	11/18/16	3,385.56	2,087.88
00023628-01	WOODEN TRAIN DEPOT - STRUCTURAL ENGINEER	Spring River Zoo	10/21/16	2,580.00	1,580.25
00023628-02	2017 WOODEN TRAIN DEPOT IMPROVEMENT	Spring River Zoo	12/02/16	799.21	496.18
00024581	LONGHORN FENCE PIPE-RAIL 6' SECONDARY BA	Spring River Zoo	06/30/17	8,236.39	5,319.56
00024597-01	2017 VORTEX PROJECT MATERIALS FOR AUTO W	Spring River Zoo	05/12/17	7,377.08	4,733.82
00025217	STOCK HOLDING PEN (FENCING) -ACROSS RIVE	Spring River Zoo	08/29/18	14,469.24	10,188.88
26149	FY22 IRRIGATION AT ZOO POND	Spring River Zoo	07/28/21	41,285.60	35,780.96
26149-01	IRRIGATION SYSTEM AT ZOO POND	Spring River Zoo	11/18/21	123,737.79	107,239.55
26199	FY22 PERIMETER 8' FENCE AT ZOO	Spring River Zoo	05/25/22	59,569.29	54,605.10
26199-02	PERIMETER FENCE AT ZOO 3500' 8' CHAINLNK	Spring River Zoo	11/14/22	29,411.88	26,960.88
00003379	STORAGE, HAY @ ZOO	Spring River Zoo	01/01/80	880.66	0.00
00003391	EXHIBIT-BEHLER #7 - MONKEY	Spring River Zoo	01/01/90	2,191.42	0.00
00003809	EXHIBIT-MONKEY HOUSE	Spring River Zoo	01/01/90	4,000.00	0.00
00012785	DISCOVERY WALL-TRAIN STORAGE SHED	Spring River Zoo	06/25/04	48.96	0.00
00012785-01	DISCOVERY WALL-GAZEBO FY 2005	Spring River Zoo	12/10/04	974.68	20.32
00012785-02	DISCOVERY WALL-FY 2005	Spring River Zoo	07/07/04	4,700.73	0.00
00012785-03	DISCOVERY WALL - FY 2006 WORK	Spring River Zoo	06/21/06	669.12	64.17
00012785-04	DISCOVERY WALL - FY 2007 WORK	Spring River Zoo	07/05/06	2,558.66	252.36
00000024	TRAIN STORAGE SHED-SEE DISCOV WALL	Spring River Zoo	01/01/71	19,298.07	0.00
00000024-01	2016 IMPROVEMENTS TO TRAIN STATION BUILD	Spring River Zoo	04/11/16	43,572.58	25,599.13
00000043	HAY BARN	Spring River Zoo	01/01/75	30,000.00	0.00
00000046	TRAIN DEPOT 1150	Spring River Zoo	01/01/76	8,952.53	0.00
00001839	TRAIN NARROW GAGE LOCOMOTIVE	Spring River Zoo	01/01/85	134,000.00	0.00
00002903	TRAILER, LEE TRANSPORT, UTILITY, VIN #54	Spring River Zoo	01/01/88	4,909.01	0.00
00003374	TRAILER GREEN 2-WHEEL UTILITY (WELDER)	Spring River Zoo	01/01/92	567.00	0.00
00003813	SPRAYER	Spring River Zoo	04/02/97	789.63	0.00
00006450	TRAILER-4 WHEEL PIPE	Spring River Zoo	01/01/85	550.00	0.00
00007399	CEMENT MIXER-PORTABLE 2005	Spring River Zoo	04/15/05	2,300.00	0.00
00007400	WELDER MIG-WIRE FEED	Spring River Zoo	04/28/05	688.46	0.00
00007807	2006 MOWER (FRONT)JD	Spring River Zoo	10/20/06	15,003.94	0.00

Exhibit A

City of Roswell
Destroyed Assets - October 2024 Flood
1/29/2025

ASSET	DESCRIPTION	LOCATION DESC	DATE ACQ	ACQ COST	CURR BOOK VAL
00008663	TRAILER-DUMP BED	Spring River Zoo	04/20/09	6,600.00	0.00
00008739	PA/PAGING SYSTEM	Spring River Zoo	05/26/09	10,224.00	0.00
00014316	WALK BEHIND TRENCHER RTX100 W/ 13HP HOND	Spring River Zoo	07/26/13	9,484.75	0.00
00024668	2017 KAWASAKI KAF400MHS-BLACK/ZOOKEEPERS	Spring River Zoo	07/14/17	8,735.93	0.00
00009164	BRIDGE-ZOO TRAIN	Spring River Zoo	01/01/85	5,000.00	0.00
00009165	BRIDGE WEST-ZOO	Spring River Zoo	01/01/70	5,000.00	0.00
00009166	BRIDGE 'GUARDIANS'-ZOO	Spring River Zoo	01/01/63	5,000.00	0.00
00009166-01	BRIDGE BOARDS	Spring River Zoo	07/28/09	359.04	89.10
26084	ZOO POND ELECTRICITY TO 200A 1PH SERVICE	Spring River Zoo	06/25/21	11,864.10	10,035.19
00014833	AERATING WATER FOUNTAIN OTTEBINE 3HP W/L	Golf Course	04/17/15	5,902.77	3,172.80
00014834	AERATING WATER FOUNTAIN OTTEBINE 3HP W/L	Golf Course	04/17/15	5,902.77	3,172.80
00001195	AREATOR LAKE-OTTERBINE SUNBURST, CONCEPT	Golf Course	06/28/01	3,702.42	0.00
00001219	UTILITY VEHICLE-WORKMAN MODEL: 07302	Golf Course	05/20/97	12,178.78	0.00
00001219-01	FULL FLATBED	Golf Course	05/20/97	524.73	0.00
00001425	WIRE & PIPE LOCATOR-NILSSON MDL 715 W/ A	Golf Course	04/07/98	1,180.29	0.00
00003862	ROYER SOIL PROCESSOR	Golf Course	01/01/97	1,000.00	0.00
00003864	TOW DISK	Golf Course	01/01/97	750.00	0.00
00007806	2006 MOWER GROUNDSMASTER 580D 4WD	Golf Course	11/01/06	65,492.59	0.00
00000405	1996 CHEVY BUCKET TRUCK, VIN #0430	Golf Course	12/11/95	56,675.00	0.00
00014320	POLE SAW, STIHL HT131 GAS POWERED	Golf Course	02/14/14	584.96	0.00
00025034	PROJECTOR 8000 LUMEN WUXGA NEC	Convention Center	05/11/18	5,376.00	640.00
00025035	PROJECTOR 8000 LUMEN WUXGA NEC	Convention Center	05/11/18	5,376.00	640.00
00025036	PROJECTOR 8000 LUMEN WUXGA NEC	Convention Center	05/11/18	5,376.00	640.00
00025037	PROJECTOR 8000 LUMEN WUXGA NEC	Convention Center	05/11/18	5,376.00	640.00
00025038	PROJECTOR 8000 LUMEN WUXGA NEC	Convention Center	05/11/18	5,376.00	640.00
00025039	PROJECTOR 8000 LUMEN WUXGA NEC	Convention Center	05/11/18	5,376.00	640.00
00025040	PROJECTOR 8000 LUMEN WUXGA NEC	Convention Center	05/11/18	5,376.00	640.00
00025041	PROJECTOR 8000 LUMEN WUXGA NEC	Convention Center	05/11/18	5,376.00	640.00
00025042	PROJECTOR 8000 LUMEN WUXGA NEC	Convention Center	05/11/18	5,376.00	640.00
00025063	NETWORK SWITCH CISCO 48F	Convention Center	05/11/18	7,403.00	881.35
00025300	MONITOR 86" AT CONVENTION CENTER	Convention Center	07/29/19	5,056.80	1,444.80
00025301	MONITOR 86" AT CONVENTION CENTER	Convention Center	07/29/19	5,056.80	1,444.80
00013194	SHURE WIRELESS MICROPHONE SLXZ (1 OF 5)	Convention Center	08/15/11	599.00	0.00
00013195	SHURE WIRELESS MICROPHONE SLXZ (2 OF 5)	Convention Center	08/15/11	599.00	0.00
00013196	SHURE WIRELESS MICROPHONE SLXZ (3 OF 5)	Convention Center	08/15/11	599.00	0.00
00013197	SHURE WIRELESS MICROPHONE SLXZ (4 OF 5)	Convention Center	08/15/11	599.00	0.00
00013198	SHURE WIRELESS MICROPHONE SLXZ (5 OF 5)	Convention Center	08/15/11	599.00	0.00
00013199	SHURE WIRELESS LAPEL MICROPHONE SLXZ (1	Convention Center	08/15/11	599.00	0.00
00013200	SHURE WIRELESS LAPEL MICROPHONE SLXZ (2	Convention Center	08/15/11	599.00	0.00
00014780	CD PLAYER AMERICAN AUDIO UCD-200 MKLL	Convention Center	04/02/15	550.00	0.00
00014781	PROJECTOR EPSON EX5220 3LCD (POWER POINT	Convention Center	07/10/14	549.99	0.00
00023403	CITY COUNCIL- ASSISTED LISTENING SYSTEM	Convention Center	07/17/15	1,943.99	0.00
00023411	CITY COUNCIL- TOUCH PANEL VOTELYNX-RTS	Convention Center	07/17/15	3,778.61	0.00
00023675	SOUNDCRAFT FX16II MIXER FOR SOUND BOX	Convention Center	01/20/17	795.00	0.00
00025043	PROJECTION SCREEN 159" CEILING RECESSED	Convention Center	05/11/18	3,876.00	461.45
00025044	PROJECTION SCREEN 159" CEILING RECESSED	Convention Center	05/11/18	3,876.00	461.45
00025045	PROJECTION SCREEN 159" CEILING RECESSED	Convention Center	05/11/18	3,876.00	461.45
00025046	PROJECTION SCREEN 216" MOTORIZED	Convention Center	05/11/18	2,688.00	320.00
00025047	PROJECTION SCREEN 216" MOTORIZED	Convention Center	05/11/18	2,688.00	320.00

Exhibit A

City of Roswell
Destroyed Assets - October 2024 Flood
1/29/2025

ASSET	DESCRIPTION	LOCATION DESC	DATE ACQ	ACQ COST	CURR BOOK VAL
00025048	PROJECTION SCREEN 188" MOTORIZED DA-LITE	Convention Center	05/11/18	2,355.00	280.35
00025049	PROJECTION SCREEN 188" MOTORIZED DA-LITE	Convention Center	05/11/18	2,355.00	280.35
00025050	PROJECTION SCREEN 188" MOTORIZED DA-LITE	Convention Center	05/11/18	2,355.00	280.35
00025051	PROJECTION SCREEN 188" MOTORIZED DA-LITE	Convention Center	05/11/18	2,355.00	280.35
00025052	PROJECTION SCREEN 188" MOTORIZED DA-LITE	Convention Center	05/11/18	2,355.00	280.35
00025053	PROJECTION SCREEN 188" MOTORIZED DA-LITE	Convention Center	05/11/18	2,355.00	280.35
00025054	AUDIO PROCESSING CORE QSC 510I	Convention Center	05/11/18	4,488.00	534.30
00025055	DANTE CARD	Convention Center	05/11/18	1,153.00	137.25
00025056	UPS UNINTERRUPTED POWER SUPPLY	Convention Center	05/11/18	1,730.00	205.95
00025057	UPS UNINTERRUPTED POWER SUPPLY	Convention Center	05/11/18	1,730.00	205.95
00025058	MONITOR 55" FHD PLANAR	Convention Center	05/11/18	1,275.00	151.80
00025059	MONITOR 55" FHD PLANAR	Convention Center	05/11/18	1,275.00	151.80
00025060	MONITOR 55" FHD PLANAR	Convention Center	05/11/18	1,275.00	151.80
00025061	NETWORK SWITCH CISCO 24P	Convention Center	05/11/18	4,797.00	571.10
00025062	NETWORK SWITCH CISCO 24P	Convention Center	05/11/18	4,797.00	571.10
00025064	EQUIPMENT RACK	Convention Center	05/11/18	4,103.00	488.45
00025065	CONTROL PROCESSOR CRESTON	Convention Center	05/11/18	3,398.00	404.55
00025066	ROOM SCHEDULER 7" CRESTRON	Convention Center	05/11/18	1,154.00	137.40
00025067	ROOM SCHEDULER 7" CRESTRON	Convention Center	05/11/18	1,154.00	137.40
00025068	ROOM SCHEDULER 7" CRESTRON	Convention Center	05/11/18	1,154.00	137.40
00025069	ROOM SCHEDULER 7" CRESTRON	Convention Center	05/11/18	1,154.00	137.40
00025070	ROOM SCHEDULER 7" CRESTRON	Convention Center	05/11/18	1,154.00	137.40
00025071	ROOM SCHEDULER 7" CRESTRON	Convention Center	05/11/18	1,154.00	137.40
00025072	ROOM SCHEDULER 7" CRESTRON	Convention Center	05/11/18	1,154.00	137.40
00025073	ROOM SCHEDULER 7" CRESTRON	Convention Center	05/11/18	1,154.00	137.40
00025074	TOUCH SCREEN 7" CRESTRON	Convention Center	05/11/18	898.00	106.94
00025075	TOUCH SCREEN 7" CRESTRON	Convention Center	05/11/18	898.00	106.94
00025076	TOUCH SCREEN 7" CRESTRON	Convention Center	05/11/18	898.00	106.94
00025077	TOUCH SCREEN 7" CRESTRON	Convention Center	05/11/18	898.00	106.94
00025078	TOUCH SCREEN 7" CRESTRON	Convention Center	05/11/18	898.00	106.94
00025079	TOUCH SCREEN 7" CRESTRON	Convention Center	05/11/18	898.00	106.94
00025080	TOUCH SCREEN 7" CRESTRON	Convention Center	05/11/18	898.00	106.94
00025082	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025083	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025084	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025085	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025086	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025087	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025088	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025089	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025090	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025091	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025092	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025093	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025094	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025095	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025096	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025097	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025098	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50

Exhibit A

City of Roswell
Destroyed Assets - October 2024 Flood
1/29/2025

ASSET	DESCRIPTION	LOCATION DESC	DATE ACQ	ACQ COST	CURR BOOK VAL
00025099	STAND ALONE 4K DECODER	Convention Center	05/11/18	634.00	75.50
00025100	STAND ALONE 4K ENCODER	Convention Center	05/11/18	700.00	83.35
00025101	STAND ALONE 4K ENCODER	Convention Center	05/11/18	700.00	83.35
00025102	STAND ALONE 4K ENCODER	Convention Center	05/11/18	700.00	83.35
00025103	STAND ALONE 4K ENCODER	Convention Center	05/11/18	700.00	83.35
00025104	N-COMMAND CONTROL APPLIANCE SVSI	Convention Center	05/11/18	1,594.00	189.75
00025105	WIRELESS HANDHELD TRANSMITTER SHURE	Convention Center	05/11/18	571.00	68.00
00025106	WIRELESS HANDHELD TRANSMITTER SHURE	Convention Center	05/11/18	571.00	68.00
00025107	WIRELESS HANDHELD TRANSMITTER SHURE	Convention Center	05/11/18	571.00	68.00
00025108	WIRELESS HANDHELD TRANSMITTER SHURE	Convention Center	05/11/18	571.00	68.00
00025109	WIRELESS HANDHELD TRANSMITTER SHURE	Convention Center	05/11/18	571.00	68.00
00025110	WIRELESS HANDHELD TRANSMITTER SHURE	Convention Center	05/11/18	571.00	68.00
00025111	WIRELESS HANDHELD TRANSMITTER SHURE	Convention Center	05/11/18	571.00	68.00
00025112	WIRELESS HANDHELD TRANSMITTER SHURE	Convention Center	05/11/18	571.00	68.00
00025113	WIRELESS ACCESS POINT SHURE	Convention Center	05/11/18	3,013.00	358.70
00025114	WIRELESS ACCESS POINT SHURE	Convention Center	05/11/18	3,013.00	358.70
00025115	8-DEVICE NETWORK CHARGER SHURE	Convention Center	05/11/18	1,571.00	187.05
00025116	8-DEVICE NETWORK CHARGER SHURE	Convention Center	05/11/18	1,571.00	187.05
00023412	CITY COUNCIL- VOTELYNX AGENDAQUICK WORKF	Convention Center	07/17/15	3,153.62	0.00
00025081	COMPUTER INTEL NUC	Convention Center	05/11/18	1,667.00	0.00
26365	FENCE -CMU BLOCK WALL & WROUGHT IRON @CC	Convention Center	06/12/23	201,708.95	190,783.10
00000017-04	STAGE FY 2007	Convention Center	02/05/07	26,250.00	3,347.84
00001295	WATER SOFTENER, CIVIC CENTER, QUOTE Q-12	Convention Center	06/03/97	1,988.00	0.00
00001743	SINK, S/S, 3 BASIN	Convention Center	01/01/96	2,500.00	0.00
00001744	STAND, UTILITY, S/S	Convention Center	01/01/96	550.00	0.00
00001747	SINK, S/S, 1 BASIN	Convention Center	01/01/96	1,000.00	0.00
00001749	RAMP, HANDICAP	Convention Center	01/01/96	2,000.00	0.00
00001750	SOUND SYSTEM, DAVIS	Convention Center	01/01/96	10,000.00	0.00
00001751	CART, TRAY SLIDE	Convention Center	01/01/96	800.00	0.00
00001752	CART, TRAY SLIDE	Convention Center	01/01/96	800.00	0.00
00001753	CART, TRAY SLIDE	Convention Center	01/01/96	800.00	0.00
00001757	SINK, S/S, 3 BASIN	Convention Center	01/01/96	3,800.00	0.00
00001758	SINK, S/S, 1 BASIN	Convention Center	01/01/96	2,100.00	0.00
00001759	FOOD TRANSPORTER	Convention Center	01/01/96	3,500.00	0.00
00001760	FOOD TRANSPORTER-WARMER	Convention Center	01/01/96	3,500.00	0.00
00001761	TABLE, PREPARATION, S/S(LONG)	Convention Center	01/01/96	1,500.00	0.00
00001763	SINK, S/S, 2 BASIN	Convention Center	01/01/96	3,100.00	0.00
00001765	TABLE, PREPARATION, S/S(LONG)	Convention Center	01/01/96	1,500.00	0.00
00001766	BRAISING PAN-STEAMER, CLEVELAND	Convention Center	01/01/96	8,000.00	0.00
00001767	OVEN, STACKING, DOUBLE	Convention Center	01/01/96	8,500.00	0.00
00001768	FREEZER, 1 DOOR	Convention Center	01/01/96	3,200.00	0.00
00001769	HOT FOOD UNIT (3 WELL), VICTORY	Convention Center	01/01/96	5,000.00	0.00
00001770	RANGE, BURNER TOP, US RANGE	Convention Center	01/01/96	4,200.00	0.00
00001771	RANGE, BURNER TOP, US RANGE	Convention Center	01/01/96	4,200.00	0.00
00001772	RANGE, GRIDDLE TOP, US RANGE	Convention Center	01/01/96	3,800.00	0.00
00001773	FRYER, DOUBLE WELL	Convention Center	01/01/96	4,500.00	0.00
00003795	FOLDING PARTITION FOR CIVIC CENTER	Convention Center	08/12/97	63,476.00	0.00
00004553	STEAM CLEANER	Convention Center	09/09/02	4,200.00	0.00
00004695	VACUUM 28" FLOOR WIDE AISLE	Convention Center	09/20/03	830.00	0.00

Exhibit A

City of Roswell
Destroyed Assets - October 2024 Flood
1/29/2025

ASSET	DESCRIPTION	LOCATION DESC	DATE ACQ	ACQ COST	CURR BOOK VAL
00013996	SCISSOR LIFT SKY JACK SJ1113220	Convention Center	08/08/12	12,970.00	0.00
00025355	MANITOWOC ICE CUBER MODEL IY-0324A INDIG	Convention Center	07/01/19	6,039.11	1,725.48
00025356	CARTER-HOFFMANN MOBILE REFRIGERATOR MDL	Convention Center	07/01/19	13,672.13	3,906.36
00025357	SCOTMAN PRODIGY PLUS ICE MAKER MDL C0322	Convention Center	07/01/19	5,257.49	1,502.16
00025358	HANDY LINE HEATED HOLDING CABINET 2DR MD	Convention Center	07/01/19	6,613.28	1,889.52
00025359	HANDY LINE HEATED HOLDING CABINET 2DR MD	Convention Center	07/01/19	6,613.27	1,889.52
00025388	VULCAN DOUBLE STACK CONVECTION OVEN 120,	Convention Center	06/18/20	12,499.00	5,207.82
26176	SMOKER OVEN COOKSHACK MODEL # FEC240	Convention Center	02/07/22	10,043.13	6,575.89
26195	CTM COMMERCIAL WATER SOFTENER	Convention Center	03/29/22	6,956.25	4,637.57
26515	MANITOWOC ICEMAKER 30"W MODEL 662751	Convention Center	03/20/24	6,250.00	5,952.40
00007776	FLOOR MACHINE W/PAD DRIVER (1.5 HP)	Convention Center	09/15/06	950.00	0.00
00007908	VACUUM CLEANER-BLUE	Convention Center	02/16/07	1,149.00	0.00
00009617	CARPET CLEANER-RICCAR	Convention Center	07/28/10	1,299.00	0.00
00009657	OPERATOR-ELECT GARAGE DOOR OPENER	Convention Center	08/30/10	861.90	0.00
00009658	OPERATOR-ELECT GARAGE DOOR OPENER	Convention Center	08/30/10	861.90	0.00
00009901	ICE MACHINE MAWOC 600-CIVIC CENTER	Convention Center	03/10/11	2,840.74	0.00
00013993	CUBER (ICE) MAWOC 270 SERIES QD272A	Convention Center	03/01/13	2,487.95	0.00
00014779	VACUUM 28" POWER ELITE MODEL PF28SV	Convention Center	02/20/15	1,578.00	0.00
00023097	CARPET EXTRACTOR 9 GALLON PROWLER MODEL	Convention Center	10/26/15	1,719.39	0.00
00024634	MOBILE ICE CADDY, SLIDING LID	Convention Center	10/06/17	669.77	23.92
00024635	FLOOR SCRUBBER TORNADO MODEL 99680T-C	Convention Center	08/25/17	4,990.00	59.40
00001296	TABLE-CARVED PUEBLO WEST	Convention Center	07/09/97	750.00	0.01
00001297	TABLE-CARVED GREAT SOUTHWEST 44X96X30	Convention Center	07/09/97	1,925.00	0.00
00001299	TABLE SLATE/HAMMERED ANTIQUE BRASS & WOO	Convention Center	07/09/97	500.00	0.00
00001738	TABLE, PREPARATION, BAKER'S(LONG)	Convention Center	01/01/96	1,500.00	0.00
00001739	TABLE, PREPARATION, S/S(SHORT) @ CONCESS	Convention Center	01/01/96	700.00	0.00
00001740	SINK, S/S, 1 BASIN	Convention Center	01/01/96	2,100.00	0.00
00001775	TABLE, CONFERENCE	Convention Center	01/01/96	900.00	0.00
00001778	FILE, FIRE RESISTANT, 2 DRAWER,TURTLE -R	Convention Center	01/01/96	600.00	0.00
00007972	CREDENZA HON - ALLISON DESK	Convention Center	06/29/07	725.00	0.00
00023405	CITY COUNCIL- VOTELYNX XLG MEETING,VOTIN	IT Dept	07/17/15	30,825.66	0.00
26290	Fortinet 601F Firewall	IT Dept	02/21/23	26,907.04	21,461.60
26291	Fortinet 601F Firewall	IT Dept	02/21/23	26,907.04	21,461.60
00006312	COMPUTER, APPLE IMAC-CAROLINE	IT Dept	07/01/03	1,992.00	0.00
00025206	DELL POWER EDGE R440 SERVER	IT Dept	08/13/18	5,369.59	0.00
00025208	DELL POWER EDGE R440 SERVER	IT Dept	08/13/18	5,369.59	0.00
26228	NETWORK EXTREME SWITCHING BASE X590	IT Dept	06/28/22	8,723.63	2,665.57
26229	NETWORK EXTREME SWITCHING BASE X590	IT Dept	06/28/22	8,723.63	2,665.57
26390	FY24 Synology Server	IT Dept	09/07/23	6,234.88	5,492.65
00008093	2008 CHEVY-EQUINOX VIN #86982	IT Dept	02/09/08	19,933.00	0.00
00012997	SERVER RACK 4' DELL 2420	IT Dept	09/12/11	1,250.64	0.00
00014998	TR VIDEO EQUIPMENT FOR COUNCIL MEETINGS	IT Dept	06/15/15	4,820.85	0.00
00023303	FORTINET FORTIANALYZER VM	IT Dept	08/14/15	1,405.37	0.00
00023356	DL360E G8 E5-2403V2 1.8 1P 4G 8SFF + SMA	IT Dept	08/21/15	1,230.00	0.00
00023357	DL360E G8 E5-2403V2 1.8 1P 4G 8SFF + SMA	IT Dept	08/21/15	1,230.00	0.00
00023363	TRIPP 8-PORT CONSOLE KVM SWITCH, 17" LCD	IT Dept	03/04/16	1,191.92	0.00
00023380	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00
00023381	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00
00023382	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00

Exhibit A

City of Roswell
Destroyed Assets - October 2024 Flood
1/29/2025

ASSET	DESCRIPTION	LOCATION DESC	DATE ACQ	ACQ COST	CURR BOOK VAL
00023383	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00
00023384	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00
00023385	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00
00023386	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00
00023387	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00
00023388	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00
00023389	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00
00023390	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00
00023391	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00
00023392	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00
00023393	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00
00023394	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00
00023395	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00
00023396	CITY COUNCIL- DESKTOP BASE TRANSCEIVER	IT Dept	07/17/15	1,191.92	0.00
00023406	CITY COUNCIL- VOTELYNX LCD TIMER DISPLAY	IT Dept	07/17/15	1,191.92	0.00
00023407	CITY COUNCIL- VOTELYNX LCD TIMER DISPLAY	IT Dept	07/17/15	1,191.92	0.00
00024690	HP DL360 G9 SERVER	IT Dept	10/23/17	1,191.92	54.64
00023358	COMPUTER SERVER HP PROLIANT DL160 G9 INT	IT Dept	08/21/15	1,191.92	0.00
00023359	COMPUTER SERVER HP PROLIANT DL160 G9 INT	IT Dept	08/18/15	1,191.92	0.00
00023439	SERVER HP DL180 GEN 9	IT Dept	08/21/15	1,191.92	0.00
00024792	LAPTOP TUFF BOOK DELL LATITUDE 5414 -TRE	IT Dept	05/11/18	1,191.92	0.00
00013306	COMPUTER SERVER	Consol Dispatch	09/26/11	6,944.98	0.00
00013307	COMPUTER SERVER	Consol Dispatch	09/26/11	6,944.98	0.00
00013308	COMPUTER SERVER	Consol Dispatch	09/26/11	6,944.98	0.00
00013309	POWER VALUT MD 3620	Consol Dispatch	07/18/11	19,778.10	0.00
00014869	TRIPPLITE BATTERY BACK-UPS FOR SERVERS (	Consol Dispatch	06/26/15	7,689.68	0.00
00014865	RACK MOUNT SERVER DELL	Consol Dispatch	09/12/14	9,427.69	0.00
26530	SYNOLOGY UNIFIED CONTROLLER 12 HARDDRIVE	Consol Dispatch	05/30/24	6,218.72	5,873.24
00014569	CYSCO 48-PORT SWITCH @ DISPATCH	Consol Dispatch	02/07/14	3,583.15	0.00
00014571	JUNIPER GATEWAY SRX210BE @ DISPATCH	Consol Dispatch	11/15/13	846.54	0.00
00014866	CISCO NETWORK SWITCH (24 PORT)	Consol Dispatch	02/17/15	2,352.90	0.00
00014867	CISCO NETWORK SWITCH (24 PORT)	Consol Dispatch	02/17/15	2,352.90	0.00
00014868	CISCO NETWORK SWITCH 48 PORT, LAYER 3	Consol Dispatch	02/17/15	4,650.00	0.00
00014870	BATTERY BACK-UPS FOR SERVERS (2)	Consol Dispatch	06/26/15	1,287.20	0.00
00009751	CICSO SWITCH/PVRCC	Consol Dispatch	01/19/11	1,781.47	0.00
00013251	DELL PRECISION T1600 COMPUTER W/MONITOR	Consol Dispatch	02/23/12	983.14	0.00
00013252	DELL PRECISION T1600 COMPUTER W/MONITOR	Consol Dispatch	02/23/12	983.14	0.00
00013255	DELL PRECISION T1600 COMPUTER W/MONITOR-	Consol Dispatch	02/23/12	983.14	0.00
00013257	DELL PRECISION T1600 COMPUTER W/MONITOR-	Consol Dispatch	02/23/12	983.14	0.00
00013258	DELL PRECISION T1600 COMPUTER W/MONITOR-	Consol Dispatch	02/23/12	983.14	0.00
00013259	DELL PRECISION T1600 COMPUTER W/MONITOR-	Consol Dispatch	02/23/12	983.14	0.00
00013260	DELL PRECISION T1600 COMPUTER W/MONITOR-	Consol Dispatch	02/23/12	983.14	0.00
00024229	LAPTOP HP ZBOOK 15 G3 I7 @ RADIO POSITIO	Consol Dispatch	06/09/17	1,282.00	0.00
00024770	COMPUTER DELL 7050 DESKTOP FOR DISPATCH	Consol Dispatch	04/27/18	1,115.00	0.00
00024771	COMPUTER DELL 7050 DESKTOP FOR DISPATCH	Consol Dispatch	04/27/18	1,115.00	0.00
00024772	COMPUTER DELL 7050 DESKTOP FOR DISPATCH	Consol Dispatch	04/27/18	1,115.00	0.00
00024773	COMPUTER DELL 7050 DESKTOP FOR DISPATCH	Consol Dispatch	04/27/18	1,115.00	0.00
00024774	COMPUTER DELL 7050 DESKTOP FOR DISPATCH	Consol Dispatch	04/27/18	1,115.00	0.00
00024775	COMPUTER DELL 7050 DESKTOP FOR DISPATCH	Consol Dispatch	04/27/18	1,115.00	0.00

Exhibit A

City of Roswell
Destroyed Assets - October 2024 Flood
1/29/2025

ASSET	DESCRIPTION	LOCATION DESC	DATE ACQ	ACQ COST	CURR BOOK VAL
00024776	COMPUTER DELL 7050 DESKTOP FOR DISPATCH	Consol Dispatch	04/27/18	1,115.00	0.00
00003526	STIHL CHAINSAW, MODEL 038, 20IN	South Park Cemetery	06/27/94	634.95	0.00
00000015	ADULT CENTER (RASC) (2154243)	Recreation	01/01/65	186,014.00	0.00
00000015-01	RAC - PROFESSIONAL SERV FY 2007 (215424	Recreation	01/11/07	10,122.72	1,249.14
00000015-02	RASC-ALARM SYS UPGRADE (2154243)	Recreation	07/01/06	4,991.88	492.32
00000015-03	RASC-STAGE STEPS (2154243)	Recreation	06/01/07	1,688.00	243.42
00000015-04	RAC - NEW ADDITION/PROF SERV-FY 2009 (2	Recreation	09/24/08	455,970.79	94,024.75
00000015-05	2016 DOOR - RAC INSIDE OFFICE DOOR - LAU	Recreation	03/11/16	610.00	356.00
00000015-06	RAC - NEW ADDITION/PROF SERV-FY 2010 (2	Recreation	07/01/09	349,345.94	86,528.03
00000015-07	2016 RAC - INTERNET WIRING (2154243)	Recreation	04/08/16	60,544.25	35,570.03
00000015-08	RAC - MAT'L-LABOR/ROOF COATING SYS FY 20	Recreation	04/29/10	95,981.40	27,358.84
00000015-09	2016 RAC - WIRING FOR DATA (2154243)	Recreation	04/11/16	1,403.82	824.85
00000015-10	FLOORING "TRIPLE THREAT" FOR PILATE ROOM	Recreation	11/28/22	16,647.30	15,260.10
00000056	POE CORN BATHHOUSE	Recreation	01/01/65	15,000.00	0.00
00002504	SOUND SYSTEM FOR MOBILE STAGE (2154246	Recreation	06/29/00	8,975.00	0.00
00002938	PORTABLE SHUFFLEBOARD COURT at RAC	Recreation	06/30/00	1,176.63	0.00
00002940	FLAGPOLE at RAC	Recreation	01/01/75	527.71	0.00
00008238	BLEACHERS-SPEEDY W/TRAILER (2154246)	Recreation	12/13/07	32,138.00	0.00
00008239	BLEACHERS-SPEEDY W/TRAILER (2154246)	Recreation	12/13/07	32,138.00	0.00
00008462	STAGE-PORTABLE (2154246)	Recreation	07/25/08	7,474.00	0.00
00014469	2013 HVAC UNIT MDL #YSC060E3EMA1H - ROOM	Recreation	10/25/13	6,142.75	0.00
00014828	HVAC UNIT CARRIER MDL#48TCFA05A2A5A0A0A	Recreation	02/20/15	9,760.16	0.00
26303	TREADMILL PRECOR TRM 631 BLACK FRAME	Recreation	02/14/23	5,228.60	4,170.41
26304	TREADMILL PRECOR TRM 631 BLACK FRAME	Recreation	02/14/23	5,228.60	4,170.41
26305	TREADMILL PRECOR TRM 631 BLACK FRAME	Recreation	02/14/23	5,228.60	4,170.41
26306	ELLIPTICAL PRECOR 731 EFX BLACK FRAME	Recreation	02/14/23	5,394.72	4,302.98
26307	ELLIPTICAL PRECOR 731 EFX BLACK FRAME	Recreation	02/14/23	5,394.72	4,302.98
26349	HVAC GAS HEAT PKG 5T @ ADULT CTR	Recreation	05/01/23	6,876.00	5,729.96
26500	HVAC CARRIER 3 TON UNIT ROOFTOP	Recreation	03/04/24	8,877.23	8,454.51
00003460	STAGE-MOBILE SOUND, VIN #4002 (2154246)	Recreation	10/18/99	76,729.39	0.00
00007666	PROJECTOR VIDEO/COMPUTER LAB at RAC	Recreation	01/27/06	891.09	0.00
00008649	PROJECTOR-INFOCUS DLP at RAC (2154243)	Recreation	02/17/09	1,074.29	0.00
00008650	TV-SONY 52" LCD at RAC (2154243)	Recreation	02/17/09	2,247.52	0.00
00009827	CHAIR-D CHEATEM (2154246)	Recreation	11/16/10	789.99	0.00
00008558	2009 FORD VAN 12 PASS - BACKUP EXTRA	Comm Enhancement	02/09/09	20,703.00	0.00
00025184	2019 FORD F-250 SD (10/19/24 FLOOD)	WM&T	04/23/19	37,661.00	0.00
00025203	2018 ROSENBAUER LADDER TRUCK (10/19/24 FLOOD)	Fire Dept	03/20/19	997,859.00	0.00
00009157	2010 PIERCE IMPEL FIRE TRUCK (10/19/24 FLOOD)	Fire Dept	04/23/10	453,157.00	0.00
26027	2020 PIERCE PRCA PUMP TRUCK (10/19/24 FLOOD)	Fire Dept	08/07/20	474,800.07	102,873.35
00013112	2012 PIERCE SABER GEM AERIAL (10/19/24 FLOOD)	Fire Dept	05/21/12	672,285.00	0.00
26374	2022 PIERCE SABER PUMPER (10/19/24 FLOOD)	Fire Dept	04/05/23	646,669.00	485,001.70
				10,115,271.70	2,684,288.22

RESOLUTION 25-xx

A RESOLUTION OF THE CITY OF ROSWELL, NEW MEXICO AUTHORIZING THE DISPOSAL OF ASSETS DAMAGED OR DESTROYED IN THE FLOOD OF OCTOBER 19-20, 2024.

WHEREAS, a flood occurred in Roswell, New Mexico, on October 19-20, 2024, resulting in significant damage to various City-owned assets including building improvements, land improvements, vehicles, equipment, furniture, computers; and;

WHEREAS, following the flood, several assets were rendered unusable, beyond repair, or destroyed and are no longer of any value to the City; and

WHEREAS, the City of Roswell's departments have conducted a thorough assessment of the damaged assets and determined that these assets are eligible for disposal under applicable guidelines; and

WHEREAS, NMSA 3-54-2 requires the disposal of certain public property to be authorized by the appropriate authority and that notice be provided to the NM Department of Finance; and

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL, AS THE GOVERNING BODY OF THE CITY OF ROSWELL, NEW MEXICO, hereby

1. The following assets are hereby authorized for disposal due to damage caused by the flood on October 19-20, 2024
2. The Finance Department is authorized to proceed with the disposal of these assets.
3. Notice will be provided to the NM Department of Finance.
4. This resolution shall take effect immediately upon adoption.

PASSED, ADOPTED, SIGNED AND APPROVED on this 13th day of February 2025.

Timothy Z. Jennings, Mayor

CITY SEAL

ATTEST

Amalia Martinez, City Clerk

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Regular Items 14.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Consider recommending authorization for ratification of award of Roswell Substantial Damage Assessments Project to Stantec in the amount of \$133,154.18 which includes GRT. **(MacCornack)**

- Funding Source - Project is planned to be funded with the American Rescue Plan Act Corona Virus Local Fiscal Recovery Fund. Current available is \$145,712.28.

BACKGROUND:

Initiated by: Louis Najjar

Due to federal FEMA regulations, buildings that were damaged during the flood event in October 2024 and are within the current 1% flood plain are required to be inspected to determine whether they have been substantially damaged. RFQ was issued to interested vendors. Quotes received on December 9, 2024 for the subject project have been reviewed. Four quotes were received as follows: (Amounts include GRT).

1. ESP Associates, Inc.	\$ 55,430.00
2. Huitt Zollars	\$ 123,929.12
3. Stantec	\$ 133,154.18
4. Sulzer Group	\$ 518,628.14

Please see attached procurement documentation.

FINANCIAL CONSIDERATION:

Funding Source - Project is funded with \$723.64 from the American Rescue Plan Act Corona Virus Local Fiscal Recovery Fund. The remainder in the amount of \$132,430.54 is funded by money left over from the Street Department, street project Purchase Order #22302888, with the available balance of \$173,127.32. An amount of \$132,430.54 was applied to the Roswell Substantial Damage assessment project. The fund in the amount of \$132,430.54 was transferred from GL #26234323-817501 to Street Professional Services GL #26234323-654801.

LEGAL REVIEW:

No Legal review required at this time.

BOARD AND COMMITTEE ACTION:

Heard at Finance Committee Meeting held on January 2, 2025, was verbally amended to correct the funding source and voted to City Council consent agenda, with a 5-0 voice vote with Councilor Johnson via GoToMeeting. City Council referred back to Finance Committee at City Council meeting held on January 9, 2025.

STAFF RECOMMENDATION:

Consider recommending authorization for ratification of award of Roswell Substantial Damage Assessments Project to Stantec in the amount of \$133,154.18 which includes GRT.

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Regular Items 15.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Consider recommending authorization for ratification for PO 22501743 for repair of 20" water line leak on West Bland St. to White Cloud Pipeline in the amount of \$104,554.27 including GRT, to include a budget adjustment of \$18,629.08 (Najar/MacCornack)

- Funding Source - This item will be funded in part through the regular operating budget using the Infrastructure Maintenance and Repair account 5300-4354-614020 with a budget balance of \$85,425.19.
- Funding Source - Budget adjustment to Infrastructure Maintenance and Repair account 53004354-614020 in the amount of \$18,629.08.
- Funding Source - PO 22501743 encumbrance of \$500.00

BACKGROUND:

Initiated by: Andrew Valadez

The City has a large diameter water line break on a 20" concrete transmission line on West Bland Rd. The large diameter water line repair work was awarded to White Cloud Pipeline utilizing RFP-25-001 On Call Utility Repair Services. This is specialized repair work which requires an excavator, shoring equipment and welding steel reinforcement bands.

FINANCIAL CONSIDERATION:

- Funding Source - This item will be funded in part through the regular operating budget using the Infrastructure Maintenance and Repair account 5300-4354-614020 with a budget balance of \$85,425.19.
- Funding Source - Budget adjustment to Infrastructure Maintenance and Repair account 53004354-614020 in the amount of \$18,629.08.
- Funding Source - PO 22501743 encumbrance of \$500.00

LEGAL REVIEW:

No Legal review required at this time.

BOARD AND COMMITTEE ACTION:

Infrastructure Committee Meeting on 1/27/2025 voted (5-0) to recommend this item to February 6, 2025 Finance Committee.

STAFF RECOMMENDATION:

Consider recommending authorization for ratification for PO 22501743 for repair of 20" water line leak on West Bland St. to White Cloud Pipeline in the amount of \$104,554.27 including GRT, to include a budget adjustment of \$18,629.08

- Funding Source - This item will be funded in part through the regular operating budget using the Infrastructure Maintenance and Repair account 5300-4354-614020 with a budget balance of \$85,425.19.
- Funding Source - Budget adjustment to Infrastructure Maintenance and Repair account

53004354-614020 in the amount of \$18,629.08.

- Funding Source - PO 22501743 encumbrance of \$500.00

Attachments

White Cloud Pipeline Quote

Notice of Award



QUOTATION

PO Box 2184
Roswell, NM 88202
575-622-5995 Fax 575-622-3167

NM License # 34206 Exp. 4/30/27
PW # 002269020110621 Exp. 6/21/26
EIN # 85-0398058

To: City of Roswell

Date: 1/9/25

Attn: Louis Najar / Andrew Valadez

Re: Bland 20" RCP Water Main Emergency Repair

Acknowledged: 2025 Type A Wages

20" RCP Water Main at W Bland St & Willow Dr

Pothole and excavate 20" RCP to determine source of leak – 6" valve at cross leaking
Verify pipe depth, size, composition, and concrete thickness – 7.5' to top of 20" RCP pipe
Pothole to verify and locate existing utilities within repair zone
Remove concrete sidewalk and curb & gutter in conflict with necessary excavation
Remove, temporarily relocate, and restore appx 120' of property owner fence
Excavate repair zone to below existing 20" RCP waterline and tie in locations
Remove existing 20" cross and 6" valves
Install appx 40' of 20" C900 pipe
Install 20" flanged butterfly valve, megaflanges and valve box with riser
Remove concrete from existing RCP at tie back locations
Install .25" thick steel reinforcement bands to RCP steel liner at tie back locations
Install 20" HYMAX couplings to tie new C900 pipe to existing RCP
Hand chlorination of pipe, fittings, and tie ins
Flowfill to 1' over pipe and at valve and connection locations – ½ sack flowfill
Backfill excavation zone to original grade at 90% density
Haul off of spoil dirt and concrete
Concrete sidewalk and curb & gutter to be replaced by Abraham's under existing City contract
2 ea 20" High Range HYMAX couplings to be borrowed from City and replaced to City inventory

By City:

40' 20" C900 Pipe
6" Water pump and maintain pump as necessary
Traffic Control
Construction Water

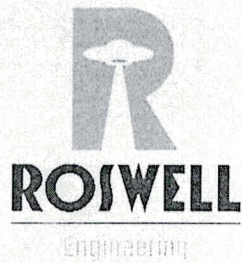
Exclusions:

Bonds (avail @ 1.75%)
Excess or special insurance
Permits / Survey / SWPPP
Density Testing / Pressure Testing / Bact Testing

Bland 20" RCP Water Main Emergency Repair

Lump Sum

\$ 96,903.00 + NMGR



To: Arely Peek
Purchasing Agent

January 9, 2025

Re: Recommendation of Award
Urgent repair of 20" water main leak on W. Bland near Willow Dr.
RFP-25-001 – On-Call Utility Repair Services

The City of Roswell has a significant water leak of a 20" diameter water line on W. Bland in the vicinity of Willow Dr. The leak is located in the roadway and is considered deep trenching with a depth of 8' to the top of pipe. Work will require removal of existing 20" CCP, tee and other fittings. Replace with 40 foot of 20" diameter PVC C-905, 20" butterfly valve, mega-lug connections, trenching to meet OSHA, flow fill, backfill trench and other associated work.

Upon review, I hereby recommend award of the work to White Cloud Pipeline, who is already mobilized doing other current water line repairs. Award amount to be \$104,554.27 (includes GRT), issue PO as soon as possible, proceed through Infrastructure & Finance Committees and February 2025 City Council for ratification. Quote is attached.

Engineering has obtained a State Wage Decision to comply with New Mexico Department of Work Force Solutions.

If you have any questions, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Louis Najar', is written over a large, faint, circular watermark or stamp.

Louis Najar, P.E.
City Engineer



QUOTATION

PO Box 2184
Roswell, NM 88202
575-622-5995 Fax 575-622-3167

NM License # 34206 Exp. 4/30/27
PW # 002269020110621 Exp. 6/21/26
EIN # 85-0398058

To: City of Roswell
Attn: Louis Najar / Andrew Valadez
Re: Bland 20" RCP Water Main Emergency Repair

Date: 1/9/25

Acknowledged: 2025 Type A Wages

20" RCP Water Main at W Bland St & Willow Dr

Pothole and excavate 20" RCP to determine source of leak – 6" valve at cross leaking
Verify pipe depth, size, composition, and concrete thickness – 7.5' to top of 20" RCP pipe
Pothole to verify and locate existing utilities within repair zone
Remove concrete sidewalk and curb & gutter in conflict with necessary excavation
Remove, temporarily relocate, and restore appx 120' of property owner fence
Excavate repair zone to below existing 20" RCP waterline and tie in locations
Remove existing 20" cross and 6" valves
Install appx 40' of 20" C900 pipe
Install 20" flanged butterfly valve, megaflanges and valve box with riser
Remove concrete from existing RCP at tie back locations
Install .25" thick steel reinforcement bands to RCP steel liner at tie back locations
Install 20" HYMAX couplings to tie new C900 pipe to existing RCP
Hand chlorination of pipe, fittings, and tie ins
Flowfill to 1' over pipe and at valve and connection locations – ½ sack flowfill
Backfill excavation zone to original grade at 90% density
Haul off of spoil dirt and concrete
Concrete sidewalk and curb & gutter to be replaced by Abraham's under existing City contract
2 ea 20" High Range HYMAX couplings to be borrowed from City and replaced to City inventory

By City:

40' 20" C900 Pipe
6" Water pump and maintain pump as necessary
Traffic Control
Construction Water

Exclusions:

Bonds (avail @ 1.75%)
Excess or special insurance
Permits / Survey / SWPPP
Density Testing / Pressure Testing / Bact Testing

Bland 20" RCP Water Main Emergency Repair

Lump Sum \$ 96,903.00 + NMGR

GRT

7.8958%

7651.27

Proudly Serving NM Since 1992

104,554.27

L. Najar
City Engineer
1-9-2025

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Regular Items 16.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Consider recommending authorization for PO approval to San Bar Construction Corporation in the amount of \$96,760.95 which includes GRT for re-striping of City roads. **(MacCornack)**

- Funding - Current FY 25 Road Fund has \$100,000 identified for road striping maintenance.

BACKGROUND:

Initiated by: James MacCornack

City street maintenance budget includes \$150,000 for city-wide re-striping of streets. \$50,000 has already been obligated to replace roadway stripe and pavement markings obliterated during pavement maintenance projects. Quote was obtained using NMDOT State Wide Price Agreement 21-80500-22-16928. San Bar is currently the lowest bidder on the Price Agreement.

This striping work is being scheduled for Spring 2025.

FINANCIAL CONSIDERATION:

Current FY 25 Road Fund has \$100,000 identified for road striping maintenance.

LEGAL REVIEW:

Not Applicable for this agenda item.

BOARD AND COMMITTEE ACTION:

Infrastructure Committee on 1/27/2025 voted (5-0) to recommend this item to February 2025 Finance Committee.

STAFF RECOMMENDATION:

Consider recommending authorization for PO approval to San Bar Construction Corporation in the amount of \$96,760.95 which includes GRT for re-striping of City roads.

Attachments

ATT 1 - San Bar Construction Quote

ATT 2 - FY 25 Budget Excerpt

San Bar Construction Corporation
9101 Broadway SE
Albuquerque, NM 87105
www.sanbarcc.com

Proposal



Phone: 505-452-8000
Fax: 505-452-8800

Proposal: 25C0117E
Date: 1/17/2025

To:	Project:
Estimator Attn: Estimator	Roswell Striping 2025 Various Locations (TBD) Roswell Chaves County, NM

Estimator		
Chris Cartwright		

Reference	Description	Quantity	UOM	Unit Price	Extended Price
PM Pavement Markings					
PM704000	Reflectorized Painted Markings 4"	760,000.00	LF	\$0.1180	\$89,680.00
PM999999	Tax 7.8958%	1.00	LS	\$7,080.950	\$7,080.95
Total PM Pavement Markings					\$96,760.95

San Bar Construction Corporation
9101 Broadway SE
Albuquerque, NM 87105
www.sanbarcc.com

Proposal



Phone: 505-452-8000
Fax: 505-452-8800

Proposal: 25C0117E
Date: 1/17/2025

To:	Project:
Estimator Attn: Estimator	Roswell Striping 2025 Various Locations (TBD) Roswell Chaves County, NM

Estimator		
Chris Cartwright		

Proposal Total: \$96,760.95

Notes

Proposal excludes layout, blue staking, traffic control, concrete coring, removal of curing compound and sweeping. Quote does not include any special training, access fees, base badging/clearance or certifications, or railroad insurance to complete work on site.

Permanent Markings include one mobilization Excludes curb nose painting, if required a charge of \$3.00/SF will be added to invoice. Quote does not include portable Reflectometer or Retro-Reflectance testing. Concrete striping requires surface to be free of sealants, substrates or any other coatings that may prevent paint from adhering properly.

Layout points must be provided by general contractor at 30' to 40' intervals maximum. Does not include contrast striping unless otherwise noted
Proposal valid for 30 days.

Excludes taxes, permits, project specific certifications (such as railroad flagger), and bonds.

Please contact Kyle Moritomo in our scheduling department regarding any pre or post bid scheduling concerns. San Bar Requires that at least 2-3 weeks notice are given for scheduling. San Bar will not be responsible for any liquidated damages due to insufficient notice. Kyle can be reached at the above phone number or Kyle@sanbarcc.com. Quote does not include night work, unless otherwise noted. Down-time to be invoiced \$400.00/HR for wait times beyond San Bar's control (excluding inclement weather). Based on estimated quantities, actual amounts to be billed.

General Information
NMDOT DBE 99-10-13
NM Contractors License 30106 GA98, GF01
Federal ID Number 85-0378983
Public Works Registration Number 0191082011623
Bond Rate \$5.40/1,000 (Minimum \$100.00) Credit Card Payments Add 3%

Acceptance

Accepted by: _____

Title: _____

Date: _____

CITY OF ROSWELL								
OPERATING EXPENSE								
FY25 BUDGET								
ORG	OBJECT	ACCOUNT DESCRIPTION	FY20 ACTUALS	FY21 ACTUALS	FY22 ACTUALS	FY23 ACTUALS	FY24 ANNUALIZED	FY25 BUDGET
26234323	614002	M&R-Building	1,210.50	793.52		502.71	6,849.48	11,550.00
26234323	614004	M&R-Equipment	1,094.01	12,560.94	7,394.31	13,162.78	137,170.02	149,741.33
26234323	614012	M&R-Vehicle	250,280.27	245,294.31	297,196.97	275,045.08	199,276.80	197,396.35
26234323	614020	M&R-Infrastructure (Not Bldg)	1,655,355.43	474,718.65	2,430,438.18	3,403,690.65	2,238,378.67	2,620,000.00
26234323	614027	M&R-Sidewalks & Curbs/Gutters				277,880.73	88,349.17	250,000.00
26234323	636307	Utilities-Street Lights	512,274.74	504,371.34	529,451.43	619,066.63	657,677.51	682,088.18
26234323	642901	Non-Capital-Computers	182.31				11,642.41	-
26234323	642902	Non-Capital-Tools	1,736.68	1,699.98	2,680.43	679.57	1,425.32	4,754.00
26234323	642904	Non-Capital-Equipment		825.00		4,180.85	3,375.67	2,384.00
26234323	652401	Contract-General Services			29,786.06	27,551.16	29,145.02	30,000.00
26234323	652421	Contract-Comm Enh-Demolitions			3,450.66	3,446.66	-	3,600.00
26234323	652423	Contract-Pest Control Services	258.72	258.72	280.28	516.99	465.36	517.07
26234323	654801	Contract-Professional Services	7,743.95	5,930.80	117,224.23	57,079.22	540,622.32	358,000.00
26234323	654803	Contract-Consulting/Training		1,913.88			-	-
26234323	654830	Contract-Security Prof Svcs	566.86	546.20	546.20	545.56	654.88	1,080.00
26234323	655001	Contract-Rentals & Leases Svcs	1,013.62	617.72	137.27		-	-
26234323	655004	Contract-Minor Rent & Lease	1,083.71	2,171.31	1,347.90	1,212.01	1,033.54	2,000.00
26234323	674700	PubRelat-Printing & Publicatns		326.50	326.50		-	-
26234323	712210	G&A-GRT Admin Fees		83,472.08	164,645.96	67,316.67	160,690.43	163,000.00
26234323	715301	G&A-Gen Permits/Fees/Penalties	242.00	425.00		276.00	343.20	1,000.00
26234323	723200	Supplies-Fuels and Fluids	75,528.82	68,534.73	109,863.66	122,396.45	97,024.44	146,119.00
26234323	724101	Supplies-General Materials	113,998.18	53,899.58	56,832.15	45,491.59	24,547.70	81,300.00
26234323	724600	Supplies-Postage/Shipping		7.98			-	-
26234323	725601	Supplies-General	41,022.63	14,469.80	47,697.46	39,230.96	25,416.61	46,000.00
26234323	725602	Supplies-Office	844.63	80.35	274.87	553.49	131.78	2,250.00
26234323	725608	Supplies-Janitorial	1,572.76	1,996.26	2,972.63	2,825.21	1,682.48	4,000.00
26234323	725610	Supplies-Covid-19		220.89			-	-
Roads			2,675,657.05	1,485,070.27	3,815,834.47	4,972,787.63	4,237,455.80	4,769,779.93

*

* This item includes the following expenses:

- Roadway striping and pavement markings (\$150,000)
- Cold Mix & Bag mix materials for road patching maintenance (\$170,000)
- Micro-Surfacing and Heat recycle maintenance of City Streets. (Heat in place & Micro Surfacing \$1,500,000 Nova Chip \$800,000)

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Regular Items 17.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Consider recommending authorization for PO approval to New Mexico Gas Company in the amount of \$152,778.09 which includes GRT for extension of natural gas service to the southeast area of the Roswell Air Center. (**MacComack**)

- Funding Source - Grant 24-I4050 currently has \$363,895.25 unobligated, to fund this utility extension.

BACKGROUND:

Initiated by: James MacCornack

City has been working on utility extension to the southeast area of the Roswell Air Center to enable additional development. New Mexico Gas Company was contacted to provide a quote for extension of natural gas service. Cost of extension to be funded by grant 24-I4050 in cooperation with Chaves County. Grant currently has \$363,895.25 unobligated.

FINANCIAL CONSIDERATION:

Grant 24-I4050 currently has \$363,895.25, unobligated to fund this utility extension.

LEGAL REVIEW:

Contract has been submitted to City of Roswell Attorney for review.

BOARD AND COMMITTEE ACTION:

Infrastructure Committee Meeting on 1/27/2025 voted (5-0) to recommend this item to February 2025 Finance Committee

STAFF RECOMMENDATION:

Consider recommending authorization for PO approval to New Mexico Gas Company in the amount of \$152,778.09 which includes GRT for extension of natural gas service to the southeast area of the Roswell Air Center.

Attachments

ATT 1 - NMGC Extension Agreement

ATT 2 - Grant Summary

ATT 3 - NMGC Extension Map

SPECIAL CONTRACT

This SPECIAL CONTRACT ("Contract") is entered into effective as of the last date of signature hereto, by and between City of Roswell, New Mexico ("Customer"), and New Mexico Gas Company, Inc. ("Company"). The Customer and Company are referred to collectively as the "Parties" and each may individually be referred to as a "party."

RECITALS

- A. Company owns natural gas pipelines through which it transports natural gas within the State of New Mexico.
- B. Customer is a city located in the State of New Mexico that is in the vicinity of the Company's natural gas pipelines.
- C. Customer has requested Company extend Company's natural gas distribution service to Customer's Roswell Air Center in Roswell, New Mexico (the "Air Center"), in accordance with Company's Rule 16 – Line Extension Policy and other applicable rates, rules, laws and regulations.
- D. In order to facilitate the extension requested by Customer, the Parties agree that Company shall install approximately 18,100 (eighteen thousand one hundred) linear feet of four-inch polyethylene distribution mains (the "Project"); and
- E. The Project does not include installation of service lines from the property line to any of the four proposed hangars in the Air Center. Accordingly, individual businesses, and/or Customer will be responsible for making arrangements for gas utility service to businesses after completion and gasification of the Project, and all such arrangements shall be governed by applicable rates, rules, regulations, and policies.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the Parties agree as follows:

1. Rule 16. The Project shall be completed in accordance with the Company's First Revised Rule 16 – Line Extension Policy ("Rule 16"), which is on file with the New Mexico Public Regulation Commission, and as may be amended or revised from time to time, and other applicable rates, rules, laws, and regulations.

2. Credits. Pursuant to Rule 16, Customer will receive a revenue credit for the estimated annual usage for each of the four proposed hangars (the "Revenue Credit"). The amount of the Revenue Credit is \$47,025.00 (forty-seven thousand twenty five and no/100 dollars) (the "Total Credits").

3. Project Costs. The estimated cost of the Project is \$190,788.00, less the amount of the Total Credits, plus applicable taxes is \$152,778.09 (one hundred fifty-two thousand seven hundred seventy eight and 09/100 dollars (the "Estimated Cost").

Customer shall issue a purchase order to the Company (the "Purchase Order") in the amount of \$152,778.09 toward the Estimated Cost of the Project within thirty (30) days of the execution of this Contract. Company will begin construction of the Project after Company obtains all rights-of-ways and permits necessary for the Project. Customer will provide at Customer's sole cost and expense all city road rights-of-way and permits necessary for the Project and will re-imburse Company for any costs Company incurs in obtaining other rights-of-way for the Project. Because Customer is responsible for obtaining rights-of-way on city roads and permits, and due to ongoing supply chain issues, the Parties agree that Company is not able to provide an estimated construction completion date at the time this Contract is executed. Customer will make payment to the Company within thirty (30) days of the Company sending an invoice to the Customer. Payment shall be made by electronic transfer to:

Wells Fargo Bank
NMGC Concentration
200 Lomas Blvd NW
Albuquerque, NM
87102
Bank Acct. # 412-175
4550
ABA # 121000248

6. True-Up of Final Costs. The Parties recognize that the actual costs of completing the Project may be more or less than the Estimated Cost. The Parties agree that, upon completion of the Project, a true-up of actual costs shall be performed to calculate the final cost of the Project (the "Actual Cost"). If the Actual Cost exceeds the Estimated Cost, Company will invoice Customer for the Actual Cost of the Project, and Customer shall pay to the Company the Actual Cost plus applicable gross receipts tax on that amount.

8. Customer Obligations. Customer shall grant and furnish to Company, at Customer's sole cost, all necessary easements, and rights of way on lands where Customer is legally entitled to do so.

9. Construction and Ownership by Company. The Parties agree that Company shall be responsible for constructing the Project, and that such construction shall meet all applicable New Mexico regulations and applicable practices common in the natural gas utility industry. The Parties agree that Company will own, operate, and maintain all aspects of the Project after completion.

10. Governing Law. The interpretation and performance of this Contract shall be construed in accordance with the laws of the State of New Mexico and venue shall lie in the Fifth Judicial District Court, Chaves County, New Mexico.

11. Severability. If any provision in this Contract is determined to be invalid, void or unenforceable by any court or regulatory agency having jurisdiction, such determination shall not invalidate, void, or make unenforceable any other provision of this Contract.

12. Entire Agreement; Amendment. This Contract represents the entire agreement between the Parties with respect to the Project. This Contract may not be amended except by written agreement duly executed by the Parties hereto.

13. Waiver. No waiver of any provision, breach or remedy under this Contract shall be deemed to be or otherwise constitute a waiver of any other provision, breach or remedy under this Contract (whether or not similar), nor shall such waiver constitute a continuing waiver unless otherwise expressly provided in writing.

14. Force Majeure. Neither party shall be considered to be in default in respect to any obligation hereunder, if delays in or failure of performance shall be due to Uncontrollable Forces. The term "Uncontrollable Forces" shall mean any cause beyond the control of the party affected and not due to its fault or negligence, including, but not limited to, acts of God, flood, earthquake, storm, fire, lightning, epidemic, war, terrorist activity, riot, civil disturbance, sabotage, inability to obtain permits, licenses, and authorizations from any local, state, tribal, or federal agency or person for any of the materials, supplies, equipment, or services required to be provided hereunder, fuel shortages, breakdown or damage to generation and transmission facilities belonging to Company, failure of facilities, strikes or other labor disputes, or restraint by court or public authority, any of which by exercise of due foresight such party could not reasonably have been expected to avoid, and which by the exercise of due diligence it is unable to overcome. Neither party shall, however, be relieved of liability for failure of performance if such failure is due to removable or remediable causes which it fails to remove or remedy with reasonable dispatch. Nothing contained herein, however, shall be construed to require either party to prevent or settle a strike or other labor disputes against its will.

SIGNATURES ARE ON THE FOLLOWING PAGE:

IN WITNESS WHEREOF, the Parties have executed this Contract on the dates set forth below.

City of Roswell

New Mexico Gas Company, Inc.

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

New Mexico Gas Company, Inc.

By: _____

Its: _____

Date: _____

Industrial Site Infra-Structure Improvements
Appropriation #24-I4050
Agreement #A-24-037

[illegible]



**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Regular Items 18.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Consider recommending authorization for ratification of the purchase in the amount of \$144,988.81 (including GRT) to McClain Yu Architecture for planning and design of the HVAC system at the Roswell Police Department Headquarters. **(Rogers)**

- Funding Source - Project is planned to be funded with the American Rescue Plan Act Coronavirus Local Fiscal Recovery Fund for amount \$144,988.81.

BACKGROUND:

Initiated by: Mac Rogers

This request is for ratification of the purchase of engineering services for the HVAC systems at the Roswell Police department in the amount of \$144,988.81 to McClain + Yu. The services will be procured through City of Roswell On-Call Engineering RFP 25-002. A life cycle cost analysis will be performed - potentially consider three different systems. The funding source for this project had an encumbrance deadline of December 31st and the funds are now fully encumbered.

FINANCIAL CONSIDERATION:

Project is planned to be funded with American Rescue Plan Act Coronavirus Local Fiscal Recovery Fund.

LEGAL REVIEW:

Not applicable for this agenda item.

BOARD AND COMMITTEE ACTION:

Finance Committee will be the first to hear this item.

STAFF RECOMMENDATION:

Consider recommending authorization for ratification of the purchase in the amount of \$144,988.81 (including GRT) to McClain Yu Architecture for planning and design of the HVAC system at the Roswell Police Department Headquarters.

Attachments

Quote

Mr. Mac Rogers
Project Manager
City of Roswell
425 N. Richardson Ave
Roswell, NM 88201

Mr. Rogers,

December 23, 2024

Thank you for contacting our office regarding proposed upgrades to the City of Roswell Police Department Headquarters Building at 128 W Second Street in Roswell, NM. McClain + Yu has designed similar projects within strict limitations on budget and schedule such as: New Mexico Tech Administration Building Renovation (1893 & 1929 original construction), Eastern New Mexico University Administration Building Renovation (1929 original construction), University of New Mexico Clark Hall Chemistry Building Renovation (1950 original construction).

We received a copy of the City of Roswell Multi-Facility Condition Assessment & Capital Improvement Needs Report by Visions in Planning, Inc. dated June 8, 2018. The purpose of this letter is to provide a proposal for Professional Design Services necessary to undertake the work. We understand that the city would like to compare systems initially and then proceed with the design of a replacement system. The building size is approximately 36,850 Square Feet.

We understand that the primary focus of the project is an HVAC systems replacement. The installation and renovation of other areas of the building may become necessary as the specific design requirements are refined. We propose to provide these services be provided in two steps so as to design to the City of Roswell's available resources and desired forms of upgrade.

We feel that we can deliver this project with similar success. At this time, is not anticipated that Surveying, Civil Engineering, Telecom Engineering or Landscape Architect services will be required for the project so they are not included as a part of this proposal. At this point, building plumbing will not be included in the scope of work except as such work is required by the HVAC upgrades. We do understand that the basement lift station will be in need of design and replacement along with the sanitary sewer from the lift station to the street. LEED Services are not anticipated to be required and so are not included in this proposal. McClain + Yu would serve as the architect and primary point of contact. Testudo Engineering would serve as Mechanical, Plumbing & Electrical engineer.

We are proposing the work to be tackled in four phases. Each phase would take on half of one of the two floors. In this design services proposal, we propose design services for As Built Computer Drawings and Schematic Design to cover all four phases to understand the project. The first phase would include the lift station design, the as built drawings and the project manual. These would be items that would be reused in phases 2,3, and 4. Fees for phases are weighted to reflect the added effort for the Initial Design Scope. Please find our fee proposal below. Please also see the attached spreadsheet for additional detail. Design Development, Construction Documents, Bidding and Construction Administration would be undertaken with a separate contract as funding allows and are not included here. Similarly, Bid Phase and Construction Administration Services for Phase 1 would be undertaken with a separate contract as funding allows and are not included here.

FEE PROPOSAL COR POLICE HQ BUILDING HVAC UPGRADES

INITIAL SCOPE OF WORK	PHASE I FEE	\$ 133,100.63
1. Life Cycle Cost Analysis of Three HVAC Systems		
VRF System		
Second System TBD as we know more		
Third System TBD as we know more		
2. Project Budget Including Separate Pricing for:		
LED Replacement Lighting		
Ceilings		
Other Improvements by Option		
3. Project 3D Modelling of Building Necessary for Calculations/Quantity Take Offs		
4. Schematic Design – All Phases		
5. Design Development – Phase I Only		
6. Construction Documents – Phase I Only		
7. Note: Bidding and Construction Administration Services under separate contract		
8. Note: Design beyond SD for Phases 2, 3, and 4 under separate contract		
REIMBURSABLES (INCL TAX)		
Four Trips ABQ ROS (402 miles)		
Standard IRS Mileage Rate (\$.67/mile)		\$ 1,616.04
	SUBTOTAL	\$134,716.67
	NM GRT	\$ 10,272.15
	TOTAL	\$ 144,988.81

Thank you for the opportunity to propose on this project with COR. Please sign below as an indication of COR's acceptance of this proposal.



Raimund McClain, Principal
McClain + Yu Architecture & Design

Mac Rogers
Project Manager
City of Roswell

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Regular Items 19.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Consider recommending approval to purchase and install equipment for Consolidated Dispatch in the amount of \$345,229.86 using budgeted capital appropriation 24-I2882 awarded at \$350,000.00.

(Best)

- Funding Source - Capital Appropriation No. 24-I2882 awarded amount of \$350,000.00.
- Expenses will be encumbered to GL 110114656-817505 in the amount of \$136,179.45.
- Other expenses will be transferred out of capital funds GL 110114656-817505 to GL 11014656-642901 in the amount of \$141,728.31.
- Other expenses will be transferred out of capital funds GL 110114656-817505 to GL 11014656-663301 in the amount of \$67,322.10.
- Equipment will be installed by the City of Roswell's IT Department.

BACKGROUND:

Initiated by: Elizabeth Prichard

Consider recommending approval for Information Technology to purchase and install equipment for Consolidated Dispatch in the amount of \$345,229.86 using budgeted capital appropriation 24-I2882. Capital Appropriation funding available to encumber total \$350,000.00.

- Funding Source - Capital Appropriation No. 24-I2882 awarded amount of \$350,000.00. Expenses will be encumbered to GL 110114656-817505 for 136,179.45, CL 11014656-642901 for \$141,728.31 and GL 11014656-663301 for \$67,322.10. Equipment will be installed by the City of Roswell's IT Department.

1. Proposal No. 20245649 from Code 3 Services is \$325,054.26 listed on the Statewide Price Agreement #10-00000-20-00048 that expires 11/27/2026.
2. Proposal No. 20245650 from Code 3 Services for \$20,175.60 listed on the Statewide Price Agreement #10-00000-20-00048 that expires 11/27/2026.

FINANCIAL CONSIDERATION:

- Funding Source - Capital Appropriation No. 24-I2882 awarded amount of \$350,000.00.
- Expenses will be encumbered to GL 110114656-817505 in the amount of \$136,179.45.
- Other expenses will be transferred out of capital funds GL 110114656-817505 to GL 11014656-642901 in the amount of \$141,728.31.
- Other expenses will be transferred out of capital funds GL 110114656-817505 to 11014656-663301 in the amount of \$67,322.10.
- Equipment will be installed by the City of Roswell's IT Department.

LEGAL REVIEW:

No legal review needed

BOARD AND COMMITTEE ACTION:

The Finance Committee will be the first to hear this item and consider approval to utilize

budgeted capital project funding to purchase the needed equipment for Consolidated Dispatch in the amount of \$345,229.86. This expense will be reimbursed through capital appropriation 24-l2882, to be placed on the consent agenda at the next City Council Meeting held February 13, 2025.

STAFF RECOMMENDATION:

Consider recommending approval for the purchase and installation of equipment for Consolidated Dispatch in the amount of \$345,229.86, a budgeted capital projected utilizing reimbursable funding from capital appropriation 24-l2882 and placed on the consent agenda at the next City Council Meeting held Thursday, February 13, 2025.

Attachments
Capital Appropriation Proposal No. 20245649 Proposal No. 20245649

STATE OF NEW MEXICO
DEPARTMENT OF FINANCE AND ADMINISTRATION
GENERAL FUND 93100 CAPITAL APPROPRIATION PROJECT

THIS AGREEMENT is made and entered into as of the date it is executed, by and between the Department of Finance and Administration, hereinafter called the "Department" or abbreviation such as "DFA/LGD", and **CITY OF ROSWELL**, hereinafter called the "Grantee". This Agreement shall be effective as of the date it is executed by the Department.

RECITALS

WHEREAS, in the **Laws of 2024, Chapter 66, Section 28, Paragraph 240**, the Legislature made an appropriation to the Department, funds from which the Department is making available to the Grantee pursuant to this Agreement; and

WHEREAS, the Department is granting to Grantee, and the Grantee is accepting the grant of, funds from this appropriation, in accordance with the terms and conditions of this Agreement; and

WHEREAS, pursuant to Sections 9-6-5 and 9-6-5.1 NMSA 1978, the Secretary of the Department of Finance and Administration has the power and the authority to (i) maintain long-range estimates and plans for capital projects and develop standards for measuring the need for, and utility of, proposed projects; (ii) contract for, receive and utilize any grants or other financial assistance made available by the United States government or by any other source, public or private; (iii) provide planning and funding assistance to units of local government, council of government organizations, Indian tribal governments situated within New Mexico, and to nonprofit entities having for their purpose local, regional or community betterment; (iv) incident to any such programs, may enter into contracts and agreements with such units of local government, council of government organizations, Indian tribal governments, nonprofit entities and the federal government; and (v) delegate such authority to the Local Government Division as being necessary and appropriate to such delegation;

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and obligations contained herein, the parties hereby mutually agree as follows:

ARTICLE I. PROJECT DESCRIPTION, AMOUNT OF GRANT AND REVERSION DATE

A. The project that is the subject of this Agreement is described as follows:

24-I2882 \$350,000.00 APPROPRIATION REVERSION DATE: June 30, 2026

Laws of 2024, Chapter 66, Section 28, Paragraph 240, Three Hundred Fifty Thousand (\$350,000.00), from the General Fund 93100 to purchase, install and replace a dispatch system, including radio-computer interface and information technology, for the police department in Roswell in Chaves county;

The Grantee's total reimbursements shall not exceed Three Hundred Fifty Thousand \$350,000.00 (the "Appropriation Amount") minus the allocation for Art in Public Places ("AIPP amount")¹, if applicable, Zero \$0.00, which equals Three Hundred Fifty Thousand \$350,000.00 (the "Adjusted Appropriation Amount").

In the event of a conflict among the Appropriation Amount, the Reversion Date, as defined herein and/or the purpose of the Project, as set forth in this Agreement, and the corresponding appropriation language in the laws cited above in this Article I(A), the language of the laws cited herein shall control.

This project is referred to throughout the remainder of this Agreement as the "Project"; the information contained in Article I(A) is referred to collectively throughout the remainder of this Agreement as the "Project Description." [Optional Language if special conditions apply. Attachment A sets forth additional or more stringent requirements and conditions, which are incorporated by this reference as if set forth fully herein. If Optional Attachment A imposes more stringent requirements than any requirement set forth in this Agreement, the more stringent requirements of Attachment A shall prevail, in the event of irreconcilable conflict.] The Grantee shall reference the Project's number in all correspondence with and submissions to the Department concerning the Project, including, but not limited to, Requests for Payment and reports.

ARTICLE II. LIMITATION ON DEPARTMENT'S OBLIGATION TO MAKE GRANT DISBURSEMENT TO GRANTEE

- A. Upon the Effective Date of this Agreement, for permissible purposes within the scope of the Project Description, the Grantee shall only be reimbursed monies for which the Department has issued and the Grantee has received a Notice of Department's Obligation to Reimburse Grantee (hereinafter referred to as "Notice of Obligation"). This Grant Agreement and the disbursement of any and all amounts of the above referenced Adjusted Appropriation Amount are expressly conditioned upon the following:
- i. Irrespective of any Notice of Obligation, the Grantee's expenditures shall be made on or before the Reversion Date and, if applicable, an Early Termination Date (i.e., the goods have been delivered and accepted or the title to the goods has been transferred to the Grantee and/or the services have been rendered for the Grantee); and
 - ii. The total amount received by the Grantee shall not exceed the lesser of: (a) the Adjusted Appropriation Amount identified in Article I(A) herein or (b) the total of all amounts stated in the Notice(s) of Obligation evidencing that the Department has received and accepted the Grantee's Third Party Obligation(s), as defined in subparagraph iii of this Article II(A); and
 - iii. The Grantee's expenditures were made pursuant to the State Procurement Code and execution of binding written obligations or purchase orders with third party contractors or vendors for the provision of services, including professional services, or the purchase of tangible personal property and real property for the Project, hereinafter referred to as "Third Party Obligations"; and
 - iv. The Grantee's submittal of timely Requests for Payment in accordance with the procedures set forth in Article IX of this Agreement; and
 - v. In the event that capital assets acquired with Project funds are to be sold, leased, or licensed to or operated by a private entity, the sale, lease, license, or operating agreement:
 - a. must be approved by the applicable oversight entity (if any) in accordance with law; or
 - b. if no oversight entity is required to approve the transaction, the Department must approve the transaction as complying with law.
- Prior to the sale, lease, license, or operating agreement being approved pursuant to Articles II(A)(v)(a) and II(A)(v)(b) herein, the Department may, in its sole and absolute discretion and unless inconsistent with State Board of Finance imposed conditions, reimburse the Grantee for necessary expenditures incurred to develop the Project sufficiently to make the sale, lease, license, or operating agreement commercially feasible, such as plan and design expenditures; and
- vi. The Grantee shall request approval of its obligation(s) by submitting a Notice of Obligation form as provided by the Department. The Grantee's submission of documentation of all Third Party Obligations and amendments thereto (including terminations) to the Department and the Department's issuance and the Grantee's receiving of a Notice of Obligation for a particular amount in accordance with the terms of this Agreement shall be governed by the following:
 - a. The Grantee shall submit to the Department one copy of all Third Party Obligations and amendments thereto (including terminations) as soon as possible after execution by the Third Party but prior to execution by the Grantee.
 - b. Grantee acknowledges and agrees that if it chooses to enter into a Third Party Obligation prior to receiving a Notice of Obligation that covers the expenditure, it is solely responsible for such obligations.
 - c. The Department may, in its sole and absolute discretion, issue to Grantee a Notice of Obligation for the particular amount of that Third Party Obligation that only obligates the Department to reimburse Grantee's expenditures made on or before the Reversion Date or an Early Termination Date.
 - d. The date the Department signs the Notice of Obligation is the date that the Department's Notice of Obligation is effective. After that date, the Grantee is authorized to budget the particular amount set forth in the Notice of Obligation, execute the Third Party Obligation and request the Third Party to begin work. Payment for any work performed or goods received prior to the effective date of the Notice of Obligation is wholly and solely the obligation of the Grantee.
- B. The Grantee shall implement, in all respects, the Project. The Grantee shall provide all necessary qualified personnel, material, and facilities to implement the Project. The Grantee shall finance its share (if any) of the costs of the Project, including all Project overruns.
- C. Project funds shall not be used for purposes other than those specified in the Project Description.
- D. Unless specifically allowed by law, Project funds cannot be used to reimburse Grantee for indirect Project costs.

¹The AIPP amount is "an amount of money equal to one percent or two hundred thousand dollars (\$200,000), whichever is less, of the amount of money appropriated for new construction or any major renovation exceeding one hundred thousand dollars (\$100,000)." Section 13-4A-4 NMSA 1978.

²"Reimburse" as used throughout this Agreement includes Department payments to the Grantee for invoices received, but not yet paid, by the Grantee from a third party contractor or vendor, if the invoices comply with the provisions of this Agreement and are a valid liability of the Grantee.

ARTICLE III. NOTICE PROVISIONS AND GRANTEE AND DEPARTMENT DESIGNATED REPRESENTATIVES

Whenever written notices, including written decisions, are to be given or received, related to this Agreement, the following provisions shall apply.

The Grantee designates the person(s) listed below, or their successor, as their official representative(s) concerning all matters related to this Agreement:

Grantee: CITY OF ROSWELL
Name: Timothy Z. Jennings
Title: Mayor
Address: 415 N Richardson Ave, Roswell, NM 88201
Email: mayortimjennings@roswell-nm.gov
Telephone: 575-626-3232

The Grantee designates the person(s) listed below, or their successor, as their Fiscal Officer or Fiscal Agent concerning all matters related to this Agreement:

Grantee: CITY OF ROSWELL
Name: Tammi Smith
Title: Finance Liason
Address: 415 N Richardson Ave, Roswell, NM 88201
Email: t.smith@roswell-nm.gov
Telephone: 575-624-6700

The Department designates the persons listed below, or their successors, as the Points of Contact for matters related to this Agreement.

Department: DFA/Local Government Division
Name: Nicole Silva
Title: Program Manager
Address: Bataan Memorial Bldg. Rm 202, Santa Fe, NM 87501
Email: Nicole.Silva@dfa.nm.gov
Telephone: 505-470-7041

The Grantee and the Department agree that either party shall send all notices, including written decisions, related to this Agreement to the above named persons by email or regular mail. In the case of mailings, notices shall be deemed to have been given and received upon the date of the receiving party's actual receipt or five calendar days after mailing, whichever shall first occur. In the case of email transmissions, the notice shall be deemed to have been given and received on the date reflected on the delivery receipt of email.

ARTICLE IV. REVERSION DATE, TERM, DEADLINE TO EXPEND FUNDS

- A. As referenced in Article I(A), the applicable law establishes a date by which Project funds must be expended by Grantee, which is referred to throughout the remainder of this Agreement as the "Reversion Date." Upon being duly executed by both parties, this Agreement shall be effective as of the date of execution by the Department. It shall terminate on **June 30, 2026** the Reversion Date unless Terminated Before Reversion Date ("Early Termination") pursuant to Article V herein.
- B. The Project's funds must be expended on or before the Reversion Date and, if applicable, Early Termination Date of this Agreement. For purposes of this Agreement, it is not sufficient for the Grantee to encumber the Project funds on its books on or before the Project's Reversion Date or Early Termination Date. Funds are expended and an expenditure has occurred as of the date that a particular quantity of goods are delivered to and received by the Grantee or title to the goods is transferred to the Grantee and/or as of the date particular services are rendered for the Grantee. Funds are *not* expended and an expenditure has *not* occurred as of the date they are encumbered by the Grantee pursuant to a contract or purchase order with a third party.

ARTICLE V. EARLY TERMINATION**A. Early Termination Before Reversion Date Due to Completion of the Project or Complete Expenditure of the Adjusted Appropriation or Violation of this Agreement**

Early Termination includes:

- i. Termination due to completion of the Project before the Reversion Date; or
- ii. Termination due to complete expenditure of the Adjusted Appropriation Amount before the Reversion Date; or
- iii. Termination for violation of the terms of this Agreement; or
- iv. Termination for suspected mishandling of public funds, including but not limited to, fraud, waste, abuse, and conflicts of interest.

Either the Department or the Grantee may early terminate this Agreement prior to the Reversion Date by providing the other party with a minimum of fifteen (15) days' advance, written notice of early termination. Grantee hereby waives any rights to assert an impairment of contract claim against the Department or the State of New Mexico in the event of Early Termination of this Agreement by the Department pursuant to Article V(A).

B. Early Termination Before Reversion Date Due to Non-appropriation

The terms of this Agreement are expressly made contingent upon sufficient appropriations and authorization being made by the Legislature of New Mexico for the performance of this Agreement. Throughout this Agreement the term "non-appropriate" or "non-appropriation" includes the following actions by the New Mexico Legislature: deauthorization, reauthorization or revocation of a prior authorization. The Legislature may choose to non-appropriate the Appropriation referred to in Article I and, if that occurs, the Department shall early terminate this Agreement for non-appropriation by giving the Grantee written notice of such termination, and such termination shall be effective as of the effective date of the law making the non-appropriation. The Department's decision as to whether sufficient appropriations or authorizations are available shall be accepted by the Grantee and shall be final. Grantee hereby waives any rights to assert an impairment of contract claim against the Department or the State of New Mexico in the event of Early Termination of this Agreement by the Department pursuant to Article V(B).

C. Limitation on Department's Obligation to Make Grant Disbursements to Grantee in the Event of Early Termination

In the event of Early Termination of this Agreement by either party, the Department's sole and absolute obligation to reimburse the Grantee is expressly conditioned upon the limitations set forth Article II.

ARTICLE VI. SUSPENSION OF NEW OR FURTHER OBLIGATIONS

- A. The Department may choose, in its sole and absolute discretion, to provide written notice to the Grantee to suspend entering into new and further obligations. Upon the receipt of such written notice by the Grantee:
 - i. The Grantee shall immediately suspend entering into new or further written obligations with third parties; and
 - ii. The Department will suspend the issuance of any new or further Notice of Obligation under this Agreement; and
 - iii. The Department may direct the Grantee to implement a corrective action plan in accordance with Article VI(D) herein.
- B. In the event of Suspension of this Agreement, the Department's sole and absolute obligation to reimburse the Grantee is expressly conditioned upon the limitations set forth in Article II herein.
- C. A suspension of new or further obligations under this Agreement shall remain in effect unless or until the date the Grantee receives written notice given by the Department informing the Grantee that the Suspension has been lifted or that the Agreement has been Early Terminated in accordance with Article V herein. If the Suspension is lifted, the Department will consider further requests for Notice of Obligation.

D. Corrective Action Plan in the Event of Suspension

In the event that the Department chooses, in its sole and absolute discretion to direct the Grantee to suspend entering into new or further written obligations with third parties pursuant to Article VI(A), the Department may, but is not obligated to, require the Grantee to develop and implement a written corrective action plan to remedy the grounds for the Suspension. Such corrective action plan must be approved by the Department and be signed by the Grantee. Failure to sign a corrective action plan or meet the terms and deadlines set forth in the signed corrective action plan, is hereby deemed a violation of the terms of this Agreement for purposes of Early Termination, Article V(A)(iii). The corrective action plan is in addition to, and not in lieu of, any other equitable or legal remedy, including but not limited to Early Termination.

ARTICLE VII. AMENDMENT

This Agreement shall not be altered, changed, or amended except by instrument in writing duly executed by both the parties hereto.

ARTICLE VIII. REPORTS

A. Database Reporting

The Grantee shall report quarterly Project activity by entering such Project information as the Department and the Department of Finance and Administration may require, such information entered directly into a database maintained by the Department of Finance and Administration. Additionally, the Grantee shall certify on the Request for Payment form that updates have been maintained and are current in the database. The Grantee hereby acknowledges that failure to perform and/or certify updates into the database will delay or potentially jeopardize the reimbursement of funds. The Department shall give Grantee a minimum of thirty (30) days' advance written notice of any changes to the information the Grantee is required to report.

Quarterly reports are due on the last day of each quarter. Quarter end reporting periods are September 30th, December 31st, March 31st, and June 30th.

B. Requests for Additional Information/Project Inspection

During the term of this Agreement and during the period of time during which the Grantee must maintain records pursuant to Article VIII, the Department may:

- i. request such additional information regarding the Project as it deems necessary; and
- ii. conduct, at reasonable times and upon reasonable notice, onsite inspections of the Project.

Grantee shall respond to such requests for additional information within a reasonable period of time, as established by the Department.

ARTICLE IX. REQUEST FOR PAYMENT PROCEDURES AND DEADLINES

A. The Grantee shall request payment by submitting a Request for Payment, in the form provided by the Department. Payment requests are subject to the following procedures:

- i. The Grantee must submit a Request for Payment; and
- ii. Each Request for Payment must contain proof of payment by the Grantee or liabilities incurred by the Grantee showing that the expenditures are valid or are liabilities incurred by the Grantee in the form of actual unpaid invoices received by the Grantee for services rendered by a third party or items of tangible personal property received by the Grantee for the implementation of the Project; provided, however, that the Grantee may be reimbursed for unpaid liabilities only if the Department, in its sole and absolute discretion, agrees to do so and in accordance with any special conditions imposed by the Department.
- iii. In cases where the Grantee is submitting a Request for Payment to the Department based upon invoices received, but not yet paid, by the Grantee from a third party contractor or vendor, if the invoices comply with the provisions of this Agreement and are a valid liability of the Grantee, the Grantee shall make payment to those contractors or vendors within five (5) business days from the date of receiving reimbursement from the Department or such shorter period of time as the Department may prescribe in writing. The Grantee is required to certify to the Department proof of payment to the third party contractor or vendor within ten (10) business days from the date of receiving reimbursement from the Department.

B. The Grantee must obligate 5% of the Adjusted Appropriation Amount within six months of execution of the grant agreement and must have expended no less than 85% of the Adjusted Appropriation Amount six months prior to the reversion date.

C. Deadlines

Requests for Payments shall be submitted by Grantee to the Department on the earlier of:

- i. Immediately as they are received by the Grantee but at a minimum thirty (30) days from when the expenditure was incurred or liability of the Grantee was approved as evidenced by an unpaid invoice received by the Grantee from a third party contractor or vendor; or
- ii. Twenty (20) days from date of Early Termination or

iii. Twenty (20) days from the Reversion Date.

D. The Grantee's failure to abide by the requirements set forth in Article II and Article IX herein will result in the denial of its Request for Payment or will delay the processing of Requests for Payment. The Department has the right to reject a payment request for the Project unless and until it is satisfied that the expenditures in the Request for Payment are for permissible purposes within the meaning of the Project Description and that the expenditures and the Grantee are otherwise in compliance with this Agreement, including but not limited to, compliance with the reporting requirements and the requirements set forth in Article II herein to provide Third Party Obligations and the Deadlines set forth in Article IX herein. The Department's ability to reject any Request for Payment is in addition to, and not in lieu of, any other legal or equitable remedy available to the Department due to Grantee's violation of this Agreement.

ARTICLE X. PROJECT CONDITIONS AND RESTRICTIONS; REPRESENTATIONS AND WARRANTIES

A. The following general conditions and restrictions are applicable to the Project:

- i. The Project's funds must be spent in accordance with all applicable state laws, regulations, policies, and guidelines, including, but not limited to, the State Procurement Code (or local procurement ordinance, where applicable).
- ii. The Project must be implemented in accordance with the New Mexico Public Works Minimum Wage Act, Section 13-4-10 through 13-4-17 NMSA 1978, as applicable. Every contract or project in excess of sixty thousand dollars (\$60,000) that the Grantee is a party to for construction, alteration, demolition or repair or any combination of these, including painting and decorating, of public buildings, public works or public roads and that requires or involves the employment of mechanics, laborers or both shall contain a provision stating the minimum wages and fringe benefits to be paid to various classes of laborers and mechanics, shall be based upon the wages and benefits that will be determined by the New Mexico Department of Workforce Solutions to be prevailing for the corresponding classes of laborers and mechanics employed on contract work of a similar nature in the locality. Further, every contract or project shall contain a stipulation that the contractor, subcontractor, employer or a person acting as a contractor shall pay all mechanics and laborers employed on the site of the project, unconditionally and not less often than once a week and without subsequent unlawful deduction or rebate on any account, the full amounts accrued at time of payment computed at wage rates and fringe benefit rates not less than those determined pursuant to Section 13-4-11 (B) NMSA 1978 to be the prevailing wage rates and prevailing fringe benefit rates issued for the project.
- iii. The Project may only benefit private entities in accordance with applicable law, including, but not limited to, Article IX, Section 14 of the Constitution of the State of New Mexico, the "Anti-Donation Clause."
- iv. The Grantee shall not for a period of 10 years from the date of this agreement convert any property acquired, built, renovated, repaired, designed or developed with the Project's funds to uses other than those specified in the Project Description without the Department's and the Board of Finance's express, advance, written approval, which may include a requirement to reimburse the State for the cost of the project, transfer proceeds from the disposition of property to the State, or otherwise provide consideration to the State.
- v. The Grantee shall comply with all federal and state laws, rules and regulations pertaining to equal employment opportunity. In accordance with all such laws, rules and regulations the Grantee agrees to assure that no person shall, on the grounds of race, color, national origin, sex, sexual preference, age or handicap, be excluded from employment with Grantee, be excluded from participation in the Project, be denied benefits or otherwise be subject to discrimination under, any activity performed under this Agreement. If Grantee is found to be not in compliance with these requirements during the life of this Agreement, Grantee agrees to take appropriate steps to correct any deficiencies. The Grantee's failure to implement such appropriate steps within a reasonable time constitutes grounds for terminating this Agreement.

B. The Grantee hereby represents and warrants the following:

- i. The Grantee has the legal authority to receive and expend the Project's funds.
- ii. This Agreement has been duly authorized by the Grantee, the person executing this Agreement has authority to do so, and, once executed by the Grantee, this Agreement shall constitute a binding obligation of the Grantee, enforceable according to its terms.
- iii. This Agreement and the Grantee's obligations hereunder do not conflict with any law or ordinance or resolution applicable to the Grantee, the Grantee's charter (if applicable), or any judgment or decree to which the Grantee is subject.
- iv. The Grantee has independently confirmed that the Project Description, including, but not limited to, the amount and Reversion Date, is consistent with the underlying appropriation in law.
- v. The Grantee's governing body has duly adopted or passed as an official act a resolution, motion, or similar action authorizing the person identified as the official representative of the Grantee to sign the Agreement and to sign Requests for Payment.
- vi. The Grantee shall abide by New Mexico laws regarding conflicts of interest, governmental conduct and whistleblower

protection. The Grantee specifically agrees that no officer or employee of the local jurisdiction or its designees or agents, no member of the governing body, and no other public official of the locality who exercises any function or responsibility with respect to this Grant, during their tenure or for one year thereafter, shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed or goods to be received, pursuant to this Grant. Further, Grantee shall require all of its contractors to incorporate in all subcontracts the language set forth in this paragraph prohibiting conflicts of interest.

- vii. No funds have been paid or will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of this or any agency or body in connection with the awarding of any Third Party Obligation and that the Grantee shall require certifying language prohibiting lobbying to be included in the award documents for all subawards, including subcontracts, loans and cooperative agreements. All subrecipients shall be required to certify accordingly.

ARTICLE XI. STRICT ACCOUNTABILITY OF RECEIPTS AND DISBURSEMENTS; PROJECT RECORDS

- A. The Grantee shall be strictly accountable for receipts and disbursements relating to the Project's funds. The Grantee shall follow generally accepted accounting principles, and, if feasible, maintain a separate bank account or fund with a separate organizational code, for the funds to assure separate budgeting and accounting of the funds.
- B. For a period of six (6) years following the Project's completion, the Grantee shall maintain all Project related records, including, but not limited to, all financial records, requests for proposals, invitations to bid, selection and award criteria, contracts and subcontracts, advertisements, minutes of pertinent meetings, as well as records sufficient to fully account for the amount and disposition of the total funds from all sources budgeted for the Project, the purpose for which such funds were used, and such other records as the Department shall prescribe.
- C. The Grantee shall make all Project records available to the Department, the Department of Finance and Administration, and the New Mexico State Auditor upon request. With respect to the funds that are the subject of this Agreement, if the State Auditor or the Department of Finance and Administration finds that any or all of these funds were improperly expended, the Grantee may be required to reimburse to the State of New Mexico, to the originating fund, any and all amounts found to be improperly expended.

ARTICLE XII. IMPROPERLY REIMBURSED FUNDS

If the Department determines that part or all of the Appropriation Amount was improperly reimbursed to Grantee, including but not limited to, Project funds reimbursed to Grantee based upon fraud, mismanagement, misrepresentation, misuse, violation of law by the Grantee, or violation of this Agreement, the Grantee shall return such funds to the Department for disposition in accordance with law.

ARTICLE XIII. LIABILITY

Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred in connection with this Agreement is subject to immunities and limitations of the New Mexico Tort Claims Act.

ARTICLE XIV. SCOPE OF AGREEMENT

This Agreement constitutes the entire and exclusive agreement between the Grantee and Department concerning the subject matter hereof. The Agreement supersedes any and all prior or contemporaneous agreements, understandings, discussions, communications, and representations, written or verbal.

ARTICLE XV. REQUIRED NON-APPROPRIATIONS CLAUSE IN CONTRACTS FUNDED IN WHOLE OR PART BY FUNDS MADE AVAILABLE UNDER THIS AGREEMENT

The Grantee acknowledges, warrants, and agrees that Grantee shall include a "non-appropriations" clause in all contracts between it and other parties that are (i) funded in whole or part by funds made available under this Agreement and (ii) entered into after the effective date of this Agreement that states:

"The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of New Mexico for the performance of this Agreement. If sufficient appropriations and authorization are not made by the Legislature, the CITY OF ROSWELL may immediately terminate this Agreement by giving Contractor written notice of such termination. The CITY OF ROSWELL's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final. Contractor hereby waives any right to assert an impairment of contract claim against the CITY OF ROSWELL as the

Department of Finance and Administration, Local Government Division (DFA/LGD) or the State of New Mexico in the event of immediate or Early Termination of this Agreement by the **CITY OF ROSWELL** or the Department"

ARTICLE XVI. REQUIRED TERMINATION CLAUSE IN CONTRACTS FUNDED IN WHOLE OR PART BY FUNDS MADE AVAILABLE UNDER THIS AGREEMENT

Grantee acknowledges, warrants, and agrees that Grantee shall include the following termination clause in all contracts that are (i) funded in whole or part by funds made available under this Agreement and (ii) entered into after the effective date of this Agreement:

"This contract is funded in whole or in part by funds made available under a DFA/LGD Grant Agreement. Should the DFA/LGD early terminate the grant agreement, the CITY OF ROSWELL may early terminate this contract by providing Contractor written notice of such termination. In the event of termination pursuant to this paragraph, the CITY OF ROSWELL only liability shall be to pay Contractor for acceptable goods delivered and services rendered before the termination date."

Grantee hereby waives any rights to assert an impairment of contract claim against the Department or the State of New Mexico in the event of Early Termination of this Agreement by the Department.

ARTICLE XVII. COMPLIANCE WITH UNIFORM FUNDING CRITERIA.

A. Throughout the term of this Agreement, Grantee shall:

1. submit all reports of annual audits and agreed upon procedures required by Section 12-6-3(A)-(B) NMSA 1978 by the due dates established in 2.2.2 NMAC, reports of which must be a public record pursuant to Section 12-6-5(A) NMSA 1978 within forty-five days of delivery to the State Auditor;
2. have a duly adopted budget for the current fiscal year approved by its budgetary oversight agency (if any);
3. timely submit all required financial reports to its budgetary oversight agency (if any); and
4. have adequate accounting methods and procedures to expend grant funds in accordance with applicable law and account for and safeguard grant funds and assets acquired by grant funds.

B. In the event Grantee fails to comply with the requirements of Paragraph A of this Article XVII, the Department may take one or more of the following actions:

1. suspend new or further obligations pursuant to Article VI(A) of this Agreement;
2. require the Grantee to develop and implement a written corrective action plan pursuant to Article VI(D) of this Agreement to remedy the non-compliance;
3. impose special grant conditions to address the non-compliance by giving the Grantee notice of such special conditions in accordance with Article III of this Agreement; the special conditions shall be binding and effective on the date that notice is deemed to have been given pursuant to Article III; or
4. terminate this Agreement pursuant to Article V(A) of this Agreement.

ARTICLE XVIII. SEVERANCE TAX BOND AND GENERAL OBLIGATION BOND PROJECT CLAUSES

A. Grantee acknowledges and agrees that the underlying appropriation for the Project is a severance tax bond or general obligation bond appropriation, and that the associated bond proceeds are administered by the New Mexico State Board of Finance (SBOF), an entity separate and distinct from the Department. Grantee acknowledges and agrees that (i) it is Grantee's sole and absolute responsibility to determine through SBOF staff what (if any) conditions are currently imposed on the Project; (ii) the Department's failure to inform Grantee of a SBOF imposed condition does not affect the validity or enforceability of the condition; (iii) the SBOF may in the future impose further or different conditions upon the Project; (iv) all SBOF conditions are effective without amendment of this Agreement; (v) all applicable SBOF conditions must be satisfied before the SBOF will release to the Department funds subject to the condition(s); and (vi) the Department's obligation to reimburse Grantee from the Project is contingent upon the then current SBOF conditions being satisfied.

B. Grantee acknowledges and agrees that the SBOF may in its sole and absolute discretion remove a project's assigned bond proceeds if the project doesn't proceed sufficiently. Entities must comply with the requirement to encumber five percent (5%) of Project funds within six months of bond issuance as certified by the grantee in the Bond Questionnaire and Certification documents submitted to the SBOF. Failure to comply may result in the bond proceeds reassignment to a new ready project. If this should occur this grant agreement will be suspended until the entity has demonstrated readiness as determined by the SBOF and the Department.

C. Grantee acknowledges and agrees that this Agreement is subject to the SBOF's Bond Project Disbursements rule, NMAC 2.61.6, as may be amended or re-codified. The rule provides definitions and interpretations of grant language for the purpose of determining whether a particular activity is allowable under the authorizing language of the agreement.

[THIS SPACE LEFT BLANK INTENTIONALLY]

IN WITNESS WHEREOF, the parties have duly executed this Agreement as of the date of execution by the Department.

GRANTEE

City of Roswell

Entity Name

Timothy Z. Jennings

Signature of Official with Authority to Bind Grantee

By: Timothy Z. Jennings

(Print Name)

Its: Mayor

(Title)

June 26, 2024

Date

DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION

DocuSigned by:

Jeannette Gallegos

By: Jeannette Gallegos

Its: Cabinet Secretary or Designee

6/28/2024

Date

STATE OF NEW MEXICO
GRANT PROJECT
Request for Payment Form
Exhibit 1

I. Grantee Information

(Make sure information is complete & accurate)

- A. Grantee: _____
- B. Address: _____
 (Complete Mailing, including Suite, if applicable)

 City, State, Zip
- C. Contact Name/Phone #: _____
- D. Grant No: _____
- E. Project Title: _____
- F. Grant Expiration Date: _____

II. Payment Computation

- A. Payment Request No. _____
- B. Grant Amount: _____
- C. AIPP Amount (If Applicable): _____
- D. Funds Requested to Date: _____
- E. Amount Requested this Payment: _____
- F. Reversion Amount (If Applicable): _____
- G. Grant Balance: _____
- H. Final Request for Payment (if Applicable) _____

III. Fiscal Year : _____

(The State of NM Fiscal Year is July 1, 20XX through June 30, 20XX of the following year)

- IV. ☐ Reporting Certification:** I hereby certify to the best of my knowledge and belief, that reporting is up to date; to include the accuracy of expenditures and grant balance, project status, project phase, achievements and milestones; and in compliance with the Grant Agreement.

- V. ☐ Compliance Certification:** Under penalty of law, I hereby certify to the best of my knowledge and belief, the above information is correct; expenditures are properly documented, and are valid expenditures or actual receipts; and that the grant activity is in full compliance with Article IX, Sec. 14 of the New Mexico Constitution known as the "anti donation" clause.

 Grantee Fiscal Officer
 or Fiscal Agent (if applicable)

 Grantee Representative

 Printed Name

Date: _____

 Printed Name

Date: _____

(State Agency Use Only)

Vendor Code: _____ Fund No.: _____ PO # _____ Loc No.: _____

I certify that the State Agency financial and vendor file information agree with the above submitted information.

 Division Fiscal Officer Date

 Division Project Manager Date

NOTICE OF OBLIGATION TO REIMBURSE GRANTEE EXHIBIT 2
--

Notice of Obligation to Reimburse Grantee # _____

DATE: _____

TO: Department Representative: _____, _____

FROM: Grantee Entity: _____

Grantee Official Representative: _____

SUBJECT: Notice of Obligation to Reimburse Grantee

Grant Number: _____

Grant Termination Date: _____

As the designated representative of the Department for Grant Agreement number _____ entered into between Grantee and the Department, I certify that the Grantee has submitted to the Department the following third party obligation executed, in writing, by the third party's authorized representative:

Vendor or Contractor: _____

Third Party Obligation Amount: _____

Vendor or Contractor: _____

Third Party Obligation Amount: _____

I certify that the State is issuing this Notice of Obligation to Reimburse Grantee for permissible purposes within the scope of the project description, subject to all the terms and conditions of the above referenced Grant Agreement.

Grant Amount (Minus AIPP if applicable): _____

The Amount of this Notice of Obligation: _____

The Total Amount of all Previously Issued Notices of Obligation: _____

The Total Amount of all Notices of Obligation to Date: _____

Note: Contract amounts may exceed the total grant amount, but the invoices paid by the grant will not exceed the grant amount.

Department Rep. Approver: _____

Title: _____

Signature: _____

Date: _____

1 Administrative and/or Indirect Cost – generally, the legislation authorizing the issuance of bonds prohibits the use of its proceeds for indirect expenses (e.g. penalty fees or damages other than pay for work performed, attorney fees, and administrative fees). Such use of bond proceeds shall not be allowed unless specifically authorized by statute.



PROPOSAL

Pecos Valley Regional Communications
1 Saint Mary's PL
ROSWELL NM 88201

Date
Sep 17, 2024

Expiry
Dec 16, 2024

Quote Number
20245649

Reference
Dispatch Consoles

CODE 3 SERVICE, LLC
2323 Aztec Rd NE - STE A
Albuquerque, NM 87107
ABQ (505) 407 2310
Taos (575) 737 8884
Roswell (575) 363 3135

Budget \$350,000
11014656-817505

Item	Description	Quantity	Unit Price	Discount	Tax	Amount USD
750M-MAXplus	Console Position Processor - Includes Power Supply, Mounting Plate, and Mouse	817505 9.00	6,683.00	15.00% Tax Exempt	5680.55 each	51,124.95
750M-100SL-000	Console Application Seat License	663301 9.00	6,891.00	15.00% Tax Exempt		52,716.15
750M-FTSW-000	Mindshare Console Footswitch Single	642901 9.00	336.00	15.00% Tax Exempt	285.60 each	2,570.40
750M-500-002	Mindshare Position Speaker	642901 36.00	378.00	15.00% Tax Exempt	321.30 each	11,566.80
750M-400-000	Operator Headset Jack	642901 18.00	372.00	15.00% Tax Exempt	632.40 each	5,691.60
750M-DM-000	Mindshare Console Desk Microphone, 6ft. Cable, Dynamic Noise	642901 9.00	682.00	15.00% Tax Exempt	579.70 each	5,217.30
750M-100-000	Mindshare Radio Interface Card	642901 25.00	1,041.00	15.00% Tax Exempt	884.85 each	22,121.25
750M-100-001	Mindshare Single Card Enclosure w/Card & Power Supply	642901 5.00	1,505.00	15.00% Tax Exempt	1279.25 each	6,396.25
750M-300-000	Mindshare Card Cage Rack Mount with 16 Slots	642901 2.00	3,457.00	15.00% Tax Exempt	2938.45 each	5,876.90
750M-SYSBRIDG E-000	Mindshare Multicast / Unicast Converter Gateway Interface including Server	642901 1.00	4,603.00	15.00% Tax Exempt	3912.55 each	3,912.55
750M-195-000	Mindshare Master AUX I/O Rack Mount 18 Relays	642901 1.00	2,247.00	15.00% Tax Exempt	1909.95 each	1,909.95

Inv #1

Item	Description	Quantity	Unit Price	Discount	Tax	Amount USD
CCS-FACTORY	Factory System Optimization / Staging	817505	1.00	21,708.00	Tax Exempt	21,708.00
FREIGHT	Freight Charge	1.00	5,342.00		Tax Exempt	5,342.00
VM-5730	Kenwood Viking 5000 Control Station Radio with 3rd Party Interface RPD 1, RPD 2, RFD 1, RFD 2, CCSO, CCFD, VAL LAW, VAL FIRE, & FD Dispatch	642901	9.00	3,077.10	25.00% Tax Exempt	20,770.43
				2307.83 each		
VM-5830BF2	Kenwood Viking 5000 Control Station MED 5 & STATE FIRE LINK	642901	2.00	3,077.10	25.00% Tax Exempt	4,615.65
				2307.83 each		
VM-5930BF	Kenwood Viking 5000 Control Station State of NM 700 Zia Net, ST IO 1, ST IO 2	642901	3.00	4,662.90	25.00% Tax Exempt	10,491.53
				3497.18 each		
NX-5800K	Kenwood NX5000 UHF 450-520 MHz, 45 Watt Dash Mount Mobile radio with 3 Year Warranty DMR - CITY EVENT	642901	1.00	1,193.20	25.00% Tax Exempt	894.90
				894.90 each		
KWD-5300CV	NX License Key for DMR Tier II Conventional	663301	1.00	64.80	25.00% Tax Exempt	48.60
KWD-5301TR	Kenwood DMR Tier 3 Trunking Option	642901	1.00	144.00	25.00% Tax Exempt	108.00
MS-LOGGER	Recorder Licensing and configuration with Goserco	663301	1.00	8,700.00	Tax Exempt	8,700.00
HC111W1-12F	150-174 MHz, 12 Ch. Control Station Combiner (HC115Q1-12F)	817505	1.00	36,918.75	10.00% Tax Exempt	33,226.88
				33,226.88 each		
DB224-A	COMMScope DB224-A 150-160 MHz 6 dB 4-Bay Dipole Omni Base Station Antenna	642901	2.00	858.00	10.00% Tax Exempt	1,544.40
				772.20 each		
AVA5-50	COMMScope AVA5-50 7/8" Corrugated Copper Foam HELIAX 50 Ohm Coaxial Cable	642901	175.00	5.80	10.00% Tax Exempt	913.50
ANDASNF-S	N-Female for 7/8" AVA5RK-50, AVA5-50 Cable	642901	4.00	48.37	10.00% Tax Exempt	174.13
ANXY4503 Yagi Antenna	Talley ANXY4503 450-470 MHz 3-Element 7.1 dB Gold Anodized Yagi Antenna N-Female	642901	3.00	318.92	15.00% Tax Exempt	813.25
MXRMFBW 7463	PCTEL 746-869 MHz Base Station Omni Antenna	642901	3.00	474.16	15.00% Tax Exempt	1,209.11
				403.04 each		
LDF4-50A	CommScope 1/2" Corrugated Copper Foam HELIAX Coaxial Cable, 50 Ohm	642901	200.00	4.28	10.00% Tax Exempt	770.40

Inv #1

Item	Description	Quantity	Unit Price	Discount	Tax	Amount USD
L4TNF-PSA	CommScope Positive Stop N-Female for 1/2" LDF4, AL4RPV, HL4R 642901	24.00	27.68	10.00%	Tax Exempt	597.89
SERVICE-TECH	Service Tech - Installation Labor of New Dispatch Consoles and equipment	160.00	95.00		7.8958%	15,200.00 ①
SYSTEM-TECH	System Technologist - Configuration and programming of new console system	80.00	125.00		7.8958%	10,000.00
PROJECT-MGT	Project Management	40.00	150.00		7.8958%	6,000.00
CLIMBER	Tower Climber - Installation of antenna system and removal of old antennas	80.00	120.00		7.8958%	9,600.00
Subtotal (includes a discount of 46,644.82)						321,832.77
TOTAL TAX						3,221.49 ①
TOTAL USD						325,054.26

Σ ① 44,021.49

Terms

New Mexico State Contract
Communications, Radio Equipment, Parts, Accessories and Related Services
SPA Number 10-00000-20-00048

State of NM Vendor # 116813

All Proposals are good for 90 Days unless otherwise dated. We reserve the right to withdraw any proposal at anytime. Shipping & Freight charges maybe added to final invoice if not listed on the Proposal.

			w/ Alloc Freight	w/ Alloc Labor/Tax	New Alloc Costs	Inv #1
817505	106,059.83		108,704.57	130,498.90	130,498.90	
642901	108,166.19		110,863.45	133,090.61	133,090.61	
663301	61,464.75		—	—	61,464.75	
	275,690.77		219,568.02	263,589.51	325,054.26	

Freight 5342.00 / 214,226.02 = .024936

Labor & Tax 44,021.49 / 219,568.02 = .200491

Inv #1

Invoices Combined	
817505	136,179.45
642901	141,728.31
663301	67,322.10
	345,229.86
Inv #1 plus Inv #2	



PROPOSAL

Pecos Valley Regional Communications
1 Saint Mary's PL
ROSWELL NM 88201

Date
21 Nov 2024

Expiry
16 Dec 2024

Quote Number
20245650

Reference
Mobile Command Post

CODE 3 SERVICE, LLC
2323 Aztec Rd NE - STE A
Albuquerque, NM 87107
ABQ (505) 407 2310
Taos (575) 737 8884
Roswell (575) 363 3135

Item	Description	Quantity	Unit Price	Discount	Tax	Amount USD
750M-MAXplus	Console Position Processor - Includes Power Supply, Mounting Plate, and Mouse	1.00	6,683.00	15.00%	Tax Exempt	5,680.55
	817505			5680.55		
750M-100SL-000	Console Application Seat License	1.00	6,891.00	15.00%	Tax Exempt	5,857.35
	663301			5857.35		
750M-500-002	Mindshare Position Speaker	4.00	372.00	15.00%	Tax Exempt	1,264.80
	642901					
750M-400-000	Operator Headset Jack	1.00	372.00	15.00%	Tax Exempt	316.20
	642901					
750M-DM-001	Mindshare Electret Omni-Directional Console Desk Microphone	1.00	681.00	15.00%	Tax Exempt	578.85
	642901					
750M-100-000	Mindshare Radio Interface Card	4.00	1,041.00	15.00%	Tax Exempt	3,539.40
	642901					
750M-300-000	Mindshare Card Cage Rack Mount with 16 Slots	1.00	3,457.00	15.00%	Tax Exempt	2,938.45
	642901					
Subtotal (includes a discount of 3,560.40)						20,175.60
817505	5680.55				TOTAL TAX	0.00
642901	8637.70				TOTAL USD	20,175.60
663301	5857.35					
	20,175.60					

Inv #2

Terms

Inv #2

New Mexico State Contract
Communications, Radio Equipment, Parts, Accessories and Related Services
SPA Number 10-00000-20-00048

State of NM Vendor # 116813

All Proposals are good for 90 Days unless otherwise dated. We reserve the right to withdraw any proposal at anytime. Shipping & Freight charges maybe added to final invoice if not listed on the Proposal.

Inu #2

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Regular Items 20.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Consider recommending authorization for approval to issue a purchase order in the amount of \$1,470,000.00 for the purchase of two (2) Class-A HME pumpers from Municipal Emergency Services. **(Fuller)**

- Funding Source - \$1,470,000 from insurance payment, fund- 11014121-817506 Capital vehicles- pending transfer of funds

BACKGROUND:

Initiated by: Daniel Fuller

During the October 2024 flooding, the fire department lost three (3) Class A pumpers. Utilizing funding from the insurance, we are looking to replace two units. We are currently operating out of reserve units that are dated and are out of NFPA compliance for frontline engines. The purchase of these two apparatus will allow our frontline fleet to be NFPA compliant for pumper coverage.

FINANCIAL CONSIDERATION:

\$1,470,000 from insurance payment, fund- 11014121-817506 Capital vehicles- pending transfer of funds

LEGAL REVIEW:

Being reviewed by City of Roswell Legal Department.

BOARD AND COMMITTEE ACTION:

Finance Committee will be the first to hear this item.

STAFF RECOMMENDATION:

Consider recommending authorization for approval to issue a purchase order in the amount of \$1,470,000.00 for the purchase of two (2) Class-A HME pumpers from Municipal Emergency Services.

Attachments

Attachment 1
Specifications



MES PUMPER 22 PREMIER MODEL w/HME 1871 CHASSIS

AVAILABLE IN AS LITTLE AS 10 WEEKS*

*BEGINNING IN EARLY 2024

► EXPEDITED DELIVERY

SECURED PRODUCTION
SLOTS IN EARLY 2024

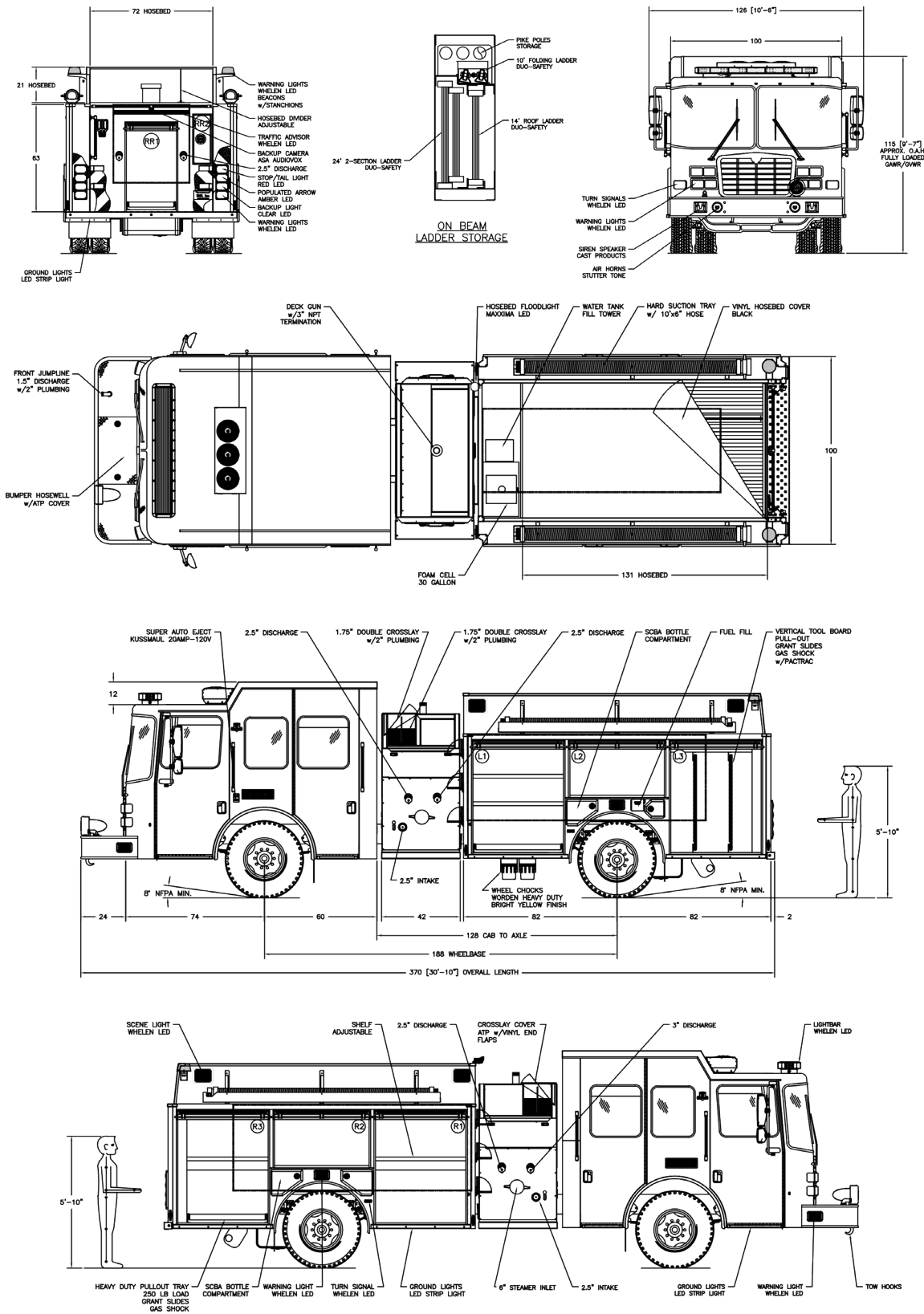
► COMPLETE COVERAGE

3 YEAR - INDUSTRY EXCLUSIVE
COMPREHENSIVE WARRANTY

SPECIFICATIONS

- Chassis: HME 1871 MFD 100" Wide
- Cummins L9 450 HP Motor
- Allison EVS 3000 Transmission
- Galvanized Chassis Frame
- Q2B Siren on Front Bumper
- 19k Hendrickson Steertec Front Axle
- 27k Reyco Granning Rear Axle
- Hale Q-Max 1,500 GPM Pump
- Foam Capable
- 1,000 Gal. Water & 30 Gal. Foam Tanks
- Standard NFPA Hose Bed
- Hale Pump Module
- Two-Piece Windshield
- Complete Shelving Package
- *Select Available Options

COMPARTMENTATION						
	BEHIND DOOR			CLEAR OPENING		
COMPT.	WIDTH	HEIGHT	DEPTH	DOOR WIDTH	DOOR HEIGHT	COMPT. VOLUME
L1	56"	63"	24"	47"	55"	49 FT³
L2	52"	33"	24"	49.5"	24"	23.8 FT³
L3	51"	63"	24"	47.5"	55"	44.6 FT³
R1 LOWER:	56"	30"	24"	47"	55"	23.3 FT³
R1 UPPER:	56"	33"	12"	47"	55"	12.8 FT³
R2	52"	33"	12"	49.5"	24"	11.9 FT³
R3 LOWER:	51"	30"	24"	47.5"	55"	21.3 FT³
R3 UPPER:	51"	33"	12"	47.5"	55"	11.7 FT³
RR1:	48"	63"	22"	31"	48"	38.5 FT³



Options for Roswell NM Fire Department

CREW SEAT REMOVAL

Removal of two (2) forward facing SCBA seats in the rear of the cab shall be completed.

EMS STORAGE COMPARTMENT

There shall be one (1) full height EMS storage compartment provided and installed in the cab with the door opening facing the front of the cab.

The approximate dimensions of the compartment shall be 40.00 inches wide by 20.00 inches deep.

The door opening shall be a minimum of 35.50 inches wide. The bottom of the cabinet shall contain a panel to raise the floor to maintain a flat floor 2.00 inches above the floor of the cab.

The interior side walls of the cabinet shall be fitted with channels for the installation of adjustable shelves.

EMS COMPARTMENT LOCATION

The EMS compartment shall be installed along the interior rear wall of the cab, center position.

EMS COMPARTMENT FINISH-BLACK

The interior and exterior of the EMS compartment shall be completed with a black powder coated paint finish for durability.

ROLL-UP DOOR

The EMS compartment shall be provided with a roll-up door.

The roll-up door shall be constructed of double-sided aluminum extrusions connected with a ball and socket joint. The extrusions shall be 1.375 inches wide by .375 inches thick with satin anodized finishing. A flexible EDPM extrusion shall be provided between each slat to insure a weather tight seal. Aluminum extrusions shall be individually replaceable without disassembling the entire door by removing push out clips on each end.

Side channels for each door to ride in shall be provided with santoprene seals to prevent dirt and moisture from entering the exterior compartment. A single piece top drip rail shall be provided with a santoprene seal to prevent dirt and moisture from entering the compartment when the door is fully closed. The bottom of each door shall also be provided with a santoprene seal. All nonmetallic parts shall be glass filled nylon.

Options for Roswell NM Fire Department

ROLL-UP DOOR LATCH

The door latch shall be keyed locking stainless steel lift bars and shall be provided with a magnetic door switch system.

ALUMINUM SHELVES - ADJUSTABLE - EMS COMPARTMENT

The full depth EMS compartment shelving shall be made from .190-inch smooth aluminum sheet material and shall have a flange 1.50 inches deep.

Each shelf shall be adjustable in height and held in place by extruded uprights.

There shall be a total quantity of two (2) provided.

DRI-DECK MATTING - SHELVES

The surface of two (2) aluminum shelves shall be covered with black colored, rigid Dri-Deck mat for improved ventilation that shall also provide a non-slip surface.

EMS COMPARTMENT LIGHTING

Two (2) LED strip lights shall be provided and mounted inside the cabinet, one (1) on each side of the exterior access roll up door.

These lights shall be activated by the door switch.

110 VOLT RECEPTACLE

One (1) 120-volt AC, single receptacle shall be provided with a weatherproof cover centered in the upper portion of the EMS compartment.

This receptacle shall be wired to the shoreline connection for charging devices stored in the EMS compartment.

OUTLET CONFIGURATION

The electrical outlet shall be a NEMA 5-20, rated at 120-volt AC, 20-amp, duplex straight blade receptacle.

FRONT SCENE LIGHT LOCATION

There shall be one (1) brow light mounted center on the front brow of the cab.

Options for Roswell NM Fire Department

SCENE LIGHT MODEL

A Hi-Viz LED brow light model FT-MB-24-F lamphead shall be provided and installed.

The lamphead shall have twenty-four (24) Cree XP-G2 white LEDs with a flood pattern for scene lighting.

The lamphead shall be no more than 2.063 inches high x 31.00 inches wide x 2.50 inches deep.

LIGHT HOUSING

Each lamphead shall be powder coated with a white finish.

SCENE LIGHT ACTIVATION

The cab forward brow lighting shall be activated by one (1) smart switch installed in the driver's side switch panel in the cab.

LOWERED CHASSIS CAB STEPS

There shall be bolt on auxiliary steps for all four (4) cab entry doors that shall be lowered to provide a manageable ground to first step distance. These steps shall be open style for ease of access and constructed with a non-skid stepping surface.

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Regular Items 21.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Consider recommending authorization to issue a purchase order in the amount of \$2,204,755.00 issued to Siddons Martin Emergency Group for a 100' Midmount Aerial Platform. **(Fuller)**

- Funding Source - \$2,204,755.00 from insurance payment, acct- 11014121-817506 Capital vehicles- pending transfer of funds

BACKGROUND:

Initiated by: Daniel Fuller

During the October 2024 flooding, the fire department lost one (1) aerial platform truck. Utilizing funding from the insurance, we are looking to replace this unit. We are currently operating out of a rental unit that is dated. The purchase of this apparatus will allow our frontline fleet to be NFPA and ISO compliant for aerial coverage.

FINANCIAL CONSIDERATION:

\$2,204,755.00 from insurance payment, acct- 11014121-817506 Capital vehicles- pending transfer of funds

LEGAL REVIEW:

Being Reviewed by City of Roswell Legal Department.

BOARD AND COMMITTEE ACTION:

Finance Committee will be the first to hear this item.

STAFF RECOMMENDATION:

Consider recommending authorization to issue a purchase order in the amount of \$2,204,755.00 issued to Siddons Martin Emergency Group for a 100' Midmount Aerial Platform.

Attachments

Purchase agreement
Specifications

Siddons Martin Emergency Group, LLC
4214 2nd St NW
Albuquerque, NM 87107
Dealer License # 3100



January 23, 2025

Daniel Fuller, Deputy Chief
ROSWELL FIRE DEPARTMENT
200 S RICHARDSON AVE
ROSWELL, NM 88203

Proposal For: FY 25 Roswell Fire Pumpers Flood Replacement

Siddons-Martin Emergency Group, LLC is pleased to provide the following proposal to ROSWELL FIRE DEPARTMENT. Unit will comply with all specifications attached and made a part of this proposal. Total price includes delivery FOB ROSWELL FIRE DEPARTMENT and training on operation and use of the apparatus.

Description	Amount
Qty. 1 - 1483 - Pierce-Custom Enforcer Aerial, HD Ladder 100', Mid-Mount	
(Unit Price - \$2,202,755.00)	
Delivery within 12 months to 18 months of order date	
QUOTE # - SMEG-0008733-3	
	Vehicle Price \$2,202,755.00
1483 - UNIT TOTAL	\$2,202,755.00
	SUB TOTAL \$2,202,755.00
	HGAC FS12-23 (FIRE) \$2,000.00
TOTAL	\$2,204,755.00

Price guaranteed until 1/31/2025

Additional: 'Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.
Persistent Inflationary Environment Notification: If the Producer Price Index of Components for Manufacturing [www.bls.gov Series ID: WPUID6112] (the "PPI") has increased at a compounded annual growth rate greater than 5.0% from the date of acceptance of this proposal letter (the "Order Month") and 14 months prior to the anticipated Ready for Pickup Date (the "Evaluation Month"), then the proposal price may be increased by an amount equal to any increase exceeding 5.0% for the time period between the Order Month and the Evaluation Month. Siddons Martin and Pierce will provide documentation of such increase and the updated price for the customer's approval before proceeding with completion of the order along with an option to cancel the order.'

Taxes: Tax is not included in this proposal. In the event that the purchasing organization is not exempt from sales tax or any other applicable taxes and/or the proposed apparatus does not qualify for exempt status, it is the duty of the purchasing organization to pay any and all taxes due. Balance of sale price is due upon acceptance of the apparatus at the factory.

Late Fee: A late fee of .033% of the sale price will be charged per day for overdue payments beginning ten (10) days after the payment is due for the first 30 days. The late fee increases to .044% per day until the payment is received. In the event a prepayment is received after the due date, the discount will be reduced by the same percentages above increasing the cost of the apparatus.

Cancellation: In the event this proposal is accepted and a purchase order is issued then cancelled or terminated by Customer before completion, Siddons-Martin Emergency Group may charge a cancellation fee. The following charge schedule based on costs incurred may be applied:

- (A) 10% of the Purchase Price after order is accepted and entered by Manufacturer;
- (B) 20% of the Purchase Price after completion of the approval drawings;
- (C) 30% of the Purchase Price upon any material requisition.

The cancellation fee will increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing. Siddons-Martin Emergency Group endeavors to mitigate any such costs through the sale of such product to another purchaser; however, the customer shall remain liable for the difference between the purchase price and, if applicable, the sale price obtained by Siddons-Martin Emergency Group upon sale of the product to another purchaser, plus any costs incurred by Siddons-Martin to conduct such sale.

Acceptance: In an effort to ensure the above stated terms and conditions are understood and adhered to, Siddons-Martin Emergency Group, LLC requires an authorized individual from the purchasing organization sign and date this proposal and include it with any purchase order. Upon signing of this proposal, the terms and conditions stated herein will be considered binding and accepted by the Customer. The terms and acceptance of this proposal will be governed by the laws of the state of New Mexico. No additional terms or conditions will be binding upon Siddons-Martin Emergency Group, LLC unless agreed to in writing and signed by a duly authorized officer of Siddons-Martin Emergency Group, LLC.

Sincerely,


James Salas

I, _____, the authorized representative of ROSWELL FIRE DEPARTMENT, agree to purchase the proposed and agree to the terms of this proposal and the specifications attached hereto.

Signature & Date



Option List

1/9/2025

Customer:	City of Roswell	Bid Number:	1489
Representative	Salas, James	Job Number:	
Organization:	Siddons-Martin Emergency Group	Number of Units:	1
Requirements Manager:		Bid Date:	01/31/2025
Description:	Roswell Enforcer 100' Tower Quint SMEG DAS	Stock Number:	
Body:	Aerial, 100AAT, Alum Body	Price Level:	51 (Current: 51)
Chassis:	Enforcer Chassis, 100AAT	Lane:	

Line	Option	Type	Option Description	Qty
1	0769372		Boiler Plates, 100AAT	1
			Fire Department/Customer - City of Roswell Fire Department	
			Operating/In conjunction W-Service Center - Operating	
			Miles - 200 Miles	
			Number of Fire Dept/Municipalities - 15	
			Bidder/Sales Organization - Siddons-Martin Emergency Group	
			Delivery - Delivery representative	
			Dealership/Sales Organization, Service - Siddons-Martin Emergency	
			Group	
2	0018180		Single Source Compliance, Aerials	1
3	0584456		Manufacture Location, Appleton, Wisconsin	1
4	0584452		RFP Location: Appleton, Wisconsin	1
5	0588609		Vehicle Destination, US	1
6	0028079		Match Not Required	1
7	0816491		Comply NFPA 1900 Changes Effective Jan 1, 2024, With Exceptions	1
8	0533351		Quint Fire Apparatus	1
9	0588612		Vehicle Certification, Aerial w/Pump	1
10	0681278		Agency, Apparatus Certification, Aerial w/Pump, U.L.	1
11	0816495		Certification, Vehicle Inspection Program, NFPA 1900	1
12	0536644		Customer Service Website	1
13	0620362		Consortium, HGAC	1
14	0537375		Unit of Measure, US Gallons	1
15	0030006		Bid Bond Not Requested	1
16	0816569		Performance Bond, Not Requested, PPI Terms	1
17	0000007		Approval Drawing	1
18	0002928		Electrical Diagrams	1
19	0729149		Enforcer Chassis, 100AAT	1
20	0000110		Wheelbase	1
			Wheelbase - 271.00	
21	0000070		GVW Rating	1
			GVW rating - 78,000#	
22	0729280		Frame Rails, 13.38 x 3.50 x .375, Enforcer	1
23	0889473		Frame Liner, "C/Inv L" 12.50" x 3.00" x .25", AXT/Vel/Imp/Enf, 57" Qval	1
24	0796912		Axle, Front, Oshkosh TAK-4, Non Drive, 24,000 lb, Enforcer	1
25	0090914		Suspension, Front TAK-4, 24,000 lb, DLX/Qtm/AXT/Vel/Enf/SFR	1
26	0087572		Shock Absorbers, KONI, TAK-4, Qtm/AXT/Imp/Vel/DCF/Enf	1
27	0000322		Oil Seals, Front Axle	1
28	0679621		Tires, Front, Michelin, XZY3 (wb), 425/65R22.50, 20 ply, Fire Service Load Rtnng	1
29	0019611		Wheels, Front, Alcoa, 22.50" x 12.25", Aluminum, Hub Pilot	1
30	0728953		Axle, Rear, Meritor RT52-185, 54,000 lb, Enf, 100AAT	1
31	0818717		Top Speed of Vehicle, 65 MPH/104 KPH, Non-NFPA/ULC 2024	1
32	0660628		Suspen, Rear, Air Link, AL- 520, Air Ride, 54,000 lb	1
33	0000485		Oil Seals, Rear Axle	1
34	0070729		Tires, Rear, Michelin, XDN2, 12R22.50, 16 ply, Tandem	1
35	0019639		Wheels, Rear, Alcoa, 22.50" x 8.25", Aluminum, Hub Pilot, Tandem	1
36	0568081		Tire Balancing, Counteract Beads	1
37	0620569		Tire Pressure Monitoring, RealWheels, AirSecure, Valve Cap, Tandem Axle	1
			Qty, Tire Pressure Ind - 10	
38	0801909		Lug Nut, Covers, Chrome	1
39	0003245		Axle Hub Covers w/center hole, S/S, Front Axle	1
40	0013241		Axle Hub Covers, Rear, S/S High Hat (Tandem)	1

Line	Option	Type	Option Description	Qty
41	0002045		Mud Flap, Front and Rear, Pierce Logo	1
42	0766669		Chocks, Wheel, SAC-44-E, Folding, 100AAT	1
			Qty, Pair - 01	
43	0766668		Mounting Brackets, Chocks, SAC-44-E, Folding, Horizontal, 100AAT	1
			Qty, Pair - 01	
			Location, Wheel Chocks - Left Side Rear Tire, Rearward	
44	0593759		ESC/ABS/ATC Wabco Brake System, Tandem Rear Axle	1
45	0030185		Brakes, Knorr/Bendix 17", Disc, Front, TAK-4	1
46	0000730		Brakes, Meritor, Cam, Rear, 16.50 x 7.00"	1
47	0735527		Air Compressor, Brake, Wabco 26.8 CI, Paccar	1
48	0637583		Brake Reservoirs, 6,408 Cubic Inch Minimum Capacity, Saber FR/Enforcer	1
			Paint Color, Air Tanks - Frame color	
49	0790412		Air Dryer, Wabco System Saver 1200 IWT, Heated, SFR/Enf	1
50	0000790		Brake Lines, Nylon	1
51	0000854		Air Inlet, w/Disconnect Coupling	1
			Location, Air Coupling(s) - a) DS Step Well, Forward	
			Qty, Air Coupling (s) - 1	
52	0586772		Box, Recessed, Alum Treadplate, for Air Fitting	1
			Location - forward in driver side step well of cab.	
			Qty, Air Coupling (s) - 1	
53	0070810		All Wheel Lockup (Aerial/Tanker Chassis)	1
54	0811018	SP	Engine, Paccar MX13, 510HP, 1850 lb-ftW/OBD, EPA 2024, SFR/Enforcer, BMP/HDR/STK	1
55	0811409		Not Required, Engine Contingency Adjustment	1
56	0001244		High Idle w/Electronic Engine, Custom	1
57	0735687		Engine Brake, Fully Integrated, Paccar MX13 Engine	1
			Switch, Engine Brake - MX13	
58	0644227		Clutch, Fan, Air Actuated, Saber FR/Enforcer	1
59	0640477		Air Intake, Metal Screen, Saber FR/Enforcer	1
60	0814375		Exhaust System, Horizontal, Right Side	1
			Exhaust, Diffuser - Aluminized Steel (Standard)	
			Exhaust, Material/Finish - Aluminized Steel (Standard)	
			Location, Diffuser Termination - 2.00" Past Rub Rail (Standard)	
			Tip, Exhaust - Straight Tip (Standard)	
61	0788765		Radiator, Saber FR/Enforcer	1
62	0001090		Cooling Hoses, Rubber	1
63	0803687		Fuel Tank, 65 Gallon, Left Side Fill, Rear Air Suspension	1
			Finish, Fuel Tank - Painted	
64	0001129		Lines, Fuel	1
65	0734655		DEF Tank, 7.3 Gallon, LS Fill, Under Cab, Paccar, Fill Dr, ENF	1
			Door, Material & Finish, DEF Tank - Painted	
			Latch, Door, Access - SouthCo M1 medium push to close	
66	0552793		Not Required, Fuel Priming Pump	1
67	0552712		Not Required, Shutoff Valve, Fuel Line	1
68	0699437		Cooler, Chassis Fuel, Not Req'd.	1
69	0011125		Door, Fuel Fill Painted Job Color	1
			Qty, - 01	
70	0690880		No Selection Required From This Category	1
71	0801890		Trans, Allison 6th Gen, 4500 EVS P, w/Prognostics, Imp/Vel/Enf	1
72	0512762		Transmission, Shifter, 6-Spd, Push Button, 4500, Imp/Vel/Qtm/DCF/Enf	1
			Trans, ratio - 4500 EVS, 6Spd	
73	0684459		Transmission Oil Cooler, Modine, External	1
74	0001375		Driveline, Spicer 1810	1
75	0734211		Steering, Sheppard M110 w/Tilt, TAK-4, Paccar Pump, w/Cooler, Paccar	1
76	0605356		Steering Wheel, 4 Spoke without Controls, Saber FR/Enforcer	1
77	0690274		Logo/Emblem, on Dash	1
			Text, Row (1) One - City of Roswell	
			Text, Row (2) Two - Fire	
			Text, Row (3) Three - Department	
78	0725322		Bumper, 15" Extended, Steel, Painted, Integrated, 100AAT, Enforcer	1
79	0825640		Lift & Tow Package, Enforcer/Velocity, 100AAT	1
80	0522573		Tow Hooks Not Required, Due to Lift and Tow Package	1
81	0698960		Coating, Top Flange, Front Bumper, Outside Exterior, UL-LX Coating, Black	1

Line	Option	Type	Option Description	Qty
82	0625650		Cab, Enforcer, 7000	1
83	0747442		Engine Tunnel, X12, MX13, Spray Insulation, Enforcer	1
84	0887601		Cab Insulation, Enforcer/Saber FR	1
85	0633594		Rear Wall, Interior, Adjustable Seating	1
86	0632103		Rear Wall, Exterior, Cab, Saber FR/Enforcer	1
			Material, Exterior Rear Wall - Aluminum Treadplate	
87	0728889		Cab Lift, Elec/Hyd, Stabilizer Interlock, Enforcer 100AAT	1
88	0828257		Label For Cab Lift, "Q2B Swivel Must be Turned"	1
			Location - cab lift control	
89	0695930		Grille, Bright Finished, Front of Cab, Enforcer	1
90	0002224		Scuffplates, S/S At Cab Door Jambs, 4-Door Cab	1
			Material Trim/Scuffplate - c) S/S, Polished	
91	0647932		Not Required, Trim, S/S Band, Across Cab Face, AXT/Saber/Enforcer	1
92	0087357		Molding, Chrome on Side of Cab	1
93	0772130		Mirrors, Retractable, West Coast Style, Htd/Rmt, w/Htd/Rmt Convex, Marker Light	1
94	0517525		Mirrors, 8" K-10 Eyeball, PS Cab Front, Front Cross View	1
95	0648171		Door, Half-Height, Saber FR/Enforcer 4-Door Cab, Level Roof	1
			Key Model, Cab Doors - 751	
			Cab, Exterior Door Handle, Finish - 4-Door, Chrome/Black	
96	0655543		Door Panel, Brushed Stainless Steel, Saber/Enforcer 4-Door Cab	1
97	0630636		Controls, Electric Roll-Up Windows, 4dr, 4 Driver Controls, Saber FR/Enforcer	1
98	0620344		Steps, 4-Door Cab, Dual, Saber FR/Enforcer	1
			Light, Step, Additional - P25 LED	
			Step Well Material - Aluminum Treadplate	
99	0770200		Handrail, Exterior, Hansen, Knurled, Alum, LED Backlit, 4-Door Cab	1
			Color, Handrail Light - Red	
			Control, Handrail Light - Parking Brake	
100	0892638		Lights, Cab & Crw Cab Acs Stps, P25, LED w/Bezel, 6lts	1
			Color, Trim - Chrome Housing	
101	0583698		Fenders, S/S on cab, Extra Wide, Saber/Enf	1
102	0586967		Grab Handle, Chrome, Specify Location, Qty	2
			Location - one (1) on the driver and one (1) on the officer side door panel vertical near the upper door panel hinged side, to work as a high grab handle into cab.	
			Qty, - 02	
103	0630508		Window, Side of C/C, Fixed, Passenger Side Only, Saber FR/Enforcer	1
104	0786278		Window Tint, Crew Cab Door, Right Side, Medium Gray	1
105	0786287		Window Tint, Rear Wall, Left Side, Medium Gray	1
106	0786289		Window Tint, Crew Cab Door, Left Side, Medium Gray	1
107	0786276		Window Tint, Rear Wall, Right Side, Medium Gray	1
108	0786283		Window Tint, Behind Cab Door, Right Side, Medium Gray	1
109	0806597	SP	Compt, 16.50 W x 36 H x 15 D, RS Side C/C, Dbl Pan, 70" Enf/SFR	1
			Light, Aux Cab Compartment - Pierce, Hinged Side	
			Finish, Cab Compt/Component - Cab Interior	
			Door, Cab Exterior Cabinet - Double Pan, Non-Locking	
			Door, Exterior Stop - Web Strap	
110	0798597		Holder, Cup, Cab/Crewcab, Each, Loc	2
			Location - driver and officer side of cab	
			Qty, - 02	
111	0894089		Dash, Heavy Duty Metal, Enforcer	1
			Material Finish, Metal Dash - Fire Smoke Gray	
112	0607217		Mounting Provisions, 3/16" Alum, Full Engine Tunnel, Saber FR/Enforcer	1
			Mounting Provision Spacing - 1.00"	
			Material Finish, Cab Interior - Painted	
113	0750824		Cab Interior, Vinyl Headliner, Saber FR/Enforcer, CARE	1
			Color, Cab Interior Vinyl/Fabric - Endure Vinyl - Silver/Gray	
			Engine Tunnel Cover - Dark Silver Gray Endure Vinyl	
			Cab Interior Rear Wall Material - Painted Aluminum	
114	0753903		Cab Interior, Paint Color, Saber FR/Enforcer	1
			Color, Cab Interior Paint - i) fire smoke gray	
115	0052100		Floor, Rubber Padded, Cab & Crew Cab, Saber/Enforcer	1
116	0722696		HVAC, Standard-Duty, Enforcer, CARE	1
			HVAC System, Filter Access - Removable Panel	

Line	Option	Type	Option Description	Qty
116			Auxiliary Cab Heater - Both HVAC System, Control Loc. - Panel Position #12 Plenum Cover Material - Formed Plastic	
117	0624005		Sun Visor, Vinyl/Fabric, AXT, Qtm, SFR/Enf	1
			Sun Visor Retention - Thumb Latch Sun Visor, Vinyl/Fabric - Vinyl	
118	0622887		Grab Handles, Driver Door Post, Officer Door Post Low, Saber FR/Enforcer	1
119	0583938		Lights, Engine Compt, Custom, Auto Sw, Wln 3SC0CDCR, 3" LED, Trim	1
			Qty, - 01	
120	0631830		Fluid Check Access, Saber FR/Enforcer, Arrow XT	1
			Latch, Door, Storage - Lift and Turn Latch, Flush	
121	0583042		Side Roll and Frontal Impact Protection	1
122	0622618		Seating Capacity, 5 Belted Seats	1
123	0636955		Seat, Driver, Pierce PSV, Air Ride, High Back, Safety, PRIMARY, SFR/Enf	1
124	0636942		Seat, Officer, Pierce PSV, Fixed, SCBA, Safety, PRIMARY, SFR/Enf	1
125	0620420		Radio Compartment, Below Non-Air Ride Seat, Saber FR/Enforcer	1
			Latch, Door, Storage - Lift and Turn Latch, Flush	
126	0821932		Cabinet, Rear Facing, LS, 23 W x 40.25 H x 26.75 D, Web, Ext Acc, SFR/Enf	1
			Light, Short Cabinet - Pierce, Exterior, Left Side Scuffplate, Material/Finish - S/S, Brushed Material Finish, Shelf - Painted - Cab Interior Shelf/Tray, Cabinet - (1) Shelf, Adjustable, 1.25" Up-Turned Lip Door, Cab Exterior Cabinet - Double Pan, Locking #751 Door, Exterior Stop - Web Strap Louvers, Cabinet - 0-No Louvers Fastener, Web, Cab Cabinet - Seat Belt Buckle, Bottom	
127	0102783		Not Required, Seat, Rr Facing C/C, Center	1
128	0635969		Seat, Rr Fcng C/C, RS Otbrd, Pierce PSV, SCBA, Safety, PRIMARY, SFR/Enf	1
129	0108189		Not Required, Seat, Forward Facing C/C, LS Outboard	1
130	0635957		Seat, Fwd Fcng C/C, Ctr, (2) Pierce PSV, SCBA, Safety, SECONDARY, SFR/Enf	1
131	0108190		Not Required, Seat, Forward Facing C/C, RS Outboard	1
132	0766467		Upholstery, Seats In Cab, All Vinyl, Seats Inc, CARE	5
			Color, Cab Interior Vinyl/Fabric - Endure Vinyl - Silver/Gray Qty, - 05	
133	0543991		Bracket, Air Bottle, Hands-Free II, Cab Seats	4
			Qty, - 04	
134	0603866		Seat Belt, Dual Retractor, ReadyReach, Saber FR/Enforcer	1
			Seat Belt Color - Red	
135	0817557		Helmet Storage, Provided by Fire Department, NFPA/ULC 2024	1
136	0647647		Lights, Dome, FRP Dual LED 4 Lts	1
			Color, Dome Lt - Red & White Color, Dome Lt Bzl - Black Control, Dome Lt White - Door Switches and Lens Switch Control, Dome Lt Color - Lens Switch	
137	0896451		Enhanced Software for Cab and Crew Cab Dome Lts	1
138	0816996		Portable Hand Light, Provided by Dealer, NFPA/ULC 2024	1
139	0622803		Cab Instruments, Black Gauges, Black Bezels, Enforcer MUX	1
			Emergency Switching - Individual Switches	
140	0509511		Air Restriction Indicator, Imp/Vel, AXT, Dash CF, Enf MUX	1
141	0543751		Light, Do Not Move Apparatus	1
			Alarm, Do Not Move Truck - Pulsing Alarm	
142	0743386		Messages, Open Dr/DNMT, Color Dsply, 100AAT	1
143	0622798		Switching, Cab Instrument Lower Console & Overhead, Rocker MUX, Enforcer	1
144	0802945		Wiper Control, 2-Speed with Intermittent, Stalk Control, Enf MUX	1
145	0731813		Hour Meter, Aerial, Included in Information Centers, ASL, AAT, ASP	1
146	0002615		Switch, Aerial 12V Master	1
147	0002617		PTO switch, w/light - aerial	1
148	0820894		Wiring, Spare, 15 A 12V DC, Batt Dir, 1st NFPA1900/ULC	1
			Location, Wiring - Behind Officer Seat 12vdc power from - Battery direct Wire termination - 10-Place Bus Bar w/Cover	

Line	Option	Type	Option Description	Qty
149	0820921		Wiring, Spare, 4.8 A 12V DC, USB Term, Blue Sea 1045, Batt Dir, 1st NFPA1900/ULC Qty, - 01 12vdc power from - Battery direct Location - panel position #14	1
150	0814201		Vehicle Information Center, 7" Color Display, Touchscreen, MUX, CL714 System Of Measurement - US Customary	1
151	0734854		Collision Mitigation, Not Requested	1
152	0606247		Vehicle Data Recorder w/CZ Display Seat Belt Monitor	1
153	0735095		Intercom, David Clark, 4-Pos, 2-Dual Radio, (D, O, RPTT), 2obC, 3805 Location - Driver, Officer and two rear facing crew seats. Location, Intercom, C Cab - 2) 2 rearward facing seats	1
154	0637058		David Clark Universal Radio Interfaces Included with Single/Dual System Location, Radio Interface - Behind the officer seat	1
155	0597914		Headset, David Clark, H3442 Under Helmet, Flex Mic Qty, - 04 Location - Driver, officer and two crew seats	4
156	0819255		Hangers For Headsets, NFPA/ULC 2024, Each Qty, - 04 Location, Headset Hangers - Driver Seat, Officer Seat, DS Outbrd, Rear Fcng Seat and PS Outbrd, Rear Fcng Seat	4
157	0067116		Bracket, Johnny Ray Swivel, 7 Lb. Rating Location - Centered between the officer and driver Qty, - 01	1
158	0687904		Antenna Mount, Custom Chassis, Cable Routed to Behind Officer Seat Location - Route behind officer seat Qty, - 02	2
159	0817058		Camera, Pierce, LS Mux, R Camera, SD, CL714 Camera System Audio - Not Provided	1
160	0814831		Not Required, Camera Switcher	1
161	0890416		Pierce Command Zone, Advanced Electronics & Control System, Enforcer, WiFi CZT Color, Antenna - White Antenna Module Housings - See Through Housings with LED Cuircuit Indicators	1
162	0896456		Prognostics, Electrical System	1
163	0816093		ClearSky Telematics, Remote Fleet & On-scene Management, AT&T Commercial Subscription, Telematics - 3 Year Subscription	1
164	0733539		Electrical System, Enf MUX ESP	1
165	0079211		Batteries, (6) Stryten/Exide Grp 31, 950 CCA each, Threaded Stud	1
166	0008621		Battery System, Single Start, All Custom Chassis	1
167	0002698		Battery Compartment, Saber/Enforcer	1
168	0812586		Charger, Sngl Sys, Kussmaul, Chief 091-266-12-60, 60 Amp	1
169	0814869		Location, Cab, Charger, Behind Driver Seat	1
170	0813791		Panel, Charger Display, Kussmaul, 091-94-12, Batt Dir	1
171	0814939		Location, Cab, Ind/Remote, Driver's Seat Riser	1
172	0016857		Shoreline, 20A 120V, Kussmaul Auto Eject, 091-55-20-120, Super Qty, - 01 Color, Kussmaul Cover - b) red Shoreline Connection - Battery Charger	1
173	0026800		Shoreline Location Location, Shoreline(s) - DS Cab, Frt Corner	1
174	0647728		Alternator, 430 amp, Delco Remy 55SI	1
175	0092582		Load Manager/Sequencer, MUX Enable/Disable Hi-Idle - e)High Idle enable	1
176	0783157		Headlights, Rect LED, JW Spkr Evo 2, Heat, AXT/DCF/Enf/Imp/Sab/Vel Color, Headlight Bez - Chrome Bezel	1
177	0802935		Light, Directional, Wln M62T* LED, Cmn Bzl, Above Headlights, Sab/Enf Color, Lens, LED's - Clear Color, Q Bezel and Trim - Polished Chrome Flash Pattern, Directional Lts - Steady On (Arrow)	1
178	0620054		Light, Directional/Marker, Intermediate, Weldon 9186-8580-29 LED 2lts	1
179	0736083		Lights, Clearance/Marker, Side, P25 LED 2 Lts, Others With Visor Lt	1
180	0647899		Lights, Directional/Marker, Cab Front Side, Weldon 9186-8580-29 LED, Sab/Enf	1
181	0670831		Lights, Clearance/Marker/ID, Rear, P25 LED 7Lts, 100AAT	1

Line	Option	Type	Option Description	Qty
182	0602938		Light, Marker End Outline, Rubber Arm, LED Marker Lamp, Rear Body	1
			Qty, Lights, Pair - 1	
183	0804514		Lights, Tail, Wln M62BTT* Red Stop/Tail & M62T* Amber Dir Arw For Hsg	1
			Color, Lens, LED's - Match	
			Flash Pattern, Directional Lts - Steady On (Arrow)	
184	0806466		Lights, Backup, Wln M62BU, LED, For Tail Lt Housing	1
185	0889577		Bracket, License Plate & Light, P25 LED, Stainless Brkt	1
			Color, Trim - Chrome Housing	
186	0556842		Bezels, Wln, (2) M6 Chrome Pierce, For mtg (4) Wln M6 lights	1
187	0589905		Alarm, Back-up Warning, PRECO 1040	1
188	0769420		Lights, Perimeter Cab, Amdor AY-LB-12HW020 LED 4Dr	1
189	0769564		Lights, Perimeter Pump House, Amdor AY-LB-12HW020 LED 1lt	1
190	0763190		Lights, Perimeter Body, Amdor AY-LB-12HW012 LED 3lts	1
			Control, Perimeter Lts - Parking Brake Applied	
191	0896454		Enhanced Software for Perimeter Lts	1
192	0735865		Step Illumination, Pump Panel Light Shield, 100AAT, w/Pump	1
193	0730736		Bracket, Alum. Painted, Offset, 12V Brow Mount Lts, Top of Cab	2
			Location - above crew cab doors, one each side	
			Qty, - 02	
			Bracket, Light, Angle, Cab Sides - Straight	
194	0782527		Guard, Aluminum Painted, HiViz Light, Brow Mount, Location	2
			Location - above crew cab doors, one each side	
			Qty, - 02	
195	0762177		Light, Visor, HiViz, FT-B-72-ML-*, Cntl Feat, Flush w/Cab	1
			Control, Scene Lts - Cab Sw Panel DS and Pump Panel Sw LS	
			Color, Lt Housing HiViz - Black	
196	0897903		Lights, HiViz FT-MB-2.45-**-* 49.37", 1st	1
			Location - above driver side crew cab door	
			Qty, - 01	
			Control, Scene Lts - Cab Sw Panel DS and Pump Panel Sw LS	
			Color, Lt Housing HiViz - Black	
			Scene Light Optics - combination	
197	0897900		Lights, HiViz FT-MB-2.45-**-* 49.37", 2nd	1
			Location - above passenger side crew cab door	
			Qty, - 01	
			Control, Scene Lts - Cab Sw Panel DS and Pump Panel Sw LS	
			Color, Lt Housing HiViz - Black	
			Scene Light Optics - combination	
198	0764634		Lights, HiViz FT-B-72-* LED, 1st	1
			Location - driver side of body on catwalk above LS3.	
			Qty, - 01	
			Control, Scene Lts - DS Scene Lts	
			Color, Lt Housing HiViz - Black	
199	0764632		Lights, HiViz FT-B-72-* LED, 2nd	1
			Location - passenger side of body on catwalk above RS3.	
			Qty, - 01	
			Control, Scene Lts - PS Scene Lts	
			Color, Lt Housing HiViz - Black	
200	0766802		Not Required, Deck Lights, Other Hose Bed & Rear Lighting, 100AAT	1
201	0729276		Lights, Hose Bed, Front/Rear, Light Strips, AAT	1
			Control, Hose Bed Lts - Cup Switch At Rear	
202	0645677		Lights, Not Required, Rear Work, Alt. 12 Volt Lights At Rear Body	1
203	0733247		Lights, Rear Scene, HiViz FT-GESM*, Surface Mt	2
			Location, Lights - One on each side of the rear bulkhead	
			Qty, - 02	
			Control, Rear Scene Lts - Cab Switch Panel DS and Reverse w/E-Master	
			Color, Lt Housing HiViz - Crm Opt Hold, Crm Bez, Blk Fix	
204	0892702		Lights, Walk Surf, Amdor AY-LB-12HW020, P25 LED, 100AAT	1
			Color, Trim - Chrome Housing	
205	0771870		Aerial, 100AAT, Alum Body	1
206	0554271		Body Skirt Height, 20"	1
207	0769002		Tank, Water, 300 Gallon, Poly, 100AAT	1
208	0751917		Overflow, 3.00" Water Tank, Poly	1

Line	Option	Type	Option Description	Qty
209	0028107		Not Required, Foam Cell Modification	1
210	0003429		Not Required, Direct Tank Fill	1
211	0769016		Hose Bed, Alum, Right Side, 100AAT	1
212	0723546		DA Finished Hose Bed/Cargo Area	1
213	0555137		Hose Bed Capacity 800' of 5.00", 100AAT, 100' RMAP	1
214	0748063		Hose Restraint, Front Vinyl/Treadplate, 1" Heavy Nylon Web Rear, RS, 100AAT	1
			Color, Vinyl Cover - c) black	
215	0003512		Running Boards, Ascendant, PAL	1
216	0735582		Turntable Steps, Swing-Down, Left Side, 100AAT	1
			Step, Flip - Flip Step, One Step Assembly	
			Body Handrail Finish - knurled aluminum	
			Step Surface, Turntable - Punched Grip	
217	0889980		Lights, Step (3), P25 LED, One Side	1
			Control, Scene Lts - Aerial master	
218	0690023		Wall, Rear, Smooth Aluminum	1
219	0074515		Tow Eyes (2), Painted Lower Job Color, 100AAT, Ascendant Single Axle, 75' HAL	1
220	0769019		Construction, Compt, Alum, 100AAT	1
221	0771504		Compt, Left Side, Roll, 100AAT	1
			Latch, Door, Access - SouthCo C2 black raised, pair	
222	0771505		Compt, Right Side, Roll, 100AAT	1
223	0766483		Doors, Gortite Rollup, Side Compartments	9
			Qty, Door Accessory - 09	
			Color, Roll-up Door, Gortite - Painted to Match Lower Body	
			Latch, Roll-up Door, Gortite - Non-Locking Liftbar	
224	0740006		Bumper, Rear, 3", Counterweight, Steel, Full 45 Degree Angled Corners, 100AAT	1
225	0603083		Lights, Compt,Pierce LED,Dual Light Strips,Each Side Dr,Ascend	9
			TA,75'HAL,PAP,HDL	
			Qty, - 09	
			Location, Compartment Lights - All Body Compts	
226	0687145		Shelf Tracks, Recessed, PUC/3rd Generation	1
227	0600289		Shelves, Adj, 500 lb Capacity, Full Width/Depth, Predefined Locations, Aerial	6
			Qty, Shelf - 06	
			Material Finish, Shelf - Painted - Spatter Gray	
			Location, Shelves/Trays, Predefined - RS1-Centered, RS2-Centered,	
			RS3-Centered, LS1-Centered, LS2-Centered and LS3-Centered	
228	0647772		Tray, Floor Mounted, Slide-Out, 500lb, 2.00" Sides, 3G	4
			Qty, - 04	
			location - LS2, LS4, RS2, RS4	
			Material - Painted - Spatter Gray	
229	0061917		Rub Rail, Aluminum Extruded, 3.12", Side of Body	1
230	0769018		Fender Crowns, Rear, S/S, w/Removable Fender Liner, Aerial, 3G, Two Pair	1
231	0519849		Not Required, Hose, Hard Suction	1
232	0893756		Handrails, Side Pump Panels, Per Print, Aerial	1
			Step, Runningboard - step	
233	0765324		Compt, Air Bottle/Extinguisher,Between Tandems,Three (3),w/Straps,100AAT,Bolt-Ir	2
			Qty, Air Bottle Comp - 2	
			Door Finish, Fender Compt - Painted	
			Location, Fender Compt - LS and RS	
			Latch, Air Bottle Compt - Southco C2 Black Raised, Pair	
			Insert, Air Bottle Compt - Rubber Matting	
			Door Type - lift up with pneumatic spring	
234	0795333		Compt, Air Bottle, Single, Fender Panel, Bolt-In	4
			Qty, Air Bottle Comp - 4	
			Door Finish, Fender Compt - Painted	
			Location, Fender Compt - Single - LS Fwd, Single - LS Rear, Single - RS	
			Fwd and Single - RS Rear	
			Latch, Air Bottle Compt - Southco C2 Black Raised	
			Insert, Air Bottle Compt - Rubber Matting	
235	0768635		Ladder, 35' Duo-Safety 1200A 2-Sect	2
			Qty, - 02	
236	0010406		Ladder, 28' Duo-Safety 1200A 2-Section	1
			Qty, - 1	
			Location, Extension Ladder - torque box	

Line	Option	Type	Option Description	Qty
237	0024232		Ladder, 16' Duo-Safety 875A Roof	1
			Qty, - 1	
238	0648681		Ladder, 14' Duo-Safety 875-DR Roof	1
			Qty, - 01	
			Location - fly section of aerial	
239	0014232		Ladder, 20' Duo-Safety 875A Roof	1
			Qty, - 1	
240	0024233		Not Required, Attic Extension Ladder	1
241	0768634		Ladder, 10' Duo-Safety Folding, 585A	2
			Qty, - 02	
			Location, Folding Ladder Aerial - torque box	
242	0806199		Ladders in Torque Box, Gortite Roll, Retainer Latch, 100AAT	1
			Color, Roll-up Door, Gortite - Satin finish	
			Latch, Roll-up Door, Gortite - Non-Locking, Rear	
			Latch, Door Ladder Storage - Southco C2 Chrome Raised, Pair	
			Latch, Anti-Migration Plate - Southco C2 chrome raised	
243	0766602		Lights, Torque Box Ladder Storage, Pierce LED Strip Lights, 2 Lts, 100AAT	1
244	0788575		Pike Pole, 12' Fire Hooks Unlimited, NY Roof Hook, Fiberglass, RH-12, Pry End	2
			Qty, - 02	
245	0567897		Pike Pole, 8' Fire Hooks Unlimited, New York Roof Hook, Steel, Pry End, RH-8	2
			Qty, - 02	
			Location - in ladder storage	
246	0634020		Pike Pole, 6' Fire Hooks Unlimited, New York Roof Hook, Steel, Gas Shut Off, RH-6	2
			Qty, - 02	
247	0548410		Not Required, Pole, Pike, 3'	1
248	0770578		Pike Pole Tubes, in Torque Box/Ladder Storage, ABS	6
			Qty, - 06	
249	0765390		Pump House, Side Control, 42", 100AAT, Control Zone	1
250	0767048		Pump House Structure	1
251	0767622		Pump, Waterous, S100, 2000 GPM, Single Stage, 100' AAT	1
252	0504116		Seal, Mechanical, Waterous, w/S100 Pump	1
253	0816450		Trans, Pump, Waterous C22, S100 Pump Only	1
254	0635600		Pumping Mode, Stationary Only	1
255	0605126		Pump Shift, Air Mnl Override, Split Shaft, Interlocked, Waterous	1
256	0003148		Transmission Lock-up, EVS	1
257	0004547		Auxiliary Cooling System	1
258	0014486		Not Required, Transfer Valve, Single Stage Pump	1
259	0746501		Valve, Relief Intake, Elkhart	1
			Qty - 1	
			Pressure Setting - 125 psig	
			Intake Relief Valve Control - Behind Right Side Pump Panel	
260	0826104		Controller, Pressure, FRC, Pump Boss Max, PBA500	1
			Pressure Governor Throttle Control - Clockwise	
			Pressure Governor Default Mode - RPM Setting	
			Pressure Governor Std/Metric - Standard psi readouts	
			Pressure Governor Transducer - Single 600 PSI	
			Pressure Governor Alarm - NOT BE an additional alarm provided	
261	0072153		Primer, Trident, Air Prime, Air Operated	1
262	0780364		Manuals, Pump, (2) Total, Electronic Copies	1
263	0602492		Plumbing, Stainless Steel and Hose, Single Stage Pump, 100AAT	1
264	0089437		Plumbing Without Foam System	1
265	0751029		Inlets, 6.00", (1) Left Side, (1) Right Side, 1500-2000 GPM Pump, 100AAT	1
266	0004646		Cap, Main Pump Inlet, Long Handle, NST, VLH	1
267	0084610		Valves, Akron 8000 series- All	1
268	0016158		Valve, Inlet(s) Recessed, Side Cntrl, "Control Zone"	1
			Qty, Inlets - 1	
269	0004700		Control, Inlet, at Valve	1
270	0004660		Inlet (1), Left Side, 2.50"	1
271	0029147		Not Required, Inlet, Right Side	1
272	0723049		Valve, .75" Bleeder, Aux. Side Inlet, "T" Swing Handle	1
273	0767284		Tank to Pump, (1) 3.00" Valve, 3.00" Plumbing, 100AAT	1
274	0004905		Outlet, Tank Fill, 1.50"	1

Line	Option	Type	Option Description	Qty
275	0062133		Control, Outlets, Manual, Pierce HW if applicable	1
276	0004940		Outlet, Left Side, 2.50"	2
			Qty, Discharges - 02	
277	0005091		Elbow, Left Side Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
278	0004945		Outlet, Right Side, 2.50"	1
			Qty, Discharges - 01	
279	0025091		Elbow, Right Side Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
280	0821949		Outlet, Large Diameter, Right Side, Akron Valve, 100AAT	1
			Outlet, Large Diameter, Plumbing - 4.00"	
			Outlet, Large Diameter, NST Adapter - 4.00" MNST	
			Outlet, Large Diameter, Valve Actuation - Pierce small handwheel	
281	0005097		Elbow, Large Dia Outlet, 30 Deg, 4.00" FNST x 5.00" Storz	1
			Qty, - 01	
282	0092572		Not Required, Outlet, Front	1
283	0752096		Caps/Plugs for 1.00" to 3.00" Discharges/Inlets, Vinyl Covered Cable	1
284	0723042		Valve, 0.75" Bleeder, Discharges, "T" Swing Handle	1
285	0029106		Not Required, Deluge Outlet	1
286	0826320		Waterway Outlet & Control, Akron Valve, 100AAT	1
			Outlet, Waterway (Aerial), Valve Actuation - Pierce small handwheel	
287	0762277		Crosslays Sngl Sheet Unpainted, (1+) 1.50" Std. Cap, 100AAT	2
			Qty, Crosslays - 2	
288	0029196		Not Required, 2.50" Crosslay	1
289	0623374		Hose Restraint, Crosslays, 2" Nylon Web, Seat Belt Buckle, Tether, Bar, Sides	2
			Qty, - 02	
			Color, Strap - Orange	
290	0590891		Hose Restraint, Crosslay/Deadlay, Velcro Straps, Top	2
			Qty, - 02	
291	0044333		Not Required, Foam System	1
292	0012126		Not Required, CAF Compressor	1
293	0552517		Not Required, Refill, Foam Tank	1
294	0042573		Not Required, Foam System Demonstration	1
295	0045465		Not Required, Foam Tanks	1
296	0091110		Not Required, Foam Tank Drain	1
297	0091112		Not Required, Foam Tank #2 Drain	1
298	0738072		Approval Dwg, Pump Panel(s), Not Required	1
299	0032479		Pump Panel Configuration, Control Zone	1
300	0747651		Step, Slide-Out/Fold-Out, Pump Operator Platform, 100AAT	1
301	0667186		Light, Slide-Out Pump Operator Step, On Scene Solutions Access LED, Short Step	1
302	0629252		Material, Pump Panels, Side Control Black Vinyl	1
			Material Finish, Pump Panel, Side Control - Black Vinyl	
			Material, Pump Panel, Side Control - Aluminum	
303	0723264		Panel, Pump Access - Right Side Only, 100AAT	1
			Latch, Pump Panel Access, Side Mount - Flush Lift and Turn, Chrome,	
			AAT	
304	0583824		Light, Pump Compt, Wln 3SC0CDCR LED White	1
			Qty, - 01	
305	0586382		Gauges, Engine, Included With Pressure Controller	1
306	0005601		Throttle, Engine, Incl'd w/Press Controller	1
307	0739224		Indicator Light @ Pump Panel, Throttle Ready, Incl w/Pressure Gov/Throttle, Green	1
308	0549333		Indicators, Engine, Included with Pressure Controller	1
309	0745568		Indicator Light, Pump Panel, Ok To Pump, Green	1
310	0511078		Gauges, 4.00" Master, Class 1, 30"-0-600psi	1
311	0511100		Gauge, 2.00" Pressure, Class 1, 30"-0-400psi	1
312	0062586		Gauge, Water Level, Class 1, Pierce Std	1
313	0006774		Not Required, Foam Level Gauge	1
314	0735892		Light Shield, S/S LS & RS, 100AAT, Std LED	1
315	0762640		Air Horns, (2) Hadley, 6" Round, eTone, In Bumper, 100AAT	1
316	0606833		Location, Air Horns, Bumper, Each Side, Inside Frame (Pos #3 & #5)	1
317	0757092		Control, Air Horn, Multi Select	1
318	0757076		Control, Air Horn, Lanyard, RS	1
			Lanyard - Vinyl Covered .12" cable	

Line	Option	Type	Option Description	Qty
319	0757077		Control, Air Horn, Lanyard, LS Lanyard - Vinyl Covered .12" cable	1
320	0533071		Siren, Wln 295SLSC1, 100 or 200 Watt, w/Plug-in/Detachable Microphone Cord	1
321	0015283		Location, Elect Siren Location - panel position A	1
322	0748306		Control, Elec Siren, Multi Select	1
323	0748292		Control, Elec Siren, Push Button Sw, RS	1
324	0601304		Speaker, (2) Wln, SA315P, w/Pierce Polished Stainless Steel Grille, 100 watt Connection, Speaker - siren head	1
325	0601557		Location, Speaker, Frt Bumper, Recessed, Ea Side, Outside Frame, Outbrd (Pos 1/7)	1
326	0895382		Siren, Federal Q2B, Enforcer, 100AAT Finish, Q2B Siren - Chrome	1
327	0816506		Siren, Mechanical, Mounted Above Deckplate, Swivel, 100AAT, Finish Feature Finish, Bracket - UL-LX black	1
328	0026163		Control, Mech Siren, DS & PS Foot Sw	1
329	0740391		Sw, Siren Brake, Momentary Chrome Push Button, RS	1
330	0734625		Control, Warning Lt Intensity, Wln, Photocell, Prk Brk	1
331	0740422		Lightbar, Wln, Freedom IV-Q, 72", RRWRRR____RRRWRR, Lw Int Filter, Whl Freedom Ltbrs - No Filters	1
332	0745392		Lights, Front Zone, Wln M6** LED, in Common Bzl, Lw Int Color, Lens, LED's - c)clear Color, Lt DS Front - Red Color, Lt PS Front - Red	1
333	0558676		Daytime Running Lights, Headlights, Qtm, Vel/Imp, Enf/AXT-MUX, DCF (Low Beam)	1
334	0653937		Flasher, Headlight Alternating Headlt flash deactivation - a)w/high beam	1
335	0740512		Lights, Side Zone Lower, Wln M6**, M6**, M6**, 6lts, Lw Int Location, Lights Front Side - b)each side bumper Color, Lens, LED's - Clear Location, Lights Mid Side - Over Front Wheels Location, Lights Rear Side - Between Tandem Color, Trim - Chrome Trim Color, Lt Side Front, DS - Red Color, Lt Side Front, PS - Red Color, Lt Side Mid DS - Red Color, Lt Side Mid PS - Red Color, Lt Side Rear PS - Red Color, Lt Side Rear DS - Red	1
336	0896616		Lights, Door Interior Flash, 4 Dr Cab, Weldon 8401-0000-20 Strip Light Control, Door Int Flash - Park Brake Location, Light, Door Int Flash - Low and Outside	1
337	0815847		Connectors, Door Interior Flash, All Cabs, Weatherproof	1
338	0822804	SP	Lights, Side, Wln WION* LED, Recessed in Cab Steps, 4lts, Off Lw Int Color, Lights, Warning - gla) red Control, Light - b) side warning	1
339	0732229		Lights, Side, Wln WIONSM** LED, Trim Fet, Off Lw Int, 1st Location, Lights - centered in rub rail under LS2, LS4, RS2, RS4 Qty, - 04 Color, Lights, Warning - Red Control, Light - b) side warning Color, Trim - Chrome Trim	4
340	0746425		Lights, Rear Zn Lwr, Wln M6*, For Tail Lt Housing, Lw Int Color, Lens, LED's - Clear Color, Lt DS Rear - r) DS Rear Lt Red Color, Lt PS Rear - r) PS Rear Lt Red	1
341	0803250		Light, Rear Zone Up, Wln L31H*F Beacon, Red LED, DVI High, Lw Int Color, Dome, Rear Warning - j) both domes clear	1
342	0006551		Not Required, Lights, Rear Upper Zone Blocking	1
343	0791501		Light, Traffic Directing, Wln TAL65, 36" Long LED, Aerials Activation, Traffic Dir L - Not Connected	1
344	0754854		Location, Traf Dir Lt, On Top of Body Below Turntable w/Box, Matrl Feature Material, Bracket - Aluminum Treadplate	1

Line	Option	Type	Option Description	Qty
345	0723755		Location, Traf Dir Lt Controller, Panel #13 in Center Console	1
346	0519934		Not Required, Brand, Hydraulic Tool System	1
347	0649753		Not Required, PTO Driven Hydraulic Tool System	1
348	0771866		Aerial, Ascendant 100' Aerial Tower	1
349	0680821		Boom Panel, Pair	1
			Paint Color, Predefined - #90 Red	
350	0526890		Not Required, Indicator, Extension	1
351	0688232		Rung Covers, Aerial Device	1
			Rung Cover Color - Safety Yellow	
352	0728982		Box, Saw Storage, w/Cover, Base Section Above Boom Panel, 100AAT, Door Sw	2
			Qty, - 02	
			Finish - Painted, Aerial Device Color	
			Latch, Door, Storage - "D" Handle Latch	
			Location, Aerial Device - each side	
			Louvers - no louvers	
353	0766887		Brackets, Stokes Storage, Base Section Above Boom Panel, 100AAT	1
			Qty, - 01	
			Finish - Painted, Aerial Device Color	
			Location, Aerial Device - right side	
354	0623645		Aerial Stability Test, Maximum Tip Options	1
355	0678539		Brackets Only, Roof/Wall Ladder, Aerial Fly Section	1
			Finish - Painted, Aerial Device Color	
			Roof Ladder, Make/Model - 14' Duo-Safety 875-DR	
356	0823011		Basket, 100AAT	1
357	0803225		Lights, Turntable Walkway, P25, On Scene, LED, 100AAT	1
			Color, Trim - Chrome Housing	
358	0767535		Light, Turntable Console, TecNiq E-10, LED	1
359	0732762		Basket Heat Shields, 100AAT	1
360	0814210		Control Stations, 100AAT, CL714	1
361	0815152		Lights, Basket Interior, 100AAT	1
362	0771862		Stabilizers, 100AAT, Three Sets	1
363	0729051		Stabilizer Pan and Trim Material	1
			Stabilizer Panels - stainless steel, painted to match lower body color	
			Stabilizer Trim - painted to match lower body color	
364	0746173		Door, Stabilizer Control Box, Aerial MUX, 100AAT	1
			Latch, Door, Storage - Southco C2 Black Raised	
			Hinge Location - Inboard	
			Door, Material & Finish, Stabilizer - Smooth aluminum	
365	0615058		Stabilizer Placement, Cameras w/Command Zone Color Display, 1 Set	1
366	0771218		Hydraulic System, 100AAT	1
367	0767932		Swivels, w/Encoder, 36, 100AAT	1
368	0767931		Electrical System, 100AAT	1
369	0783178		Lights, Tip, WIn MPB* LED, Front of Basket 2lts	1
			Color, WIn Lt Housing - White Paint	
370	0752453		Lights, Tracking, WIn MPB* LED, 100AAT 2lts	1
			Color, WIn Lt Housing - White Paint	
			Scene Lt Optics LH Base - L Spot	
			Scene Lt Optics RH Base - R Spot	
371	0743431		Basket Access, w/ Flip Down Step, Lift Bar Latch, 100AAT	1
			Finish, Step Well - aluminum treadplate	
372	0894586		Lights, Step (4), P25, Ladder Style Access Steps, Both Sides	1
			Control, Light - r) aerial master	
			Color, Trim - Chrome Housing	
373	0749120		Lighting, Rung, LED, TecNiq, 5 Section, Base, Low, Cent, Upper, Fly, 100AAT	1
			Control, Aerial Rung Lighting - Aerial Not Stowed	
			Color, Lt Aerial Fly Sect - Blue	
			Color, Lt Aerial Base Sect - Red	
			Color, Lt Aerial Lower Mid Sect - Red	
			Color, Lt Aerial Upper Mid Sect - White	
			Color, Lt Aerial Mid Sect - White	
374	0888079		Lights, Stabilizer Warn (2) Sets, WIn M6**, Lw Int	1
			Color, Lens, LED's - Clear	
			Color, Trim - Chrome Trim	

Line	Option	Type	Option Description	Qty
374			Color, Lt Stabilizr Pan, LS Front - Red Color, Lt Stabilizr Pan, LS Rear - Red Color, Lt Stabilizr Pan, RS Front - Red Color, Lt Stabilizr Pan, RS Rear - Red	
375	0068703		Lights, Grote Supernova LED, Stabilizer Beam, (1) Set	1
376	0762387		Lights, Stabilizer Scene, (3) sets, Amdor AY-LB-12HW012, 100AAT	1
377	0764091		DC Power To Tip, 12.88 Amp, 100AAT	1
378	0759577		Light, Wln PSL1B*, 12 Volt Under Steps, 100AAT, 1st Qty, - 02 Location, Sw, Arl AC Lts - M)2 Pos Color, Wln Lt Housing - White Paint Location, Lts Under 100'AAT Steps - Left Side Front Corner and Right Side Front Corner	2
379	0016924		Intercom, 2-Way Atkinson (PAP)	1
380	0540918		Not Required, Breathing Air to Tip, Aerial Platform	1
381	0024742		Not Required, Mask, Breathing Air To Tip	1
382	0767396		Aerial Pedestal, 100AAT	1
383	0766834		Lyfe Brackets, 3-In-1, Used w/Duo-Safety 875 Ladders ONLY, 100AAT	1
384	0767149		Turntable Access, ManSaver Bar, Yellow	1
385	0804860		Waterway, 100AAT Aerial Waterway Drain 100AAT - Standard Location, Right Side	1
386	0730399		Valves, (2) TFT VUM (Valve Under Monitor), Manual	1
387	0764417		Monitors, (2), TFT Monsoon, Y4-MP1A-P-01 Manual and Y4-EP1A-P Elec, (Use w/VUM) Nozzle, Monitor 1, PAP - TFT YST-4NN Tips Nozzle, Monitor 2, PAP - TFT M-ERP2000 Electric 2000 gpm	1
388	0086971		Flowmeter, Waterway, MUX, PAP	1
389	0009364		Inlet, 5.00", S/S, w/ Pump, Right Side, 100AAT	1
390	0047897		Tools, Aerial	1
391	0559491		Manuals and Training, 3 Consecutive Days, Platform	1
392	0007150		Bag of Nuts and Bolts Qty, Bag Nuts and Bolts - 1	1
393	0047021		Reflective Emergency Triangles, Set of Three Qty, - 1	1
394	0816502		NFPA Required Loose Equipment, Quint, NFPA/ULC 2024, Provided by Fire Dept	1
395	0519913		Not Required, Soft Suction Hose	1
396	0027023		No Strainer Required	1
397	0816939		Extinguisher, Dry Chemical, NFPA 2024, Provided by Fire Department	1
398	0816937		Extinguisher, 2.5 Gal. Pressurized Water, NFPA/ULC 2024, Provided by Fire Dept	1
399	0765595		Ladder Belts, Aerial Safety Belt, Large/XL - (2) two Large/XL (34"-42" waist) Safety Belt, Small/Medium - (2) two Small/medium (26"-34" waist) Safety Belt, XXL - (2) two XXL (42"-50" waist)	1
400	0007482		Not Required, Crowbars	1
401	0007484		Not Required, Claw Tools	1
402	0816998		Axe, Flathead, Provided by Fire Department	1
403	0817000		Axe, Pickhead, Provided by Fire Department	1
404	0007494		Not Required, Sledgehammers	1
405	0741569		Paint Process / Environmental Requirements, Appleton	1
406	0709566		Paint, Two-Tone Color, Enforcer Paint Color, Upper Area, Predefined - #10 White Shield, Cab - Deep Shield - Enforcer Paint Color, Lower Area, Predefined - #90 Red Paint Break, Cab - Standard Two-Tone Cab Break	1
407	0709845		Paint, Single Color, Body Paint, Body - Match Lower Cab	1
408	0646901		Paint Chassis Frame Assy, With Liner, E-Coat, Standard Paint Color, Frame Assembly, Predefined - Gloss Black	1
409	0693797		No Paint Required, Aluminum Front Wheels	1
410	0693792		No Paint Required, Aluminum Rear Wheels	1
411	0733739		Paint, Axle Hubs Paint, Axle Hub - Lower Job Color	1
412	0007230		Compartment, Painted, Spatter Gray	1

Line	Option	Type	Option Description	Qty
413	0792638		Aerial Platform Paint	1
			Paint Color, Aerial Device - White 10	
			Paint Color, Turntable - Red 90	
			Paint Color, Boom Support - red 90	
			Paint Color, Cylinders - gray metallic 505	
			Paint Color, Aerial Torque Box - black 101 paint	
			Paint Color, Aerial Stabilizers - black 101	
			Paint Color, Aerial Basket - white 10	
			Paint Color, Aerial Rotation Motor - White 10	
			Paint Color, Aerial Control Console - red 90	
414	0544129		Reflective Band, 1"-6"-1"	1
			Color, Reflect Band - A - a) white	
			Color, Reflect Band - B - l) white	
			Color, Reflect Band - C - w) white	
415	0007356		Reflective across Cab Face	1
416	0583454		Stripe, Chevron, Rear, Diamond Grade, Aerial	1
			Color, Rear Chevron DG - fluorescent yellow green	
417	0598754		Stripe, Reflective/Diamond Grade, 4.00" on Stabilizers	1
			Color, Reflect Band - A - p) fluorescent yellow green diamond grade	
418	0027341		Jog, In Reflective Stripe, Single or Multiple	1
			Qty, - 1	
419	0017359		Stripe, Black Outline, Vinyl on Reflective Band	1
			Qty, - 01	
420	0593225		Stripe, Reflective, Cab Doors Interior, Diamond Grade	1
			Color, Reflect Band - A - p) fluorescent yellow green diamond grade	
421	0067275		Stripe, Gold Leaf, Side of Cab, Up	1
422	0027285		Stripe, Gold Leaf, Side of Cab, Low and Over Fender	1
423	0680426		Stripe, Gold Leaf, Box, Boom Sign with Scrolls, Aerial	1
424	0680422		Stripe, Gold Leaf, Box, Platform Basket with Scrolls, Aerial	1
425	0027372		Lettering Specifications, (GOLD STAR Process)	1
426	0686428		Lettering, Gold Leaf, 3.00", (41-60)	1
			Outline, Lettering - Outline and Shade	
427	0067290		Stripe, Gold Leaf, Side of Body, High	1
428	0068292		Stripe, Gold Leaf, Side of Body, Low and Over Fender	1
429	0683995		Lettering, Vinyl, 24.00", Each	2
			Qty, Lettering - 02	
			Outline, Lettering - Outline and Shade	
430	0685978		Lettering, Reflective, 18.00", Each	3
			Qty, Lettering - 03	
			Outline, Lettering - Outline and Shade	
431	0686262		Lettering, Gold Leaf, 2.00", Each	15
			Qty, Lettering - 15	
			Outline, Lettering - Outline and Shade	
432	0686202		Lettering, Gold Leaf, 10.00", Each	14
			Qty, Lettering - 14	
			Outline, Lettering - Outline and Shade	
433	0686018		Lettering, Reflective, 5.00", Each	18
			Qty, Lettering - 18	
			Outline, Lettering - Outline and Shade	
434	0686288		Lettering, Gold Leaf, 3.00", Each	5
			Qty, Lettering - 05	
			Outline, Lettering - Outline and Shade	
435	0686013		Lettering, Reflective, 6.00", Each	2
			Qty, Lettering - 02	
			Outline, Lettering - Outline and Shade	
436	0067027		Lettering, Reflective, "Dial 911" Each	2
			Color, Lettering - a) white	
			Location, Lettering - On the compartment doors for LS-1 and RS-1	
			Qty, - 02	
			Size, -Dial 911- - 10	
437	0087031		Emblem, Fleur De Lis, Gold Leaf, Pair	1
			Qty, - 1	
			Location, Emblem - crew cab, match 37835	

Line	Option	Type	Option Description	Qty
438	0740088	SP	Emblem, Dept. Seal/Patch, with Gold Leaf, 16"-18", Pair Qty, - 1 Location, Emblem - Cab Front, Match 37835	1
439	0772003		Manual, Fire Apparatus Parts, USB Flash Drive, Custom Qty, - 01	1
440	0772037		Manual, Chassis Service, USB Flash Drive, Custom Qty, - 01	1
441	0773381		Manual, Chassis Operation, (1) USB Flash Drive, Custom	1
442	0030008		Warranty, Basic, 1 Year, Apparatus, WA0008	1
443	0735523		Warranty, Engine, Paccar MX13, 5 Year, WA0386	1
444	0684953		Warranty, Steering Gear, Sheppard M110, 3 Year WA0201	1
445	0596017		Warranty, Frame, 50 Year, Custom Chassis, WA0013	1
446	0595698		Warranty, Axle, 3 Year, TAK-4, WA0050	1
447	0733305		Warranty, Tandem Axle, 5 Year, Meritor, General Service, WA0384	1
448	0652758		Warranty, ABS Brake System, 3 Year, Meritor Wabco, WA0232	1
449	0019914		Warranty, Structure, 10 Year, Custom Cab, WA0012	1
450	0744240		Warranty, Paint, 10 Year, Cab, Pro-Rate, WA0055	1
451	0524627		Warranty, Electronics, 5 Year, MUX, WA0014	1
452	0695416		Warranty, Pierce Camera System, WA0188	1
453	0647720		Warranty, Pierce LED Strip Lights, WA0203	1
454	0046369		Warranty, 5-year EVS Transmission, Standard Custom, WA0187	1
455	0685945		Warranty, Transmission Cooler, WA0216	1
456	0688798		Warranty, Water Tank, Lifetime, UPF, Poly Tank, WA0195	1
457	0596025		Warranty, Structure, 10 Year, Body, WA0009	1
458	0693127		Warranty, Gortite, Roll-up Door, 6 Year, WA0190	1
459	0734463		Warranty, Pump, Waterous, 7 Year Parts, WA0382	1
460	0648675		Warranty, 10 Year S/S Pumbing, WA0035	1
461	0641372		Warranty, Foam System, Not Available	1
462	0006999		Warranty, Structure, 20 Year, Aerial Device, WA0052	1
463	0687388		Warranty, Swivels, 5 Year, Aerial Device, WA0197	1
464	0685727		Warranty, Hydraulic System and Components, 3 Year/5 Year, WA0200	1
465	0687327		Warranty, Waterway, 10 Year, Aerial Device, WA0198	1
466	0595860		Warranty, Paint, 4 Year, Aerial Device, Pro-Rated, WA0047	1
467	0553455		Warranty, Electronics, 5 Year, MUX, WA0014	1
468	0595820		Warranty, Paint, 10 Year, Body, Pro-Rate, WA0057	1
469	0595421		Warranty, Goldstar, 3 Year, Apparatus, WA0018	1
470	0819254		Certification, Vehicle Stability, CD0196	1
471	0807819		Certification, Engine Installation, Enf, Paccar MX13, 2024	1
472	0686786		Certification, Power Steering, CD0098	1
473	0892691		Certification, Cab Integrity, Saber FR/Enforcer, CD0189	1
474	0631973		Certification, Cab Door Durability, Saber FR/Enforcer, CD0137	1
475	0631978		Certification, Windshield Wiper Durability, Saber FR/Enforcer, CD0132	1
476	0631974		Certification, Electric Window Durability, Saber FR/Enforcer, CD0133	1
477	0631977		Certification, Seat Belt Anchors and Mounting, Saber FR/Enforcer, CD0134	1
478	0735949		Certification, Cab HVAC System Performance, SFR/Enf, CD0165/CD0167/CD0174/CD0175	1
479	0545073		Amp Draw Report, NFPA Current Edition	1
480	0002758		Amp Draw, NFPA/ULC Radio Allowance	1
481	0799248		Appleton/Florida BTO	1
482	0000053		Ascendant Tower	1
483	0000012		PIERCE CHASSIS	1
484	0735525		PACCAR MX13 ENGINE	1
485	0046396		EVS 4000 Series TRANSMISSION	1
486	0805943		WATEROUS PUMP S-100 AAT	1
487	0020009		POLY TANK	1
488	0028047		NO FOAM SYSTEM	1
489	0020006		SIDE CONTROL	1
490	0020007		AKRON VALVES	1
491	0020015		ABS SYSTEM	1
492	0658751		PUMPER BASE	1

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Regular Items 22.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Consider recommending authorization for ratification for PO 22501332 for emergency Water & Wastewater Repairs due to flood disaster on Hondo Draw Bypass (Hondo River Sewer Damage) in the amount of \$542,918.26, 4th Street manhole replacement in the amount of \$233,215.10 and Berrendo River Aerial sewer line repair in the amount of \$134,007.06 totaling \$910,140.42 to J & H Services, Inc. includes GRT, with a budget adjustment to GL 53014355-614020 in the amount of \$910,088.72. (Valadez)

- Funding Source - Budget adjustment to Maintenance & Repair Infrastructure GL 53014355-614020 in the amount of \$910,088.72.
- Funding Source - PO 22501332 encumbrance of \$51.70.

BACKGROUND:

Initiated by: Elizabeth Prichard

Emergency Flood Damage to water and waste water infrastructure for repairs to multiple areas to include the Hondo Draw Bypass, 4th Street manhole and Berrendo River Aerial Sewer Line.

FINANCIAL CONSIDERATION:

- Funding Source - Budget adjustment to Maintenance & Repair Infrastructure GL 53014355-614020 in the amount of \$910,088.72.
- Funding Source - PO 22501332 encumbrance of \$51.70.

LEGAL REVIEW:

No Legal Review Needed.

BOARD AND COMMITTEE ACTION:

Finance Committee will be the first to hear this item on February 6, 2025.

STAFF RECOMMENDATION:

Consider Recommending authorization for ratification for PO 22501332 for emergency Water & Wastewater Repairs due to flood disaster on Hondo Draw Bypass (Hondo River Sewer Damage) in the amount of \$542,918.26, 4th Street manhole replacement in the amount of \$233,215.10 and Berrendo River Aerial sewer line repair in the amount of \$134,007.06 totaling \$910,140.42 to J & H Services, Inc. includes GRT, with a budget adjustment to GL 53014355-614020 in the amount of \$910,088.72.

- Funding Source - Budget adjustment to Maintenance & Repair Infrastructure GL 53014355-614020 in the amount of \$910,088.72.
 - Funding Source - PO 22501332 encumbrance of \$51.70.
-

Attachments

J&H Services

Utility Roadway Flood Repair list

J&H Quote \$542,918.26

J&H Quote \$233,215.10

J&H Quote \$134,007.06

ON-CALL UTILITY REPAIR SERVICES AGREEMENT-RFP-25-001

This Engineering and Architectural Services Agreement ("Agreement") is hereby entered into on this 13th day of September, 2024, by and between the City of Roswell, New Mexico ("City"), a political subdivision of the State of New Mexico, and J & H SERVICES, INC. ("Contractor"), collectively referred to herein as the Parties.

RECITALS

WHEREAS, on July 14, 2024, City Issued RFP-25-001, ("RFP-25-001"), which RFP is attached hereto as Exhibit 1 and incorporated by reference;

WHEREAS, RFP-25-001 ON-CALL UTILITY REPAIR SERVICES sought multiple contractors to provide ON-CALL UTILITY services and improvements, as described in more detail in the Summary Statement of Work Exhibit 2 of RFP- 25-001 ON-ON-CALL UTILITY REPAIR SERVICES, for City's properties;

WHEREAS, RFP-25-001 ON-CALL UTILITY REPAIR SERVICES contemplates that, over the course of the Term, as defined in RFP-25-001 ON-CALL UTILITY REPAIR SERVICES, contractors whose proposals are accepted by City shall have the opportunity to be awarded projects from time to time by City for general construction services of City's properties;

WHEREAS, RFP-25-001 ON-CALL UTILITY REPAIR SERVICES further contemplates that City may award any project under RFP-25-001 to the superior proposal for that project, as determined by City in its own discretion to be in its best interests;

WHEREAS, Contractor submitted a Proposal in response to RFP-25-001 ON-CALL UTILITY REPAIR SERVICES that accepted by City on August 15, 2024, which Proposal is attached hereto as Exhibit 3 and incorporated by reference; and

WHEREAS, the Parties wish hereby to set forth and agree to the terms and procedures under which City may award, and Contractors may accept and perform, projects pursuant to RFP-25-001 ON-CALL UTILITY REPAIR SERVICES.

NOW THEREFORE, for and in consideration of the premises and mutual covenants herein contained, the Parties hereby agree as follows:

1. **Term:** As set forth in RFP-25-001 ON-CALL UTILITY REPAIR SERVICES, the Term of this Agreement shall be for one (1) year from the date signed and may be extended annually for up to three (3) additional one (1) year terms by mutual written agreement, provided that the funds for subject contract are available and approved annually by the City Council and that the Offeror has established a satisfactory record of performance.

Projects under this RFP shall be non-exclusive. Any extensions hereof shall be subject to the same terms and conditions set forth in RFP-25-001 ON-CALL UTILITY REPAIR SERVICES and this Agreement.

2. **Project Award:** City may, but is not required, to award one or more projects for general construction and improvements for city properties, as contemplated in RFP-25-001, to Contractor from time to time during the course of the Term. City's decision whether or not to award a project hereunder to contractor shall be discretionary, based upon City's determination of its best interest, which determination is absolute and not subject to challenge by Contractor.
3. **Contractor's Acceptance:** Contractor may, but is not required, to accept such project or projects awarded to Contractor under Paragraph 1. Contractor shall notify City in writing within 48 hours of receipt of the Award Notice of its acceptance or rejection of an awarded project. Failure to notify City within the time period specified shall be deemed a rejection.
4. **Project Commencement:** In the event that Contractor accepts an award of a project hereunder, Contractor shall commence work on the project upon acceptable time by both parties, provided that Contractor shall commence filing necessary permit applications within 24 hours of Contractor's acceptance. Once Contractor has commenced work on an awarded project, Contractor shall not have the right to withdraw and shall substantially complete the project within the project timeline specified in the Award Notice, unless Contractor's obligation to complete such pending project has been specifically released or extended by City in writing by a duly authorized representative of City. The work shall be considered substantially completed when the total amount of unfinished work is estimated at less than 5% and City shall determine substantial completion hereunder, by written certification of such by the Facilities Manager or the City Engineer for the City of Roswell, ("City Engineer"), as provided for hereunder.
5. **Project Performance:** Contractor shall perform all work on every project hereunder in a good and workman-like fashion, in substantial compliance in all respects with the plans and specifications, timeline, pricing, and all other project terms set forth in the Award Notice, and all instructions and directions provided by City. No act of the City, or its agents or employees or representatives, either in supervising or directing project work, or any extension of time for the completion of project

work, shall be regarded as an acceptance of such work or any part thereof, or of materials used therein, either wholly or in part. City shall determine substantial compliance hereunder solely by written certification of such by the City Engineer, as provided for hereunder.

6. **Subcontractors:** Contractor, as soon as practicable after the acceptance of a project, shall furnish to City in writing a list of the names of any subcontractors proposed for the project. Contractor shall not employ any subcontractor to whom City may have a reasonable objection. Contractor shall not be required to employ any subcontractor to whom he has a reasonable objection. Contracts between the Contractor and the subcontractor shall be in accordance with the terms of this Agreement and the Award Notice insofar as applicable.
7. **City Engineer's Certifications:** Upon receipt of written notice from the Contractor that the work is substantially complete and ready for inspection and acceptance, the City Engineer shall make an inspection of the project. If the City Engineer accepts Contractor's project work, he shall promptly issue a written certification over his own signature, stating that the project work provided for in this Award Notice has been substantially completed in substantial compliance with the plans and specifications ("Certification of Substantial Completion").

If required in the Award Notice, the City Engineer shall make a final inspection of the project no later than 11 months after substantial completion of the work. If the City Engineer determines that the project has been fully completed in compliance with the terms of the Award Notice, he shall promptly issue a written certification over his own signature, stating that the project work provided for in this Award Notice has been finally completed ("Certification of Final Completion").

8. **Project Payment:** City shall pay Contractor pursuant to the price and payment schedule provided in the Award Notice. Final payment shall be made within thirty (30) days after date of issuance of the Certification of Substantial or Final Completion, as provided for in the Award Notice. Payments may be withheld on account of
 - a. defective work not remedied;
 - b. failure of the Contractor to make payments properly for labor, materials, or equipment, and Sub-Contractors
 - c. damage to City or a third party;
 - d. any other claims asserted or evidence which indicates probable assertion of claims against Contractor in relation to the project; or

- e. unsatisfactory prosecution of the work by the Contractor.

In the event that City fails to make any payment due under the payment schedule without cause, City shall have the opportunity to cure any such omission within 14 days of notice by Contractor of such. Contractor shall submit to City a Final invoice for final payment. Contractor's Invoice/billing shall provide the following information:

- a. Contractor's Name;
- b. Contractor's Address and a phone number;
- c. Purchase Order Number issued by City at time of project Award Notice;
- d. Date of Invoice/ billing;
- e. Location of project jobsite (address/ department name);
- f. Project jobsite start date;
- g. Final amount quoted and accepted by City;
- h. The billed amount for New Mexico Gross Receipts Tax shall be stated on a separate line and at current rate at time of job completion,

9. Contractor's Costs: Contractor shall provide and pay for all labor, expertise, materials, freight/delivery equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for the proper execution and completion of project work. Contractor shall bear the cost of all permits and licenses required to perform any project work.

10. City's Right to Inspect and Supervise Work: City, by and through the City Engineer or his designee, may make periodic visits to every project site to determine in general if project work is proceeding in accordance with the Award Notice's plans and specifications on the basis of on-site observations, the City Engineer or designee will keep City informed of the progress of the project work, and will endeavor to guard the City against defects and deficiencies in project work of Contractor. The City Engineer will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of project work, nor will City Engineer be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with project work.

City, by and through the City Engineer and/or other designee, may supervise and direct Contractor's project work and Contractor shall follow all instructions, directions and specifications of City in

the performance of project work, provided that supervision and direction by City shall conform to the project terms provided in the Award Notice. City will not be responsible, however, for the Contractor's failure to carry out project work in accordance with its obligations hereunder or pursuant to the plans and specifications of the Award Notice.

- 11. City's Right to Direct Contractor Employees:** City's right to supervise and direct Contractor's project work shall include the right to direct Contractor's managerial and supervisory employees, and subcontractors, who shall faithfully and timely comply with all instructions of City concerning project work. In the event that City determines that any employee or subcontractor of Contractor has refused or neglected to obey City's instructions relating to project work; or are determined by City, in its discretion, to be otherwise incompetent, disorderly or unfaithful, Contractor shall, upon notice from City, at once discharge and not again employ such employee or subcontractor on any part of the project work, unless reinstated by the written consent of City.
- 12. Implied Work:** Any work that is fairly implied by the plans and specifications of the Award Notice or this Agreement, as determined by the City Engineer, shall be completed by Contractor at no additional cost and within the project timeline set forth in the Award Notice, notwithstanding the failure of the Award Notice or this Agreement to explicitly state such work.
- 13. Change Orders:** City may, whenever the City Engineer deems it necessary during the progress of a project, notify Contractor of any changes in project work ("Change Orders"), which shall automatically amend and become incorporated into the Award Notice, so long as such Change Order is within the scope of the plans and specifications of the Award Notice. Change Orders shall, if necessary, include any associated alteration of project pricing and/or timeline.
- 14. Additional Work:** In the event, however, that City desires additional work beyond that contemplated by the Award Notice, City shall notify Contractor of such additional work in a supplemental notice of award ("Supplemental Award Notice"), which shall set forth the plans and specifications, timeline, pricing and payment schedule of the additional work. Contractor may accept or reject the additional work as otherwise provided for herein.
- 15. Liquidated Damages for Delays:** The Parties acknowledge and agree that the failure of Contractor to adhere to project timelines, resulting in delay to substantial completion of a project, will cause damages to City, including, without limitation, additional engineering and inspection expenses,

which are significant but difficult to quantify. In the event that substantial completion of an awarded contract is delayed beyond project timelines established by City, as a result of any failure of Contractor, Contractor shall pay to City \$5,000.00 per each day substantial completion is delayed beyond established project timelines. The Parties agree that sums payable in this Paragraph constitute liquidated damages and not penalties and are in addition to all other rights of City, under this Agreement or as otherwise provided by law.

16. Compliance with Law: The Contractor will be required to observe and comply with all applicable laws, ordinances, rules, regulations and orders of any public authority applicable to Contractor's performance of project work, including, without limitation, those relating to worker health and safety, obstruction of the streets, runways, taxiways, maintaining signals, keeping open passageways and protecting the same where exposed. Contractor shall obtain all necessary permits and licenses relative to any project.

17. Safety: Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with project work. It shall take all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, injury or loss to:

- a. all employees and subcontractors on every project and other persons who may be affected thereby;
- b. all materials and equipment to be used and/or incorporated in the project; and
- c. any other property at the project site or elsewhere.

Contractor shall bear all risk of loss to project work, materials or equipment due to fire, theft, vandalism, or other casualty or cause, until project work is substantially completed and accepted by City. All damage or loss to any property caused in whole or in part by the Contractor, or its employees, agents, representatives, or subcontractors shall be remedied by the Contractor.

18. Insurance: Without waiving or limiting Contractor's duty herein to indemnify City, Contractor shall purchase and maintain in full force and effect a \$1,000,000.00 policy or policies of general public liability insurance in which City is named as an additional insured, covering against claims for injury, death or damage to person(s) or property arising from or relating to any and every project undertaken by Contractor.

19. Bid Bond: For any project, the price of which is \$25,000.00 or greater, Contractor shall furnish to City, with its acceptance of the project, a Bid Bond in the amount of 5% of the total amount of the price of such project, which Bond shall be executed by Contractor as principal, with at least one Corporate Surety Company authorized to do business in the State of New Mexico, as Surety conditioned for the faithful commencement of the work in strict conformity with the plans and specifications, pricing and timeline set forth in the Award Notice. In addition, in the event that Contractor performs multiple projects pursuant to this Agreement and the combined prices of such projects paid by City to Contractor equals or exceeds \$25,000.00, City may require Contractor secure a Bid Bond, as provided above, for any such additional projects cumulatively equaling or exceeding \$25,000.00.

20. Performance Bond: For each and every project accepted and undertaken by Contractor, Contractor shall furnish to City a Performance Bond in the amount of 100% of the total amount of the project price, which Bond shall be executed by Contractor as principal, with at least one Corporate Surety Company authorized to do business in the State of New Mexico, as Surety conditioned for the faithful completion of the work in strict conformity with the plans and specifications, pricing and timeline set forth in the Award Notice.

21. State Wage Rates: If applicable, pursuant to NMSA 1978 §13-4-11 (A), state wage rates shall apply to any bid or proposal on construction or public works projects in excess of \$60,000.00. In addition, all bidders shall comply with federal wage rates on applicable projects.

22. Prohibition on Liens: Contractor agrees that it shall not assert rights to or claim a lien, or encumbrance of any type or kind, including any mechanic's or materialman's lien on any portion of the land, buildings, equipment, fixtures, or materials that constitute or form a part of the project, nor shall it permit or suffer any liens for labor, equipment or materials furnished to

Contractor in relation to its performance of project work to encumber City's land, buildings, equipment, fixtures, or materials, and shall indemnify and hold harmless City against any such liens asserted by third parties. In addition, the Performance Bond provided for above shall be held and construed to cover all such third-party lien claims.

23. Disputes: The City Engineer shall be the initial interpreter of the requirements of this Agreement and the Award Notice and judge the acceptability of all project work thereunder.

Claims, disputes and other matters relating to the acceptability of project work or the interpretation of the requirements of this Agreement or the Award Notice pertaining to the performance and furnishing of project work, Change Orders, and project timelines will be referred initially to the City Engineer in writing with a request for a decision. Written notice of each such claim, dispute or other matter will be delivered by Contractor to the City Engineer promptly after the occurrence or event giving rise thereto. The City Engineer will render a decision in writing promptly after receipt of the submittal, allowing sufficient time for review of the matter. The City Engineer's decision on such claim, dispute or other matter will be final and binding upon Contractor.

24. Deficiency Notices: If at any time during the progress of an ongoing project, the City Engineer determines that:

- a. Contractor is failing to supply sufficient time, supplies, or manpower reasonably required by the project, or is otherwise failing to vigorously perform project work, such that there is a substantial possibility that the Contractor will not complete the project according to the applicable timeline;
- b. Contractor is neglecting to perform the work a good and workman-like fashion according to the plans and specifications of the Award Notice, instructions of City, and requirements of this Agreement; and/or
- c. Contractor is otherwise failing to perform any obligation or adhere to any covenant required hereunder or in the Award Notice;

the City Engineer shall notify Contractor of such determination ("Deficiency Notice") and require Contractor to provide such additional resources or to make good such deficiencies, as the City Engineer may deem necessary. Contractor shall supply the additional resources or make good the deficiencies at no additional cost to City and shall provide the City Engineer with evidence of satisfactory compliance within 10 business days of the Deficiency Notice. Satisfactory compliance shall be determined in good faith by the City Engineer.

25. Force Majeure: Notwithstanding the foregoing, in no event shall the Contractor be responsible or liable for any failure or delay in the performance of its obligations pursuant to City's specifications or timeline caused by any negligence or omission of City. Contractor shall further bear no responsibility or liability for delays arising out of or caused by forces beyond its control and not caused by the negligence or intentional conduct or misconduct of Contractor, including, without limitation, war, strike, fire, Act of God, earthquake, flood, lockout, embargo, governmental acts or

orders or restrictions, failure of suppliers, provided Contractor has exerted all reasonable efforts to avoid or remedy such force majeure.

In the event of a force majeure, Contractor shall notify City thereof within 10 days of its occurrence and request an extension of the applicable project timeline. Failure of Contractor to notify City of the occurrence of a force majeure shall subject Contractor to the liquidated damages specified above, notwithstanding this Paragraph.

- 26. Default:** Failure of Contractor to complete any project accepted pursuant to the terms of this Agreement according to the plans and specifications, instructions, and timeline of City, to comply with any Deficiency Notice of the City Engineer, or to otherwise adhere to any obligation or covenant set forth in this Agreement, shall constitute a Default of this Agreement. In the event of Default by Contractor, City may, without prejudice to any other remedy City may have, make good deficiencies and may deduct the cost thereof from payments then or thereafter due the Contractor or, at City's option, may terminate this Agreement and suspend Contractor's work on the project, take possession of the site and of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor and may finish the work by whatever method City may deem expedient.

If, in the event City opts to suspend Contractor's work and complete the project, the unpaid balance of payments owed Contractor for the project exceeds the expense of finishing the work, such excess shall be paid to the Contractor, but if such expense exceeds such unpaid balance, the Contractor shall pay the difference to the City. These rights and remedies are in addition to any right to damages or other rights and remedies allowed by law.

- 27. Waiver:** Neither a failure nor a delay on the part of either City in exercising any right, power or privilege under this Agreement shall operate as a waiver thereof, nor shall a single or partial exercise thereof preclude any other or further exercise of any right, power or privilege. The rights, remedies and benefits of the City herein expressly specified are cumulative and not exclusive of any other rights, remedies or benefits which either may have under this Agreement at law, in equity, by statute or otherwise.

- 28. Termination:** This Agreement may be terminated at any time and without penalty, by either party by giving 60 days written notice, subject to any pending project on which work has commenced,

which project shall be completed according to the applicable project timeline and specifications, notwithstanding the right of termination hereunder, unless Contractor's obligation to complete such pending project has been specifically released by City in writing by a duly authorized representative of City.

City may suspend or annul any project commenced hereunder at any time, including by awarding the project to another contractor, with or without terminating this Agreement, when City determines such an action is in its best interest, which determination is absolute and not subject to contest by Contractor. In the event a project is annulled, Contractor shall be paid for all services satisfactorily completed, as determined by the City Engineer, within 30 days of annulment. In the event a project is temporarily suspended hereunder and later recommenced by Contractor, the project timeline shall be adjusted to account for such suspension.

- 29. Indemnification:** Contractor hereby expressly agrees to identify and save harmless the City in all suits and actions of every nature and description brought against by or on account of any injuries or damages received or sustained by any parties through the negligence or carelessness of Contractor, of its employees or subcontractors, or by from acts of Contractor of its servants or agents or subcontractors in the performance of their duties in doing the work herein contracted or in consequence of any negligence in making said improvements or in any improper materials used in its construction or by or on account of any acts or omissions of Contractor, its servants or agents or subcontractors.

Notice: All notices, requests or other communications to the parties shall be given by

Registered mail addressed as follows:

City of Roswell
Attn: Chad Cole
City Manager
P. O. Box 1838
Roswell, NM 88201

J & H SERVICES, INC.
Attn: Holly Mitchell
Vice President
6616 Gulton Ct NE, Ste 90
Albuquerque, NM, 87109

- 30. Prohibition on Assignment:** Contractor shall not assign any of its rights or interest or delegate any of its any of its obligations under this Agreement without the prior written consent of City, which consent may be withheld in its sole and absolute discretion.
- 31. Entire Agreement:** This Agreement embodies the entire agreement of the Parties with respect to the subject matters contained herein. This Agreement may be modified or amended or the provisions hereof waived only by a written instrument signed by the duly authorized representatives of the Parties.

32. Severance Clause: In case any provision in this Agreement shall be held invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

33. Choice of Law and Forum Selection: This Agreement shall be governed by the laws of the State of New Mexico, exclusive of choice of law provisions, and venue for any judicial proceeding resulting here from shall lie in the Fifth Judicial District, Chaves County, New Mexico.

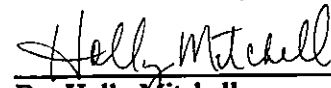
[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, J & H SERVICES, INC. and the City of Roswell have caused this Agreement to be executed by their duly authorized officers on this 27 day of September 2024, the Effective Date hereof.

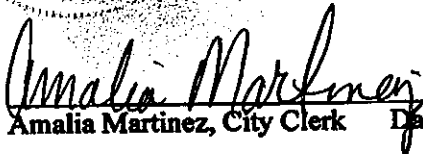
"City"
City of Roswell

 9/17/24
By: Chad Cole Date
City Manager

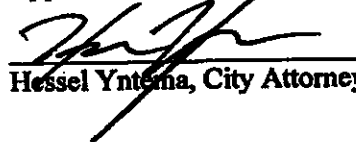
"J & H"
J & H SERVICES, INC

 9/27/24
By: Holly Mitchell Date
Vice President



 9-27-24
Amalia Martinez, City Clerk Date

Approved as to Form:

 9-16-24
Hessel Yntema, City Attorney Date

UTILITY REPAIR SERVICES AGREEMENT-RFP-25-001

This Engineering and Architectural Services Agreement ("Agreement") is hereby entered into on this 13th day of September, 2024, by and between the City of Roswell, New Mexico ("City"), a political subdivision of the State of New Mexico, and WHITE CLOUD PIPELINE CORP. ("Contractor"), collectively referred to herein as the Parties.

RECITALS

WHEREAS, on July 14, 2024, City Issued RFP-25-001, ("RFP-25-001"), which RFP is attached hereto as Exhibit 1 and incorporated by reference;

WHEREAS, RFP-25-001 ON-CALL UTILITY REPAIR SERVICES sought multiple contractors to provide ON-CALL UTILITY services and improvements, as described in more detail in the Summary Statement of Work Exhibit 2 of RFP- 25-001 ON-ON-CALL UTILITY REPAIR SERVICES, for City's properties;

WHEREAS, RFP-25-001 ON-CALL UTILITY REPAIR SERVICES contemplates that, over the course of the Term, as defined in RFP-25-001 ON-CALL UTILITY REPAIR SERVICES, contractors whose proposals are accepted by City shall have the opportunity to be awarded projects from time to time by City for general construction services of City's properties;

WHEREAS, RFP-25-001 ON-CALL UTILITY REPAIR SERVICES further contemplates that City may award any project under RFP-25-001 to the superior proposal for that project, as determined by City in its own discretion to be in its best interests;

WHEREAS, Contractor submitted a Proposal in response to RFP-25-001 ON-CALL UTILITY REPAIR SERVICES that accepted by City on August 15, 2024, which Proposal is attached hereto as Exhibit 3 and incorporated by reference; and

WHEREAS, the Parties wish hereby to set forth and agree to the terms and procedures under which City may award, and Contractors may accept and perform, projects pursuant to RFP-25-001 ON-CALL UTILITY REPAIR SERVICES.

NOW THEREFORE, for and in consideration of the premises and mutual covenants herein contained, the Parties hereby agree as follows:

1. **Term:** As set forth in RFP-25-001 ON-CALL UTILITY REPAIR SERVICES, the Term of this Agreement shall be for one (1) year from the date signed and may be extended annually for up to three (3) additional one (1) year terms by mutual written agreement, provided that the funds for subject contract are available and approved annually by the City Council and that the Offeror has established a satisfactory record of performance.

Projects under this RFP shall be non-exclusive. Any extensions hereof shall be subject to the same terms and conditions set forth in RFP-25-001 ON-CALL UTILITY REPAIR SERVICES and this Agreement.

2. **Project Award:** City may, but is not required, to award one or more projects for general construction and improvements for city properties, as contemplated in RFP-25-001, to Contractor from time to time during the course of the Term. City's decision whether or not to award a project hereunder to contractor shall be discretionary, based upon City's determination of its best interest, which determination is absolute and not subject to challenge by Contractor.
3. **Contractor's Acceptance:** Contractor may, but is not required, to accept such project or projects awarded to Contractor under Paragraph 1. Contractor shall notify City in writing within 48 hours of receipt of the Award Notice of its acceptance or rejection of an awarded project. Failure to notify City within the time period specified shall be deemed a rejection.
4. **Project Commencement:** In the event that Contractor accepts an award of a project hereunder, Contractor shall commence work on the project upon acceptable time by both parties, provided that Contractor shall commence filing necessary permit applications within 24 hours of Contractor's acceptance. Once Contractor has commenced work on an awarded project, Contractor shall not have the right to withdraw and shall substantially complete the project within the project timeline specified in the Award Notice, unless Contractor's obligation to complete such pending project has been specifically released or extended by City in writing by a duly authorized representative of City. The work shall be considered substantially completed when the total amount of unfinished work is estimated at less than 5% and City shall determine substantial completion hereunder, by written certification of such by the Facilities Manager or the City Engineer for the City of Roswell, ("City Engineer"), as provided for hereunder.
5. **Project Performance:** Contractor shall perform all work on every project hereunder in a good and workman-like fashion, in substantial compliance in all respects with the plans and specifications, timeline, pricing, and all other project terms set forth in the Award Notice, and all instructions and directions provided by City. No act of the City, or its agents or employees or representatives, either in supervising or directing project work, or any extension of time for the completion of project

work, shall be regarded as an acceptance of such work or any part thereof, or of materials used therein, either wholly or in part. City shall determine substantial compliance hereunder solely by written certification of such by the City Engineer, as provided for hereunder.

6. **Subcontractors:** Contractor, as soon as practicable after the acceptance of a project, shall furnish to City in writing a list of the names of any subcontractors proposed for the project. Contractor shall not employ any subcontractor to whom City may have a reasonable objection. Contractor shall not be required to employ any subcontractor to whom he has a reasonable objection. Contracts between the Contractor and the subcontractor shall be in accordance with the terms of this Agreement and the Award Notice insofar as applicable.
7. **City Engineer's Certifications:** Upon receipt of written notice from the Contractor that the work is substantially complete and ready for inspection and acceptance, the City Engineer shall make an inspection of the project. If the City Engineer accepts Contractor's project work, he shall promptly issue a written certification over his own signature, stating that the project work provided for in this Award Notice has been substantially completed in substantial compliance with the plans and specifications ("Certification of Substantial Completion").

If required in the Award Notice, the City Engineer shall make a final inspection of the project no later than 11 months after substantial completion of the work. If the City Engineer determines that the project has been fully completed in compliance with the terms of the Award Notice, he shall promptly issue a written certification over his own signature, stating that the project work provided for in this Award Notice has been finally completed ("Certification of Final Completion").

8. **Project Payment:** City shall pay Contractor pursuant to the price and payment schedule provided in the Award Notice. Final payment shall be made within thirty (30) days after date of issuance of the Certification of Substantial or Final Completion, as provided for in the Award Notice. Payments may be withheld on account of
 - a. defective work not remedied;
 - b. failure of the Contractor to make payments properly for labor, materials, or equipment, and Sub-Contractors
 - c. damage to City or a third party;
 - d. any other claims asserted or evidence which indicates probable assertion of claims against Contractor in relation to the project; or

- e. unsatisfactory prosecution of the work by the Contractor.

In the event that City fails to make any payment due under the payment schedule without cause, City shall have the opportunity to cure any such omission within 14 days of notice by Contractor of such. Contractor shall submit to City a Final invoice for final payment. Contractor's Invoice/billing shall provide the following information:

- a. Contractor's Name;
- b. Contractor's Address and a phone number;
- c. Purchase Order Number issued by City at time of project Award Notice;
- d. Date of Invoice/ billing;
- e. Location of project jobsite (address/ department name);
- f. Project jobsite start date;
- g. Final amount quoted and accepted by City;
- h. The billed amount for New Mexico Gross Receipts Tax shall be stated on a separate line and at current rate at time of job completion,

9. Contractor's Costs: Contractor shall provide and pay for all labor, expertise, materials, freight/delivery equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for the proper execution and completion of project work. Contractor shall bear the cost of all permits and licenses required to perform any project work.

10. City's Right to Inspect and Supervise Work: City, by and through the City Engineer or his designee, may make periodic visits to every project site to determine in general if project work is proceeding in accordance with the Award Notice's plans and specifications on the basis of on-site observations, the City Engineer or designee will keep City informed of the progress of the project work, and will endeavor to guard the City against defects and deficiencies in project work of Contractor. The City Engineer will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of project work, nor will City Engineer be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with project work.

City, by and through the City Engineer and/or other designee, may supervise and direct Contractor's project work and Contractor shall follow all instructions, directions and specifications of City in

the performance of project work, provided that supervision and direction by City shall conform to the project terms provided in the Award Notice. City will not be responsible, however, for the Contractor's failure to carry out project work in accordance with its obligations hereunder or pursuant to the plans and specifications of the Award Notice.

- 11. City's Right to Direct Contractor Employees:** City's right to supervise and direct Contractor's project work shall include the right to direct Contractor's managerial and supervisory employees, and subcontractors, who shall faithfully and timely comply with all instructions of City concerning project work. In the event that City determines that any employee or subcontractor of Contractor has refused or neglected to obey City's instructions relating to project work; or are determined by City, in its discretion, to be otherwise incompetent, disorderly or unfaithful, Contractor shall, upon notice from City, at once discharge and not again employ such employee or subcontractor on any part of the project work, unless reinstated by the written consent of City.
- 12. Implied Work:** Any work that is fairly implied by the plans and specifications of the Award Notice or this Agreement, as determined by the City Engineer, shall be completed by Contractor at no additional cost and within the project timeline set forth in the Award Notice, notwithstanding the failure of the Award Notice or this Agreement to explicitly state such work.
- 13. Change Orders:** City may, whenever the City Engineer deems it necessary during the progress of a project, notify Contractor of any changes in project work ("Change Orders"), which shall automatically amend and become incorporated into the Award Notice, so long as such Change Order is within the scope of the plans and specifications of the Award Notice. Change Orders shall, if necessary, include any associated alteration of project pricing and/or timeline.
- 14. Additional Work:** In the event, however, that City desires additional work beyond that contemplated by the Award Notice, City shall notify Contractor of such additional work in a supplemental notice of award ("Supplemental Award Notice"), which shall set forth the plans and specifications, timeline, pricing and payment schedule of the additional work. Contractor may accept or reject the additional work as otherwise provided for herein.
- 15. Liquidated Damages for Delays:** The Parties acknowledge and agree that the failure of Contractor to adhere to project timelines, resulting in delay to substantial completion of a project, will cause damages to City, including, without limitation, additional engineering and inspection expenses,

which are significant but difficult to quantify. In the event that substantial completion of an awarded contract is delayed beyond project timelines established by City, as a result of any failure of Contractor, Contractor shall pay to City \$5,000.00 per each day substantial completion is delayed beyond established project timelines. The Parties agree that sums payable in this Paragraph constitute liquidated damages and not penalties and are in addition to all other rights of City, under this Agreement or as otherwise provided by law.

- 16. Compliance with Law:** The Contractor will be required to observe and comply with all applicable laws, ordinances, rules, regulations and orders of any public authority applicable to Contractor's performance of project work, including, without limitation, those relating to worker health and safety, obstruction of the streets, runways, taxiways, maintaining signals, keeping open passageways and protecting the same where exposed. Contractor shall obtain all necessary permits and licenses relative to any project.
- 17. Safety:** Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with project work. It shall take all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, injury or loss to:
- a. all employees and subcontractors on every project and other persons who may be affected thereby;
 - b. all materials and equipment to be used and/or incorporated in the project; and
 - c. any other property at the project site or elsewhere.

Contractor shall bear all risk of loss to project work, materials or equipment due to fire, theft, vandalism, or other casualty or cause, until project work is substantially completed and accepted by City. All damage or loss to any property caused in whole or in part by the Contractor, or its employees, agents, representatives, or subcontractors shall be remedied by the Contractor.

- 18. Insurance:** Without waiving or limiting Contractor's duty herein to indemnify City, Contractor shall purchase and maintain in full force and effect a \$1,000,000.00 policy or policies of general public liability insurance in which City is named as an additional insured, covering against claims for injury, death or damage to person(s) or property arising from or relating to any and every project undertaken by Contractor.

- 19. Bid Bond:** For any project, the price of which is \$25,000.00 or greater, Contractor shall furnish to City, with its acceptance of the project, a Bid Bond in the amount of 5% of the total amount of the price of such project, which Bond shall be executed by Contractor as principal, with at least one Corporate Surety Company authorized to do business in the State of New Mexico, as Surety conditioned for the faithful commencement of the work in strict conformity with the plans and specifications, pricing and timeline set forth in the Award Notice. In addition, in the event that Contractor performs multiple projects pursuant to this Agreement and the combined prices of such projects paid by City to Contractor equals or exceeds \$25,000.00, City may require Contractor secure a Bid Bond, as provided above, for any such additional projects cumulatively equaling or exceeding \$25,000.00.
- 20. Performance Bond:** For each and every project accepted and undertaken by Contractor, Contractor shall furnish to City a Performance Bond in the amount of 100% of the total amount of the project price, which Bond shall be executed by Contractor as principal, with at least one Corporate Surety Company authorized to do business in the State of New Mexico, as Surety conditioned for the faithful completion of the work in strict conformity with the plans and specifications, pricing and timeline set forth in the Award Notice.
- 21. State Wage Rates:** If applicable, pursuant to NMSA 1978 §13-4-11 (A), state wage rates shall apply to any bid or proposal on construction or public works projects in excess of \$60,000.00. In addition, all bidders shall comply with federal wage rates on applicable projects.
- 22. Prohibition on Liens:** Contractor agrees that it shall not assert rights to or claim a lien, or encumbrance of any type or kind, including any mechanic's or materialman's lien on any portion of the land, buildings, equipment, fixtures, or materials that constitute or form a part of the project, nor shall it permit or suffer any liens for labor, equipment or materials furnished to Contractor in relation to its performance of project work to encumber City's land, buildings, equipment, fixtures, or materials, and shall indemnify and hold harmless City against any such liens asserted by third parties. In addition, the Performance Bond provided for above shall be held and construed to cover all such third-party lien claims.
- 23. Disputes:** The City Engineer shall be the initial interpreter of the requirements of this Agreement and the Award Notice and judge the acceptability of all project work thereunder.

Claims, disputes and other matters relating to the acceptability of project work or the interpretation of the requirements of this Agreement or the Award Notice pertaining to the performance and furnishing of project work, Change Orders, and project timelines will be referred initially to the City Engineer in writing with a request for a decision. Written notice of each such claim, dispute or other matter will be delivered by Contractor to the City Engineer promptly after the occurrence or event giving rise thereto. The City Engineer will render a decision in writing promptly after receipt of the submittal, allowing sufficient time for review of the matter. The City Engineer's decision on such claim, dispute or other matter will be final and binding upon Contractor.

24. Deficiency Notices: If at any time during the progress of an ongoing project, the City Engineer determines that:

- a. Contractor is failing to supply sufficient time, supplies, or manpower reasonably required by the project, or is otherwise failing to vigorously perform project work, such that there is a substantial possibility that the Contractor will not complete the project according to the applicable timeline;
- b. Contractor is neglecting to perform the work a good and workman-like fashion according to the plans and specifications of the Award Notice, instructions of City, and requirements of this Agreement; and/or
- c. Contractor is otherwise failing to perform any obligation or adhere to any covenant required hereunder or in the Award Notice;

the City Engineer shall notify Contractor of such determination ("Deficiency Notice") and require Contractor to provide such additional resources or to make good such deficiencies, as the City Engineer may deem necessary. Contractor shall supply the additional resources or make good the deficiencies at no additional cost to City and shall provide the City Engineer with evidence of satisfactory compliance within 10 business days of the Deficiency Notice. Satisfactory compliance shall be determined in good faith by the City Engineer.

25. Force Majeure: Notwithstanding the foregoing, in no event shall the Contractor be responsible or liable for any failure or delay in the performance of its obligations pursuant to City's specifications or timeline caused by any negligence or omission of City. Contractor shall further bear no responsibility or liability for delays arising out of or caused by forces beyond its control and not caused by the negligence or intentional conduct or misconduct of Contractor, including, without limitation, war, strike, fire, Act of God, earthquake, flood, lockout, embargo, governmental acts or

orders or restrictions, failure of suppliers, provided Contractor has exerted all reasonable efforts to avoid or remedy such force majeure.

In the event of a force majeure, Contractor shall notify City thereof within 10 days of its occurrence and request an extension of the applicable project timeline. Failure of Contractor to notify City of the occurrence of a force majeure shall subject Contractor to the liquidated damages specified above, notwithstanding this Paragraph.

26. Default: Failure of Contractor to complete any project accepted pursuant to the terms of this Agreement according to the plans and specifications, instructions, and timeline of City, to comply with any Deficiency Notice of the City Engineer, or to otherwise adhere to any obligation or covenant set forth in this Agreement, shall constitute a Default of this Agreement. In the event of Default by Contractor, City may, without prejudice to any other remedy City may have, make good deficiencies and may deduct the cost thereof from payments then or thereafter due the Contractor or, at City's option, may terminate this Agreement and suspend Contractor's work on the project, take possession of the site and of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor and may finish the work by whatever method City may deem expedient.

If, in the event City opts to suspend Contractor's work and complete the project, the unpaid balance of payments owed Contractor for the project exceeds the expense of finishing the work, such excess shall be paid to the Contractor, but if such expense exceeds such unpaid balance, the Contractor shall pay the difference to the City. These rights and remedies are in addition to any right to damages or other rights and remedies allowed by law.

27. Waiver: Neither a failure nor a delay on the part of either City in exercising any right, power or privilege under this Agreement shall operate as a waiver thereof, nor shall a single or partial exercise thereof preclude any other or further exercise of any right, power or privilege. The rights, remedies and benefits of the City herein expressly specified are cumulative and not exclusive of any other rights, remedies or benefits which either may have under this Agreement at law, in equity, by statute or otherwise.

28. Termination: This Agreement may be terminated at any time and without penalty, by either party by giving 60 days written notice, subject to any pending project on which work has commenced,

which project shall be completed according to the applicable project timeline and specifications, notwithstanding the right of termination hereunder, unless Contractor's obligation to complete such pending project has been specifically released by City in writing by a duly authorized representative of City.

City may suspend or annul any project commenced hereunder at any time, including by awarding the project to another contractor, with or without terminating this Agreement, when City determines such an action is in its best interest, which determination is absolute and not subject to contest by Contractor. In the event a project is annulled, Contractor shall be paid for all services satisfactorily completed, as determined by the City Engineer, within 30 days of annulment. In the event a project is temporarily suspended hereunder and later recommenced by Contractor, the project timeline shall be adjusted to account for such suspension.

- 29. Indemnification:** Contractor hereby expressly agrees to identify and save harmless the City in all suits and actions of every nature and description brought against by or on account of any injuries or damages received or sustained by any parties through the negligence or carelessness of Contractor, of its employees or subcontractors, or by from acts of Contractor of its servants or agents or subcontractors in the performance of their duties in doing the work herein contracted or in consequence of any negligence in making said improvements or in any improper materials used in its construction or by or on account of any acts or omissions of Contractor, its servants or agents or subcontractors.

Notice: All notices, requests or other communications to the parties shall be given by

Registered mail addressed as follows:

City of Roswell
Attn: Chad Cole
City Manager
P. O. Box 1838
Roswell, NM 88201

WHITE CLOUD PIPELINE CORP.
Attn Tonnie Patterson
President
P.O. Bo 2184
Roswell, NM, 88202

- 30. Prohibition on Assignment:** Contractor shall not assign any of its rights or interest or delegate any of its any of its obligations under this Agreement without the prior written consent of City, which consent may be withheld in its sole and absolute discretion.
- 31. Entire Agreement:** This Agreement embodies the entire agreement of the Parties with respect to the subject matters contained herein. This Agreement may be modified or amended or the provisions hereof waived only by a written instrument signed by the duly authorized representatives of the Parties.

32. Severance Clause: In case any provision in this Agreement shall be held invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

33. Choice of Law and Forum Selection: This Agreement shall be governed by the laws of the State of New Mexico, exclusive of choice of law provisions, and venue for any judicial proceeding resulting here from shall lie in the Fifth Judicial District, Chaves County, New Mexico.

[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, WHITE CLOUD PIPELINE CORP. and the City of Roswell
have caused this Agreement to be executed by their duly authorized officers on this 18 day of
Sept., 2024, the Effective Date hereof.

"City"
City of Roswell

Chad Cole 9/17/24
By: Chad Cole Date
City Manager

"White Cloud."
WHITE CLOUD PIPELINE CORP.

Tonnie Patterson 9-18-24
By: Tonnie Patterson Date
President



Amalia Martinez Sept. 20, 2024
Amalia Martinez, City Clerk Date

Approved as to Form:

Hessel Yntema 9-16-24
Hessel Yntema, City Attorney Date

J & H Services, Inc.

6616 Gulton Ct NE Ste 90
6616 Gulton Ct NE, STE 90
Albuquerque, NM 87109

Progress Invoice

Date	Invoice #
11/26/2024	7832

Bill To			
City of Roswell 425 N. Richardson Roswell, NM 88201		Project	2447 Roswell Emergency Utilities
		P.O. No.	Terms
		Berrendo 8" SAS	Net 30

Item	Description	Inv Qty	Rate	Curr %	Total %	Prior Qty	Prior Amt	Amount
	Berrendo Emergency 8" Sewer Repair 10/22-11/15 See attached Weekly Report See attached Invoice File See attached Buy America Cert (for rebar only)							
1000 Con...	Administration Support; 3 hr	3	45.00					135.00T
1000 Con...	Skilled Laborer; 504.5 hr	504.5	55.00					27,747.50T
1000 Con...	Site Supervisor; 135.5 hr	135.5	95.00					12,872.50T
1000 Con...	General Superintendent; 16.5 hr	16.5	300.00					4,950.00T
1000 Con...	Executive Officer including assistant; 8.5 hrs	8.5	500.00					4,250.00T
9960 Equi...	Backhoe with Operator; 56.5 hrs	56.5	150.00					8,475.00T
9960 Equi...	Wheel Loader with Operator; 24 hr	24	200.00					4,800.00T
9960 Equi...	Trackhoe with Operator; 81 hr	81	200.00					16,200.00T
9960 Equi...	Haul Truck; 8 hr	8	170.00					1,360.00T
9960 Equi...	Tamper/ Trench Roller/ Walk Behind Roller; 9 days	9	350.00					3,150.00T
9960 Equi...	Pickup/Van per day, 2 ea per location; 21 days	21	350.00					7,350.00T
9965 Mat...	Vendor Invoices plus 15%; 1 ls	1	32,910.44					32,910.44T

Our policy is to add 1 1/2% per month to all accounts in arrears 30 days or more. Customer is liable for attorney's fees and court costs if matter is turned over to an attorney for collection.

Subtotal \$124,200.44

Sales Tax (7.8958%) \$9,806.62

Total \$134,007.06

Phone #	Fax #	E-mail	Payments/Credits	\$0.00
5058969428	505-896-9429	holly@jhservicesinc.com	Balance Due	\$134,007.06

*Payment #1 - Berrendo River Aerial Sewer Line
Repair flood damage aerial sewer crossing
Verified by Engineering Dept
Louis Najar - City Engr.
12-26-2024*

J & H Services, Inc.

6616 Gulton Ct NE Ste 90
 6616 Gulton Ct NE, STE 90
 Albuquerque, NM 87109

Progress Invoice

Date	Invoice #
11/26/2024	7833

Bill To		Project	
City of Roswell 425 N. Richardson Roswell, NM 88201		2447 Roswell Emergency Utilities	
		P.O. No.	Terms
		4th St MH Replacement	Net 30

Item	Description	Inv Qty	Rate	Curr %	Total %	Prior Qty	Prior Amt	Amount
	4th St Manhole Replacement/SAS Repair 10/22-11/15 See attached Weekly Report See attached Invoice File See attached Aggregate Report							
1000 Con...	Administration Support; 3 hr	3	45.00					135.00T
1000 Con...	Skilled Laborer; 744.5 hr	744.5	55.00					40,947.50T
1000 Con...	Site Supervisor; 152 hr	152	95.00					14,440.00T
1000 Con...	General Superintendent; 71 hr	71	300.00					21,300.00T
1000 Con...	Executive Officer including assistant; 3 hrs	3	500.00					1,500.00T
9960 Equi...	Backhoe with Operator; 1.5 hrs	1.5	150.00					225.00T
9960 Equi...	Wheel Loader with Operator; 73 hr	73	200.00					14,600.00T
9960 Equi...	Trackhoe with Operator; 141 hr	141	200.00					28,200.00T
9960 Equi...	Dump Truck 20 cy; 19.5 hr	19.5	125.00					2,437.50T
9960 Equi...	Haul Truck; 11.5 hr	11.5	170.00					1,955.00T
9960 Equi...	Pickup/Van per day, 2 ea per location; qty 34 days	34	350.00					11,900.00T
9965 Mat...	Engineered Fill; 68.5 tons	68.5	8.00					548.00T
9965 Mat...	Base Course; 44.08 tons	44.08	17.00					749.36T
9965 Mat...	1-2" Rock; 53.49 tons	53.49	19.00					1,016.31T
1000 Con...	Traffic Control; 1 ls	1	3,900.00					3,900.00T
1000 Con...	Shoring; 1 ls	1	5,000.00					5,000.00T
1000 Con...	Removals; 9 loads	9	150.00					1,350.00T
9965 Mat...	Vendor Invoices plus 15%; 1 ls	1	65,944.78					65,944.78T

Our policy is to add 1 1/2% per month to all accounts in arrears 30 days or more. Customer is liable for attorney's fees and court costs if matter is turned over to an attorney for collection.

Subtotal	\$216,148.45
Sales Tax (7.8958%)	\$17,066.65
Total	\$233,215.10

Phone #	Fax #	E-mail	Payments/Credits	\$0.00
5058969428	505-896-9429	holly@jhservicesinc.com	Balance Due	\$233,215.10

Payment #1 - 4th St. Manhole
 Repair flood damaged
 Verified by Engineering Dept.
 Louis Najar - City Engr
 12-26-2024

J & H Services, Inc.

6616 Gulton Ct NE Ste 90
6616 Gulton Ct NE, STE 90
Albuquerque, NM 87109

Progress Invoice

Date	Invoice #
11/26/2024	7832

Bill To			
City of Roswell 425 N. Richardson Roswell, NM 88201		Project	2447 Roswell Emergency Utilities
		P.O. No.	Terms
		Berrendo 8" SAS	Net 30

Item	Description	Inv Qty	Rate	Curr %	Total %	Prior Qty	Prior Amt	Amount
	Berrendo Emergency 8" Sewer Repair 10/22-11/15 See attached Weekly Report See attached Invoice File See attached Buy America Cert (for rebar only)							
1000 Con...	Administration Support; 3 hr	3	45.00					135.00T
1000 Con...	Skilled Laborer; 504.5 hr	504.5	55.00					27,747.50T
1000 Con...	Site Supervisor; 135.5 hr	135.5	95.00					12,872.50T
1000 Con...	General Superintendent; 16.5 hr	16.5	300.00					4,950.00T
1000 Con...	Executive Officer including assistant; 8.5 hrs	8.5	500.00					4,250.00T
9960 Equi...	Backhoe with Operator; 56.5 hrs	56.5	150.00					8,475.00T
9960 Equi...	Wheel Loader with Operator; 24 hr	24	200.00					4,800.00T
9960 Equi...	Trackhoe with Operator; 81 hr	81	200.00					16,200.00T
9960 Equi...	Haul Truck; 8 hr	8	170.00					1,360.00T
9960 Equi...	Tamper/ Trench Roller/ Walk Behind Roller; 9 days	9	350.00					3,150.00T
9960 Equi...	Pickup/Van per day, 2 ea per location; 21 days	21	350.00					7,350.00T
9965 Mat...	Vendor Invoices plus 15%; 1 ls	1	32,910.44					32,910.44T

Our policy is to add 1 1/2% per month to all accounts in arrears 30 days or more. Customer is liable for attorney's fees and court costs if matter is turned over to an attorney for collection.

Subtotal \$124,200.44

Sales Tax (7.8958%) \$9,806.62

Total \$134,007.06

Phone #	Fax #	E-mail	Payments/Credits	\$0.00
5058969428	505-896-9429	holly@jhservicesinc.com	Balance Due	\$134,007.06

*Payment #1 - Berrendo River Aerial Sewer Line
Repair flood damage aerial sewer crossing
Verified by Engineering Dept
Louis Najar - City Engr.
12-26-2024*

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Regular Items 23.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Consider recommending authorization for ratification for PO 22501336 for emergency water and wastewater repairs due to flood disaster to White Cloud Pipeline in the amount of \$369,329.49 including GRT, to include a budget adjustment to GL line 53004355-614020 of \$369,279.49. (Valadez)

- Funding Source - Budget adjustment in the amount of \$369,279.49 to Repair and Maintenance Infrastructure GL No. 53004355-614020.
- Funding Source - PO 22501336 encumbrance of \$50.00.

BACKGROUND:

Initiated by: Andrew Valadez

Emergency repairs due to flood damage to:

1. Lea Ave. Bridge over Spring River for aerial pipe crossing totaling \$40,860.14 in repairs.
2. Kentucky Ave. Bridge over Spring River - replacement of aerial pipe crossing totaling \$98,994.40.
3. US 285 Bridge Over Spring River aerial steel water pipe crossing totaling \$129,487.91.
4. Pennsylvania Bridge Over Spring River aerial pipe crossing totaling \$99,987.04

Utilizing White Cloud Utility Repair Services Agreement RFP-25-001

FINANCIAL CONSIDERATION:

- Funding Source - Budget adjustment in the amount of \$369,279.49 to Repair and Maintenance Infrastructure GL No. 53004355-614020.
- Funding Source - PO 22501336 encumbrance of \$50.00.

LEGAL REVIEW:

No legal review needed

BOARD AND COMMITTEE ACTION:

Finance Committee will be the first to hear this item at the February 6, 2025 meeting.

STAFF RECOMMENDATION:

Consider recommending authorization for ratification for PO 22501336 for emergency water and wastewater repairs due to flood disaster to White Cloud Pipeline in the amount of \$369,329.49 including GRT, to include a budget adjustment to GL line 53004355-614020 of \$369,279.49.

- Funding Source - Budget adjustment in the amount of \$369,279.49 to Repair and Maintenance Infrastructure GL No. 53004355-614020.
- Funding Source - PO 22501336 encumbrance of \$50.00.

RFP-25-001 Utiltiy Repair White Cloud

White Cloud Quote \$99,987.04

White Cloud Quote \$129,487.91

White Cloud Quote \$98,994.40

White Cloud Quote \$40,860.14

UTILITY REPAIR SERVICES AGREEMENT-RFP-25-001

This Engineering and Architectural Services Agreement ("Agreement") is hereby entered into on this 13th day of September, 2024, by and between the City of Roswell, New Mexico ("City"), a political subdivision of the State of New Mexico, and WHITE CLOUD PIPELINE CORP. ("Contractor"), collectively referred to herein as the Parties.

RECITALS

WHEREAS, on July 14, 2024, City Issued RFP-25-001, ("RFP-25-001"), which RFP is attached hereto as Exhibit 1 and incorporated by reference;

WHEREAS, RFP-25-001 ON-CALL UTILITY REPAIR SERVICES sought multiple contractors to provide ON-CALL UTILITY services and improvements, as described in more detail in the Summary Statement of Work Exhibit 2 of RFP- 25-001 ON-ON-CALL UTILITY REPAIR SERVICES, for City's properties;

WHEREAS, RFP-25-001 ON-CALL UTILITY REPAIR SERVICES contemplates that, over the course of the Term, as defined in RFP-25-001 ON-CALL UTILITY REPAIR SERVICES, contractors whose proposals are accepted by City shall have the opportunity to be awarded projects from time to time by City for general construction services of City's properties;

WHEREAS, RFP-25-001 ON-CALL UTILITY REPAIR SERVICES further contemplates that City may award any project under RFP-25-001 to the superior proposal for that project, as determined by City in its own discretion to be in its best interests;

WHEREAS, Contractor submitted a Proposal in response to RFP-25-001 ON-CALL UTILITY REPAIR SERVICES that accepted by City on August 15, 2024, which Proposal is attached hereto as Exhibit 3 and incorporated by reference; and

WHEREAS, the Parties wish hereby to set forth and agree to the terms and procedures under which City may award, and Contractors may accept and perform, projects pursuant to RFP-25-001 ON-CALL UTILITY REPAIR SERVICES.

NOW THEREFORE, for and in consideration of the premises and mutual covenants herein contained, the Parties hereby agree as follows:

1. **Term:** As set forth in RFP-25-001 ON-CALL UTILITY REPAIR SERVICES, the Term of this Agreement shall be for one (1) year from the date signed and may be extended annually for up to three (3) additional one (1) year terms by mutual written agreement, provided that the funds for subject contract are available and approved annually by the City Council and that the Offeror has established a satisfactory record of performance.

Projects under this RFP shall be non-exclusive. Any extensions hereof shall be subject to the same terms and conditions set forth in RFP-25-001 ON-CALL UTILITY REPAIR SERVICES and this Agreement.

2. **Project Award:** City may, but is not required, to award one or more projects for general construction and improvements for city properties, as contemplated in RFP-25-001, to Contractor from time to time during the course of the Term. City's decision whether or not to award a project hereunder to contractor shall be discretionary, based upon City's determination of its best interest, which determination is absolute and not subject to challenge by Contractor.
3. **Contractor's Acceptance:** Contractor may, but is not required, to accept such project or projects awarded to Contractor under Paragraph 1. Contractor shall notify City in writing within 48 hours of receipt of the Award Notice of its acceptance or rejection of an awarded project. Failure to notify City within the time period specified shall be deemed a rejection.
4. **Project Commencement:** In the event that Contractor accepts an award of a project hereunder, Contractor shall commence work on the project upon acceptable time by both parties, provided that Contractor shall commence filing necessary permit applications within 24 hours of Contractor's acceptance. Once Contractor has commenced work on an awarded project, Contractor shall not have the right to withdraw and shall substantially complete the project within the project timeline specified in the Award Notice, unless Contractor's obligation to complete such pending project has been specifically released or extended by City in writing by a duly authorized representative of City. The work shall be considered substantially completed when the total amount of unfinished work is estimated at less than 5% and City shall determine substantial completion hereunder, by written certification of such by the Facilities Manager or the City Engineer for the City of Roswell, ("City Engineer"), as provided for hereunder.
5. **Project Performance:** Contractor shall perform all work on every project hereunder in a good and workman-like fashion, in substantial compliance in all respects with the plans and specifications, timeline, pricing, and all other project terms set forth in the Award Notice, and all instructions and directions provided by City. No act of the City, or its agents or employees or representatives, either in supervising or directing project work, or any extension of time for the completion of project

work, shall be regarded as an acceptance of such work or any part thereof, or of materials used therein, either wholly or in part. City shall determine substantial compliance hereunder solely by written certification of such by the City Engineer, as provided for hereunder.

6. **Subcontractors:** Contractor, as soon as practicable after the acceptance of a project, shall furnish to City in writing a list of the names of any subcontractors proposed for the project. Contractor shall not employ any subcontractor to whom City may have a reasonable objection. Contractor shall not be required to employ any subcontractor to whom he has a reasonable objection. Contracts between the Contractor and the subcontractor shall be in accordance with the terms of this Agreement and the Award Notice insofar as applicable.
7. **City Engineer's Certifications:** Upon receipt of written notice from the Contractor that the work is substantially complete and ready for inspection and acceptance, the City Engineer shall make an inspection of the project. If the City Engineer accepts Contractor's project work, he shall promptly issue a written certification over his own signature, stating that the project work provided for in this Award Notice has been substantially completed in substantial compliance with the plans and specifications ("Certification of Substantial Completion").

If required in the Award Notice, the City Engineer shall make a final inspection of the project no later than 11 months after substantial completion of the work. If the City Engineer determines that the project has been fully completed in compliance with the terms of the Award Notice, he shall promptly issue a written certification over his own signature, stating that the project work provided for in this Award Notice has been finally completed ("Certification of Final Completion").

8. **Project Payment:** City shall pay Contractor pursuant to the price and payment schedule provided in the Award Notice. Final payment shall be made within thirty (30) days after date of issuance of the Certification of Substantial or Final Completion, as provided for in the Award Notice. Payments may be withheld on account of
 - a. defective work not remedied;
 - b. failure of the Contractor to make payments properly for labor, materials, or equipment, and Sub-Contractors
 - c. damage to City or a third party;
 - d. any other claims asserted or evidence which indicates probable assertion of claims against Contractor in relation to the project; or

- e. unsatisfactory prosecution of the work by the Contractor.

In the event that City fails to make any payment due under the payment schedule without cause, City shall have the opportunity to cure any such omission within 14 days of notice by Contractor of such. Contractor shall submit to City a Final invoice for final payment. Contractor's Invoice/billing shall provide the following information:

- a. Contractor's Name;
- b. Contractor's Address and a phone number;
- c. Purchase Order Number issued by City at time of project Award Notice;
- d. Date of Invoice/ billing;
- e. Location of project jobsite (address/ department name);
- f. Project jobsite start date;
- g. Final amount quoted and accepted by City;
- h. The billed amount for New Mexico Gross Receipts Tax shall be stated on a separate line and at current rate at time of job completion,

9. Contractor's Costs: Contractor shall provide and pay for all labor, expertise, materials, freight/delivery equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for the proper execution and completion of project work. Contractor shall bear the cost of all permits and licenses required to perform any project work.

10. City's Right to Inspect and Supervise Work: City, by and through the City Engineer or his designee, may make periodic visits to every project site to determine in general if project work is proceeding in accordance with the Award Notice's plans and specifications on the basis of on-site observations, the City Engineer or designee will keep City informed of the progress of the project work, and will endeavor to guard the City against defects and deficiencies in project work of Contractor. The City Engineer will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of project work, nor will City Engineer be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with project work.

City, by and through the City Engineer and/or other designee, may supervise and direct Contractor's project work and Contractor shall follow all instructions, directions and specifications of City in

the performance of project work, provided that supervision and direction by City shall conform to the project terms provided in the Award Notice. City will not be responsible, however, for the Contractor's failure to carry out project work in accordance with its obligations hereunder or pursuant to the plans and specifications of the Award Notice.

- 11. City's Right to Direct Contractor Employees:** City's right to supervise and direct Contractor's project work shall include the right to direct Contractor's managerial and supervisory employees, and subcontractors, who shall faithfully and timely comply with all instructions of City concerning project work. In the event that City determines that any employee or subcontractor of Contractor has refused or neglected to obey City's instructions relating to project work; or are determined by City, in its discretion, to be otherwise incompetent, disorderly or unfaithful, Contractor shall, upon notice from City, at once discharge and not again employ such employee or subcontractor on any part of the project work, unless reinstated by the written consent of City.
- 12. Implied Work:** Any work that is fairly implied by the plans and specifications of the Award Notice or this Agreement, as determined by the City Engineer, shall be completed by Contractor at no additional cost and within the project timeline set forth in the Award Notice, notwithstanding the failure of the Award Notice or this Agreement to explicitly state such work.
- 13. Change Orders:** City may, whenever the City Engineer deems it necessary during the progress of a project, notify Contractor of any changes in project work ("Change Orders"), which shall automatically amend and become incorporated into the Award Notice, so long as such Change Order is within the scope of the plans and specifications of the Award Notice. Change Orders shall, if necessary, include any associated alteration of project pricing and/or timeline.
- 14. Additional Work:** In the event, however, that City desires additional work beyond that contemplated by the Award Notice, City shall notify Contractor of such additional work in a supplemental notice of award ("Supplemental Award Notice"), which shall set forth the plans and specifications, timeline, pricing and payment schedule of the additional work. Contractor may accept or reject the additional work as otherwise provided for herein.
- 15. Liquidated Damages for Delays:** The Parties acknowledge and agree that the failure of Contractor to adhere to project timelines, resulting in delay to substantial completion of a project, will cause damages to City, including, without limitation, additional engineering and inspection expenses,

which are significant but difficult to quantify. In the event that substantial completion of an awarded contract is delayed beyond project timelines established by City, as a result of any failure of Contractor, Contractor shall pay to City \$5,000.00 per each day substantial completion is delayed beyond established project timelines. The Parties agree that sums payable in this Paragraph constitute liquidated damages and not penalties and are in addition to all other rights of City, under this Agreement or as otherwise provided by law.

- 16. Compliance with Law:** The Contractor will be required to observe and comply with all applicable laws, ordinances, rules, regulations and orders of any public authority applicable to Contractor's performance of project work, including, without limitation, those relating to worker health and safety, obstruction of the streets, runways, taxiways, maintaining signals, keeping open passageways and protecting the same where exposed. Contractor shall obtain all necessary permits and licenses relative to any project.
- 17. Safety:** Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with project work. It shall take all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, injury or loss to:
- a. all employees and subcontractors on every project and other persons who may be affected thereby;
 - b. all materials and equipment to be used and/or incorporated in the project; and
 - c. any other property at the project site or elsewhere.

Contractor shall bear all risk of loss to project work, materials or equipment due to fire, theft, vandalism, or other casualty or cause, until project work is substantially completed and accepted by City. All damage or loss to any property caused in whole or in part by the Contractor, or its employees, agents, representatives, or subcontractors shall be remedied by the Contractor.

- 18. Insurance:** Without waiving or limiting Contractor's duty herein to indemnify City, Contractor shall purchase and maintain in full force and effect a \$1,000,000.00 policy or policies of general public liability insurance in which City is named as an additional insured, covering against claims for injury, death or damage to person(s) or property arising from or relating to any and every project undertaken by Contractor.

- 19. Bid Bond:** For any project, the price of which is \$25,000.00 or greater, Contractor shall furnish to City, with its acceptance of the project, a Bid Bond in the amount of 5% of the total amount of the price of such project, which Bond shall be executed by Contractor as principal, with at least one Corporate Surety Company authorized to do business in the State of New Mexico, as Surety conditioned for the faithful commencement of the work in strict conformity with the plans and specifications, pricing and timeline set forth in the Award Notice. In addition, in the event that Contractor performs multiple projects pursuant to this Agreement and the combined prices of such projects paid by City to Contractor equals or exceeds \$25,000.00, City may require Contractor secure a Bid Bond, as provided above, for any such additional projects cumulatively equaling or exceeding \$25,000.00.
- 20. Performance Bond:** For each and every project accepted and undertaken by Contractor, Contractor shall furnish to City a Performance Bond in the amount of 100% of the total amount of the project price, which Bond shall be executed by Contractor as principal, with at least one Corporate Surety Company authorized to do business in the State of New Mexico, as Surety conditioned for the faithful completion of the work in strict conformity with the plans and specifications, pricing and timeline set forth in the Award Notice.
- 21. State Wage Rates:** If applicable, pursuant to NMSA 1978 §13-4-11 (A), state wage rates shall apply to any bid or proposal on construction or public works projects in excess of \$60,000.00. In addition, all bidders shall comply with federal wage rates on applicable projects.
- 22. Prohibition on Liens:** Contractor agrees that it shall not assert rights to or claim a lien, or encumbrance of any type or kind, including any mechanic's or materialman's lien on any portion of the land, buildings, equipment, fixtures, or materials that constitute or form a part of the project, nor shall it permit or suffer any liens for labor, equipment or materials furnished to Contractor in relation to its performance of project work to encumber City's land, buildings, equipment, fixtures, or materials, and shall indemnify and hold harmless City against any such liens asserted by third parties. In addition, the Performance Bond provided for above shall be held and construed to cover all such third-party lien claims.
- 23. Disputes:** The City Engineer shall be the initial interpreter of the requirements of this Agreement and the Award Notice and judge the acceptability of all project work thereunder.

Claims, disputes and other matters relating to the acceptability of project work or the interpretation of the requirements of this Agreement or the Award Notice pertaining to the performance and furnishing of project work, Change Orders, and project timelines will be referred initially to the City Engineer in writing with a request for a decision. Written notice of each such claim, dispute or other matter will be delivered by Contractor to the City Engineer promptly after the occurrence or event giving rise thereto. The City Engineer will render a decision in writing promptly after receipt of the submittal, allowing sufficient time for review of the matter. The City Engineer's decision on such claim, dispute or other matter will be final and binding upon Contractor.

24. Deficiency Notices: If at any time during the progress of an ongoing project, the City Engineer determines that:

- a. Contractor is failing to supply sufficient time, supplies, or manpower reasonably required by the project, or is otherwise failing to vigorously perform project work, such that there is a substantial possibility that the Contractor will not complete the project according to the applicable timeline;
- b. Contractor is neglecting to perform the work a good and workman-like fashion according to the plans and specifications of the Award Notice, instructions of City, and requirements of this Agreement; and/or
- c. Contractor is otherwise failing to perform any obligation or adhere to any covenant required hereunder or in the Award Notice;

the City Engineer shall notify Contractor of such determination ("Deficiency Notice") and require Contractor to provide such additional resources or to make good such deficiencies, as the City Engineer may deem necessary. Contractor shall supply the additional resources or make good the deficiencies at no additional cost to City and shall provide the City Engineer with evidence of satisfactory compliance within 10 business days of the Deficiency Notice. Satisfactory compliance shall be determined in good faith by the City Engineer.

25. Force Majeure: Notwithstanding the foregoing, in no event shall the Contractor be responsible or liable for any failure or delay in the performance of its obligations pursuant to City's specifications or timeline caused by any negligence or omission of City. Contractor shall further bear no responsibility or liability for delays arising out of or caused by forces beyond its control and not caused by the negligence or intentional conduct or misconduct of Contractor, including, without limitation, war, strike, fire, Act of God, earthquake, flood, lockout, embargo, governmental acts or

orders or restrictions, failure of suppliers, provided Contractor has exerted all reasonable efforts to avoid or remedy such force majeure.

In the event of a force majeure, Contractor shall notify City thereof within 10 days of its occurrence and request an extension of the applicable project timeline. Failure of Contractor to notify City of the occurrence of a force majeure shall subject Contractor to the liquidated damages specified above, notwithstanding this Paragraph.

26. Default: Failure of Contractor to complete any project accepted pursuant to the terms of this Agreement according to the plans and specifications, instructions, and timeline of City, to comply with any Deficiency Notice of the City Engineer, or to otherwise adhere to any obligation or covenant set forth in this Agreement, shall constitute a Default of this Agreement. In the event of Default by Contractor, City may, without prejudice to any other remedy City may have, make good deficiencies and may deduct the cost thereof from payments then or thereafter due the Contractor or, at City's option, may terminate this Agreement and suspend Contractor's work on the project, take possession of the site and of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor and may finish the work by whatever method City may deem expedient.

If, in the event City opts to suspend Contractor's work and complete the project, the unpaid balance of payments owed Contractor for the project exceeds the expense of finishing the work, such excess shall be paid to the Contractor, but if such expense exceeds such unpaid balance, the Contractor shall pay the difference to the City. These rights and remedies are in addition to any right to damages or other rights and remedies allowed by law.

27. Waiver: Neither a failure nor a delay on the part of either City in exercising any right, power or privilege under this Agreement shall operate as a waiver thereof, nor shall a single or partial exercise thereof preclude any other or further exercise of any right, power or privilege. The rights, remedies and benefits of the City herein expressly specified are cumulative and not exclusive of any other rights, remedies or benefits which either may have under this Agreement at law, in equity, by statute or otherwise.

28. Termination: This Agreement may be terminated at any time and without penalty, by either party by giving 60 days written notice, subject to any pending project on which work has commenced,

which project shall be completed according to the applicable project timeline and specifications, notwithstanding the right of termination hereunder, unless Contractor's obligation to complete such pending project has been specifically released by City in writing by a duly authorized representative of City.

City may suspend or annul any project commenced hereunder at any time, including by awarding the project to another contractor, with or without terminating this Agreement, when City determines such an action is in its best interest, which determination is absolute and not subject to contest by Contractor. In the event a project is annulled, Contractor shall be paid for all services satisfactorily completed, as determined by the City Engineer, within 30 days of annulment. In the event a project is temporarily suspended hereunder and later recommenced by Contractor, the project timeline shall be adjusted to account for such suspension.

- 29. Indemnification:** Contractor hereby expressly agrees to identify and save harmless the City in all suits and actions of every nature and description brought against by or on account of any injuries or damages received or sustained by any parties through the negligence or carelessness of Contractor, of its employees or subcontractors, or by from acts of Contractor of its servants or agents or subcontractors in the performance of their duties in doing the work herein contracted or in consequence of any negligence in making said improvements or in any improper materials used in its construction or by or on account of any acts or omissions of Contractor, its servants or agents or subcontractors.

Notice: All notices, requests or other communications to the parties shall be given by

Registered mail addressed as follows:

City of Roswell
Attn: Chad Cole
City Manager
P. O. Box 1838
Roswell, NM 88201

WHITE CLOUD PIPELINE CORP.
Attn Tonnie Patterson
President
P.O. Bo 2184
Roswell, NM, 88202

- 30. Prohibition on Assignment:** Contractor shall not assign any of its rights or interest or delegate any of its any of its obligations under this Agreement without the prior written consent of City, which consent may be withheld in its sole and absolute discretion.
- 31. Entire Agreement:** This Agreement embodies the entire agreement of the Parties with respect to the subject matters contained herein. This Agreement may be modified or amended or the provisions hereof waived only by a written instrument signed by the duly authorized representatives of the Parties.

32. Severance Clause: In case any provision in this Agreement shall be held invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

33. Choice of Law and Forum Selection: This Agreement shall be governed by the laws of the State of New Mexico, exclusive of choice of law provisions, and venue for any judicial proceeding resulting here from shall lie in the Fifth Judicial District, Chaves County, New Mexico.

[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, WHITE CLOUD PIPELINE CORP. and the City of Roswell
have caused this Agreement to be executed by their duly authorized officers on this 18 day of
Sept., 2024, the Effective Date hereof.

"City"
City of Roswell

Chad Cole 9/17/24
By: Chad Cole Date
City Manager

"White Cloud."
WHITE CLOUD PIPELINE CORP.

Tonnie Patterson 9-18-24
By: Tonnie Patterson Date
President



Amalia Martinez Sept. 20, 2024
Amalia Martinez, City Clerk Date

Approved as to Form:

Hessel Yntema 9-16-24
Hessel Yntema, City Attorney Date



QUOTATION

PO Box 2184
Roswell, NM 88202
575-622-5995 Fax 575-622-3167

NM License # 34206 Exp. 4/30/27
PW # 002269020110621 Exp. 6/21/26
EIN # 85-0398058

To: City of Roswell
Attn: Louis Najar / Lorenzo Sanchez
Re: Emergency Flood Repair – Kentucky Ave Aerial Crossing

Date: 10/24/24
Acknowledged: Type A Wages

Kentucky Ave Bridge Over Spring River – Replacement of Flood Damaged Aerial Pipe Crossing

Remove existing aerial steel casing and 6" water carrier pipe
Remove existing concrete piers for crossing pipe
Pothole and locate existing utilities within repair zone
Remove concrete sidewalk, curbing, and rock with mortar improvements within repair zone
Excavate repair zone to existing underground waterline tie in locations both sides of bridge
Modify as necessary to relocate concrete piers to gain distance between aerial crossing and bridge
Install concrete piers, per City drawing, for support of new steel casing and carrier pipes
Install 16" x .50" primed and painted steel casing pipe across piers with strapping and HDPE barriers
Install 16" x .50" primed and painted steel casing 45* turndowns each end to subgrade
Install fully restrained 6" C900 carrier pipe and appurtenances through casing to subgrade tie ins
Hand chlorination of carrier pipe, fittings, and tie ins
Backfill excavation zones with 1 ½ sack flowfill to base of surface improvements each side
Form and construct new concrete sidewalk and pads to match original design on south side
Install 1" minus gravel 4" deep over flowfill on north side
Clean and reinstall rock with mortar on south side of bridge – Flowfill void under undisturbed rock
Clean up and remove flood debris from river embankment and construction area within repair zone
Load construction and flood debris from site and transport to Roswell Municipal Landfill

Exclusions:

Construction Water – Provided by City
Traffic Control – Provided and established by City
ADA Special Device – Device provided by City (Bump strip at corner of Kentucky)
Bridge handrail removal and replacement by Others
Bonds (avail @ 1.75%) – Excess or special insurance
Permits / Survey / SWPPP
Density Testing / Pressure Testing / Bact Testing

Item #	Description	Unit	Qty	Unit Price	Total Price
1	Kentucky Aerial Crossing	Lump Sum	1	\$ 86,750.00	\$ 86,750.00
2	Landfill Tipping Fees	Ton	100	\$ 50.00	\$ 5,000.00
SubTotal					\$ 91,750.00
NMGR @ 7.8958%					\$ 7,244.40
Total					\$ 98,994.40

Proudly Serving NM Since 1992



QUOTATION

PO Box 2184
Roswell, NM 88202
575-622-5995 Fax 575-622-3167

NM License # 34206 Exp. 4/30/27
PW # 002269020110621 Exp. 6/21/26
EIN # 85-0398058

To: City of Roswell
Attn: Louis Najjar / Lorenzo Sanchez
Re: Emergency Flood Repair – US 285 Aerial Crossing

Date: 10/24/24
Acknowledged: Type A Wages

US 285 Bridge Over Spring River – Replacement of Flood Damaged Aerial Steel Water Pipe Crossing

Remove existing aerial 8" steel water carrier pipe
Remove existing concrete piers for crossing pipe
Pothole and locate existing utilities within repair zone
Remove concrete sidewalk, curbing, and decorative brick improvements within repair zone
Excavate repair zone to existing underground waterline tie in locations both sides of bridge
Install concrete piers, per City drawing, for support of new steel casing and carrier pipes
Install 18" x .50" primed and painted steel casing pipe across piers with strapping and HDPE barriers
Install 18" x .50" primed and painted steel casing 45* turndowns each end to subgrade
Install fully restrained 8" C900 carrier pipe and appurtenances through casing to subgrade tie ins
Hand chlorination of carrier pipe, fittings, and tie ins
Backfill excavation zones with 1 ½ sack flowfill to base of surface improvements each side
Form and construct new concrete sidewalk and curbing to match original design on both sides
Clean and replace brick to match original design on north side of bridge
Modify, repair and secure existing square tube metal fence on both sides in specified repair zone
Remove and replace decorative gravel between bridge curb and concrete pads on north side
Clean up and remove flood debris from river embankment and construction area within repair zone
Load construction and flood debris from site and transport to Roswell Municipal Landfill

Exclusions:

Construction Water – Provided by City
Traffic Control – Provided and established by City (WCP to perform daily maintenance)
Bonds (avail @ 1.75%) – Excess or special insurance
Permits / Survey / SWPPP
Density Testing / Pressure Testing / Bact Testing

Item #	Description	Unit	Qty	Unit Price	Total Price
1	US 285 Aerial Crossing	Lump Sum	1	\$ 115,012.00	\$ 115,012.00
2	Landfill Tipping Fees	Ton	100	\$ 50.00	\$ 5,000.00
SubTotal					\$ 120,012.00
NMGRT @ 7.8958%					\$ 9,475.91
Total					\$ 129,487.91

Proudly Serving NM Since 1992



QUOTATION

PO Box 2184
Roswell, NM 88202
575-622-5995 Fax 575-622-3167

NM License # 34206 Exp. 4/30/27
PW # 002269020110621 Exp. 6/21/26
EIN # 85-0398058

To: City of Roswell
Attn: Louis Najar / Lorenzo Sanchez
Re: Emergency Flood Repair – Kentucky Ave Aerial Crossing

Date: 10/24/24

Acknowledged: Type A Wages

Kentucky Ave Bridge Over Spring River – Replacement of Flood Damaged Aerial Pipe Crossing

Remove existing aerial steel casing and 6" water carrier pipe
Remove existing concrete piers for crossing pipe
Pothole and locate existing utilities within repair zone
Remove concrete sidewalk, curbing, and rock with mortar improvements within repair zone
Excavate repair zone to existing underground waterline tie in locations both sides of bridge
Modify as necessary to relocate concrete piers to gain distance between aerial crossing and bridge
Install concrete piers, per City drawing, for support of new steel casing and carrier pipes
Install 16" x .50" primed and painted steel casing pipe across piers with strapping and HDPE barriers
Install 16" x .50" primed and painted steel casing 45* turndowns each end to subgrade
Install fully restrained 6" C900 carrier pipe and appurtenances through casing to subgrade tie ins
Hand chlorination of carrier pipe, fittings, and tie ins
Backfill excavation zones with 1 ½ sack flowfill to base of surface improvements each side
Form and construct new concrete sidewalk and pads to match original design on south side
Install 1" minus gravel 4" deep over flowfill on north side
Clean and reinstall rock with mortar on south side of bridge – Flowfill void under undisturbed rock
Clean up and remove flood debris from river embankment and construction area within repair zone
Load construction and flood debris from site and transport to Roswell Municipal Landfill

Exclusions:

Construction Water – Provided by City
Traffic Control – Provided and established by City
ADA Special Device – Device provided by City (Bump strip at corner of Kentucky)
Bridge handrail removal and replacement by Others
Bonds (avail @ 1.75%) – Excess or special insurance
Permits / Survey / SWPPP
Density Testing / Pressure Testing / Bact Testing

Item #	Description	Unit	Qty	Unit Price	Total Price
1	Kentucky Aerial Crossing	Lump Sum	1	\$ 86,750.00	\$ 86,750.00
2	Landfill Tipping Fees	Ton	100	\$ 50.00	\$ 5,000.00
SubTotal					\$ 91,750.00
NMGR @ 7.8958%					\$ 7,244.40
Total					\$ 98,994.40

Proudly Serving NM Since 1992



QUOTATION

PO Box 2184
Roswell, NM 88202
575-622-5995 Fax 575-622-3167

NM License # 34206 Exp. 4/30/27
PW # 002269020110621 Exp. 6/21/26
EIN # 85-0398058

To: City of Roswell
Attn: Louis Najjar / Lorenzo Sanchez
Re: Emergency Flood Repair – Lea Ave Aerial Crossing

Date: 11/1/24

Acknowledged: Type A Wages

Lea Ave Bridge Over Spring River – Repair of Flood Damaged Aerial Pipe Crossing

Pothole and locate existing utilities within repair zone
Excavate repair zone to existing underground waterline tie in locations both sides of bridge
Remove damaged portion of existing 6" HDPE carrier pipe
Install 6" 45* DI MJ fittings with 6" C900 pipe from existing 6" HDPE carrier pipe to tie ins both sides
Repair existing concrete pier anchor points with chemical anchor material both sides
Replace anchor bolts on existing concrete piers both sides
Reattach existing chain strapping on existing 12" steel casing pipe
Install 12" x .250" primed and painted steel casing 45* turndowns on existing casing to subgrade both sides
Hand chlorination of carrier pipe, fittings, and tie ins
Backfill excavation zones with 1 ½ sack flowfill to base of surface improvements both sides
Install 1" minus gravel 4" deep over flowfill both sides
Remove construction debris from site and transport for disposal – No disposal fees

Exclusions:

Construction Water – Provided by City
Traffic Control – Provided and established by City
Bonds (avail @ 1.75%) – Excess or special insurance
Permits / Survey / SWPPP
Density Testing / Pressure Testing / Bact Testing

Item #	Description	Unit	Qty	Unit Price	Total Price
1	Lea Ave Aerial Crossing	Lump Sum	1	\$ 37,870.00	\$ 37,870.00
				NMGRT @ 7.8958%	\$ 2,990.14
				Total	\$ 40,860.14

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Regular Items 24.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Consider recommending authorization for ratification of the expenditure of \$179,216.33, over \$60,000.00, to procure engineering services from Molzen Corbin for the NCAR triangle site survey. (Jenna Lanfor)

- Funding Source - Capital Appropriation 22-G2773 Awarded amount \$4,950,000

BACKGROUND:

Initiated by: Jenna Lanfor

A budget adjustment for \$179,216.33 was approved by the city council on January 9, 2025, to utilize State Appropriations grant 22-G2773 for funding the drainage survey Task Order from Molzen Corbin.

FINANCIAL CONSIDERATION:

Funding Source - Capital Appropriation 22-G2773 Awarded amount \$4,950,000

LEGAL REVIEW:

Sent to the city attorney for review via email 1/10/2025.

BOARD AND COMMITTEE ACTION:

Legal Committee referred to the Finance Committee at their meeting on January 30, 2025. Voice vote 5-0.

STAFF RECOMMENDATION:

Approval of authorization for ratification of the expenditure of \$179,216.33, over \$60,000.00, to procure engineering services from Molzen Corbin for the NCAR triangle site survey.

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Regular Items 25.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Consider recommending authorization for ratification of the expenditure of \$186,050.93, over \$60,000.00, to procure engineering services from Molzen Corbin for a terminal improvement design. (Jenna Lanfor)

- Funding Source - Capital Appropriation Grant 23-H2930 Awarded amount \$1,980,000

BACKGROUND:

Initiated by: Jenna Lanfor

A budget adjustment for \$186,050.93 was approved by the city council on January 9, 2025, to utilize State Appropriations grant 23-H2930 for funding the terminal improvement design; main men and women's bathrooms, east side entrance men and women's restrooms, and standby generator from Molzen Corbin.

FINANCIAL CONSIDERATION:

Funding Source - Capital Appropriation Grant 23-H2930 Awarded amount \$1,980,000

LEGAL REVIEW:

Sent to the city attorney for review via email on 1/20/2025.

BOARD AND COMMITTEE ACTION:

Legal Committee referred to the Finance Committee at their meeting on January 30, 2025. Voice vote 5-0.

STAFF RECOMMENDATION:

Approval of authorization for ratification of the expenditure of \$186,050.93, over \$60,000.00, to procure engineering services from Molzen Corbin for a terminal improvement design.

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Regular Items 26.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Consider recommending license agreement, or agreement substantially similar to that presented, between Reno Air Racing Association (RARA) and City of Roswell (COR). (Yntema)

BACKGROUND:

Initiated by: Administration

Last year the City and RARA entered into an memorandum (MOU) regarding ROW hosting RARA NCAR events. This license agreement fills in the gaps of and effectuates the binding portions of that MOU.

FINANCIAL CONSIDERATION:

The proposed Ordinance creates no new financial obligations for the City. The City gains significant new revenue from the agreement.

LEGAL REVIEW:

Co-drafted by the City Attorney.

BOARD AND COMMITTEE ACTION:

Legal Committee referred to the Finance Committee at their January 30, 2025. Voice vote 5-0.

STAFF RECOMMENDATION:

Approve license agreement, or agreement substantially similar to that presented, between Reno Air Racing Association (RARA) and City of Roswell (COR).

Attachments

MOU

NATIONAL CHAMPIONSHIP AIR RACES EVENT LICENSE AND SPONSORSHIP AGREEMENT

THIS EVENT LICENSE AND SPONSORSHIP AGREEMENT (this “Agreement”) is between the CITY OF ROSWELL, a political subdivision of the State of New Mexico (the “City”), and RENO AIR RACING ASSOCIATION, INC., a Nevada non-profit corporation (“RARA”) and is effective as of January __, 2025 (the “Effective Date”).

WHEREAS, RARA is nonprofit organization dedicated to promoting and advancing interest, participation and safety in competitive, recreational and specialty aviation and the benefits stemming from education concerning the history of aviation;

WHEREAS, the City owns and operates the Roswell Air Center (“RAC”) in the City of Roswell, Chaves County, New Mexico, and the City is authorized to enter into agreements for the use of airport premises and facilities;

WHEREAS, RARA has staged the National Championship Air Races (“NCAR”) annually since 1964. and has conducted its Pylon Racing Seminar (“PRS”) annually since 1999. NCAR and PRS implicate social and economic considerations of importance to the local community, including benefits to tourism in general, benefits to local charitable organizations, benefits to taxpayers from NCAR revenues, benefits stemming from technological advances in aviation that flow from NCAR, and benefits stemming from education concerning the history of aviation;

WHEREAS, in 2023, RARA issued a request for proposals to host the NCAR. Recognizing the tremendous economic, tourism, and charitable benefits to community, the City submitted a proposal and was selected by RARA to be the new host for the NCAR and the PRS (collectively, the “Events”);

WHEREAS, the successful operation of the Events will require assistance and support from the City, including law enforcement, emergency services, compliance with FAA and TSA requirements, and infrastructure and facility improvements to prepare the ROW for the Event. The parties acknowledge the challenge of attracting and maintaining RARA’s current fan base and so recognize that capital investments made to bring the Events to the City will be under the ownership of the City of Roswell or RAC and have been and will be funded in the future by the State of New Mexico and other non-RAC municipal funds with no expectation of reimbursement beyond the economic benefits gained from future attendance and the fees provided herein;

WHEREAS, The City Council has determined that hosting the Events will further the interests of the City and promote the general welfare of local businesses, charitable organizations, and residents of Chaves County. The City, annual appropriations consistent with the restrictions of the §§ 6-6-11 through 6-6-13 to 6-6-18 NMSA 1978 (The “Bateman Act”) intends to support the Events using proceeds of the tax imposed under §§ 3-38-13 through 3-38-25 NMSA 1978 and Ordinance 20-05 (the “Lodger’s Tax”) and to bring of the Events to the City by providing or procuring the support described in this Agreement;

NOW, THEREFORE, in consideration of the foregoing recitals, and for other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, RARA and the City agree as follows:

ARTICLE 1 DEFINITIONS; INTERPRETATION

The terms defined in this Article 1 shall have the below-referenced meanings when used in this Agreement.

1.01 “Airport” means the Roswell Air Center owned and operated by the City, including all real property and easements, improvements and appurtenances thereto, structures, buildings, fixtures, machinery and other tangible personal property or interest in any of the foregoing, now or hereafter owned or operated by the City.

1.02 “Airport Director” means the Director of the Airport.

1.03 “Airside Facilities” means, for the Events only, nonexclusive improved and unimproved property utilized for ingress, egress and other uses, as so designated by the City, including aircraft ramp, taxiways, aviation or other easements, runways and taxiways, runway and taxiway lights, other appurtenances related to the aeronautical use of the Airport, and all land associated with the FAA-approved race course.

1.04 “Effective Date” has the meaning set forth in the Preamble.

1.05 “Eligible Expenses” means costs or expenses incurred for any purpose authorized in § 3-38-21 NMSA 1978, including but not limited to (i) establishing, operating, purchasing, constructing, otherwise acquiring, reconstructing, extending, improving, equipping, furnishing or acquiring property for tourist-related facilities, attractions or transportation systems of the City; (ii) providing police and fire protection and sanitation service for tourist-related facilities, attractions and events in the City; and (iii) advertising, publicizing and promoting tourist-related facilities and attractions and tourist-related events.

1.06 “Events” has the meaning set forth in the recitals, National Championship Air Races (“NCAR”), and Pylon Racing Seminar (“PRS”)

1.07 “Event Period” has the meaning set forth in Section 2.03.

1.09 “FAA” means the United States Department of Transportation, Federal Aviation Administration, and its successors in function, if any.

1.10 “Landside Facilities” means the areas and facilities at and around the Airport designated for use during an Event pursuant to Section 5.01, excluding Airside Facilities.

1.11 “License” means and refers to the license granted pursuant Section 2.01.

1.12 “Lodger’s Tax” has the meaning set forth in the recitals.

1.13 “Premises” means the portions of the Airport designated for the staging, operating and conducting of the Events pursuant to Article 5, and includes the Landside Facilities and Airside Facilities.

1.14 “PRS” has the meaning set forth in the recitals.

1.15 “RARA” has the meaning set forth in the Preamble.

1.16 “RARA Marks” means any trademark, trade name, service mark, design, logo, or domain name now or hereafter owned by RARA.

1.17 “Term” has the meaning set forth in Section 3.02.

1.18 “TSA” means the Transportation Security Administration of the United States Department of Homeland Security, Transportation Security Administration, and its successor(s) in function, if any.

1.19 “Waiver Application” means an FAA Application for Certificate of Waiver or Authorization to use the Airport for an Event.

1.20 “Waiver Certificate” has the meaning set forth in Section 2.02.

1.21 “Waiver Periods” has the meaning set forth in Section 2.03.

ARTICLE 2 GRANT OF LICENSE; ACTIVITY PERIODS

2.01 License. Upon and subject to the terms and conditions of this Agreement, the City hereby grants to RARA a license (the “License”) to stage, operate and conduct the Events upon the Premises during the Waiver Periods, and to conduct preparation and clean-up of the Premises during the Event Period. In connection with the License, RARA may perform any activities reasonably necessary for the safe and successful conduct of the Events.

2.02 FAA Waivers. RARA will prepare and submit a Waiver Application to the FAA for each Event and will provide copies of the executed Certificates of Waiver issued by the FAA (“Waiver Certificates”) and any related FAA approval documents upon the City’s request. RARA shall obtain FAA approval for all phases of the Events covered by the Waiver Certificates and shall take all steps required by the FAA with regard to any aspect of the Events.

2.03 Activity Periods. The Events will start and end at the times and dates set out in the Waiver Certificates obtained from the FAA for each Event (the “Waiver Periods”). During each year of the Term, RARA may use the Premises for a period of time commencing thirty (30) days before the Waiver Period for PRS begins and continuing for fourteen (14) days after the Waiver Period for NCAR ends (the “Event Period”) for the purposes of Event preparation and repair, and clean-up of the Premises as required by this Agreement. Each waiver period shall not exceed sixteen (16) days.

2.04 Surrender. Not later than fourteen (14) days after the Event Period, RARA will, and will cause its officers, directors, employees, agents, contractors, vendors, invitees, licensees and concessionaires, to peaceably and quietly leave and surrender the Premises in as good a condition as when RARA began its activities during the Event Period, reasonable wear and tear excepted.

ARTICLE 3 TERM

3.01 Initial Term. This Agreement shall have an initial term commencing on the Effective Date and expiring on the fifth (5th) anniversary thereof (the “Initial Term”), unless terminated earlier or extended, in each case, pursuant to the terms and conditions hereof.

3.02 Extension of Term. The Agreement will automatically renew up to five consecutive five-year periods (each, an “Extension Term” and, collectively with the Initial Term, the “Term”) for a maximum Term of thirty (30) years; provided that no Event of Default has occurred and is continuing at the time the Initial Term or applicable Extension Term expires.

3.03 Early Termination. Following the first three (3) years of the Initial Term, RARA shall have the right and option to terminate this Agreement if RARA reasonably determines that the Events have been unprofitable for three consecutive years or perceives, in conjunction with Roswell, that it is not economically sustainable..

3.04 Effect of Early Termination. If RARA terminates this Agreement pursuant to Section 3.03, this Agreement shall terminate with respect to all future rights and obligations of performance hereunder by the parties (except for the rights and obligations herein that expressly are to survive termination hereof). Termination pursuant to Section 3.03 shall not alter the then-existing claims, if any, of either party for breaches of this Agreement occurring prior to such termination, and the obligations of the parties with respect thereto shall survive termination. Notwithstanding any provision of this Agreement to the contrary and for the avoidance of doubt, RARA shall have no liability whatsoever to the City or any other person or entity for any capital investments or other expenditures made in connection with the Events.

ARTICLE 4 PLANNING AND COORDINATION

4.01 Party Representatives.

(a) The City hereby designates [NAME] to be the representative of the City (“City Representative”), and shall have the right, from time to time, to change the individual or individuals who are the City Representative by giving at least ten (10) days’ prior written notice to RARA thereof. Any written approval, decision, confirmation or determination of the City Representative shall be binding on the City except in those instances in which this Agreement specifically provides for the approval, decision, confirmation or determination of the City Council.

(b) RARA hereby designates Frederick Telling, CEO, and Tony Logoteta, President to be the representatives of RARA (“RARA Representative”), and shall have the

right, from time to time, to change the individual or individuals who are the RARA Representative by giving at least ten (10) days' prior written notice to City thereof. Any written approval, decision, confirmation or determination of the RARA Representative shall be binding on the RARA; provided, however, that notwithstanding anything in this Agreement to the contrary, the RARA Representative shall not have any right to modify, amend or terminate this Agreement.

(c) If there is more than one individual serving as the representative of a party, the written approval, decision, confirmation or determination of any one of such individuals shall be sufficient to bind that party.

4.02 Event Operations Planning. At least sixty (60) days before an Event, RARA will deliver to the City reasonably detailed initial operations plans for that Event addressing the below subjects:

(a) Emergency operations planning and response including, but not limited to, (i) crowd ingress, egress and circulation plans for both emergency and daily operations; and (ii) first aid facility locations plan;

(b) Facility Use Plan including, but not limited to, (i) security of airfield and all Premises, including night-time security; (ii) temporary facilities and fencing detail and description of use; (iii) vehicle and aircraft parking and circulation plan; (iv) sanitary facilities location plan; vendor and exhibitor temporary premises location plan;

(c) RV parking location plan; and

(d) Any other subjects for which the City reasonably requests a plan during the Term of this Agreement.

4.03 Cooperation. RARA will cooperate with, and will cause its officers, directors, employees, agents, contractors, vendors, invitees, licensees and concessionaires, to cooperate with City officials, agents, and employees in all matters pertaining to the Events including, but not limited to, the above subjects; and will comply with, and cause its officers, directors, employees, agents, contractors, vendors, invitees, licensees and concessionaires to comply with all reasonable directives, instructions, recommendations or requests of City officials, agents and employees in relation thereto. The cooperation referenced in this Section includes efforts to attend meetings with the City at dates and times agreed upon by the attendees of such meetings.

4.04 Sponsorship Agreements. Subject to final appropriations by the City Council, the City shall negotiate in good faith with RARA to provide a sponsorship agreement for each year of the Initial Term, pursuant to which: (i) the City shall fund up to three hundred thousand dollars (\$300,000) per year in Eligible Expenses for the Events, subject to the limitations in § 3-38-15 NMSA 1978; and (ii) RARA shall provide the City equitable treatment and the rights and benefits provided to the largest sponsor of the Events (excluding any exclusive rights granted to the title sponsor and the presenting sponsors). The funding when considered each year will be increased by the latest 12-month percentage change in CPI-U, (Consumer Price Index-U, and U.S. City Average) rounded up to the nearest \$1.00.

If the sponsorship funding is inadequate to cover the cost of the City Services, the parties will cooperate in good faith to determine a mutually acceptable resolution.

4.05 Lodger's Tax. On or before July 1 of each year of the Term, the parties shall meet at a mutually convenient place and time, and at each such meeting shall discuss and reasonably determine: (i) the types of City Services anticipated to be required for each Event and the estimated Cost-to-City associated therewith; (ii) the amount of Lodger's Tax proceeds collected by the City during the previous fiscal year and deposited in the Lodger's Tax Ordinance Fund; (iii) the amount of Lodger's Tax proceeds restricted to marketing pursuant to § 3-38-15 NMSA 1978; and (iv) the specific City Services to be prioritized and procured with the Lodger's Tax.

4.06 Marketing and Promotion. RARA hereby grants the City, and the City hereby accepts, a non-exclusive, non-transferrable, non-sublicensable right and license to use the RARA Marks during the Term in the City's advertising, marketing, and promotional materials in all formats and media, including on its website, mobile apps, and social marketing pages on third-party websites and mobile apps, to identify and promote its association with and its status as the host of the Events. The City shall submit examples of all proposed uses of the RARA Marks to RARA for written approval. The license granted pursuant to this Section shall automatically terminate upon the expiration or earlier termination of this Agreement.

4.07 Press Releases. RARA will provide the City a copy of any press release or statement related to the Event.

4.08 Other City Support. During the Initial Term, subject to federal and state funding, the City commits to seek all necessary funding for the expansion of its passenger terminal in anticipation of increased demand of commercial service for the Events.

ARTICLE 5 PREMISES

5.01 Designation Process. At least sixty (60) days before each Event, the City and RARA will determine the areas in, on, at and about the Airport to be designated for staging, operating and conducting such Event, including Landside Facilities and Airside Facilities; provided, however, that the final determination of the Premises designated for each Event is subject to the City's approval, which approval shall not be unreasonably withheld, conditioned, or delayed. Once the City and RARA have determined and designated the areas to include in the Premises for an Event, the parties shall execute an instrument reflecting said Premises, and such instrument shall be binding upon the parties and deemed incorporated into this Agreement.

5.02 Required Areas. In determining the areas to include in the Premises, the parties agree that approximately 84 acres shall be designated for grandstands and other spectators areas; spaces reserved for vendors, sponsors, concessionaires, and exhibitors; medical and emergency staging areas; aircraft displays and temporary aircraft storage; and any other areas and facilities RARA reasonably determines to be necessary or appropriate for successful conduct of the Events.

5.03 Building Space.

(a) For 2025, the City will provide sufficient office and building space during the Events, as required by RARA, at the same rental rates charged to other Airport users. If RARA only needs a portion of a building, rent shall be reduced proportionally.

(b) The City will make all reasonable efforts to facilitate the use of the Chalet and several other hangar spaces under lease with the local FBO or other tenants, including hangars 1531 and 1532.

5.04 Airside Facilities. The FAA-approved racecourse design shall govern and control the areas and facilities designated as Airside Facilities for the purposes of this Agreement. The City shall assist RARA in obtaining all necessary landowner/occupier approvals, consents, or other rights required for any Airside Facilities on non-municipal property.

5.05 Parking. The City shall provide RARA and its officers, directors, employees, agents, contractors, vendors, invitees, licensees, concessionaires, patrons, and guests with access to, and use of, parking spaces on Airport parking facilities and, to the extent necessary, in RARA's reasonable discretion, off-Airport parking facilities sufficient to accommodate Event attendees.

5.06 Other Airport Tenants and Users. In addition to the Premises, RARA may arrange directly with Airport tenants for the use of any space leased by those tenants and required for an Event. RARA may not impede the rights granted to Airport tenants by the City unless a safety issue with respect to the Event is involved. RARA will promptly provide the Airport Director with a written explanation of any situation requiring the impediment of tenant rights, including the name of the tenant, the type of impediment, and a detailed explanation of the safety issue. RARA will ensure that the right of access to and from any tenant's leased space is accommodated in its control of access to the Premises.

5.07 University Property. The City will make all reasonable efforts to facilitate the use of PBS affiliate KENM free of charge at Eastern New Mexico University-Roswell ("University") and use of the University facilities for conference areas, classrooms for safety briefings, and coordination for use of cafeteria services.

ARTICLE 6 FEES AND CHARGES

6.01 License Fee. In consideration of the License, RARA agrees to pay the City a fee of up to fifty thousand dollars (\$50,000.00) per year (the "License Fee"). Except as provided in Section 6.02, the License Fee shall be paid by RARA to the City within thirty (30) days after the Event Period each year of the Term. Each year thereafter, the license fee will be increased by the latest 12-month percentage change in CPI-U, (Consumer Price Index-U, and U.S. City Average) rounded up to the nearest \$1.00.

6.02 Parking Fees. RARA shall have the right to establish (and thereafter change from time to time) the parking fees charged for the use of all parking facilities during the Events, to permit

volunteers and other persons reasonably necessary for operation of the event to use the parking facilities free of charge during the Event Period. RARA shall receive and collect all revenue generated from the sale of parking spaces at the parking facilities designated for the Events. RARA shall share the parking revenues generated from the sale of any parking spaces exempt from the Lodger's Tax and consistent with FAA regulations, as follows:

- (a) One dollar (\$1.00) for each regular parking space;
- (b) Five dollars (\$5.00) for each RV parking space without connections for water and electricity; and
- (c) Ten dollars (\$10.00) for each RV parking space with connections for water and electricity.
- (d) Each year, the above will be increased by the latest 12-month percentage change in CPI-U, (Consumer Price Index-U, and U.S. City Average), rounded up to the nearest \$0.01.

6.03 Reimbursement of Cost-to-City. RARA shall pay or reimburse the City for any and all actual operational or pass-through costs, but excluding fixed costs, to host the Events ("Cost-to-City"). Cost-to-City shall include the incremental increase in the cost of utilities over the average cost of utilities on non-Event days and the cost of other services the City provides or procures for the Events pursuant to this Agreement. For City Services, Cost-to-City includes only the incremental cost to provide those services (e.g., staffing in excess of normal requirements and overtime pay). Cost-to-City shall exclude Eligible Expenses paid by or with Lodger's Tax appropriations. Any reimbursement for Cost-to-City shall be promptly paid by RARA within thirty (30) days after receiving an invoice from the City.

ARTICLE 7 OPERATIONAL REQUIREMENTS

7.01 RARA Responsibilities. Except for any City Services provided pursuant to Section 7.02, RARA shall manage and coordinate all aspects of the Events on and off the Premises.

7.02 City Services. City shall directly provide or procure the following services for each Event (collectively, the "City Services"):

- (a) The City shall provide or procure services from government agencies responsible for public safety in connection with each Event, including support and coordination for transport and traffic management operations. Such services are in addition to any private security provided by RARA.
- (b) The City shall provide auxiliary fire protection and emergency medical services for the Events. Such services are in addition to Fast Response Operational Safety Team (FROST) or equivalent fire services that shall be provided by RARA at its expense.

(c) The City will make available roll-off dumpsters as reasonably required for the Events. RARA shall be responsible for depositing refuse at each roll-off dumpster and for payment of all tipping fees associated with each roll-off.

7.03 Race Aircraft Parking. If hangar space is not available for all required race aircraft parking for the Events, the City and RARA shall split the cost of any temporary tents needed to provide a minimum of 40,000 square feet of covered parking for race aircraft.

7.04 On-Site Representation. RARA will designate a representative with authority to act on RARA's behalf who will remain on-site at the Premises after each day of the Event to ensure that any additional work identified by the Airport Director as a result of the Event is promptly performed by or on behalf of RARA. RARA will ensure that the FAA air traffic control tower has such representative's correct mobile phone number so that the FAA air traffic control manager may contact such representative from time to time.

7.05 Event Fees. RARA may charge a registration fee to participants and an admission fee to the public who desire to enter the Premises to observe the NCAR. Notwithstanding the foregoing, RARA shall not interfere with City employees required to work on the Airport as certified by the City; on-site employees of businesses on the Airport and conducting business on the Airport; and persons demonstrating a valid requirement to have access onto the Airport; provided, however, that such persons may be restricted by RARA to those areas necessary to their Airport activity.

7.06 Participant Waivers. RARA will cause the following persons to execute a waiver with respect to the Event: aircraft owners, aircraft pilots, any individual working on aircraft and/or in the pit area at the Airport. The waiver will include an express waiver of all liability by such person as against the City and its officers, employees and agents.

7.07 Regulatory Compliance.

(a) RARA shall, at no cost to the City, comply with, and shall cause its officers, directors, employees, agents, contractors, vendors, licensees and concessionaires, to comply with, all statutes, laws, ordinances, orders, judgments, decrees, regulations, directions, requirements and guidelines of all federal, state, city, local and other governmental authorities that have jurisdiction over RARA's operations, now or hereafter in effect, applicable to the Events, the Premises, the Airport, and adjoining common areas and public rights-of-way as to the manner of use and the condition of the Premises during the Event.

(b) RARA shall: (a) obtain and maintain in effect at all times, at its sole cost and expense, any and all licenses, certificates and permits required for staging, operating and conducting the Events and its use and occupancy and operation of the Premises; and (b) obtain and pay for any licenses, permits and other operating, use or safety certifications required by federal, state and local regulatory agencies for its use, operations and activities and associated operations on the Premises. RARA shall provide the City with copies of any and all such licenses, permits and other documentation evidencing compliance herewith upon request and as otherwise required under this Agreement.

(c) RARA will conduct the Event in a safe manner, consistent with the operation of aircraft engaged in similar events that are approved by the FAA and consistent with the Waiver Certificate issued for the Event. RARA will ensure that only authorized individuals are permitted into areas where aircraft are operating.

7.08 Requirements for Concessionaires and Exhibitors. RARA may temporarily authorize use of the Premises by commercial concessionaires and exhibitors for the sale and/or display of prepared food, beverage, merchandise and for the rental of parking spaces provided:

(a) All commercial concessionaires and exhibitors have a written agreement with RARA to operate during the Event;

(b) RARA provides a list of all commercial concessionaires and exhibitors to the City prior to the commencement of the Event; and

(c) RARA ensures that all of the commercial concessionaires and exhibitors have secured all licenses and permits required for their activity and that they have in place adequate commercial general, automobile and product liability insurance, as may be applicable, with the City, and its officials, agents, and employees included as additional insureds.

7.09 Signage. RARA may, upon the City's prior written approval, which will not be unreasonably withheld, erect or permit the erection of temporary directional and/or advertising signs (i) upon the Premises, or (ii) upon other areas of the Airport for which RARA has received approval of the tenant or licensee of such other area.

7.10 Additional Requirements. In addition to the foregoing requirements, RARA will:

(a) Provide sufficient personnel to give traffic and parking direction to provide crowd control and to ensure the safety of the public and property; and

(b) Restrict the airside use of temporary living quarters (e.g. tents, campers, trailers, etc.) to that area(s) of the Airport designated for such personnel.

ARTICLE 8 FACILITY IMPROVEMENTS AND MAINTENANCE

8.01 City Work. The City shall, at its sole cost and expense, directly provide, construct, or procure and retain title to the following:

(a) Pylons. On or before April 15, 2025, the City shall construct and install the racecourse pylons to RARA's standard specifications at locations determined by RARA. Emergency Landing Strips. On or before September 1, 2025, the City shall engineer and develop additional emergency landing strip(s) at or around the Airport at locations determined by RARA, in accordance with RARA and FAA standards. Additionally, the City shall secure approval to use existing landing strips at or around the Roswell Correctional Center and shall prepare the same for use as additional emergency landing strips.

(b) Apron Staging Area. On or before September 1, 2025, the City shall construct or cause to be constructed and paint an Apron Staging Area for RARA activities between Taxiway C and Taxiway J, approximately 3,600 feet long and 100 feet wide, as depicted on **Exhibit B** (the “Apron Staging Area”). The Apron Staging Area will be treated using asphalt rated to withstand a minimum of 60,000 pounds

(c) Tie Downs. On or before May 1, 2025, the City shall install approximately seventy (70) tie downs to be used with steel cabling for race aircraft parking during the Events. The final number and locations shall be determined by RARA.

(d) Tent Anchors. On or before May 1, 2025, the City shall install approximately 60 anchors to be used to secure tent structures during event. RARA shall have the right to install additional anchors or stakes as may be necessary to accommodate larger tent structures.

(e) Bleachers. In coordination with RARA, the City shall procure, construct, and maintain bleachers to seat approximately 10,000 individuals.

(f) Clearing and Paving. On or before September 1, 2025, the City will fully clear designated areas of dirt and vegetation on the ramp and prepare additional surface treatment as required for the public areas of the Events, including but not limited to areas designated for vendors, exhibitors, temporary seating, aircraft displays and pit parking. The City may treat portions of the public areas with chip seal to limit costs, provided that a slurry seal is added the following year. The pedestrian entrance walkway may be treated using lower-rated asphalt.

(g) Grading. The City shall flatten the shooting range berm.

8.02 Non-Interference. The City shall not allow any construction at or around the Airport that would interfere with RARA’s ability to conduct or operate the Events. More generally, the City will consult with RARA in relation to any planned public works or private development which may have an impact (whether in terms cost or feasibility) on the conduct of the Events. The City will consult with RARA on adjustments to minimize cost increases and disruption to Events.

8.03 Maintenance and Repair. Except as provided in Section 8.04, RARA shall be responsible for all maintenance and repair of the Premises during the Event Period, and the City will not be responsible therefore. RARA will ensure that the Premises are kept in a good, safe, clean and orderly condition. Such maintenance and repair shall be performed with due diligence and in a good and workmanlike manner to the satisfaction of the City. Without limiting the foregoing, RARA will:

(a) Perform, or cause to be performed, custodial services on a daily basis during the Event Period for the Event; such services will include the daily removal of debris resulting from the Event from the Premises and the Airport. At the end of the Waiver Period, RARA will remove, or caused to be removed, from the Airport all trash, rubbish, waste and debris resulting from the Event. If, in the discretion of the City, the custodial services are insufficient, the City may, after giving notification to RARA, initiate clean-up of the Airport and bill RARA pursuant to Section 6.04. An inspection of the Premises and

common areas before and after the Event shall be conducted by the City and RARA together so both parties are apprised of the conditions of the Premises;

(b) Immediately repair or cause to be repaired, to the satisfaction of the City, any damage to operating surfaces of the Airport if such damage would be a danger to aircraft operations. On or before the end of the Event Period for the Event, RARA will repair or cause to be repaired, to the satisfaction of the City, any other damage resulting from the Event to the Premises. If, in the discretion of the City, the repairs are insufficient, City may, after giving notification to RARA, initiate clean-up of the Airport and bill RARA pursuant to Section 6.04;

(c) Repair, or cause to be repaired, any damage or to remove any contamination to the Premises or the Airport caused by, resulting from, arising out of or otherwise in connection with the Event. If RARA fails to repair such damage, or if, in the discretion of City the repairs are insufficient, the City may, after giving notification to RARA, make such repairs, or have them made on its behalf, and charge RARA pursuant to Section 6.04; and

(d) RARA will ensure that all oil cans, fuel barrels, drums and the like, the use of which is caused by, results from, arises out of, or is in relation to or in connection or conjunction with the Event. RARA will remove or cause to be removed from the Premises and the Airport all such items immediately upon the conclusion of the Event.

(e) RARA and the City will jointly install and maintain temporary fencing with mutual agreement between RARA and the City.

8.04 City's Maintenance Responsibilities. The City shall be responsible for all costs and expenses in connection with the installation, maintenance, repair or replacement of the racecourse pylons, the grandstands, the Apron Staging Area, all improved surfaces at or around the Airport, and any other capital improvements constructed or procured by the City. Excluding utilities normally provided by Xcel and New Mexico Gas Company, the City shall maintain all equipment required to provide adequate utilities at such times and in such amounts as shall be reasonably necessary for the use of the Premises for the Events.

ARTICLE 9 INSURANCE

9.01 Insurance Requirements. RARA, as the named insured, shall secure and provide the forms of insurance set forth in this Article 9. All policies and certificates shall contain a provision that written notice of cancellation or of any material change in said policy by the insurer shall be delivered to the City no less than thirty (30) days in advance of each Event. If any such coverage is cancelled or materially changed, RARA shall within fifteen (15) days after the date of such written notice of such cancellation or change file with the City, a certificate showing that the required insurance has been reinstated or provided through another insurance company or companies. All policies of insurance provided for herein shall be primary coverage for all claims arising from the use, occupancy and operation of the Premises and from the conduct of the Events governed by this Agreement. If RARA fails to deliver evidence of insurance to the City as provided

above, the City may at its sole discretion immediately terminate the License for the applicable year and all rights and privileges granted herein are revoked.

RARA shall maintain all insurance hereunder with insurance underwriters authorized to do business in the State of New Mexico with an AM rating of A or better and who are satisfactory to the City and its insurance carrier(s). All policies, primary, excess and/or umbrella, shall name, and certificates shall show by separate endorsement, that policies name the City, its officers, employees and agents as additional insureds. RARA and its insurer or insurance agent shall provide the City copies of the complete policies, including declarations, additional insured endorsements and complete excess and/or umbrella policies from the insurance carriers showing all insurance required hereunder to be in full force and effect during the entire duration of the Events or shall deposit with City certified copies of said policies.

9.02 Aviation General Liability Insurance. At least thirty (30) days prior to the Events, RARA shall, as a condition precedent to the commencement of operations, secure and provide to City a certificate of insurance as evidence of the following coverages:

(a) Aviation General Liability Insurance coverage provided on standard forms for Bodily Injury and Property Damage Liability with a minimum limit of one hundred million dollars (\$100,000,000) combined single limit per occurrence which shall include, but not be limited to, the following extensions:

- (i) Premises and operations;
- (ii) Contractual, including coverage for assumption of liability set forth in this Agreement;
- (iii) Liability while operating mobile equipment on Airport property;
- (iv) Products and completed operations;
- (v) Independent Contractors;
- (vi) Personal injury/advertising injury liability of Twenty-Five Million and 00/100 Dollars (\$25,000,000.00).
- (vii) Cross liability and severability of interest coverage for each of the Additional Insureds who shall have the same protection as would have been available had the policy been issued individually to each of them, except that this fact shall not in any event increase any insurers' total liability beyond the limits as set forth in the policies.

(b) Breach of warranty coverage with respect to the interests of the Additional Insured, the insurance afforded shall not be invalidated by any act or neglect of the Named Insured whether or not such act or neglect is a breach or violation of any warranties, declarations, or conditions of the policies.

(c) Automobile liability coverage for hired autos, scheduled autos, and non-owned autos with a combined single limit of One Million and 00/100 Dollars (\$1,000,000.00) for each accident.

(d) Workers' compensation as required by the State of New Mexico and Employers' Liability in the amount of one million dollars (\$1,000,000) per accident, one million dollars (\$1,000,000) per employee, and one million dollars (\$1,000,000) disease policy limit.

(e) All insurance policies required to be carried by RARA pursuant to this Agreement shall be primary and without right of contribution from any other insurance as may be carried by the City or any other Additional Insured. All policies shall provide that the insurers waive their rights of subrogation, set-off, counterclaim or other deduction, whether by attachment or otherwise as against the City and its successors and assigns or any other Additional Insureds to the same extent as RARA has waived such rights and that the City or any other Additional Insureds shall not be responsible for any premiums, assessments, warranties, representations, commissions, or calls in connection with such insurances provided by the policies required hereunder.

(f) The certificates of insurance must contain the following in the Description of Operations narrative section of the certificates of insurance as follows: "Such insurance as is afforded under the policies applies to the Liability assumed by the Named Insured under contract, specifically Article 9 and Article 10, of the National Championship Air Races Event License and Operating Agreement dated [REDACTED], 2025."

(g) All insurance policies required to be carried by RARA pursuant to this Agreement must reference and expressly incorporate the indemnification requirements of this Agreement and must clearly state that the insurance will cover all expenses incurred by the City arising out of the Events, i.e. RARA's insurance policy, primary and excess, must provide coverage for the City to the same extent as provided to RARA and shall provide coverage to the City as an additional insured for all of RARA's duties and obligations pursuant to Article 10 of the Agreement.

(h) At each license renewal period, RARA and Roswell will jointly reassess any possible increase in the amount of insurance necessary to continue operation of the Events.

9.03 Adjustment of Claims. RARA shall provide for the prompt and efficient handling of all claims arising out of the activities of RARA under this Agreement.

ARTICLE 10 INDEMNIFICATION

10.01 Indemnification. RARA shall be and remain responsible for its acts and omissions, and the City shall in no way be responsible therefore. RARA shall indemnify and hold harmless the City, and its elected and appointed officials, employees and agents ("City Personnel") for any losses, liabilities, costs, charges, judgments, claims, damages, fees, attorney's fees, penalties, fines

and expenses (“Losses”) involving any third-party claim arising directly or indirectly, from the events or in connection with or alleged to arise out of or any way incidental to any of the following:

- (a) any breach by RARA of any covenant or obligation of RARA in this Agreement;
- (b) any claim by any person for Losses in connection with the violation by RARA of any applicable law, rule, or regulation;
- (c) liens by third parties against the City or any City Indemnified Parties, or any of their property, because of labor, services, or materials furnished to RARA in connection with the events; or
- (d) the negligence or willful act or omission of RARA or its officers, directors, employees, agents, contractors, vendors, invitees, licensees and concessionaires.

These claims, demands, and the like shall include, but not be limited to, payment of legal expenses incurred by the City, including attorney fees, in defending against or paying or settling any such claim and/or the like. The City may, in its sole discretion, select counsel of its choosing to represent and defend it in any such matter.

Notwithstanding the foregoing, this Section 10.01 does not require RARA to indemnify or defend the City or any City Personnel for Losses resulting from willful misconduct of City Personnel.

RARA’s obligation to indemnify the City set forth in this Section shall survive the expiration or termination of this License

10.02 Indemnification Coverage. The indemnification provided in this Agreement shall not be limited by insurance requirements. No act of the City including, but not limited to, any action, direction, instruction recommendation or request of the City pursuant to this Agreement, shall constitute nor be deemed, construed or interpreted as an assumption of duty by the City to RARA. The minimum insurance requirements prescribed herein shall not limit or define the obligations of RARA hereunder.

10.03 Notice of Claim. RARA shall immediately give the City written notice of any claim, fine, demand or the like which in any way affects or might affect the City, and may compromise and/or defend against that claim or the like to the extent of its interest therein.

ARTICLE 11 HAZARDOUS MATERIALS

11.01 Environmental Laws; Hazardous Materials Handling.

- (a) RARA shall comply with all applicable laws including, but not limited to, the federal Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) and Resource Conservation and Recovery Act (RCRA), the laws of the State of New Mexico and local ordinances governing environmental matters including, but not

limited to, the transportation and storage of hazardous materials, substances and wastes, as might now or hereafter be defined by such laws.

(b) RARA shall not improperly use, store or dispose of on the Premises, neighboring property or any other property in the City any petroleum product, or any other material or substance now or hereafter classified as a listed waste, hazardous or toxic under any federal, state or local law. Notwithstanding, the presence of certain materials, which might be necessary to support RARA's operations, located within the proper receptacles of any motor vehicle or in other proper containers correctly stored on the Premises or other approved locations at Airport, shall not be a violation of this Section.

(c) Only persons who meet the City's requirements and comply with applicable laws will be allowed to conduct business on the Premises or elsewhere at the Airport to receive hazardous articles or materials for shipping or storage. RARA, its agents, employees, invitees, and licensees shall handle such articles or materials compliant with 40 C.F.R. Part 260 - 279, parts and materials handling directives, company manuals or a combination of the above, as applicable.

(d) To the extent required by law, RARA shall develop and submit to the City a Spill Prevention Control and Countermeasure program (SPCC), or other similar programs as required by the New Mexico Environment Department for the duration of the Term of this. RARA shall maintain written procedures for handling and disposing of petroleum products and hazardous and toxic materials and wastes if such materials are handled by RARA. RARA shall make such written procedures, if any are so required, available for the City's review upon request.

11.02 Hazardous Materials Indemnification. If applicable materials are handled by RARA, RARA shall keep, save, protect, release, defend at the option of the City, indemnify and hold the City, its officers, agents and employees harmless from any and all claims, damages, suits, costs, expenses, liability, fines, demands and causes of action or proceedings of any kind or nature whatsoever including, but not limited to, reasonable costs and attorney fees, incurred by the City in connection with the defense or any claim, demand or cause of action asserted by any third party arising out of or resulting from any hazardous, toxic or petroleum substance, material or waste which is brought on, deposited or stored on or removed from the Premises or elsewhere at the Airport during the Term of this Agreement or arising out of any contamination of the Premises, neighboring property or any other City property resulting from and/or by any such hazardous, toxic or petroleum substance, material or waste now or hereafter defined or classified as a listed waste, hazardous or toxic under applicable federal, state or local law during RARA's use thereof, including, but not limited to, toxic, hazardous or petroleum products, unless caused solely by the act or omission of the City. Upon receiving notice of any such claim, demand or cause of action, RARA shall, at its cost, immediately investigate and, if necessary, cure or commence to cure, by taking all action prescribed by applicable federal, state and local laws relating to the toxic, hazardous or petroleum substance, material or waste including, but not limited to, the proper removal, disposal and cleanup thereof. RARA's obligation to indemnify the City under this Section shall survive the expiration or termination of this Agreement.

11.03 Notice of Action. RARA shall immediately notify the City in writing of: (a) any environmental enforcement, clean-up, removal or other action proposed, instituted or completed pursuant to any federal, state or local law; (b) any claim made by any person against RARA for damages, contribution or cost recovery resulting from or claimed to result from the presence of a hazardous material; (c) any occurrence which might give rise to or result in such a claim; and/or (d) reports to any regulatory agency arising out of or in connection with the delivery to, storage on or removal from the Premises of any hazardous material including, but not limited to, any complaint, notice, warning or alleged violation in connection therewith. RARA shall provide the City with copies of all non-privileged documentation relating to the foregoing.

ARTICLE 12 DEFAULT AND TERMINATION

12.01 Events of Default. In addition to other events of default provided in other provisions of this Agreement, each of the following will constitute an event of default entitling City to exercise the remedies listed below:

(a) Failure to make any payment when due and RARA's continuing failure to make such payment for more than thirty (30) days following the City's delivery of written notice of such failure to RARA; or

(b) The filing by RARA of a voluntary petition in bankruptcy or the institution of proceedings in bankruptcy against RARA or the adjudication of RARA as a bankrupt pursuant to such involuntary bankruptcy proceedings; the appointment of a receiver of RARA's assets which results in a liquidation of RARA's business; or the general assignment of this Agreement by RARA for the benefit of creditors; or

(c) Permission or sufferance by RARA of any unauthorized use of the Premises, or of the Airport, and RARA's failure to cure such unauthorized use within thirty (30) days following City's delivery of written notice of such default to RARA; or

(d) Any other default or breach of any term, covenant or condition of this Agreement and RARA's failure to remedy the default or breach for a period of more than thirty (30) days (unless expressly set forth otherwise in this Agreement) following the City's delivery of written notice of said default or breach to RARA, except in the event the breach is of a nature which cannot be cured within the thirty (30) day period, RARA may be granted additional time to cure by the City if RARA commences the cure and continues in good faith to cure the breach during such extended cure period.

12.02 City's Remedies. In the event of default of this Agreement by RARA, the City may terminate RARA's right to the use of the Premises by any lawful means. In such case, this Agreement will terminate upon thirty (30) days' written notice to RARA.

12.03 Termination by City. Notwithstanding any provision to the contrary, the City may terminate this Agreement upon ninety (90) days' written notice to RARA upon occurrence of any of the following events:

(a) The lawful assumption by the United States Government or the State of New Mexico, or any authorized agency thereof, of the operation, control or use of the Airport, or any substantial portion thereof, that in the City's judgment, substantially restricts RARA's business for a period of at least ninety (90) days; or

(b) The issuance of a court of competent jurisdiction of a permanent injunction, which prevents or restrains the use of the Airport, or any part thereof, for Airport purposes where the prevention or restraint of such use, in the judgment of City, substantially restricts City's use of the Airport for airport purposes or substantially restricts RARA's business; or

(c) The existence or operation of any rule, regulation, sponsor assurance, or order of the FAA, or TSA directly or indirectly, requiring the discontinuance or, in City's judgment, substantial reduction of the use of the Airport for RARA's use and occupancy by RARA of the Premises as described herein.

(d) The default by RARA in the performance of any covenant or obligation required to be performed by RARA and the failure of RARA to remedy such default for a period of one-hundred eighty (180) days after receipt of written notice to remedy same; provided, however, if the nature of the default is such that it cannot be cured within one-hundred eighty (180) days and RARA commences the cure of default within said one-hundred eighty -day period and diligently pursues such efforts to completion, RARA shall not be deemed in default hereunder. Notwithstanding the foregoing, no notice of termination, as provided herein, shall be effective if RARA shall have remedied the default prior to receipt of the City's notice of termination.

(e) Permission or sufferance by RARA of any unauthorized use of the Premises, or of the Airport, and RARA's failure to cure such unauthorized use within five (5) days following Authority's delivery of written notice of such default to RARA.

(f) If the conduct of the Events ceases or fails to occur for any reason within RARA's control.

12.04 Termination by RARA. Notwithstanding any provision to the contrary, RARA may terminate this Agreement by giving the City ninety (90) days' prior written notice, upon or after the happening of any one of the following events:

(a) The inability of RARA to use the Airport, or any of the Premises, facilities, rights, licenses, services or privileges granted to RARA hereunder because of fire, explosion, earthquake, other casualty, or act of the public enemy, provided that the same is not caused by negligence, unlawful acts or failure to act on the part of RARA.

(b) Issuance by any court of competent jurisdiction of an injunction in any way preventing or restraining the use of the Airport or any part thereof for airport purposes, and the remaining in force of such injunction for a period of at least ninety (90) days.

(c) The default by the City in the performance of any covenant or obligation required to be performed by City and the failure of City to remedy such default for a period

of one-hundred eighty (180) days after receipt of written notice to remedy same; provided, however, if the nature of the default is such that it cannot be cured within one-hundred eighty (180) days and the City commences the cure of default within said one-hundred eighty -day period and diligently pursues such efforts to completion, the City shall not be deemed in default hereunder. Notwithstanding the foregoing, no notice of termination, as provided herein, shall be effective if the City shall have remedied the default prior to receipt of RARA's notice of termination.

(d) If RARA is prevented from conducting the Events due to circumstances beyond its control, including but not limited to RARA's inability to purchase insurance for the Events, or restrictions placed on the Events by the FAA, TSA or other governing body which make the conduct of the Events operationally or financially not feasible.

ARTICLE 13 FAA PROVISIONS AND AIRPORT REGULATIONS

13.01 Mandatory FAA Provisions. The following provisions are mandatory FAA provisions pursuant to "Required Contract Provisions for Airport Improvement Program and for Obligated Sponsors" issued by the FAA dated September 15, 2023, as amended. As such, neither the language nor their inclusion may be changed.

(a) General Civil Rights Provisions. RARA and its transferee(s) agree to comply with pertinent statutes, Executive Orders, and such rules as identified in Title VI List of Pertinent Nondiscrimination Acts and Authorities to ensure that no person shall, on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision is in addition to that required by Title VI of the Civil Rights Act of 1964. If RARA transfers its obligation to another, the transferee is obligated in the same manner as RARA. The above provision obligates RARA for the period during which the property is owned, used or possessed by RARA and the Airport remains obligated to the Federal Aviation Administration.

(b) Compliance with Nondiscrimination Requirements. During the performance of this Agreement, RARA, for itself, its assignees, and successors in interest agrees as follows:

(i) Compliance with Regulations: RARA (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

(ii) Non-discrimination: RARA, with regard to the work performed by it during the Agreement, will not discriminate on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment.

RARA will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the Agreement covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.

(iii) Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding, or negotiation made by RARA for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by RARA of RARA's obligations under this Agreement and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.

(iv) Information and Reports: RARA will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the City or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of RARA is in the exclusive possession of another who fails or refuses to furnish the information, RARA will so certify to the City or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.

(v) Sanctions for Noncompliance: In the event of RARA's noncompliance with the non-discrimination provisions of this contract, the City will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:

(A) Withholding payments to RARA under the Agreement until RARA complies; and/or

(B) Cancelling, terminating, or suspending a Agreement, in whole or in part.

6. Incorporation of Provisions: RARA will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. RARA will take action with respect to any subcontract or procurement as the City or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if RARA becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, RARA may request the City to enter into any litigation to protect the interests of the City. In addition, RARA may request the United States to enter into the litigation to protect the interests of the United States.

(c) Title VI List of Pertinent Nondiscrimination Acts and Authorities. During the performance of this Agreement, RARA, for itself, its assignees, and successors in interests (hereinafter referred to as “RARA”) agrees to comply with the following non-discrimination statutes and authorities, including but not limited to:

(i) Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);

(ii) 49 CFR part 21 (Non-discrimination In Federally-assisted programs of the Department of Transportation-Effectuation of Title VI of The Civil Rights Act of 1964);

(iii) The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);

(iv) Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;

(v) The Age Discrimination Act of 1975, as amended, (42 U.S.C § 6101 et seq.), (prohibits discrimination on the basis of age);

(vi) Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);

(vii) The Civil Rights Restoration Act of 1987, (PL 100-209), (broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);

(viii) Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 - 12189) as implemented by U.S. Department of Transportation regulations at 49 CFR parts 37 and 38;

(ix) The Federal Aviation Administration’s Nondiscrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);

(x) Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies,

and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;

(xi) Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);

(xii) Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

13.02 FAA Discretionary Language Clauses. The following provisions must be included in this Agreement but may use different language from that required by the FAA provided the intent of the required clauses is met.

(a) Occupational Safety and Health Act of 1970. All contracts and subcontracts that result from this Agreement incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. RARA must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. RARA retains full responsibility to monitor its compliance and their contractor's or subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). RARA must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor - Occupational Safety and Health Administration.

13.03 Airport Regulations.

(a) Operation as a Public Airport. RARA acknowledges that City is required to operate and maintain the Airport as a public airport consistent with and pursuant to the Sponsor's Assurances given by the City to the United States Government under the Airport and Airway Improvement Act of 1982, as the same may be amended from time to time.

(b) Airport Landing Area Development or Improvement. The City reserves the right to further develop or improve all areas with consideration to RARA of designation of operational areas of the Airport.

(c) Maintenance of the Airport. City shall maintain and keep in repair all areas of the Airport and all publicly owned facilities of the Airport, together with the right to direct and control all activities of RARA in this regard.

(d) Right of Flight. City reserves unto itself, its successors and assigns, for the use and benefit of the public, the right of flight for the passage of aircraft in the airspace. This right of flight shall include the right to cause in said airspace such noise, vibrations, fumes, dust, air movement and other similar phenomena as may be inherent in the operation of any aircraft now known or hereafter used for navigation or flight through the said

airspace for landing at, taking off from or operating on the Airport and with coordination and full compliance with Waiver Activities.

(e) No Exclusive Right. It is understood and agreed that nothing contained in this Agreement shall be construed as granting or authorizing the granting of an exclusive right within the meaning of Section 308a of the Federal Aviation Act of 1958 (49 U.S.C. 1349a), as the same may be amended from time to time.

(f) RARA Leases and Covenants. RARA, for itself, its heirs, personal representatives, successors in interest and assigns, as a part of the consideration hereof, does hereby covenant and agree to the following, as a covenant running with the Premises:

Subordination of Agreement. This Agreement and all provisions set forth herein are and shall be subject and subordinate to the terms and conditions of any instruments and documents under which City acquired the land or improvements thereto, of which the Premises are a part, and shall be given only such effect as will not conflict with or be inconsistent with such terms and conditions. It is further understood and agreed by RARA that this Agreement shall be subordinate to the provisions and requirements of any existing or future contract between City and the United States of America, or any of its agencies, relative to the development, operation or maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal funds for the development of the Airport. Notwithstanding anything above to the contrary, RARA expressly reserves any and all legal rights, claims or causes of action which it may have arising out of any actions by any such superior interest holders which amounts to a condemnation or constructive eviction.

(g) Height Restriction. RARA will neither erect nor permit the erection of any structure or object, nor permit the growth of any tree, on the Premises above the mean sea level elevation applicable to the most critical area of the Airport in accordance with Part 77 of the Federal Aviation Regulations (14 C.F.R. Part 77). In the event the aforesaid covenant is breached, City reserves the right to enter upon the Premises and to remove the offending structure or object or cut the offending tree, all of which shall be at the sole expense of RARA.

(h) Federal Review. This license is subject to any applicable review by the FAA or any federal agency having regulatory authority, to determine satisfactory compliance with federal law, and this Agreement shall be in full force and effect and binding upon both parties pending such review and approval by the FAA or other federal regulatory agency, as applicable; provided, however, that upon such review, all parties hereto agree to modify any of the terms hereof which may be determined to be in violation of or contrary to existing laws, regulations or other requirements. It is anticipated that changes will come from regulatory agencies having jurisdiction over the Airport or City in the form of regulatory changes. City shall provide RARA with copies of all Notices of Proposed Rule Making issued by such agencies that directly affect the Premises; provided however, City's failure to provide said copies shall not be an City default under this Agreement.

(i) Federal Right to Reclaim. In the event a United States agency shall demand and take over the entire facilities of the Airport, or any portion of the Airport containing any or all of the Premises, for public purposes, then and in that event City, to the extent City has not, in the free exercise of City's discretion, initiated or consented to such taking, shall be released and fully discharged from any and all liability hereunder; provided, however that RARA expressly reserves any and all legal rights, claims and causes of action which it may have against the United States of America or any agency thereof arising out of or resulting from the reclamation of the Premises and the taking of any of RARA's improvements and furniture, fixtures & equipment located thereon.

ARTICLE 14 GENERAL PROVISIONS

14.01 Rights Cumulative. It is understood and agreed that the rights and remedies of City and RARA specified in this Agreement are not intended to be and shall not be exclusive of one another or exclusive of any rights or remedies as may be available at law or in equity to either of the parties hereto, and each party will have the right to pursue any one or all of such rights and remedies.

14.02 Notice. All notices required to be given shall be made in writing and addressed to the other party at its address set forth below (or to such other address that the receiving party may designate from time to time in accordance with this Section). All notices required to be given shall be by personal delivery, nationally recognized overnight courier (with all fees prepaid), email (with confirmation of transmission), or certified or registered mail (in each case, return receipt requested, postage prepaid). Except as otherwise provided in this Agreement, a notice is effective only (a) upon receipt by the receiving party and (b) if the party giving the notice has complied with the requirements of this Section.

If to the City:

City of Roswell
425 N Richardson
Roswell, New Mexico 88201
Attention: [TITLE]

Email: [EMAIL]

If to RARA:

Reno Air Racing Association, Inc.
5301 Longley Lane
Suite D153/154
Reno, Nevada 89511
Attention: CEO/President

Email: [EMAIL]

Either party may change its address, email, or facsimile number for notices and other communications hereunder by notice to the other party.

14.03 Non-Liability of Agents or Employees. No individual who is an officer, director, executive, agent or employee of the City or RARA shall be charged or held contractually liable by or to the other party under the provisions of or in connection with this Agreement, because of any breach hereof or because of its or their execution or attempted execution hereof.

14.04 National Emergency. This Agreement and all the provisions hereof will be subject to whatever right the United States Government now has, or in the future may have or acquire, affecting the control, operation, regulation and taking over of the Airport or the exclusive or nonexclusive use of the Airport by the United States Government during time of war or national emergency.

14.05 Severability. If any covenant, condition or provision herein contained is held to be invalid by a court of competent jurisdiction, the invalidity of any such covenant, condition or provision shall in no way affect any other covenant, condition or provision herein contained, provided the invalidity of any such covenant, condition or provision does not materially prejudice either City or RARA in its respective rights and obligations contained in the valid covenants, conditions and provisions of this Agreement.

14.06 Other Contracts. Except as specifically set out in this Agreement, the terms and provisions of this Agreement shall in no way affect or impair the terms, obligations or conditions of any other agreement between RARA and City.

14.07 Governing Law. This Agreement, its interpretation and performance, the relationship between the parties, and any disputes arising from or relating to any of the foregoing, shall be governed, construed, interpreted, and regulated under the laws of New Mexico, without regard to principles of conflict of laws.

14.08 Interpretation. The following rules of interpretation apply to this Agreement: (i) the definitions apply equally to the singular and plural forms of the terms defined; (ii) the words “include,” “includes” and “including” shall be deemed to be followed by the phrase “without limitation;” (iii) the word “will” shall be construed to have the same meaning and effect as the word “shall;” (iv) the words “herein,” “hereof” and “hereunder,” and words of similar import, shall be construed to refer to this Agreement in its entirety and not to any particular provision of this Agreement; and (v) all references to “days” means calendar days unless specifically modified to be “business” days, and all references to “years” means calendar years.

14.09 Venue; Jurisdiction. The parties each hereby irrevocably agree that any legal action or other proceeding relating to this Agreement which may be brought by one party against the other party in a court of law shall be commenced and prosecuted in the Fifth Judicial District in Chaves County, New Mexico, and each party further irrevocably consents to the jurisdiction of such courts, which shall be the exclusive and only proper forum for adjudicating such a claim.

14.10 Headings. The headings in this Agreement are inserted only as a matter of convenience and for reference and in no way define, limit or describe the scope or intent of any provisions of this Agreement and shall not be construed to affect in any manner the terms and provisions hereof or the interpretation or construction thereof.

14.11 Waivers. Failure of either party to complain of any act or omission on the part of the other party shall not be deemed a waiver by the noncomplaining party of any of its rights under this Agreement. No waiver by either party at any time, express or implied, of any breach of any provisions of this Agreement shall be a waiver of a breach of any other provision of this Agreement or a consent to any subsequent breach of the same or any other provision.

14.12 Relationship of Parties. The relationship created by this Agreement is one of licensor and licensee, and **not** one of landlord and tenant, principal and agent, partners, joint ventures, owner and contractor, or any other similar relationship, and the City and RARA agree that nothing in this Agreement shall be construed by either of them as creating such a relationship. It is the intention of the parties that this Agreement is solely for the purpose of allowing RARA the use of certain designated facilities of the Airport for the purpose of staging, operating and conducting the Event, and related activities necessary and incidental thereto. For all purposes of this Agreement, RARA is and shall be deemed to be, with respect to the City, an independent party responsible for its own actions, obligations, duties and responsibilities.

14.13 Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the City and RARA, and their respective successors and assigns.

14.14 No Third-Party Beneficiary. This Agreement is intended solely for the benefit of the City and RARA. No right of any alleged third-party beneficiary, whether express or implied, is created hereby, nor shall any third party claim hereunder against the City or RARA.

14.15 Signature Authority. Each individual signing this instrument, for or on behalf of a legal entity party hereto, represents, warrants, assures and guarantees to each other such individual, and to each other such legal entity, that he or she is duly authorized and has legal power and/or authority so to sign.

14.16 Entire Agreement. This Agreement, together with all exhibits attached hereto, and any document incorporated herein by reference, constitutes the entire agreement between the parties hereto with respect to the subject matter hereof, and all other representations or statements heretofore made, verbal or written, are merged herein.

14.17 Amendment. This Agreement may be amended only in writing and executed by duly authorized representatives of the parties hereto.

[remainder of page intentionally left blank; signature page follows]

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective as of the date and year first written above.

RARA:

RENO AIR RACING ASSOCIATION, INC., a Nevada non-profit corporation

By: _____

Name: _____

Its: _____

CITY:

CITY OF ROSWELL, a municipal corporation and political subdivision of the State of New Mexico

By: _____

Name: _____

Its: _____

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Regular Items 27.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Resolution 24-XX - Consider recommending adoption of Resolution 24-XX-Instructing General Fund Departments to Maintain a 2% Savings. **(Corn/Cavin)**

BACKGROUND:

Initiated by Chairman Robert Corn:

The City of Roswell has suffered significant losses due to catastrophic flooding, and the City of Roswell, due to previously acquired debt is in a significantly cash poor position; so the City of Roswell, needs all available liquid funds to make essential repairs to destroyed municipal property caused by flooding. All departments utilizing monies from Fund 1101 shall maintain a 2% savings of their FY25 appropriations.

FINANCIAL CONSIDERATION:

- All departments utilizing monies from Fund 1101 shall maintain a 2% savings of their FY25 appropriations.

LEGAL REVIEW:

No Legal Review Required at this time.

BOARD AND COMMITTEE ACTION:

Finance Committee will be the first to hear this item.

Attachments

Resolution 25-XX

RESOLUTION 25-XX

INSTRUCTING GENERAL FUND DEPARTMENTS TO MAINTAIN A 2% SAVINGS

WHEREAS, The City of Roswell has suffered significant losses due to catastrophic flooding, and

WHEREAS, The City due to previously acquired debt is in a significantly cash poor position, and

WHEREAS, the City needs all available liquid funds to make essential repairs to destroyed municipal property caused by the flooding,

NOW, THEREFORE, BE IT HEARBY RESOLVED BY THIS GOVERNING BODY,

All departments utilizing monies from Fund 1101 shall maintain a 2% savings of their FY25 appropriations.

PASSED, ADOPTED, SIGNED and APPROVED the ____ day of _____, 2025.

CITY SEAL

Timothy Jennings, Mayor

ATTEST: _____
Amalia Martinez, City Clerk

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 28.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Finance Department Reports

- Gross Receipts Tax
- Cannabis Excise Tax

Attachments

GRT CAN January 2025

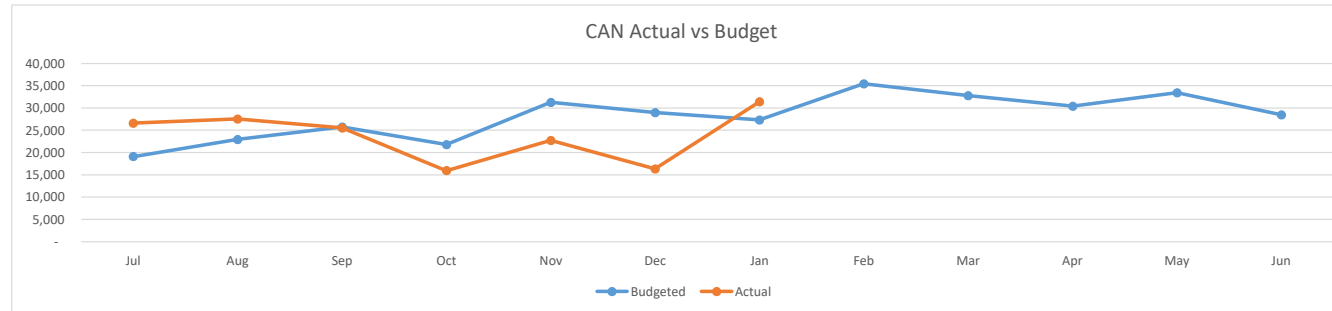
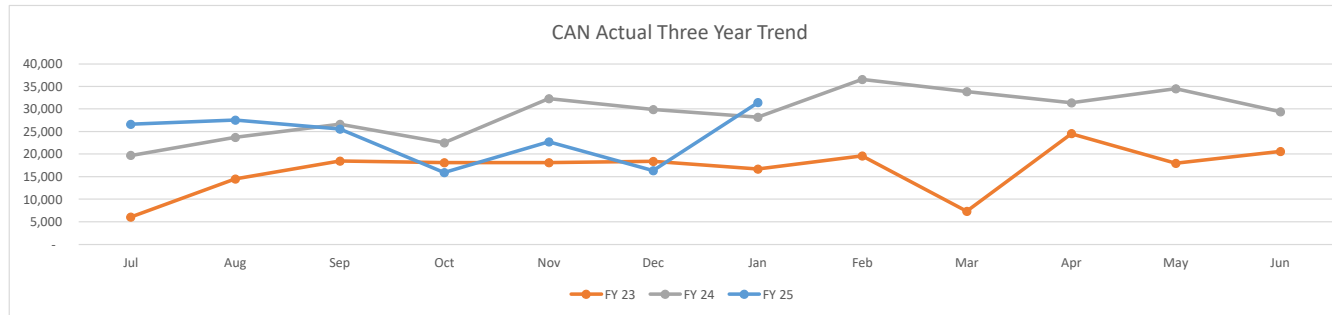
GRT January 2025

GRT Allocation FY25



City of Roswell
Cannabis Excise Tax
January 2024

FY	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals	YTD Period % Change	Total
FY 23	6,091	14,494	18,482	18,108	18,096	18,422	16,719	19,631	7,352	24,557	17,949	20,569	200,469		200,469
FY 24	19,733	23,688	26,592	22,491	32,293	29,911	28,210	36,580	33,857	31,409	34,507	29,406	348,677	73.9%	348,677
FY 25	26,593	27,541	25,544	15,944	22,724	16,310	31,430						166,086	-52.4%	166,086
25 over 24	34.8%	16.3%	-3.9%	-29.1%	-29.6%	-45.5%	11.4%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-52.4%		

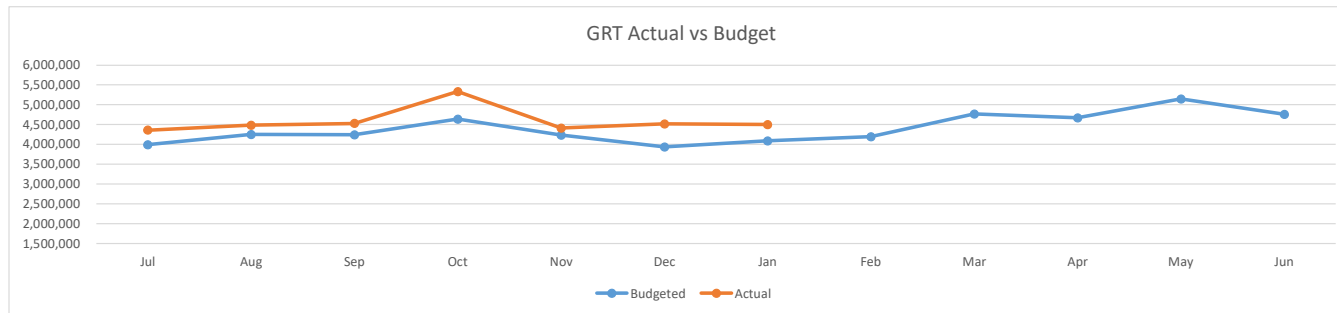
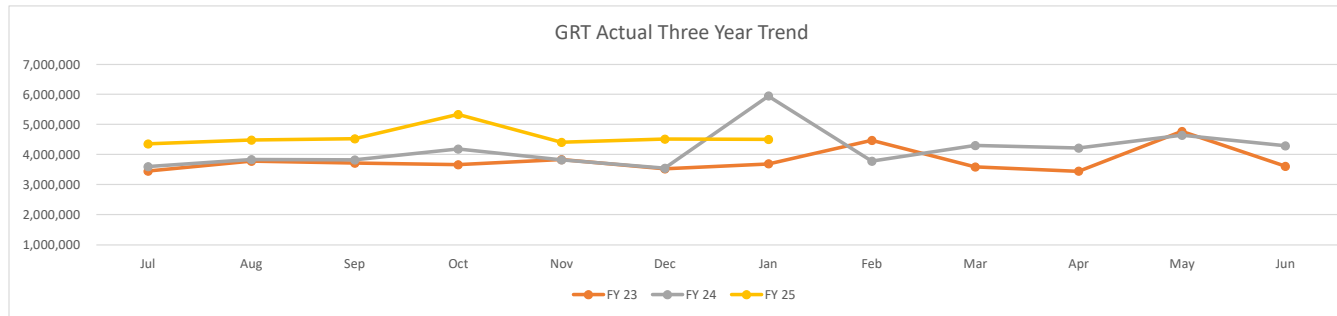


	Budgeted	Actual	Variance
Jul	19,118	26,593	7,476
Aug	22,949	27,541	4,591
Sep	25,763	25,544	(219)
Oct	21,790	15,944	(5,846)
Nov	31,287	22,724	(8,563)
Dec	28,979	16,310	(12,669)
Jan	27,331	31,430	4,100
Feb	35,439		
Mar	32,801		
Apr	30,430		
May	33,432		
Jun	28,489		
Total	337,806	166,086	(11,129)
% FYTD			-6.3%



City of Roswell
Gross Receipts Tax
January 2024

FY	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals	YTD Period % Change	Total
FY 19	3,131,599	2,939,761	2,717,100	2,851,428	2,747,878	2,708,431	2,781,667	3,114,447	2,690,121	2,700,303	2,973,891	2,763,391	34,120,016		34,120,016
FY 20	2,860,221	3,248,842	5,450,435	2,804,337	3,799,352	3,162,914	2,788,688	3,186,544	2,790,481	2,464,194	2,876,027	2,809,756	38,241,792	10.8%	38,241,792
FY 21	3,022,870	3,102,729	3,004,044	2,972,865	2,954,877	2,791,196	2,669,024	3,323,947	2,848,487	2,712,994	3,440,838	3,310,495	36,154,366	-5.8%	36,154,366
FY 22	2,905,150	3,365,250	3,274,874	5,322,186	3,503,137	3,415,875	3,433,365	3,746,860	3,298,203	3,207,034	3,796,595	3,493,551	42,762,081	15.5%	42,762,081
FY 23	3,451,125	3,781,199	3,720,713	3,659,178	3,836,550	3,520,939	3,690,743	4,468,601	3,592,680	3,450,237	4,773,189	3,610,211	45,555,365	6.5%	45,555,365
FY 24	3,601,500	3,833,199	3,825,702	4,187,623	3,821,397	3,550,450	5,949,131	3,784,152	4,297,716	4,213,352	4,643,710	4,296,782	50,004,713	9.8%	50,004,713
FY 25	4,360,577	4,481,811	4,529,227	5,334,898	4,410,155	4,515,089	4,501,105						32,132,862	-35.7%	32,132,862
25 over 24	21.1%	16.9%	18.4%	27.4%	15.4%	27.2%	-24.3%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-35.7%		



	Budgeted	Actual	Variance
Jul	3,992,147	4,360,577	368,430
Aug	4,248,978	4,481,811	232,833
Sep	4,240,667	4,529,227	288,559
Oct	4,641,845	5,334,898	693,052
Nov	4,235,895	4,410,155	174,260
Dec	3,935,559	4,515,089	579,530
Jan	4,091,070	4,501,105	410,035
Feb	4,194,610		
Mar	4,763,880		
Apr	4,670,365		
May	5,147,403		
Jun	4,762,844		
Total	52,925,263	32,132,862	2,746,700
% FYTD			9.35%

										7 month	12 month	7 month
Fund		July Actuals	August Actuals	September Actuals	October Actuals	November Actuals	December Actuals	January Actuals	Total Actuals	FY25 Budget to Date	FY25 YTD Budget	+/- Variance
General Fund	56.2512%	2,452,875.48	2,521,070.76	2,547,742.72	3,000,942.08	2,480,763.77	2,539,790.04	2,531,924.03	18,075,108.88	16,530,068.47	29,771,095.45	1,545,040.41
Roads	18.7504%	817,625.16	840,356.92	849,247.57	1,000,314.03	826,921.26	846,596.68	843,974.68	6,025,036.30	5,510,022.82	9,923,698.48	515,013.48
Recreation	9.3736%	408,744.97	420,108.98	424,553.41	500,074.13	413,392.07	423,228.06	421,917.40	3,012,019.02	2,754,541.23	4,961,002.44	257,477.79
Public Safety	15.6248%	681,331.76	700,274.27	707,682.85	833,567.40	689,078.19	705,473.81	703,288.92	5,020,697.20	4,591,528.96	8,269,466.47	429,168.24
	100.0000%	4,360,577.37	4,481,810.93	4,529,226.55	5,334,897.64	4,410,155.29	4,515,088.59	4,501,105.03	32,132,861.40	29,386,161.48	52,925,262.84	2,746,699.92

Favorable

Non-favorable

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 29.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

DEPARTMENT NAME:

Lodgers Tax - November activity December collect

Attachments

Lodgers Tax

Lodgers' Tax

February 6, 2025
(Corn/Jones)

Lodgers' Tax Update November 2024 Activity Collected in December 2024

- One hotel did not report on time.
- STR data shows we were at 70.5% occupancy.
- ADR percent change this month is up 6.5% from last year.

Lodgers' Tax Report 5%





CITY OF ROSWELL
5% LODGERS' TAX COLLECTION REPORT
COLLECTED IN DECEMBER 2024 FOR THE MONTH OF NOVEMBER 2024 ACTIVITY

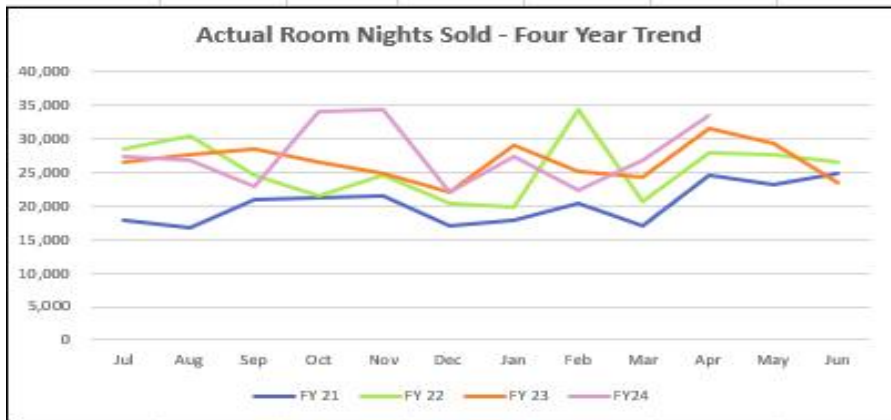
ROOM NIGHTS REPORTED BY MONTH:

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
FY 22	28,402	30,239	24,575	21,575	24,634	20,216	19,849	34,166	20,640	27,847	27,495	26,487	306,125
FY 23	26,570	27,515	28,330	26,385	24,822	21,885	28,847	24,972	24,102	31,539	29,313	23,353	317,633
FY24	27,246	26,672	22,821	33,964	34,230	21,867	27,393	22,269	26,694	33,329	26,826	27,611	330,922
FY25	34,628	28,716	26,372	25,091	33,101	25,752							173,660
Available Room Nights	47,460	49,042	49,042	47,460	49,042	47,460	49,042	49,042	44,296	49,042	47,460	49,042	
Occupancy %	73.0%	58.6%	53.8%	52.9%	67.5%	54.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

LODGERS' TAX COLLECTED BY MONTH:

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
FY22	118,258	151,086	104,159	93,657	113,865	77,700	84,351	123,959	103,688	130,711	129,419	126,099	\$ 1,356,953
FY23	123,675	133,648	120,051	107,406	73,116	91,015	111,293	100,743	98,450	145,415	130,573	107,096	\$ 1,342,481
FY24	126,306	123,243	92,711	164,942	156,080	94,157	108,666	89,983	110,577	159,226	115,351	126,741	\$ 1,467,982
FY25	177,303	159,992	118,806	114,100	157,353	132,870							\$ 860,424

Actual Room Nights Sold - Four Year Trend



Month	FY 21	FY 22	FY 23	FY24
Jul	18,000	28,000	27,000	27,000
Aug	17,000	30,000	28,000	28,000
Sep	21,000	24,000	28,000	24,000
Oct	21,000	22,000	26,000	34,000
Nov	21,000	22,000	24,000	34,000
Dec	17,000	21,000	22,000	22,000
Jan	18,000	21,000	29,000	28,000
Feb	20,000	34,000	25,000	24,000
Mar	17,000	25,000	28,000	25,000
Apr	24,000	28,000	31,000	34,000
May	23,000	28,000	29,000	28,000
Jun	24,000	26,000	24,000	26,000

Actual Lodgers' Tax - Four Year Trend



Month	FY21	FY22	FY23	FY24
Jul	70,000	120,000	120,000	120,000
Aug	75,000	150,000	130,000	130,000
Sep	80,000	100,000	120,000	100,000
Oct	85,000	100,000	100,000	160,000
Nov	85,000	110,000	75,000	150,000
Dec	60,000	80,000	80,000	100,000
Jan	70,000	110,000	110,000	110,000
Feb	75,000	120,000	100,000	90,000
Mar	65,000	110,000	100,000	110,000
Apr	95,000	130,000	140,000	160,000
May	100,000	130,000	130,000	130,000
Jun	100,000	120,000	100,000	120,000

*February 2022 increase reflects late payment received by the city not the actual allocation of tax liability to the appropriate month.

**Updated 9/22 to reflect monies received by the city during the monthly reporting period for FY20, FY21, FY22 and FY23 for cash basis only.

3

- November 2024 Activity based on December Remittance.
- Occupancy at 70.5%.
- \$132,870 collected.
- One hotel did not report.

Lodgers' Tax Reports – Convention Center Bed Fee

\$2.50 days 1-15



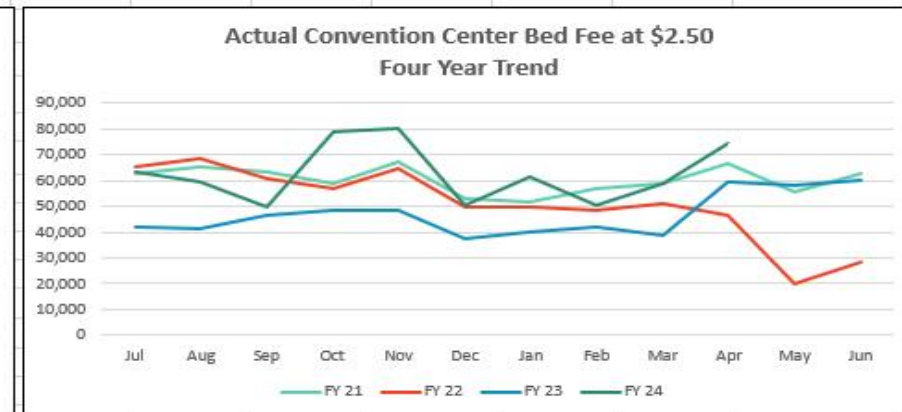
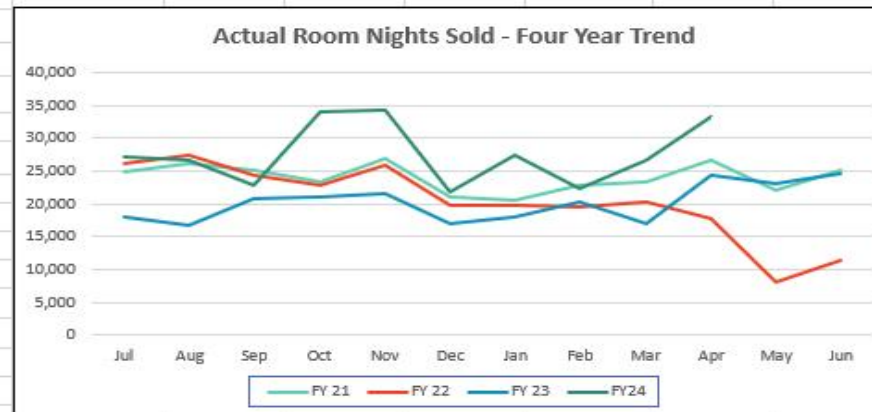
CITY OF ROSWELL \$2.50 CONVENTION CENTER BED FEE COLLECTION REPORT Collected in December 2024 for November 2024 Activity

ROOM NIGHTS REPORTED BY MONTH:

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
FY22	28,402	30,239	24,575	21,575	24,634	20,216	19,849	34,166	20,640	27,847	27,495	26,487	306,125
FY23	26,570	27,515	28,330	26,385	24,822	21,885	28,847	24,972	24,102	31,539	29,313	23,353	317,633
FY24	27,246	26,672	22,821	33,964	34,230	21,867	27,393	22,269	26,694	33,329	26,826	27,611	330,922
FY25	34,628	28,716	26,372	25,091	33,101	25,752							173,660
Available Room Nights	47,460	49,042	49,042	47,460	49,042	47,460	49,042	49,042	44,296	49,042	47,460	49,042	
Occupancy %	73.0%	58.6%	53.8%	52.9%	67.5%	54.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

CONVENTION CENTER FEES COLLECTED BY MONTH:

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
FY22	65,080	78,085	57,453	53,670	64,243	45,085	52,568	62,906	60,999	70,850	72,816	62,375	\$ 746,129
FY23	62,518	65,830	67,088	61,810	44,848	51,480	68,305	57,842	53,238	75,480	63,965	54,313	\$ 726,714
FY24	63,160	59,332	49,567	79,130	80,079	50,482	61,255	50,565	58,575	74,128	61,840	63,755	\$ 751,868
FY25	80,315	70,870	60,612	56,428	76,247	64,132							\$ 408,604



*February increase reflects late payment received by the city not the actual allocation of tax liability to the appropriate month.

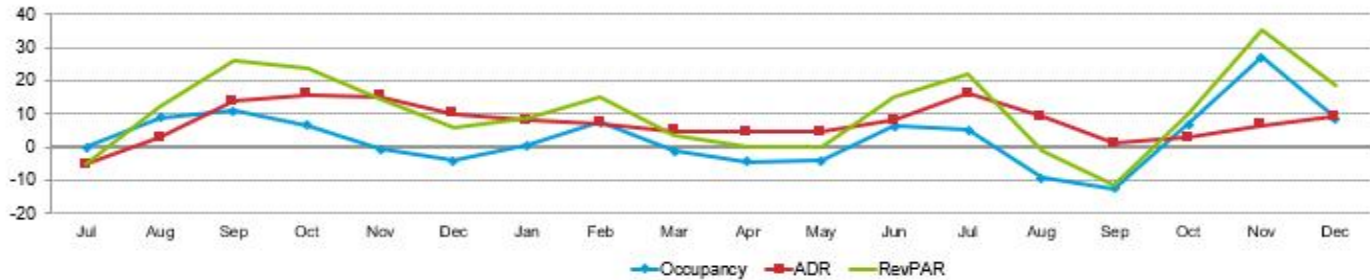
**Updated 9/22 to reflect monies received by the city during monthly reporting period for FY20, FY21, FY22 and FY23 for cash basis only.

One hotel did not report.

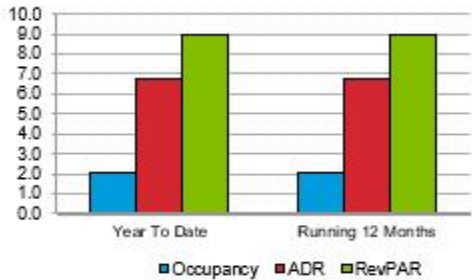
- november 2024 Activity
- based on December 2024 Remittance.
- Occupancy at 70.5%.
- \$64,132 collected.
- One hotel did not report.

City of Roswell NM
For the Month of December 2024

Monthly Percent Change



Overall Percent Change



Occupancy (%)	2023						2024					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
This Year	67.6	64.5	67.2	70.7	55.5	51.7	51.0	65.8	75.3	66.0	62.4	75.8
Last Year	67.6	59.2	60.7	66.3	55.9	53.8	50.7	61.3	76.2	69.0	65.1	71.3
Percent Change	0.0	9.0	10.8	6.6	-0.6	-4.0	0.5	7.4	-1.1	-4.4	-4.2	6.3

ADR	2023						2024					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
This Year	98.08	92.31	99.80	101.95	93.54	88.81	89.55	94.42	104.41	100.83	101.82	108.12
Last Year	103.61	89.85	87.66	87.96	81.14	80.65	82.93	88.04	99.60	96.32	97.26	99.98
Percent Change	-5.3	2.7	13.8	15.9	15.3	10.1	8.0	7.2	4.8	4.7	4.7	8.1

RevPAR	2023						2024					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
This Year	66.33	59.55	67.07	72.09	51.95	45.88	45.66	62.18	78.65	66.53	63.52	81.98
Last Year	70.06	53.17	53.19	58.32	45.34	43.42	42.08	53.96	75.86	66.44	63.30	71.33
Percent Change	-5.3	12.0	26.1	23.6	14.6	5.7	8.5	15.2	3.7	0.1	0.3	14.9

Supply	2023						2024					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
This Year	39,091	39,091	37,830	39,091	37,830	39,091	39,091	35,308	39,091	37,830	39,091	37,830
Last Year	39,091	39,091	37,830	39,091	37,830	39,091	39,091	35,308	39,091	37,830	39,091	37,830
Percent Change	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Demand	2023						2024					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
This Year	26,437	25,217	25,424	27,641	21,010	20,196	19,934	23,250	29,447	24,961	24,386	28,684
Last Year	26,432	23,132	22,956	25,918	21,140	21,044	19,836	21,640	29,773	26,097	25,442	26,990
Percent Change	0.0	9.0	10.8	6.6	-0.6	-4.0	0.5	7.4	-1.1	-4.4	-4.2	6.3

Revenue	2023						2024					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
This Year	2,592,856	2,327,861	2,537,303	2,818,121	1,965,300	1,793,528	1,785,070	2,195,342	3,074,519	2,516,820	2,482,944	3,101,316
Last Year	2,738,711	2,078,356	2,012,305	2,279,776	1,715,296	1,697,172	1,645,002	1,905,196	2,965,525	2,513,561	2,474,405	2,698,400
Percent Change	-5.3	12.0	26.1	23.6	14.6	5.7	8.5	15.2	3.7	0.1	0.3	14.9

Census %	2023						2024					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Census Props	17	17	17	17	17	17	17	17	17	17	17	17
Census Rooms	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261
% Rooms Participate	90.2	90.2	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0

Year To Date			Running 12 Months		
2022	2023	2024	2022	2023	2024
61.2	64.2	65.6	61.2	64.2	65.6
61.6	61.2	64.2	61.6	61.2	64.2
-0.6	5.1	2.1	-0.6	5.1	2.1

Year To Date			Running 12 Months		
2022	2023	2024	2022	2023	2024
89.06	95.49	101.92	89.06	95.49	101.92
83.80	89.06	95.49	83.80	89.06	95.49
6.3	7.2	6.7	6.3	7.2	6.7

Year To Date			Running 12 Months		
2022	2023	2024	2022	2023	2024
54.47	61.35	66.83	54.47	61.35	66.83
51.58	54.47	61.35	51.58	54.47	61.35
5.6	12.6	8.9	5.6	12.6	8.9

Year To Date			Running 12 Months		
2022	2023	2024	2022	2023	2024
460,265	460,265	460,265	460,265	460,265	460,265
460,265	460,265	460,265	460,265	460,265	460,265
0.0	0.0	0.0	0.0	0.0	0.0

Year To Date			Running 12 Months		
2022	2023	2024	2022	2023	2024
281,482	295,703	301,807	281,482	295,703	301,807
283,306	281,482	295,703	283,306	281,482	295,703
-0.6	5.1	2.1	-0.6	5.1	2.1

Year To Date			Running 12 Months		
2022	2023	2024	2022	2023	2024
25,069,904	28,237,057	30,760,301	25,069,904	28,237,057	30,760,301
23,740,967	25,069,904	28,237,057	23,740,967	25,069,904	28,237,057
5.6	12.6	8.9	5.6	12.6	8.9

A blank row indicates insufficient data.

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 30.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

DEPARTMENT NAME:

Roswell Public Library

December 18, 2024-January 11, 2025

Attachments

Roswell Public Report

Flood Recovery

We are using Library general funds to do repairs to the Roswell Public Library, with the expectation that when insurance funds are available the library accounts will be reimbursed. We are having the City Facilities crew replace insulation and drywall. We will then have a local vendor install new flooring in the Bondurant Room and another local vendor do painting throughout the library.

We withdrew 50 items, valued as \$785.42, from the library collection due to water damage that happened within the library and 89 items, valued as \$1,430.75 that were damaged at the homes of people that borrowed the items from the library.

Accomplishments

Building Improvements

Plumbing: Various leaks in the public restrooms have been fixed and the pipes in the Bondurant Room kitchen have been wrapped.

Service Improvements

Technology: We have been given five more laptops (for a total of 10 laptops) to use for training the public as part of the Eastern New Mexico University-Roswell Project C-3PO: Increasing Internet Services to Chaves County. On January 21, 2025 we will host a laptop distribution event at the library with Eastern New Mexico University-Roswell.

Play and Learn Area: We are working with the Engineering Department and the Finance Department to create a RFQ or Request for Quote for the outdoor early childhood play and learn area. The plan is to obtain engineer design plans for the project in this fiscal year and, if time permits, purchase some of the items. Then break ground for the project in fiscal year 2026.

Programs

Yuletide Festival: More than 260 people attended a Grinchy Yuletide Festival on Saturday, December 21. There was craft, music, storytelling, STEM activity, cookie decorating, cupcake wars, and each child selected a free book to take home. Councilor Juliana Halverson created a personal video clip that was featured on the Library Facebook page.

Katelyn Turner, Roswell Public Library STEM Instructor, is taking part in the Massachusetts Institute of Technology (MIT) Public Library Innovation Exchange (PLIX) Ambassador's program. Turner is one of thirteen people nationwide participating in this program. The STEM activity featured at the Yuletide Festival was created as part of the PLIX Ambassador's Program. The activity was using paper circuits to depict the Grinch's small heart growing three sizes in one day. The MIT Public Library Innovation Exchange (PLIX) is a program in PK-12 at MIT Open Learning that develops learning experiences for the public library setting based on MIT research. PLIX aims to address equity in science, technology, engineering, art, and mathematics (STEAM) by building public library professionals' confidence to offer high quality learning experiences to populations that would not otherwise have access to them. PLIX activities were co-designed by library professionals, MIT researchers, and PLIX learning designers using a framework of creative learning pedagogy grown out of the MIT Media Lab.

Noon Year's Eve Celebration: 224 people welcomed in the new year early at the Library on December 31. The festive event began at 11 am with a scavenger hunt, cookie decorating, craft, music, popcorn, pizza and concluded with a balloon drop at 12:00 noon. The program was funded by the Friends of the Library.

Funds

Library Grants-In-Aid: The library received \$5,143.54 in New Mexico State Library Grants-In-Aid. This is the first of two payments from the state to improve library services in Roswell. The second payment of \$5,143.54 is expected to be deposited in the City of Roswell account by the end of January.

E-rate: The Library received \$5,184.00 from E-rate fund as reimbursement for internet services provided in FY2024.

Local Donation: Altrusa International Foundation in Roswell replaced six books that were damaged in the flood and provided \$300 for the Be a Super Reader Program.

Plans for January-February

- Complete repairs to the library caused by the flood.
- Submit a Request for Quote for the architectural plans for the outside early childhood play and learn area.
- Finalize performers for the Summer Reading Program.

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 31.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

DEPARTMENT NAME:

Golf Monthly Report

Attachments

Golf December Report



GOLF – December, 2024

Highlights:

- 2024 ended with unusually high temperatures!!! We were very busy over the holiday break, the Golf Course had a lot of people, it was great to see. We did over 2,100 rounds in December!!!
- All that golf leads to a pretty solid month of revenue, we were able to do just south of \$85k in profit. Our members and our community now know we are once again open for business. Enough can't be said about our staff here, the Golf Course remains open throughout the Holidays and we are only closed two days out of the whole year (Thanksgiving and Christmas Day), our staff remain committed to giving our customers the best service every day and have never once complained, even on Christmas Eve when they are working and everyone else is spending time with their family.
- We had the honor of hosting the CASA for kid's golf tournament once again this year. We received so many toys this year, there was going to be a lot of happy children on Christmas Day because of our Members generosity. Special thank you to Ricky Granado and Jesse McDaniel for going above and beyond for the kids, Roswell has so many generous people!!
- We look forward to an even better 2025!

Specific & Routine Maintenance:

- Cut cups 3 times a week.
- Moved tee markers as needed.
- Dumped trash as needed.
- Mowed greens 7 times a week
- Finished seeding and covering bare areas on the greens.
- Stopped mowing fairways and roughs due to Bermuda grass going dormant.
- Stopped mowing Cielo Grande comp fields for the same reason.



Revenues:

Category	Qty	Subtotal	Subtotal w/o Tax	Cost	Profit
Alcohol / Beer	1420	\$5,977.21	\$5,679.42	\$1,875.82	\$4,101.39
Alcohol / Liquor	1165	\$5,346.14	\$5,078.78	\$1,340.19	\$4,006.01
Food and Beverage / Drinks	896	\$1,858.25	\$1,763.75	\$691.82	\$1,166.28
Food and Beverage / Snacks	891	\$1,861.80	\$1,766.60	\$629.54	\$1,232.02
Golf / Green Fees	2,118	\$20,880.01	\$19,837.38	\$0.00	\$20,880.01
Golf / Memberships	27	\$13,229.00	\$0.00	\$0.00	\$13,229.00
Golf / Services (GHIN & Club Storage)	3	\$342.87	\$325.74	\$0.00	\$342.87
Golf Carts	2,005	\$26,618.62	\$25,283.65	\$0.00	\$26,618.02
Merchandise / Accessories	82	\$708.57	\$673.14	\$448.76	\$469.75
Merchandise / Apparel	2	\$49.52	\$47.04	\$187.21	\$67.31
Merchandise / Clubs	8	\$5,608.56	\$5,328.12	\$4,551.80	\$1,056.76
Merchandise / Footwear	3	\$352.39	\$334.78	\$269.13	\$83.26
Merchandise / Gloves	38	\$767.68	\$729.36	\$458.93	\$308.76
Merchandise / Golf Bags	2	\$452.39	\$429.78	\$303.00	\$149.39
Merchandise / Golf Balls	414	\$3,277.31	\$3,113.30	\$1,971.00	\$1,306.24
Merchandise / Headwear	7	\$231.41	\$219.82	\$143.54	\$87.85
Range Balls	441	\$2,287.27	\$2,173.54	\$0.00	\$2,287.27
Rental Club Fees	21	\$189.00	\$179.54	\$0.00	\$189.00
Tournament Credit Book	21	\$6,755.99	\$6,755.99	\$0.00	\$6,755.99
Tournament Fees	0	0	0	\$0.00	0
Total December Profit		\$96,793.99	\$92,948.73	\$12,870.74	\$84,337.18
TOTAL GROSS REVENUE					\$101,054.25



July 1, 2024 - June 30, 2025						
Month	Qty	Subtotal	Subtotal w/o Tax	Cost	Profit	Gross Revenue
Jul-24		\$115,582.89	\$111,368.85	\$18,220.47	\$138,455.13	\$162,461.57
Aug-24		\$110,996.34	\$116,553.56	\$15,754.33	\$118,083.03	\$139,395.01
Sep-24		\$105,940.10	\$101,046.15	\$18,169.20	\$88,408.57	\$111,472.17
Oct-24		\$63,627.41	\$60,442.36	\$10,220.18	\$60,908.77	\$74,313.92
Nov-24		\$63,618.69	\$60,433.31	\$10,549.79	\$59,660.86	\$73,935.57
Dec-24		\$96,793.99	\$92,948.73	\$12,731.43	\$82,750.12	\$99,298.80
Jan-25				\$467.12	\$20,580.43	\$21,368.30
Feb-25						
Mar-25						
Apr-25						
May-25						
Jun-25						
Fiscal Year		\$556,811.42	\$543,032.96	\$86,232.52	\$568,966.91	\$682,485.34

Vehicle Information:

2011 Ford Ranger

VIN: 1FTKR4EEXDPA67919

PLATE: G83632

MILEAGE: 110,816

Submitted by: Tim VandenBout, Golf Course Manager

Approved by: Jim Burress, Special Services Director

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 32.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

DEPARTMENT NAME:

Museum Monthly Report

Attachments

Museum_January2025



DECEMBER ATTENDANCE

	2024	2023	2022	2021
MUSEUM	-	1123	1308	1355
EVENTS/PROGRAMS	-	196	256	384
CLASSES	-	82	131	61
PLANETARIUM	-	112	186	355
GROUP TOURS/VISITS	-	105	229	55
FACILITY USE	-	0	52	0
OUTREACH	-	0	0	0
VOLUNTEER VISITS	22	5	7	11
MUSEUM BUSINESS	-	46	42	171
NOVEMBER TOTALS	22	1,669	2,211	2,392
YEAR TO DATE TOTALS	26,548	35,003	35,486	19,460

DECEMBER REVENUES

	2024	2023	2022	2021
ADMISSIONS	-	2,315	4,638	4,518
CLASSES	-	1,598	3,550	2,006
PLANETARIUM	-	420	672	1,356
MEMBERSHIP	-	690	740	2,050
FACILITY USE	-	0	0	0
STORE	-	3,169	5,535	6,933
NOVEMBER TOTALS	-	8,192	15,135	16,863
YEAR TO DATE TOTALS	149,871	207,766	205,574	166,346

DECEMBER ADMISSIONS AND PROGRAMMING

CLASSES	SESSIONS for MONTH	STUDENTS	ATTENDANCE
EVENTS/PROGRAMS	OCCURRENCES for MONTH	ATTENDEES	PARTNERSHIP

MEMBERS

**363**current active
memberships**521**current active
membersFOR
MONTH**-**

new memberships

-

renewals

YEAR
to DATE**40**

new memberships

193

renewals

VOLUNTEERS

FOR
MONTH**40**

volunteer hours

22

volunteer visits

YEAR
to DATE**2069**

volunteer hours

475

volunteer visits

**5,877**FACEBOOK
FOLLOWERS**1,714**INSTAGRAM
FOLLOWERS**613**

E-NEWSLETTER SUBSCRIBERS

ACTIVITIES & HIGHLIGHTS

CURRENT STATUS & CONSERVATION

The museum will remain closed for the immediate future due to flood damage. The initial phase of remediation was completed, and City staff, contractors and consultants are assessing the building to make a determination on next steps and potential for repairs.

An inventory of the items that went to The Conservation Center in Chicago (TCC) is nearing completion as museum staff assist the conservators remotely in identifications. The number of objects in Chicago is approximately 5,300. The next step by the conservators will be assessments to create conservation treatment proposals of each object, including the cost of treatments. These will be reviewed by staff to 1) compare with appraised values to ensure insurance will cover the cost of treatments and 2) confirm the proposed treatment. When feasible, if the cost of conservation is higher than the appraised value, which is the amount covered by insurance, then staff will work to cover the difference through grants or other donated funds to ensure the object is able to be treated and returned for exhibition.

Museum staff are also continuing to consult with artists, artist estates, and other conservators for collection items that have more-unique materials such as Luis Jimenez's fiberglass sculpture and the Robert Goddard rocket collection that are in need of conservation, but were retained by the museum due to their special needs.

In support of the conservation efforts, appraisals will be needed for each of the collection objects and archive materials that were affected. Depending on an appraiser's expertise, several dozen may be required to cover the varying collections, artists, and eras represented in the collection. In addition, plans are being made for the recovery of important collections records and an inventory is being conducted of books lost in the flood from the museum's research library.

Items that were considered undamaged during the collection evacuation continue to be inventoried, documented and condition reported by museum staff. These assessments are important to verify there hasn't been latent damage from exposure to humidity or other conditions from the flood. To assist in a review of these items, TCC conservators will be visiting in February. Once cleared, the undamaged items will be potentially relocated to other museums for temporary housing.

STAFF PLANNING MEETING & MEMBERSHIP WORKING GROUP

Staff met for an extended planning meeting on January 9 to determine a road-map for the next few months as they navigate the museum closure, conservation, programming, outreach, and other recovery needs.

Outreach efforts are also being supported through the board of trustees with a membership working group, made up of staff and board members, who have been meeting since early December to discuss ways to support membership and provide offerings for the community at large. Discussions include a line of merchandise to aid in advocacy and recovery efforts, a members open house, Second Saturday family art days, a community art project, and mobile planetarium.

SECOND SATURDAYS & CLASSES RETURN

Second Saturdays, the popular family art day previously held each second Saturday of the month at the museum, will begin again on February 8 at the Roswell Public Library from 10 am to 1 pm. The first iteration is "Triple the Love" an annual partnership of hands-on art with a Valentine's Day theme at the museum, Bone Spring Art Space and the Miniatures and Curious Collections Museum. The museum's Second Saturdays are scheduled to be held at the library for the remainder of 2025.

To continue to support our students, the museum's clay and drawing and painting classes have temporarily transferred to Bone Springs Art Space. Please call or visit to learn more.

PRESERVATION REPORT

Architectural Historian Jean Fulton was on site on November 22 to assess and document the two original adobe buildings that are incorporated into the modern structure, the original WPA Federal Art Center and a former Public Works building. Her report was completed January 15 and will aid in the evaluation of the building and in determining potential for preservation.

GRANTS & DONATIONS

Following a meeting with the National Endowment for the Humanities (NEH) to discuss potential grants available for the recovery efforts, the NEH reached out with an invitation to apply for the Chair's Disaster Recovery Grants for Humanities Collections in the amount of \$30,000. The application was submitted on January 3, and award notification will be made around the beginning of April. Monies would contribute

toward continued recovery efforts, including cleaning, documenting and rehousing the collection items that were "undamaged" in the flood, but that took on humidity and dust.

A second NEH grant, the Public Humanities Projects grant, was submitted on January 8. The grant is for planning purposes and would contribute \$60,000 toward an interpretive plan for a new Robert H. Goddard exhibition.

The RMAC Foundation continues to receive donations to aid with the recovery effort. A donation link is available on the Museum's home page and the number for the RMAC Foundation office is 575-627-0918 for questions and inquiries.

SPRING FUNDRAISER

The RMAC Foundation is planning for a spring fundraiser for mid-May in support of the museum. This annual event is the primary fundraiser for the Foundation, and this year's event will benefit the museum in its recovery efforts including covering additional conservation costs, collection preservation supplies, collections research, design and planning for new permanent collection exhibitions, and outreach programming. Details for the event will be announced once plans are confirmed in the next couple of months.

RAIR EXHIBITION AT AMOCA

Roswell Artist-in-Residence (RAiR) exhibitions will be held during the museum's closure at the Anderson Museum of Contemporary Art. A new exhibition, featuring the work of Jennifer Sirey, will open with a free public artist talk and reception at the Anderson Museum on January 31 at 5:30 pm and will run through March 16, 2025.

Jennifer Sirey was born in Brooklyn, New York. Her sculpture engages organic materials and natural phenomena, incorporating glass, liquids, wax, bacteria, algae, wood, metal, and found objects in monolithic forms. For years, she has been refining a process of growing *Acetobacter*, or "Mother of Vinegar," to construct living sculptures. She holds a BFA from The School of Visual Arts in New York and is a 2024 Guggenheim Fellow. Select exhibitions include Feature Inc., Klaus Von Nichtssagend, Helena Anrather, Ceysson & Bénétière, Derek Eller, NY. Jennifer is featured in the Spring 2022 issue of *BOMB Magazine*. Her sculpture is included in the permanent collection at the Georgia Museum of Art in Athens, GA.

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 33.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

DEPARTMENT NAME:

Public Affairs

Attachments

Public Affairs December 2024 Monthly Report

Public Affairs Department Report December 2024

Public Affairs

General Public Affairs

- Received on invoices for department
- Abstract, information gathering and PPT for Finance Committee item/department reports
- Held virtual meetings with 3 Advertising for Marketing initiatives for 2025
- Held virtual meetings with NMTD for Clean and Beautiful Grant
- 1 SET meeting- 3 applications reviewed and approved
- Created and ordered business cards for multiple departments
- City of Roswell employee trainings
- Updated OOH billboards / Marquee / Rise vision
- Updating website links on roswell-nm.gov, ufofestival.com, seeroswell.com and flyroswell.com
- Updated social media pages, websites and google maps for flood related closures (Roswell Museum, Adult Center, Visitor Center, Convention Center)
- Held marketing meeting with Gold Course on rebranding for merchandise
- Created marketing materials and plan for the Water Conservation and presented them at the Drought Contingency Task Force meeting (campaign to start in late January)
- Created new webpage for Water Conservation

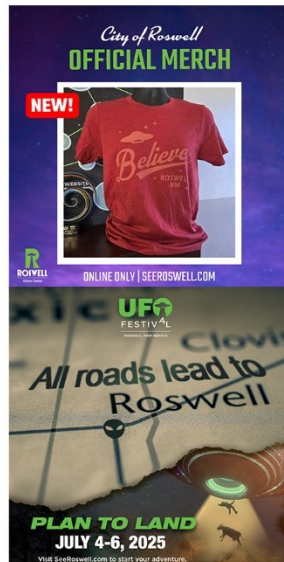
Current Media Outputs

- Current Campaigns include: Recycling, City of Roswell Now Hiring, SW new hours, Help Stop Illegal Dumping, FEMA Assistance
- News flashes on website: 1
- Jobs of the week update on website: 4
- Government website updates: Estimated 47
- Form Updates: 18
- New Forms: 1
- Facebook: 72
- Instagram: 9
- TikToks: 0
- FB Lives: 0
- Rise Vision Updates: 2
- New Digital Billboards & Marquee: 0
- Videos: 2

**26 Videos year- to-date
(Jan 1 – December 31)**



DECEMBER 2024



LOOKING FOR VOLUNTEERS

Help us offer **FREE Tax Services** to members of the community.

- Free training for volunteers by the IRS
- Training begins January 10, 2025
- Tax services will take place at the Roswell Public Library
- Must be age 18 or older

Contact Tracy Shultz, 575-624-6719 at the Roswell Recreation & Aquatic Center, 1402 W. College Blvd.

HEALTH CHECKUPS MATTER!

According to the American Academy of Family Physicians (AAFP), an Annual Wellness visit allows providers to gain specific health information, risks, laboratory values, specific visits, etc. to develop a personalized plan and assess the patient's overall wellness.

Be prepared and get the most out of your doctor's visit:

- Bring a 3-point list of your most pressing health questions/concerns.
- Stay focused on the main reason for the visit.
- Have a list of your medications/descriptions/supplements and over-the-counter drugs on hand.

Preventive Care Measures & Screening Recommendations:
Screening recommendations are based on strong evidence of substantial net benefits to your overall well-being. Here are some recommendations for women, men and both sexes:

WOMEN: Breast Cancer Screening, Cervical Cancer Screening, Osteoporosis Screening

MEN: Abdominal Aortic Aneurysm, Lipid Screening (Cholesterol)

BOTH: Cardiovascular Health Risk Assessment, Hypertension, Depression, Obesity, Type 2 Diabetes, Tobacco use

Immunization Recommendations:

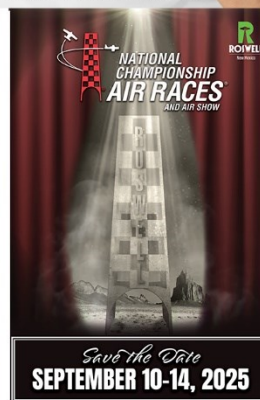
Tetanus, Diphtheria, Pertussis (Tdap): Every 10 years.

Shingles Vaccine: Recommended for adults aged 50 and older.

Pneumococcal Vaccination: Recommended for adults aged 65 and older.

It is important to be open and honest about your symptoms, lifestyle changes, medical history, and any concerns. Remember that your healthcare provider may need time to provide thorough answers or develop a comprehensive plan over future visits. However, clear communication fosters a productive partnership, ensuring the best health outcomes.

Sources: American Academy of Family Physicians, www.aafp.org
Revised September 2024 | www.roswell-nm.gov



Graphic Design-

Created an estimated **142 graphics**. During the month of December, we focused on providing the public with our Winter/Spring Recreation Guide inside Roswell Daily Record's holiday section. We created a campaign for Roswell Animal Services ordinance updates and changes that will launch mid-January.

Another large campaign that we created is Water Conservation/Drought Contingency which contains tips and educational materials to promote the public to reduce their water use and be more mindful about their consumption. Alongside multiple billboard graphics for Water Conservation, we've launched a webpage destination for residents to make themselves aware from our information and other resources linked. On the page, we created a 10-question quiz which not only provides a fun, interactive way for the public to understand the facts behind Water Conservation's mission, but the results are tracked through SurveyMonkey for review.

UFO Festival is on the horizon so we began to create some media and start the process of planning for our overall theme this year which is based off "All Roads Lead to Roswell."

874 Graphics Year-to-Date (Jan 1 – Dec 31)

Water Conservation Website: roswell-nm.gov/1922/Water-Conservation

Home > City Government > Departments > Utilities Department > Water Conservation

Water Conservation



Take Water Conservation into your own hands!

Make a meaningful difference in preserving this vital resource! Simple steps and changes in your daily routine, like fixing leaky faucets, turning off the tap while brushing your teeth, and using water-efficient appliances, can significantly reduce waste. Plant native or drought-resistant vegetation, and consider installing a low-flow showerhead to further conserve water. Every drop saved contributes to protecting our planet's limited freshwater supply, ensuring there's enough for future generations.

Join the movement and take action today—because water conservation starts with you!



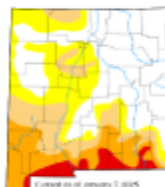
Test your knowledge with our Water Conservation Quiz

Feelin' confident? Jump right in and see how you score! If you want to brush up on some facts first, read through the information below. You will find all the answers you need for the quiz.

Share with your friends and see how you match up against one another.

Drought Map

Drought is no stranger to New Mexico. The Office of the State Engineer plans for drought year-round and is dedicated to ensuring all New Mexicans have access to water. Everyone can play a part in conserving this precious resource because in a drought, every drop counts.



Intensity

- None
- D0 (Abnormally Dry)
- D1 (Moderate Drought)
- D2 (Severe Drought)
- D3 (Extreme Drought)
- D4 (Exceptional Drought)
- No Data

View New Mexico's current drought status and statistics [here](#).

LITTLE ACTIONS = BIG RESULTS



By being mindful of your water use, you contribute to a more sustainable future and ensure this essential resource is available for generations to come.

Conserving water in daily habits, like turning off the tap while brushing your teeth or using less water during showers, is a simple yet powerful way to make a difference. These small actions save gallons of water each day, helping to protect our planet's limited freshwater resources since nearly 97% of the world's water is undrinkable. Shortening your shower time, installing water-saving fixtures, and only running dishwashers or washing machines with full loads are easy steps to reduce water waste.

Be aware of these water-use facts and take action:

- A water-efficient dishwasher uses as little as 4 gallons per cycle, but hand-washing dishes uses 20 gallons of water.
- On average, a person uses about 66-100 gallons of water per day.
- A single toilet flush can use up to 7 gallons of water.
- Taking a shower can use anywhere from 2 to 5 gallons of water per minute.
- A bath can use 60 gallons of water, whereas a 10-minute shower uses 50 gallons of water.
- A washing machine uses about 35-40 gallons of water per load.
- A leaking faucet can waste up to 2,000 gallons of water per year.

TIPS FOR YOUR LAWN



By adopting these practices, you can achieve a lush, green lawn while conserving water for the environment and future generations.

Water conservation is essential when caring for your lawn to maintain a healthy landscape while protecting this precious resource. Overwatering not only wastes water, but can also harm your lawn by promoting shallow root growth, disease and mold. Opt for native or drought-resistant grass varieties, watering for longer periods of time and less frequently throughout the week. Watering in high heat can burn the grass as well. The recommended time of day for watering is early morning or late at night to reduce evaporation. If it is windy, avoid watering your lawn altogether as 70% of the water is lost to the wind and only 30% is going to your lawn. Use techniques like sear and mulching to retain soil moisture, and consider installing a smart irrigation system for precise watering.

Xeriscaping

Other options for your yard are to practice environmentally-friendly landscaping by limiting the amount of grass on your property. Invest in rock, gravel and other New Mexico native options to promote drainage, reduce weeds and increase your outdoor aesthetic in a way that reduces your water usage.

Together, we can help use our water efficiently while still taking care of our properties.



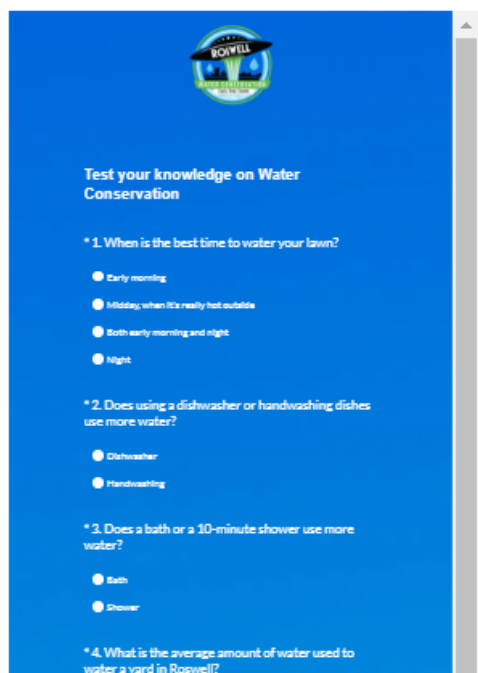
Are you overwatering your lawn?

Use simple math to calculate how many gallons of water you are using every month to water your yard.

1. Number of minutes x Number of stations = Total minutes
2. Total minutes x gallons per minute = Total gallons used per watering cycle
3. Total gallons used per cycle x Number of days per month you water = Total gallons used each month

EXAMPLE:

1. 20 minutes x 5 stations = 100 minutes of water usage
2. 100 minutes x 20 gallons per minute = 2,000 gallons per cycle
3. 2,000 gallons per cycle x 12 times per month = 24,000 gallons a month



Test your knowledge on Water Conservation

* 1. When is the best time to water your lawn?

- Early morning
- Midday when it's really hot outside
- Both early morning and night
- Night

* 2. Does using a dishwasher or handwashing dishes use more water?

- Dishwasher
- Handwashing

* 3. Does a bath or a 10-minute shower use more water?

- Bath
- Shower

* 4. What is the average amount of water used to water a yard in Roswell?

Keep Roswell Beautiful news:

- Looking for youth groups to participate in the Empowering Youth Cleanup program.
- Preparing Q3 initiatives
- 1 youth cleanup completed



The graphic features a stylized tree with a hand as its trunk, set against a background of a park with benches and trees. The text "KEEP ROSWELL BEAUTIFUL" is prominently displayed in green. Below this, a green banner reads "EMPOWERING YOUTH FUNDRAISER PROGRAM". A flowchart shows three steps: "Get Free Cleanup Supplies" (with a key icon), "Hold Your Group Cleanup" (with a person and bag icon), and "Raise Money!" (with a money box icon). To the right, it specifies "Ages 11-17" and "Youth groups in Chaves County". At the bottom right, it says "FOR MORE INFORMATION, VISIT [TINYURL.COM/KEEPROSWELLBEAUTIFUL](https://tinyurl.com/keeproswellbeautiful)".

KEEP ROSWELL BEAUTIFUL

EMPOWERING YOUTH FUNDRAISER PROGRAM

Get Free Cleanup Supplies → Hold Your Group Cleanup → Raise Money!

Ages 11-17
Youth groups in Chaves County

**FOR MORE INFORMATION, VISIT
[TINYURL.COM/KEEPROSWELLBEAUTIFUL](https://tinyurl.com/keeproswellbeautiful)**

Contact TJ Conyers for more information on upcoming cleanups and how to volunteer for Keep Roswell Beautiful.
575-315-5183 or t.conyers@roswell-nm.gov



**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 34.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

DEPARTMENT NAME:

Visitor Center Report

Attachments

Visitor Center December 2024 Department Report

Monthly Visitor Center Store Report December 2024

Visitor Center Retail Store:

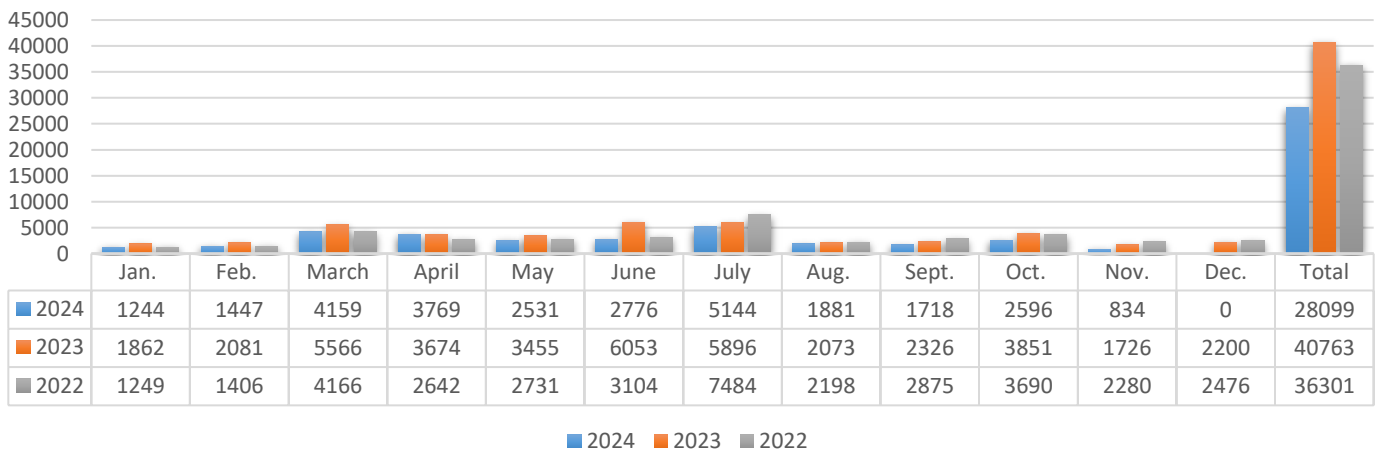
- Welcomed **0** guest, **0** overnight stays in Roswell or **0%** and **0** Roswell locals.
- **December** sales total **\$5820**.
- Top 5 items sold: Beam Me Up Tee, UFO Lapel Pin, Beam Me Up Shot Glass, UFO Poster, UFO 75th Anniversary Shot Glass.
- Online sales total for December: **\$362.91** we captured **611** visitors to our online site.

December Visitation Report

	December Comparison			YTD Comparison		
	2022	2023	2024	2022	2023	2024
Roswell Only	124	147	0	1525	1525	0
New Mexico Visitors (Not including Roswell Area)	155	153	0	2910	2910	0
US Visitors (Not including New Mexico)	2058	1718	0	30149	30149	0
International Visitors	139	182	0	1714	1714	0
Unknown	0	0		3	3	0
Totals Visitors	2476	2200	0	36301	36301	28099
Numbers reflected above are by calendar year *Now closed on Sundays & Mondays*						

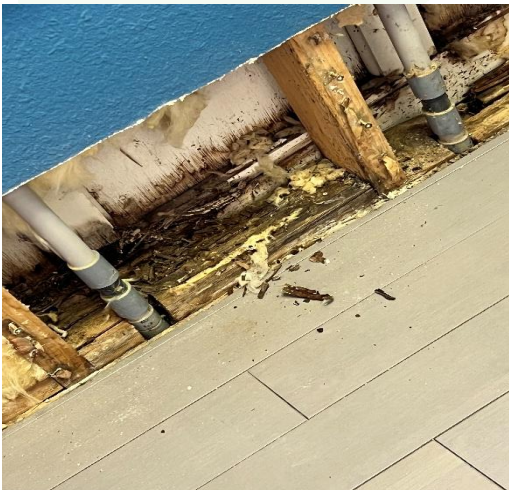
Note: Visitor Center has been closed since November 22, 2024 due to water damage and mold to the garage doors.

Visitor Comparison By Calendar Year



Facility Operations:

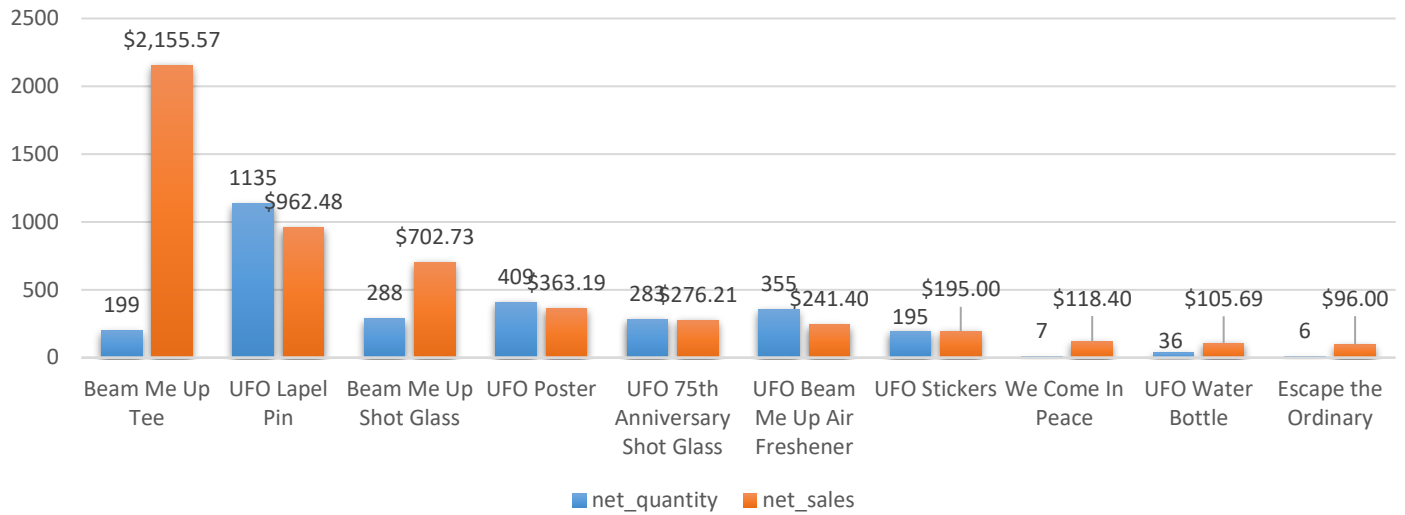
- Posted events on Community Calendar, SeeRoswell.com and Visit Widget that were submitted to the websites or events that we have looked for through using other resources.
- Promoted blood drives, small businesses, Spring River Zoo, Virtual Events, Roswell Museum and CSPs on KENW-Portales radio station every Thursday which is written by Visitor Center Staff.
- Updated inventory numbers at Visitors Center once a week and stock room once a month.
- Worked on staff training to help with advancements. Staff has started on new CBT that is required yearly.
- Visitor Center Staff Meeting
- Restock Air Center brochure racks
- Safety Committee Meeting at Solid Waste Facility 12/11/24
- Edited and updated travel guide for mid-year production.
- November 22, 2024 remediation of mold has been completed; Visitor Center has been closed awaiting for approval letters from New Mexico Historic Preservation Division to start repairs.
- Visitor Center staff have been helping other departments that are short handed or just need temporary help while Visitor Center is closed, waiting for repairs to start hopefully by mid-January. One staff member is currently at solid waste helping with administrative duties of old records, one staff member is helping City Clerk's office with administrative duties with old records, one staff member located in PA office to help maintain the Visitor Center website, SeeRoswell website, and Community Calendar and other daily duties. Visitor Center calls have been forwarded to temporary office so we can still answer questions, assist, hand out guides or direct visitors to downtown area and attractions.
- 6 Information packets were mailed out by request.
- 1 Promotional packet by request.
- 40 Promotional bags by request.



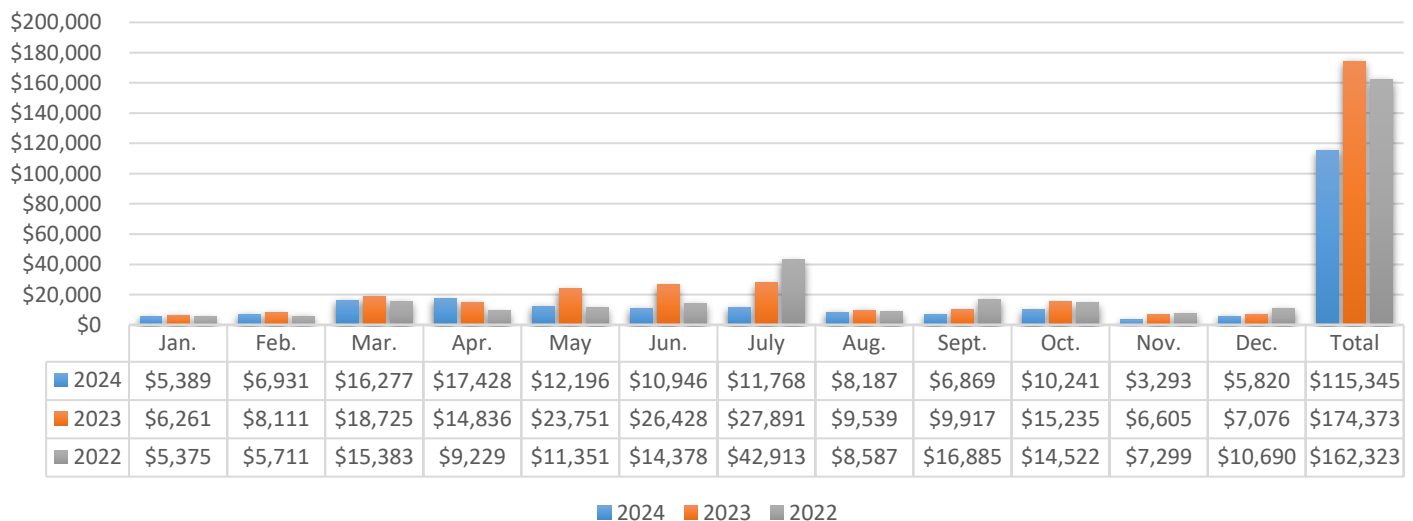
No data to report on Top 5 Zip Codes & Surrounding Areas.

No data to report on Top 5 States to Visit.

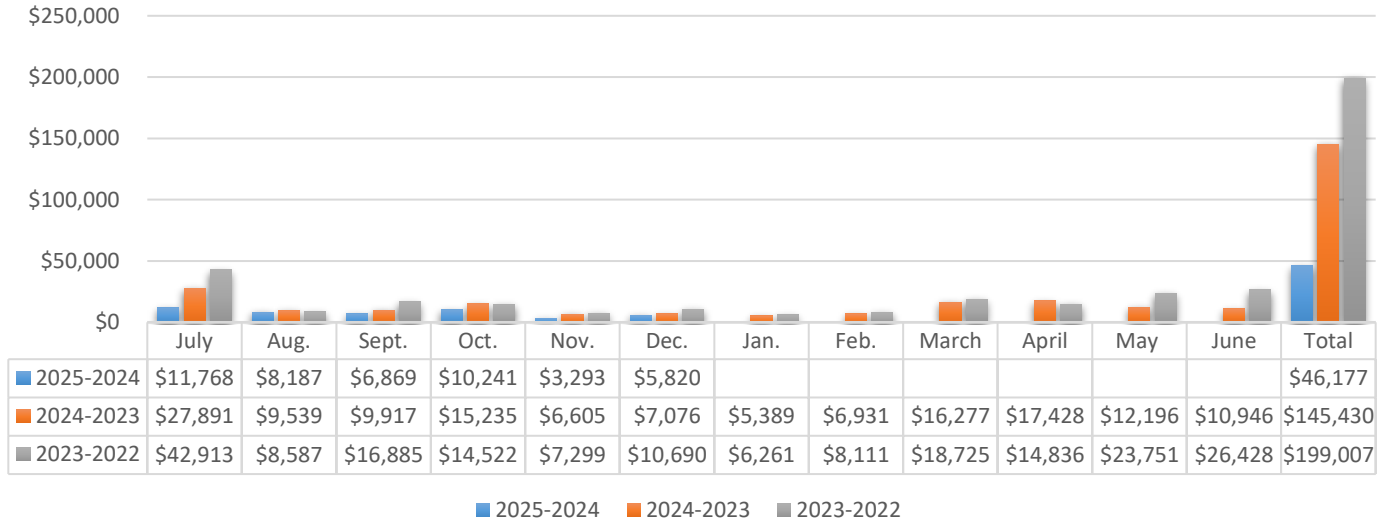
Top 10 Items Sold December 2024



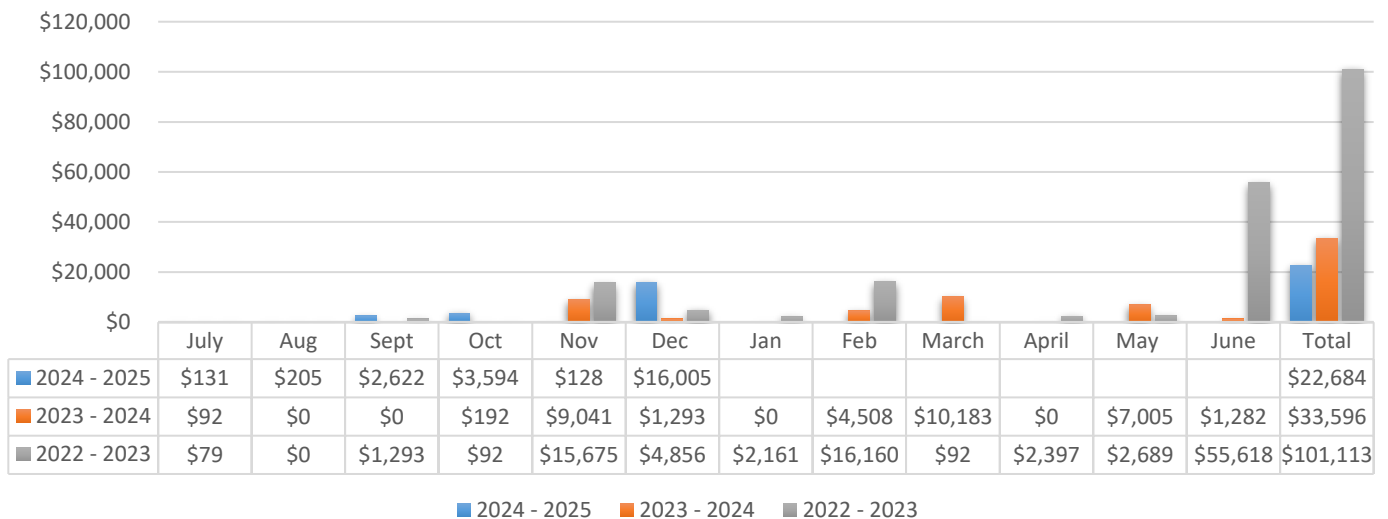
Calendar Year 2024 Revenue Comparison



Fiscal Year Revenue Comparison



Fiscal Year 2025 Merchandise Expenses



**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 35.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Roswell- Chaves County Economic Development Corporation Quarter 2 Report FY2025.

BACKGROUND:

For Information Only

FINANCIAL CONSIDERATION:

For Information Only

LEGAL REVIEW:

For Information Only

BOARD AND COMMITTEE ACTION:

For Information Only

STAFF RECOMMENDATION:

For Information Only

Attachments

RCCEDC FY2025 Q2 Report

January 10, 2024

Ms. Tommi Conyers
Special Event Coordinator
City of Roswell
425 N. Richardson Ave
Roswell, NM 88201

Dear Ms. Conyers,

Attached is our 2nd quarter, FY25 report and invoice as per contract of economic development services. Included also is the report, a copy of the most current Profit and Loss Statement and the quarterly invoice.

Please advise if you have any questions. Thank you!

Sincerely,



Michael Espiritu, MEDP, IOM, STS
President and CEO

3 Attachments:

1. Quarterly Report, October-December 2024
2. Profit and Loss Statement
3. Invoice for payment.

cc: Chad Cole, City Manager

City of Roswell
Economic Development Report
Roswell-Chaves County Economic Development Corporation
October-December 2024

1. Brief description of recruitment efforts and growth of participation in EDC activities:
 - A. Project Build. A modular housing manufacturer has selected Roswell and the former bus plant as their new expansion. The head company, called Turnkey Ventures, has partnered with Biltwise Structures from South Carolina, and will create 330 jobs over 5 years, and will produce homes throughout this western area. **Update. The FAA has tentatively approved the release of the land and has placed it on the 30-day Federal Register. We expect a late January or early February closing on the land and building.**
 - B. National Championship Air Races (NCAR). Roswell, New Mexico will be the new host of the NCAR starting in the Fall 2025. The Reno Air Racing Association (RARA) made the announcement at a community reception in Roswell on May 23, 2024. Since the beginning of 2023, the EDC led the community and regional effort on Roswell's bid to host this national event. NCAR—billed as “The World's Fastest Motorsport”—attracts both participants and visitors from around the world. In September 2023, the last event hosted in Reno attracted more than 70,000 visitors with a regional economic impact of over \$100 million. The 10-day event is structured around seven different Race Classes, sponsors a Flight Training Scholarship (FTS) program for high school students, and involves approximately 1,200 volunteers. **Update. Transition actions continue with the city, the EDC, and RARA. I traveled to Santa Fe and met with Cabinet Secretaries for Transportation, Tourism, and Economic Development to discuss funding needs for the 2025 Air Races. EDC is assisting RARA with a planned visit with the racing class presidents January 13-17th.**
 - D. Business Facilities Magazine – Impact Award. In December, the RCCEDC learned that it would be recognized in Business Facilities' 2024 Impact Awards. Each year, their editors select a few projects from the pool of entries that showcase corporate relocation and expansion investments that have a significant impact on the communities in which they are located. This feature will run in the upcoming Jan/Feb issue.
 - E. Project Quentin, a new aircraft museum project, is in progress outside the Air Center with a private company. The project is fully funded, and engineering is currently underway. **Update: No update this quarter.**
2. Profit and Loss Actuals vs Budget Financial Report as attached.
3. Educational opportunities provided to members and non-members.
 - A. Community Education Initiative with RHCC – the EDC assisted the Roswell Hispano Chamber of Commerce (RHCC) with their Roswell-Chaves Education Fair at ENMU-R on 11/16/2024.
 - B. During the last quarter, the EDC has coordinated a program of five seminars for Spring 2025:

Month	Date	Topic	Presenter	Description
January 2025	1/14/2025	Technology and Economic Development	Sandia National Labs	Judy Hendricks from Sandia National Laboratories will present a short seminar on NMSBA and the TRGR Technology Readiness Initiative and the opportunities they offer to tech-based startups.

Month	Date	Topic	Presenter	Description
February 2025	2/4/2025	Business Accounting Seminar	Revby and local accountant	NM EDD contract. Seminar can include 1 of 4 topics: 1) Pro Forma generation, 2) Finance and Accounting Fundamentals, 3) Technical training (bookkeeping), 4) Financial Modeling. Seminar will include a session in Spanish.
February 2025	2/13/2025	Roswell Retail Workshop	TrainRetail (Kyle Bullock and Jimmy DeGroot)	Goal: Give small business retailers a blueprint for increasing their profit and sales in 2025. 1.5 to 2 hour workshop • First half focuses on creating a plan to grow their business monthly, setting up their physical businesses for success (We dive into tracking numbers for success and physical store improvements for increased sales) • Second half focuses on sales training - add ons, up sells, and salesmanship basics (We do sales training they can take with them/use with their teams to increase sales). This will be very interactive. We can offer one-on-one follow-ups with those who come and have an assortment of ongoing services we can provide them from there if they desire.
March 2025	3/11/2025	Business Legal Seminar	Hatchform, LLC and local attorney	NM EDD contract. Will provide legal process advice to small businesses and start-ups
April 2025	TBD	Legislative Recap	Chaves County legislative delegation	

4. Job Creation:

- A. December 2024, AerSale received a Jobs Training Incentive Program (JTIP) that totaled \$564,904 for 37 trainees with an average wage of \$23.84/hour. See the totals so far for FY 2025 below.

Month	Company	Award	# of Trainees	Average Wage
July 2024	Pecos Valley Production	\$674,232.96	55	\$21.21
Dec 2024	AerSale, Inc.	\$564,904.00	37	\$23.84
FY 2025 Totals:		\$1,239,136.96	92	\$22.53

5. Business Retention Report

- A. The EDC awarded two Façade Grants this quarter—making three total for FY 2025. See chart below:

Presentation Date	Business	Matching Grant Amount	Description
08/29/2024	Historical Society of Southeast New Mexico	\$5000.00	Refurbishment of two exterior signs at the JP White house at 200 N Lea Ave in Roswell.
09/05/2024	Farm & Ranch Candle Co.	\$5000.00	Exterior improvements to west and south walls (paint and signs) of building at 117 E 2nd Street in Roswell.
12/04/2024	Guru Murti Hospitality LLC (Quality Inn & Suites)	\$5000.00	Exterior painting of Quality Inn & Suites at 3595 N. Main in Roswell.

B. Many local businesses were contacted and assisted through our Business Retention and Expansion (BRE) program during this period. Please see table of BRE activities below—

Date	Name of Business/Organization	Point of Contact	
10/09/24	Allied Key&Security	Jonathan	Dwyer
10/09/24	Landmark Title	Sis	Tapp
10/10/24	Sheepstreet Silver	Ravae	Leonard
10/10/24	Redden Plumbing and Mechanical	Hannah	McPherson
10/18/24	Mesa Middle School	Mike	McFarris
10/18/24	First American Bank	Ryon	Groesbeck
10/18/24	Carabelli Dental	Keon	Aghar
10/21/24	Finishing Touches	Toni	Pemberton
10/22/24	Chaves County Joy Center		
10/22/24	Roswell Elks Club	Darlene	Satterfield
10/22/24	American Legion		
10/22/24	Albertson's South		
10/22/24	CRM		
10/23/24	Behavioral Medicine Associates	Brian	Whitlock
10/23/24	The Eye Sight		
10/30/24	Berrendo Meadows, LLC	Neal	Pope
10/30/24	AK Sales	Michael	Jacobs
10/30/24	She's A Dandy	Camaryn	Henington
10/31/24	Armstrong Energy	Bob	Armstrong
10/31/24	General Airframe	Isaac	Sheets
11/06/24	City of Roswell	Chad	Cole
11/12/24	Red Mountain Arsenal	Fred	Alvarado
11/13/24	Southwest Bearing	Cody	Rattan
11/13/24	The Hot Bev	Amanda	Sanchez
11/14/24	Southwest Printing	Bianca	Cheney
11/14/24	Gentiva	Betty	Tuttle
11/14/24	Ergon	Juan	Miranda
11/18/24	Sage Legal and Planning	Katie	Roehlke
11/18/24	Pecos Valley Productions	Jason	Greathouse
11/18/24	Roswell Tire and Appliance	Wiley	Maloney
11/19/24	Sycamore Storage Solutions	Larry	Fresquez
11/19/24	Roswell Community Federal Credit Union	Karen	Griffo
11/19/24	Richland Auto Group	Travis	Hicks

Date	Name of Business/Organization	Point of Contact	
11/19/24	Atwood, Malone, Turner&Sabin	Barbara	Payne
11/20/24	AV Flight Corporation	Adam	Covington
11/20/24	Burnt Well Guest Ranch	Kim	Chesser
11/20/24	Captain Jim's	Jim	Werdann
11/20/24	Candlewood Suites(Dreamcatcher II, LLC)	Yolanda	Coronado
11/06/24	ENMU-Roswell	Dr. Shawn	Powell
11/27/24	El Toro Bravo	Jose	Velarde
11/27/24	Gandy Marley, INC.	Michael	Marley
11/29/24	Atwood, Malone, Turner&Sabin	Barbara	Payne
01/07/25	New Era Helium	Will	Gray
12/02/24	601 W.,LLC	Brian	Taylor
12/02/24	Admiral Beverage Company	Robert	Leyva
12/02/24	Agape Home Care	Rolanda	Mendoza
12/03/24	Area 52	Patricia	Loranca
12/03/24	Bell Gas/Cortez Gas Co.	Menolly	Cates
12/05/24	Berrendo Meadows, LLC	Neal	Pope
12/05/24	Cattle Baron	Doug	Wieser
12/10/24	Central Valley Electric (CVE)	Raelynn	Bean
12/10/24	Constructable, LLC.	Jared	Hellums
12/11/24	Dean Baldwin	Max	Quintero
12/11/24	Edward Jones Investments	Nicole	Wieser
12/12/24	EXP Realty	Lana	Reese
12/12/24	Farmers Insurance	Chris	Whitney
12/12/24	Fortune Freshies	Juanita	Rodgers
12/16/24	Interstate Batteries	Phil	Davis
12/16/24	Kassis Companies	Nadeem	Kassis
12/19/24	Krumland Auto Group	Ada	Sandoval
12/19/24	Lovelace Hospital	Nick	Shirilla
		Total Visits: 60	

6. Industry Business Solicitation Report.

- A. Project Rollup: 61 – Active Projects
- B. See update below on landed Project Lucky—7 Brew Coffee
- C. On 12/17/2024, received an update on over 30 projects from the NM Partnership. Some of the projects where Roswell provided a submission have been closed for 1-2 years. This is the reason for the reduction in "Active" projects since last quarter's report.

Code Name	Source	Submitted	Status	Description
*NEW Tech Tires	NM Partnership	12/11/2024	Active	The NM Partnership is working with an environmental tech company that is pursuing environmentally responsible ways to recycle tires. Using their plasma technology (proven chemical process existing in other plants) they can recycle tires with no emissions, heat, etc. Their equipment is modular and ready to deploy. Their main intake is field gases and are currently looking for a sites in NM in either NW NM or SE NM near

Code Name	Source	Submitted	Status	Description
				midstream services. Main considerations for siting: sites near midstream facilities, access to ability to recruit talent, ability to do IRB. Some argon is needed on the front end of the process, but not other chemicals stored on site. Entire process is contained within the facility
*NEW Transportation Pilot Project	NM Partnership	12/6/2024	Active	The company is currently looking for fleets (preferably vans and light commercial vehicles – about 15-20 vehicles) that make frequent and divers trips and are partnering with those fleet operators in numerous states – including NM – that agree to temporarily install their cameras in vehicles. All installation costs are covered by the project company and the collected data is strictly anonymous and confidential. Furthermore, the project company provides a financial incentive to the strategic partners and are open to promoting this partnership (for example via press release) that aims to accelerate the development of advanced technologies in the automotive industry and improve safety.
*NEW Rig	EDC	11/20/2024	Active	A Canadian company, through a commercial realtor, reached-out to the EDC. Looking for a 60000 SF heavy industrial facility to manufacture components in support of petroleum extraction. Interested in Roswell's location for a potential expansion. Location is estimated to have 160 FTEs at an average of \$24/hour.
*NEW Prometheus	NM Partnership	10/11/2024	Closed	UPDATE: 10/31/2024. NMP informed EDC that NM is no longer in consideration for this project. A company and a top tier international technology joint venture partner, who are contemplating investment in a chemical processing/ manufacturing plant for the production of Solid Rocket Motors (SRM) and casted War Heads (WH). The project entails: \$300M est. total investment over 6 years. 375 FTE.
*UPDATE Lucky	EDC	6/28/2024	Landed	UPDATE: <i>Kim at the EDC assisted their team in getting a water meter installed and energizing the building. With the personal assistance of Chad Cole (CoR) and Xcel Energy, they completed the building on 12/6/24. 7 Brew Coffee is moving forward with establishing a location at the corner of Mescalero and</i>

Code Name	Source	Submitted	Status	Description
				Main. Company is a chain with over 200 locations based mostly in the eastern US. Hot coffee, cold coffee, and smoothies. This drive-up coffee stand is UFO themed with help from the art clubs of both NMMI and ENMU-R. They plan to open for business January 2025 with approximately 70 full-time and part-time employees.
*UPDATE Doyle	NM Partnership	11/17/2023	Closed	<i>UPDATE (12/17/24): NMP reports that the client chose another location.</i> It is a Global company of 2000 employees, 600 million EUR in turnaround and locations in Africa, Europe and Asia. <u>Producing high technology cable, fiber and supports for automotives, satellites and communication industries.</u> The company is looking to create a plant to produce transmission cables for EV and Hybrid vehicles. The plant would be 100 to 110 k square feet and would be composed of 15 M USD worth of equipment. Most of the customers would be located in Mexico (tier 1 automotive providers) the plant would employ 150 employees.
*UPDATE Horizon	EDC	10/19/2023	Active	<i>UPDATE: 12/30/2024, Company intends to issue letters of intent (LOIs) for both the CoR property north side of Brasher Rd and for a portion of the Sunset Ready Site (also CoR property). EDC and CoR signed NDAs in support of this.</i> Confidential project initially interested in utilizing BL 93 at RAC. Project involves an estimated \$2-4 million in CAPEX and likely 30-50 jobs.
*UPDATE Bunny Hill	NM Partnership	10/13/2023	Closed	<i>UPDATE (12/17/24): NMP reports that the client chose another location.</i> Large-scale enterprise data centers. They are interested in pursuing opportunities in New Mexico. They are currently looking for site between 50-200 acres on which they can develop the data centers.
*UPDATE Margarita	NM Partnership	6/16/2023	Closed	<i>UPDATE (12/17/24): NMP reports that the client chose another location.</i> Highly confidential project that is looking for potential sites. Needs 50MW.
*UPDATE Zetta	NM Partnership	5/30/2023	Closed	<i>UPDATE (12/17/24): NMP reports the client went cold</i> A company that is seeking to construct a highly automated facility to serve growing product demand in the western U.S. The client is a well-known construction materials manufacturer. The client

Code Name	Source	Submitted	Status	Description
				intends to invest approximately \$525 million and create an estimated 250 new full-time jobs.
*UPDATE Mega Site	NM Partnership	5/1/2023	Closed	<i>UPDATE (12/17/24): NMP reports the project is closed.</i> Not tied to a specific request at this time; however, the firm would like an up-to-date list of sites to be considered for its pipeline of projects. Additional information may be requested by the firm in the near future if any of the sites submitted are of interest or could potentially meet the needs of the projects in their pipeline. Need shovel ready site that is at least 100 acres.
*UPDATE Zumba	NM Partnership	3/23/2023	Closed	<i>UPDATE (12/17/24): NMP reports that the project is closed.</i> A foreign direct investment (FDI) project that is looking for an additional US manufacturing location to serve existing customers in the southwest. Of key importance to the project is speed to market, labor, and cost structure for long term success. For the first round of responses the consultant would like to identify 1) potential sites including utility capacities and 2) understand local labor. Additional information will be requested if the sites are included for further review and examination.
*UPDATE Otto	NM Partnership	3/14/2023	Closed	<i>UPDATE (12/17/24): NMP reports that the client chose another location.</i> A company representing a U.S based pharmaceutical manufacturing company specializing in the development and production of high-quality pharmaceuticals. Their mission as a for-public benefit company is to return the manufacturing of critical generic oral solid dosage medicines (prescription tablets and capsules) back to the United States. They utilize innovative advanced manufacturing concepts to provide the American public with affordable, high-quality pharmaceuticals. They are proud to be Americans, manufacturing quality medicines within the United States for the American public.
*UPDATE Helios	NM Partnership	2/27/2023	Closed	<i>UPDATE (12/17/24): NMP reports that the client chose another location.</i> A company seeking a domestic location for a high-revenue operation in renewable energy. Revenue potential for this project can eclipse \$1-2 billion in three years.

Code Name	Source	Submitted	Status	Description
				The company must select an existing site in the United States or a location to stand-up a new operation quickly which likely rules out greenfield options.
			Closed	<i>UPDATE (12/17/24): NMP reports that the client went dark.</i> Electric vehicle manufacturer. They make box trucks and step vans for delivery fleets, buses, and other electric fleet vehicles. The company already has other locations in the U.S. and is looking for a site to develop a larger manufacturing location. The company has pending contracts that will be manufactured at the new location. This project could create up to 500 jobs in the next four years. They are very willing to consider rural locations if there is a building that can be expanded, and the workforce needs can be met. They will start with building 500+ vehicles per year and plan to grow to 10,000 vehicles per year by 2026. They are looking for an existing building and are willing to consider smaller buildings if there is sufficient land to expand to the full 750K SF.
*UPDATE Surge	NM Partnership	2/20/2023		
			Closed	<i>UPDATE (12/17/24): NMP reports that the client chose another location.</i> The NM Partnership is working with the state and a company that is looking for sites on which to build a concentrated solar project using newly developed technology. The company will be doing some research and development and could include other related energy projects on the site. Only preliminary project information is available at this point. Interested communities who have sites that meet the basic information listed below will be given additional details and asked for more detailed information later in the site selection process. For the purpose of this PRO, communities only need to send a brief email indicating their interest and upload a community overview brochure.
*UPDATE Spectrum	NM Partnership	2/2/2023		
			Closed	<i>UPDATE (12/17/24): NMP reports that the client chose another location outside NM.</i> New metal fabrication plant. The company will consider both existing buildings and greenfield sites. The total capital investment for the project is expected to be \$100-120 million, with approximately \$70-80 million in real
*UPDATE Pitch	NM Partnership	12/16/2022		

Code Name	Source	Submitted	Status	Description
				property and \$30-40 million in personal property. The company anticipates having roughly 290 full-time employees within three years of the start of production. The client plans to make a location decision by Q2 2023.
*UPDATE Storm Plus	NM Partnership	12/16/2022	Closed	<i>UPDATE (12/17/24): NMP reports that the project is closed.</i> Project Storm Plus is searching for locations for a green hydrogen production facility. They are looking for 30-40 acres for the production facility and will create 50-60 jobs during the initial phase of the project and generate \$250 million in CAPEX.
*UPDATE Jellyfish	NM Partnership	10/31/2022	Closed	<i>UPDATE (12/17/24): NMP reports that the project is closed.</i> Manufacturer of PV solar energy products
*UPDATE Rambler	NM Partnership	6/9/2022	Closed	<i>UPDATE (12/17/24): NMP reports that the project is closed.</i> Food and beverage industry looking to locate a manufacturing facility
*UPDATE Fluyte	NM Partnership	4/22/2022	Closed	<i>UPDATE (12/17/24): NMP reports that the project is closed.</i> An industrial project.
*UPDATE Rail Manufacturer	NM Partnership	3/31/2022	Closed	<i>UPDATE (12/17/24): NMP reports that the project is closed.</i> A rail-served site for a greenfield manufacturing facility
*UPDATE Space A Manufacturing	NM Partnership	3/24/2022	Closed	<i>UPDATE (12/17/24): NMP reports that the project is closed.</i> An aerospace manufacturing company
*UPDATE Money	NM Partnership	3/1/2022	Closed	<i>UPDATE (12/17/24): NMP reports that the project is closed.</i> A data center/ cryptocurrency opportunity
*UPDATE Truck	NM Partnership	1/31/2022	Closed	<i>UPDATE (12/17/24): NMP reports that the project is closed.</i> A foreign vehicle manufacturer- new electric vehicle line
*UPDATE Eclipse	NM Partnership	12/28/2021	Closed	<i>UPDATE (12/17/24): NMP reports that the project is closed.</i> A solar facility
*UPDATE Waste Recycling	NM Partnership	10/28/2021	Closed	<i>UPDATE (12/17/24): NMP reports that the project is closed.</i> A firm who designs, builds, and tests waste transformation plants (gasification) which have the capability of converting multiple forms of waste into renewable energy solutions.
*UPDATE Swiss	NM Partnership	8/5/2021	Closed	<i>UPDATE (12/17/24): NMP reports that the project is closed.</i> A Swiss company conducting a North American expansion of their solar PV manufacturing capabilities

Code Name	Source	Submitted	Status	Description
*UPDATE Cali	NM Partnership	7/7/2021	Closed	UPDATE (12/17/24): NMP reports that the project is closed. Manufacturing and Distribution Company
*UPDATE Jane	NM Partnership	6/24/2021	Closed	UPDATE (12/17/24): NMP reports that the project is closed. An aircraft manufacturing project
*UPDATE Space Construction	NM Partnership	6/15/2021	Closed	UPDATE (12/17/24): NMP reports that the project is closed. An aerospace manufacturing company
*UPDATE Independence	NM Partnership	5/25/2021	Closed	UPDATE (12/17/24): NMP reports that the project is closed. An Advanced Materials Manufacturing Project
*UPDATE Falcon	NM Partnership	11/19/2020	Closed	UPDATE (12/17/24): NMP reports that the project is closed. A paper-based manufacturing company
*UPDATE Farm	NM Partnership		Closed	UPDATE (12/17/24): NMP reports that the project is closed. An agricultural products company
*UPDATE Metal Fab	NM Partnership		Closed	UPDATE (12/17/24): NMP reports that the project is closed. A metal products assembly company looking for an expansion location
*UPDATE Sun House	NM Partnership		Closed	UPDATE (12/17/24): NMP reports that the project is closed. A hydroponic greenhouse company
*UPDATE Hail	EDC	2020	Active	UPDATE (11/12/24), company has reengaged the EDC requesting sites capable of supporting at 100k SF facility. Project intends to assume site at RAC. Company performs composite repairs damaged aircraft and manufactures/installs components to include seats. Project include EVs and other ventures with partners from India.

7. Real Estate Property:

- A. Sunset Ready Site (Update). The EDC received a LEADS grant for FY 2025 to develop a 30-acre shovel-ready site in Chaves County. This month, SMA Engineering provided their Phase 1 Environmental Site Assessment (ESA), Geotechnical Survey, and a Archaeological/Historical Use assessment. The site has no recognized environmental conditions and the Geotech report indicates no issues supporting a large commercial or industrial structure, and no indications of an archeological site. Our next step is to work with the Community Development on completing an appraisal and settling on an asking price. The EDC has already initiated marketing on this property.
- B. NM Site Readiness Program. The NM Economic Development Dept (NM EDD) hired Global Location Strategies (GLS), a site selection firm, to complete a Site Readiness assessment for publicly owned sites across the state. In November, they assessed 3 sites in Chaves County: Sunset Ready Site, Earl Cummings Certified Site, and the Hagerman Industrial Park. In January, GLS will provide a report that highlights details of the sites, strengths/weaknesses, and actionable recommendations for future improvements regarding site readiness in the interest of business attraction.

- C. All key listings of commercial/industrial property and buildings are updated at <https://www.chavescounty.net/real-estate>

8. New and changed programming.

- A. Website, www.chavescounty.net – Received an analytics rollup from Golden Shovel Agency (GSA) for calendar year 2024.
- # of New Visitors: 11,000
 - Top visitor origins: US, China, UK, Ireland, India, Canada
 - Top page visits: homepage, RARA page
- B. Social media – The EDC has maintained our strong SM presence. As of September, we now have a total SM following of over **4,000**—

Platform	October	November	December
Facebook	2,666	2,689	2,702
Instagram	572	584	588
X	304	302	291
LinkedIn	473	481	481

9. Promotional campaigns

- A. The Roswell Air Center remains our top focus for opportunity where our advertising efforts support new opportunities.
- B. Contracted advertising for Roswell during this period:
- a. Livability magazine, full page inside back cover
 - b. Expansion Solutions Magazine, advertorial and ½ page ad
 - c. Business Facilities Magazine, advertorial and photos

10. Cooperative efforts with area organizations:

- A. RCCEDC President & CEO Mike Espiritu serves as the Vice Chairman of the Roswell Airport Advisory Commission.
- B. Attended the Eastern Area Workforce Development Board of Directors meeting monthly.
- C. Attended the NMIDEA monthly Board of Director's meeting, representing this region.
- D. Attended the monthly Chaves County Commission meetings and Roswell City Council meetings.
- E. We regularly attend city council, county commission, and other committee and ad hoc meetings in support of the numerous programs impacting our economic and community development.
- F. Supported Roswell Air Center Strategic Planning Team
- G. Hosted visitation by RARA Operations and Logistics team in Roswell. Traveled to regional cities of Artesia, Carlsbad, and Ruidoso.
- H. Met with consultant and RARA Director Bobbi Thompson of Air center needs.
- I. Attended the Open House for SOAR
- J. Attended the Roswell Job Corps quarterly community meeting
- K. Eastern New Mexico Medical Center Board of Trustees meetings.
- L. Eastern Area Workforce Development Board of Directors and Youth Committee meetings.
- M. Several online/virtual calls with the Reno Air Racing Association and local officials/business leaders in preparation for their transition here.
- N. Attended Roswell Hispano Chamber of Commerce meetings
- O. Made a presentation to the Roswell Leadership class, American Legion Post 61, the Desk and Derrick club, and the Roswell Rotary Club
- P. Attended the Capital Outlay hearing for county communities
- Q. Attended virtual meetings with the Aerospace States Association of New Mexico
- R. Attended the ENMU-R Veteran's Day celebration
- S. Attended the International Council of Air Shows annual conference
- T. Attended MainStreet Roswell meetings

ROSWELL- CHAVES COUNTY EDC

FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION AND
ACCOUNTANT'S COMPILATION REPORT

NOVEMBER 30, 2024

CERTIFIED PUBLIC ACCOUNTANTS
May, Taylor & Company (P.C.)
PROFESSIONAL CORPORATION

May, Taylor & Company (P.C.)

CERTIFIED PUBLIC ACCOUNTANTS

302 W Tilden St

Roswell, NM 88203-4544

ACCOUNTANT'S COMPILATION REPORT

ROSWELL- CHAVES COUNTY EDC

849 PO Box

Roswell, NM 88202

Management is responsible for the accompanying financial statements of **ROSWELL- CHAVES COUNTY EDC** (a nonprofit organization) which comprise the statement of financial position- income tax basis as of November 30, 2024, and the related statements of activities - income tax basis for the month ending November 30, 2024 and the five months then ended, and for determining that the tax basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with the Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The financial statements are prepared in accordance with the tax basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit the statement of cash flows as well as substantially all of the disclosures ordinarily included in financial statements prepared on the income tax basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Organization's financial position, changes in net assets and cash flows. Accordingly, these financial statements are not designed for those who are not informed about such matters.

The supplementary information contained in Supplementary Schedules is presented for purposes of additional analysis and is not a required part of the basic financial statements. The supplementary information has been compiled from information that is the representation of management. We have not audited or reviewed the supplementary information and, accordingly, do not express an opinion, a conclusion, nor provide any assurance on such supplementary information.

We are not independent with respect to **ROSWELL- CHAVES COUNTY EDC**.

May, Taylor & Company (P.C.)

December 18, 2024

Roswell, NM 88203-4544

ROSWELL- CHAVES COUNTY EDC
Statement of Financial Position
Income Tax Basis
As of November 30, 2024 and October 31, 2024

Assets

	November 30, 2024	October 31, 2024
Current Assets		
CASH IN BANK - PIONEER	\$ 83,632.37	\$ 356,165.52
FIRST AMERICAN - SAVINGS	221,516.58	221,480.27
PIONEER #3719 - MICRO BUS LOAN PROGRAM	0.00	150,771.31
PIONEER MONEY MARKET ACCOUNT #2643	396,977.55	0.00
A/R - CITY OF ROSWELL	83,333.31	66,666.64
A/R - CHAVES COUNTY	<u>16,668.31</u>	<u>16,667.64</u>
Total Current Assets	<u>802,128.12</u>	<u>811,751.38</u>
Property and Equipment		
EQUIPMENT	<u>701.32</u>	<u>701.32</u>
Net Property and Equipment	<u>701.32</u>	<u>701.32</u>
Non Current Assets		
FIRST AMERICAN BANK - INVESTMENT FUND	239,288.16	239,288.16
UNREALIZED GAIN LOSS ON INVESTMENT	<u>8,322.07</u>	<u>8,322.07</u>
Total Non Current Assets	<u>247,610.23</u>	<u>247,610.23</u>
Total Assets	<u>\$ 1,050,439.67</u>	<u>\$ 1,060,062.93</u>

ROSWELL- CHAVES COUNTY EDC
Statement of Financial Position
Income Tax Basis
As of November 30, 2024 and October 31, 2024

Liabilities and Net Assets

	November 30, 2024	October 31, 2024
Current Liabilities		
A/P - EMPLOYEES	\$ 12,359.32	\$ 12,359.32
A/P - VENDORS	11,158.61	11,158.61
FICA PAYABLE	1,686.88	1,686.84
MEDICARE PAYABLE	394.50	394.50
FEDERAL WITHHOLDING PAYABLE	1,163.25	1,163.25
STATE WITHHOLDING PAYABLE	922.94	922.94
SIMPLE IRA PAYABLE	2,208.35	2,208.35
SUTA PAYABLE	<u>29.16</u>	<u>14.58</u>
Total Current Liabilities	<u>29,923.01</u>	<u>29,908.39</u>
Long-Term Liabilities		
DEFERRED REVENUE NM GRANT	<u>40,000.00</u>	<u>40,000.00</u>
Total Long-Term Liabilities	<u>40,000.00</u>	<u>40,000.00</u>
Total Liabilities	<u>69,923.01</u>	<u>69,908.39</u>
Net Assets		
Unrestricted Assets	558,703.61	558,703.61
Temporarily Restricted Assets	374,734.07	374,734.07
Other Equity	5,750.00	5,750.00
Current Earnings	<u>41,328.98</u>	<u>50,966.86</u>
Total Net Assets	<u>980,516.66</u>	<u>990,154.54</u>
Total Liabilities and Net Assets	<u>\$ 1,050,439.67</u>	<u>\$ 1,060,062.93</u>

ROSWELL- CHAVES COUNTY EDC
Statement of Activities
Income Tax Basis
For the One Month and 5 Months Ended November 30, 2024

	CURRENT MONTH		YEAR TO DATE	
	Amount	Percent	Amount	Percent
Sales				
CITY OF ROSWELL	\$ 16,666.67	48.18 %	\$ 83,333.31	30.30 %
CHAVES COUNTY	16,666.67	48.18	83,333.31	30.30
MEMBERSHIP DUES	1,257.50	3.64	79,577.50	28.93
SPECIAL EVENT	0.00	0.00	3,788.00	1.38
LEADS SITE PREPAREDNESS GRANT (NMEDD)	0.00	0.00	25,000.00	9.09
Total Sales	<u>34,590.84</u>	<u>100.00</u>	<u>275,032.12</u>	<u>100.00</u>
Gross Profit	<u>34,590.84</u>	<u>100.00</u>	<u>275,032.12</u>	<u>100.00</u>
Operating Expenses				
MISCELLANEOUS EXPENSE	75.00	0.22	75.00	0.03
ADVERTISING	0.00	0.00	24,980.68	9.08
MEMBERSHIP MEETINGS	0.00	0.00	14,172.75	5.15
BANK CHARGES	14.78	0.04	320.35	0.12
CONTRACT SERVICES	1,868.88	5.40	9,283.71	3.38
BUSINESS RECRUITMENT	5,610.51	16.22	7,007.95	2.55
ENTERTAINMENT/MEALS	0.00	0.00	77.33	0.03
DUES & SUBSCRIPTIONS	0.00	0.00	2,124.83	0.77
EDUCATIONAL EXPENSE	873.45	2.53	8,610.56	3.13
MILEAGE	151.96	0.44	1,475.73	0.54
OFFICE EXPENSE	505.33	1.46	1,260.32	0.46
POSTAGE	0.00	0.00	68.00	0.02
PAYROLL TAXES	2,095.96	6.06	10,923.94	3.97
RETIREMENT(SIMPLE IRA)	683.74	1.98	3,418.68	1.24
RENT	0.00	0.00	4,800.00	1.75
TRAVEL & CONVENTIONS	0.00	0.00	5,457.60	1.98
WAGES	27,207.52	78.66	141,602.28	51.49
SPECIAL EVENT EXPENSE	1,002.00	2.90	10,848.32	3.94
MAINSTREET FACADE	5,000.00	14.45	15,000.00	5.45
LEGISLATIVE DINNER	1,250.00	3.61	1,250.00	0.45
Total Operating Expenses	<u>46,339.13</u>	<u>133.96</u>	<u>262,758.03</u>	<u>95.54</u>
Operating Income (Loss)	<u>(11,748.29)</u>	<u>(33.96)</u>	<u>12,274.09</u>	<u>4.46</u>
Other Income (Expenses)				
DIVIDEND INCOME	0.00	0.00	1,343.50	0.49
OTHER INCOME	1,002.00	2.90	15,543.58	5.65
UNREALIZED GAIN/LOSS ON INVESTMENTS	0.00	0.00	10,974.16	3.99
INTEREST	1,108.41	3.20	1,452.63	0.53
INVESTMENT FEES	0.00	0.00	(258.98)	(0.09)
Total Other Income (Expenses)	<u>2,110.41</u>	<u>6.10</u>	<u>29,054.89</u>	<u>10.56</u>
Net Income (Loss) Before Taxes	<u>(9,637.88)</u>	<u>(27.86)</u>	<u>41,328.98</u>	<u>15.03</u>
Net Income (Loss)	<u>\$ (9,637.88)</u>	<u>(27.86)%</u>	<u>\$ 41,328.98</u>	<u>15.03 %</u>

See Accountants' Compilation Report

SUPPLEMENTARY INFORMATION

ROSWELL- CHAVES COUNTY EDC
Statement of Activities - Budget to Actual
Income Tax Basis
For the One Month and 5 Months Ended November 30, 2024

	CURRENT MONTH			YEAR TO DATE			ANNUAL		
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Variance	
Revenue									
CITY OF ROSWELL	\$ 16,666.67	\$ 16,666.67	\$ 0.00	\$ 83,333.31	\$ 83,333.31	\$ 0.00	\$ 200,000.00	\$ 116,666.69	
CHAVES COUNTY	16,666.67	16,666.67	0.00	83,333.31	83,333.31	0.00	200,000.00	116,666.69	
MEMBERSHIP DUES	1,257.50	12,500.00	(11,242.50)	79,577.50	62,500.00	17,077.50	150,000.00	70,422.50	
SPECIAL EVENT	0.00	0.00	0.00	3,788.00	0.00	3,788.00	0.00	(3,788.00)	
CERTIFIED EDO GRANT (NMEDD)	0.00	3,333.33	(3,333.33)	0.00	16,666.69	(16,666.69)	40,000.00	40,000.00	
LEADS SITE PREPARDNESS GRANT (NMEDD)	0.00	2,083.33	(2,083.33)	25,000.00	10,416.69	14,583.31	25,000.00	0.00	
RENTAL INCOME	0.00	150.00	(150.00)	0.00	750.00	(750.00)	1,800.00	1,800.00	
Total Sales	<u>34,590.84</u>	<u>51,400.00</u>	<u>(16,809.16)</u>	<u>275,032.12</u>	<u>257,000.00</u>	<u>18,032.12</u>	<u>616,800.00</u>	<u>341,767.88</u>	
Gross Profit	<u>34,590.84</u>	<u>51,400.00</u>	<u>(16,809.16)</u>	<u>275,032.12</u>	<u>257,000.00</u>	<u>18,032.12</u>	<u>616,800.00</u>	<u>341,767.88</u>	
Operating Expenses									
WAGES - BONUS	0.00	333.33	(333.33)	0.00	1,666.69	(1,666.69)	4,000.00	(4,000.00)	
MISCELLANEOUS EXPENSE	75.00	83.33	(8.33)	75.00	416.69	(341.69)	1,000.00	(925.00)	
ADVERTISING	0.00	1,916.67	(1,916.67)	24,980.68	9,583.31	15,397.37	23,000.00	1,980.68	
MEMBERSHIP MEETINGS	0.00	708.33	(708.33)	14,172.75	3,541.69	10,631.06	8,500.00	5,672.75	
AUDIT	0.00	675.00	(675.00)	0.00	3,375.00	(3,375.00)	8,100.00	(8,100.00)	
BANK CHARGES	14.78	90.00	(75.22)	320.35	450.00	(129.65)	1,080.00	(759.65)	
CONTRACT SERVICES	1,868.88	2,102.50	(233.62)	9,283.71	10,512.50	(1,228.79)	25,230.00	(15,946.29)	
BUSINESS EXPANSON	0.00	166.67	(166.67)	0.00	833.31	(833.31)	2,000.00	(2,000.00)	
BUSINESS RECRUITMENT	5,610.51	2,083.33	3,527.18	7,007.95	10,416.69	(3,408.74)	25,000.00	(17,992.05)	
ENTERTAINMENT/MEALS	0.00	41.67	(41.67)	77.33	208.31	(130.98)	500.00	(422.67)	
DUES & SUBSCRIPTIONS	0.00	615.66	(615.66)	2,124.83	3,078.38	(953.55)	7,388.00	(5,263.17)	
EDUCATIONAL EXPENSE	873.45	1,333.33	(459.88)	8,610.56	6,666.69	1,943.87	16,000.00	(7,389.44)	
MILEAGE	151.96	416.67	(264.71)	1,475.73	2,083.31	(607.58)	5,000.00	(3,524.27)	
OFFICE EXPENSE	505.33	416.67	88.66	1,260.32	2,083.31	(822.99)	5,000.00	(3,739.68)	
POSTAGE	0.00	41.67	(41.67)	68.00	208.31	(140.31)	500.00	(432.00)	
PAYROLL TAXES	2,095.96	2,169.67	(73.71)	10,923.94	10,848.31	75.63	26,036.00	(15,112.06)	
RETIREMENT(SIMPLE IRA)	683.74	666.67	17.07	3,418.68	3,333.31	85.37	8,000.00	(4,581.32)	
RENT	0.00	800.00	(800.00)	4,800.00	4,000.00	800.00	9,600.00	(4,800.00)	
TRAVEL & CONVENTIONS	0.00	3,166.67	(3,166.67)	5,457.60	15,833.31	(10,375.71)	38,000.00	(32,542.40)	
WAGES	27,207.52	27,121.08	86.44	141,602.28	135,605.44	5,996.84	325,453.00	(183,850.72)	
WEB SITE	0.00	1,578.58	(1,578.58)	0.00	7,892.94	(7,892.94)	18,943.00	(18,943.00)	
SPECIAL EVENT EXPENSE	1,002.00	250.00	752.00	10,848.32	1,250.00	9,598.32	3,000.00	7,848.32	
MAINSTREET FACADE	5,000.00	1,250.00	3,750.00	15,000.00	6,250.00	8,750.00	15,000.00	0.00	
LEADS SITE PREPARDNESS GRANT EXPENSE (NMEDD)	0.00	2,083.33	(2,083.33)	0.00	10,416.69	(10,416.69)	25,000.00	(25,000.00)	

See Accountants' Compilation Report

ROSWELL- CHAVES COUNTY EDC
Statement of Activities - Budget to Actual
Income Tax Basis
For the One Month and 5 Months Ended November 30, 2024

	CURRENT MONTH			YEAR TO DATE			ANNUAL		
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Variance	
LEGISLATIVE DINNER	1,250.00	1,264.17	(14.17)	1,250.00	6,320.81	(5,070.81)	15,170.00	(13,920.00)	
Total Operating Expenses	46,339.13	51,375.00	(5,035.87)	262,758.03	256,875.00	5,883.03	616,500.00	(353,741.97)	
Operating Income (Loss)	(11,748.29)	25.00	(11,773.29)	12,274.09	125.00	12,149.09	300.00	11,974.09	
Other Income (Expenses)									
DIVIDEND INCOME	0.00	0.00	0.00	1,343.50	0.00	1,343.50	0.00	1,343.50	
OTHER INCOME	1,002.00	0.00	1,002.00	15,543.58	0.00	15,543.58	0.00	15,543.58	
UNREALIZED GAIN/LOSS ON INVESTMENTS	0.00	0.00	0.00	10,974.16	0.00	10,974.16	0.00	10,974.16	
INTEREST	1,108.41	16.67	1,091.74	1,452.63	83.31	1,369.32	200.00	1,252.63	
INVESTMENT FEES	0.00	(41.67)	41.67	(258.98)	(208.31)	(50.67)	(500.00)	241.02	
Total Other Income (Expenses)	2,110.41	(25.00)	2,135.41	29,054.89	(125.00)	29,179.89	(300.00)	29,354.89	
Net Income (Loss) Before Taxes	(9,637.88)	0.00	(9,637.88)	41,328.98	0.00	41,328.98	0.00	41,328.98	
Net Income (Loss)	\$ (9,637.88)	\$ 0.00	\$ (9,637.88)	\$ 41,328.98	\$ 0.00	\$ 41,328.98	\$ 0.00	\$ 41,328.98	

INVOICE



DATE
January 10, 2025

INVOICE NO
2025-01-02

FROM:
Roswell-Chaves County
Economic Development
Corporation (RCCEDC)
PO Box 849
Roswell, NM 88202
575.622.1975

INVOICE TO
City of Roswell
Public Affairs Department
PO Box 1838
Roswell, NM 88202

REMIT TO:
RCCEDC
PO Box 849
Roswell, NM 88202

PAYMENT TERMS

Due Quarterly

DUE DATE

Due on Receipt

PERIOD	DESCRIPTION	AMOUNT
October-December 2024	Economic Development Services, FY2025	\$50,000.00

Subtotal	\$50,000.00
Sales Tax	0
Total	\$50,000.00

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 36.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

MainStreet Roswell Quarter 2 Report FY2025

BACKGROUND:

For Information Only

FINANCIAL CONSIDERATION:

For Information Only

LEGAL REVIEW:

For Information Only

BOARD AND COMMITTEE ACTION:

For Information Only

STAFF RECOMMENDATION:

For Information Only

Attachments

MSR Q2 Report

MSR October 2024 Board Meeting Minutes

MSR November 2024 Board Meeting Minutes

MSR December 2024 Board Meeting Minutes

MSR Profit/Loss YTD

MSR Executive Director Report



P.O. Box 1328
Roswell, NM 88202
info@mainstreetroswell.org
C: 575-914-8017

City of Roswell – Q2 Report / MSR – Q4 Report October, November, December 2024

Submitted on January 14, 2025
Barbara Gomez, Executive Director

MainStreet Board Minutes (Inserted):

- October 2024
- November 2024
- December 2024

Profit & Loss Actuals YTD Financial Reports (inserted)

- October, November, December 2024

Executive Director's Monthly Report (inserted)

- October, November, December 2024

During this quarter MSR ED/Board worked on the required elements of the Annual Accreditation through New Mexico MainStreet and on the upcoming Holiday Events on Main Street held December 6th & 7th.

Board members: During the City of Roswell Q2 & MSR Q4, MSR added 1 new board member, lost 1 board member and added 1 new Ex-officio. Currently the board has 9 Board members and 2 Ex-officio members.

Jason Garcia	President
Peggy Seskey	Vice-President
Kim Wood	Treasurer
Rosy Rubio	Secretary
Allen Shanley	Director
Eric Neria	Director
Rodney Austin	Director
Kerri Hendrix	Director
Lela Hunt	Director
Cisco Brink	Ex-Officio
Juliana Halvorson	Ex-Officio

Project Deliverables / Scope of Service

Brief description of: Business Retention and Economic Development

- ED and/or Board members provided no less than 15-25 per month personal contacts in person, via phone, email or via messenger on the MainStreet Roswell Facebook page and via 3 monthly Stakeholder meetings.

- 1st Friday of each month, ED contacts a majority of stakeholders to obtain information on merchant specials or events happening at their location during that month. ED reviews stakeholder's FB pages and reshapes events or specials as posted by the merchant. The information is then broadcast live via PVBC radio, "Mornings with Mike" show, shared on the MainStreet Stakeholders Facebook and during the monthly Stakeholders meeting.
- During this quarter MSR held 2 Stakeholder meetings in October and November, the December meeting was cancelled and in lieu of the Annual Stakeholders Meeting. Stakeholder meetings are held via "live-stream" and in-person, providing training info, discuss plans, promotion opportunities for businesses, and ask about any assistance they may be needing.
- 2024 Annual Stakeholder's Meeting and Reception was held on December 17th at Sweet Baby J's at 327 N. Main Street. Invitees included stakeholders, city councilors and mayor. Items discussed included upcoming events and upgrades to the district in 2024/2025 and a survey on what events or projects stakeholders preferred or felt were beneficial to the merchants.
- Merchants in the district were queried via FB and in person regarding any flood damage to their buildings during the recent October storms. 4 merchants replied – with 3 replying of minimal damage and only 1 of extensive damage. 2 building were owned by the occupants & 2 were rented. NMMS offered assistance through the Resiliency Grant however it was not used.
- MainStreet Roswell maintains its webpage at mainstreetroswell.org:
(The MSR webpage is updated as buildings become vacant or available)
 - Map of the downtown MainStreet District
 - Business directory listing 70 downtown businesses
 - Property Listings of vacant and for sale
 - Projects/ Event

ED met/talked with various business owners to discuss plans for improvement of location interior or exterior. Attempted to locate and identify empty buildings and spoke with a number of people looking to find a location on Main Street.

New businesses within the district during Q2	Address		
GF Sweet Treats Catering	106 S. Main Street		
Valley Bank of Commerce – Annex	217 W. 2 nd Street		
Business closures within the district:			
Britt's Mercantile	322 N. Main Street		
Farmhouse on 2 nd Street	124 E. 2 nd Street		
Interior and Exterior Improvement and Rehabilitation	Address	Private Investment to the building	Description of work

Roswell Resale Emporium	314 N. Richardson	\$1500	Solor lighting, roof repair after storm/flooding
DMZ Costumz	320 N. Main Street		Front door / flooring had water damage. As of this report, owner had not yet made repairs. Cost unknown.
Ancients of Days	127 N. Main Street	\$125.00	Minor carpeting damage due to storm/flooding. New shelf built.
Tiny Trends	116 S. Main Street		Front door / flooring reported water damage due to storm and flooding. As of this report, owner had not yet made repairs. Cost unknown.
Kraft Law Firm	111 W. 3 rd Street		Substantial damage to the interior of the offices was reported. Carpets and linoleum were removed. Sheetrock cut out, insulation and wallpaper replaced. Elevator received damage. Lost a rental tenant due to damage. Cost has not been reported.
TOTAL		\$1,625	

Available Property Listings: A listing of properties within the corridor is maintained through a google spreadsheet and the webpage at mainstreetroswell.org as an ongoing effort.

Location	Previous business	Owner info	new tenant / relator
105 Main Street		For Lease	Berkshire Hathaway
227 NE Main Street	Complete Rehab	Mike Hurst	
205 SE Main Street	USA Title	No info	
110 SW Main Street	Unknown	For lease:505-316-4968	
120 SE Main Street	Unknown	No info	
108 W. 4 th Street	Cigar shop & Frame	Marty & Cynthia Torres	
125 W. 4 th Street	Pegasus	Abel Villapando	Car storage
107 E. 4 th Street	Fisk Building	Possible lease offices	
107 E. 3 rd Street	Unknown	Berkshire Hathaway	
304 Richardson Avenue	ABC Therapy	For Rent	McDaniel Relator
412 N. Richardson Ave	Villegas Insurance	For Sale	
311 N. Main Street	Former Calico Cow building	For Rent	
201 N. Richardson Ave	Silver Spoon	Morris Shertz	
100 S. Richardson Ave	Petroleum Building	Ram Kumwar	

Public Sector Improvement

Name of Public Project	Location	\$ Value of project
Replace traffic cabinet and shorted circuits	5 th / Main Street	\$22,000
Remove debris/ /Equipment & disposal	Main Street / Walnut Ave	\$47,000
Total		\$69,000

Extraordinary activities

- MSR continues its collaborative work the Chaves County on the Chaves County Cultural Plaza. The team consisting of administration of Chaves County and Pland the designing team and MSR held a meeting to review bids. Unfortunately, no bids were received therefore the team decided to put out another request for bids in other locations; Texas locations to include El Paso & throughout NM.
- 2016 Wayfinding plan. During this quarter ED & MSR Board members met with CoR Engineering department to discuss costs and possible new design for the Gateway. Plan was made to put out a bid to ascertain costs and rediscuss the possible route. A new design for the gateway was discussed with having graphic artist Juliana H. to create possible designs.

Promotional campaigns / Events:

- Holiday Events on Main Street - vendor forms & sponsorship forms were created and sent out. Permits were secured from CoR & DOT for the Electric Light parade. Merchants were asked to participate in the Window Decorating Contest to be held during this time.
- Holiday Light Project was completed by Wendy M, MSR project volunteer, who oversees and obtains sponsors for this MSR project. Lights go up before Christmas and stay up till February.

Cooperative efforts with area organizations

- MSR ED partnered with the Roswell Sertoma civic organization and plans were made to collaborate on a fundraising Cash Raffle on November 9, 2024. The MSR board sold 25% of tickets and received our share of funding of \$7,500.
- MSR ED became a member of the board for the NMMI Horseshoe and Nail Brigade and was added to the planning committee for the upcoming Matanza fundraiser on December 7th. ED assisted with the promotion and advertisement committee. Due to recent storms and floodings it was decided In a subsequent meeting held in October to move the Matanza event to a later date in early May 2025

Volunteer Hours:

Approximately 364 volunteer hours were reported during this quarter. Volunteers consisted of MSR board members, community volunteers and civic organizations. Volunteers were utilized during the Holiday Events on Main Street to help set up and take down vendor areas, trash clean up and to help with the Electric Light parade.

Executive Director Training / Meeting with NMMS

NMMS Roundtable trainings were held via Zoom with various specialists presenting various topics. December 18, 2024, ED/Board met with NMMS – Amy B. to discuss topics to be presented at the MSR Annual meeting to be held on January 11th, 2025. It was decided that a special board meeting would be needed to discuss finances and budget for the upcoming year.

**MSR Board Meeting
10/9/2024**

1. Call to Order: Jason called the meeting to order @ 5:40 p.m.
2. Establish Quorum: 5 members present

Introduced Tanner Marker, new potential board member. Tanner was voted in by the Board. Five members were present to vote him in.

3. Public Forum: None
4. Approval of Minutes: Rosy will send out to the Board.
5. Treasurer's Report: Report sent out by Kim. A meeting is scheduled on October 22 @ 4 p.m. to review financial statements a bit more in depth. ED and Jason will be meeting with Shaun to have clarification on what needs to be on the report. A concern ED noticed is the separation of the CoR sponsorship: \$60,000. Xcel spreadsheet was provided to CoR. MSR owed the CoR of approximately \$7000 and will be paid. Audit needs to be completed. New Accountant needs to be secured. Bank statements could be beneficial. ED requested that the Executive Board get the financials and review them line item by line item. Board will need to plan another meeting to plan for the \$75,000 from CoR and create a budget. Chart of Accounts are missing and should be clarified. For the October 22, 2024 meeting, the Board needs to prepare questions they may have. ED should have access to QBs. ED does have access to the bank accounts.
6. Executive Director's Report:
 - a. CoR: Quarterly report for CoR almost complete. The report will include the first invoice for the \$75,000 awarded. Connie, Tucumcari, will help ED to incorporate reports into one. Would like ED and MSR to put notices on UFO Festival on their towers.
 - b. All Civic Dinner by Kiwanis scheduled tomorrow for 10/11/2024. Table purchased by ED personally. Dinner, cash bar, dance. Mayor will read the proclamation.
 - c. Chile Cheese Festival/Farmers Market: MSR received \$2000 sponsorship from Xcel and Pioneer Bank. Expenses ran approximately \$1700; donations from local businesses. Leprino was not involved. Two bills are still outstanding. Profit: \$2400-2500. Jonathan Gomez was the entertainment.
 - d. Holiday Event: MSR will be securing sponsorships for the Xmas tree. Damaged tree estimates seem high. Josh Berry, welder, was suggested to repair the tree and ED will follow up with him. Tanner offered to look at it and see if he could fix it. Tree is placed in the courthouse lawn during holidays. Tree, sleigh, reindeer (busted), are stored. Tree lights were put out for bid to Wendy Marley and Jesse McDaniel. Jesse stores the lights in his storage. Storage, maintenance and putting up/taking down is important when considering bids.
 - e. Light parade: December 7, 2024 scheduled. Matanza is on the same day but earlier in the day around 3-4 p.m.

- f. Christmas Market with vendors, etc. No information yet. ED will update with information once she researches. "Nightmare before Xmas" was the theme recommended. Vote was put out on FB.
 - g. Halloween events: Mary Shell, Eclectic Treasures, trick/treating with merchants on 10/31/2024. ED will go on the radio to advertise. MSR will not usually do anything for Halloween but Mary was doing it and ED asked how MSR could help.
- 7. Accreditation: Meeting scheduled on 10/30/2024 @ 2 p.m. @ EDC office. 10/23/2024 all documents have to be submitted to NM MSR. All stakeholders should be invited.
- 8. Wayfind Gateway: ED followed up with Louis Najjar, city engineer. One recommendation from the City was to give them the funds for the gateway. Board feels it is outside of MSR scope. Maintenance is very high. CoR provided no match to the funding. Mr. Najjar and ED spoke regarding the gateway. A question was posed to the engineer if the CoR will they use the design of MSR and the engineer stated that if MSR turned it over to them, the CoR would own it and put whatever name they agree on. Mr. Najjar will put it out for bid and see what comes back for the bid. There are other options of funding to finish the project the way that MSR wants it. Waiting on bid from L Najjar for next steps. ED will reach out to him soon to get an update.
- 9. MSR Branding Project: Will move forward with the project. Rodney, Lela, Luke, Cisco and Julianna will be on the committee.
- 10. Annual Stakeholders Meeting: ED will update.
- 11. Sertoma Club/MSR: November 9 is the date for the cash raffle. It will be held at Sertoma Bingo building. Tickets are available for Board members to sell.
- 12. Old Business
 - a. AlienFest: question asked why the Amphitheater is not used. Outdoor grant is available for possible upkeep. Fundraisers: Wool and Mohair building. Tanner's mother runs it.
 - b. Benches @ Molly's house: Where can we store them? ED will text Molly to see if the County could store them for the Culture plaza.
 - c. Policies: ED will place policies on Google Drive to share with the Board for editing purposes.
 - d. Review/Opinion on WebHost/IT: Put it out for bid. Sean would do it but not a real computer guy. ED will call Curtis one more time. Shaun will also be reached out to.
- 13. Closed Non-Public Executive Session
- 14. Other Business/Comments: Reno Air Racing: whole week event. People want to know that MSR role's is in the event. Reno Air Races: CoR was asked for direction but did not get any response. MSR needs to form better relations with EDC. 3 MSR merchants were honored and MSR was not aware. NMMS was asked what MSR's role is? ED suggested a meeting be set up to visit with them as an arm of EDC.
- 15. Adjourn: Jason adjourned meeting at 6:50 p.m.

Meeting minutes recorded by Rosy Rubio, Secretary.

MAINSTREET ROSWELL
BOARD MINUTES
November 13, 2024

Call to order: MSR Board meeting was called to order at 5:30pm by Board President, Jason Garcia. Quorum was established with sign in sheet attached.

Public Forum: There was no public speaker during the November meeting.

October 9, 2024 Minutes - were reviewed with no further questions or discussion.

Treasurer's Report – (Financial sent out via email). were reviewed with no further questions or discussion.

MSR Board Annual Meeting - set date / Bylaws: The board discussed dates for the Annual Board meeting. January 11, 2025 from 9am – 3pm was selected. The board requested that ED follow up with NMMS

Elections/ Board Nominations: Board was provided with sections of the Bylaws that gave directive on Elections and a Nominations Committee. At this time, we do not have a nominations committee, nominations will be taken via a ballot and nominations from the floor during the December 11th Board meeting. Elections will be held during the January 11, 2025 Annual Board meeting.

RCCEDD – update / Cisco Brink: Cisco was not in attendance to the meeting – no update was presented.

Downtown Disaster assistance: 4 businesses in the district were affected by the recent storms and flooding. 2 were businesses owned & 2 were being rented. A questionnaire will be put out to the Main Street district to determine if there are other businesses affected. ED will provide community resources available to victims of the flood via EDC and RCCC.

Community Projects updates:

- a. Wayfinding – Gateway project: This project is still in process. Board members Jason G, Peggy S, Lela H, and ED will meet with City of Roswell Engineering department, Louis Najar on November 21st to discuss the Gateway & plan moving forward.
- b. Chaves County Cultural Plaza: Board members Jason G, Peggy S, ED, to meet with Chaves County on November 21st to review bids for the Cultural Plaza.

Exec Director's Report

- a. 2025 Accreditation: ED provided further information to Connie Loveland to complete our accreditation process. A formal letter will be forwarded to us in January.

- b. Sertoma Club/ MSR – Cash Raffle: Cash Raffle was held on November 9th and the results of funding have not yet been received. MSR did not sell all their tickets so the amount we receive may be less than anticipated.
 - i. MSR Re-branding project ED will follow up with the individuals who agreed to assist with the rebranding process and will then forward this information on to NMMS. Those who indicated yes: Juliana, Luke, Lela, Kerri, Andrea M., Rodney & Cisco.
- c. Holiday Events – December 6-7 – ED provided an overview of the upcoming event a TO DO list of areas where assistance was needed. Board to get back with ED to set date and time of availability to assist.

Old Business:

- a. CPA – Tony D’Arrezo / 501.c3 Status– Information regarding our CPA needs was forwarded to Mr.D’Arrezo. He requested payroll information. He will provide us with an estimate of costs for these services.
- b. Fundraiser subcommittee Update: Cisco was not in attendance & no meeting has been held. Committee members: Lela, Rosy, Allen, Peggy & ED
- d. Other business / Comments: ED presented a program called Jeffy that is an on-line payment process with no fees for non-profit organizations. Board requested that ED look into this process for possible use for MSR events.

Closed Non-Public Executive Session

- a. None to discuss.

Adjourn: Meeting was adjourned at 6:45pm

In the absence of the Secretary, minutes were completed & submitted by: Barbara Gomez,
Executive Director

**MainStreet Roswell
Board Meeting
December 11, 2024/ 5:30pm**

- I. Call to order:** Jason called the meeting to order at 5:35pm
- II. Quorum established:** Present - Jason, Peggy, Lela, Allen., Eric, Barbara
- III. Public Forum** – None in December
- IV. Approval of minutes:** November 13, 2024 – no comments
- V. Trasurer Report as of Nov 30th**
 - \$76,448.47 total
 - \$354.70 in paypal
- VI. CPA**– Tony D’Arrezo, CPA was approved and will take over in January 2025. Notify Katie Lollar, current CPA
- VII. Board member** - Gabriel Dumeo pulled his application. Too busy to serve at this time.
- VIII. Ex Officio member Julianna Halvorson**– voted in!
- IX. MSR Annual meeting** – Meeting will be held on January 11th, at a new venue that belongs to the Valley Bank of Commerce at 208 N. Richardson (enter from the alley). NM MainStreet will present via Zoom between 9:30 -11am, then after lunch the board will continue with the established agenda.
- X. Election Nominations:** Nominations are needed for the January 11th Annual meeting. Board may nominate themselves or someone else.
- XI. RCCEDD-** Kim Perry from EDC will be the representative for EDC that will be coming to our meetings. She was not present at this meeting but will be invited to the Annual meeting.

XII. Community projects:

Wayfinding - Gateway; Design committee; ED, Jason, Peggy met with CoR Engineering. It was discussed that they would be putting out for bid for the gateway to determine the costs. Question: Did we get the agreement that Louis N. Engineer was needing? ED to follow up. Peggy asks if this is a time for us to start delving into and considering turning project over the city, concerns about long term maintenance and our ability to pay for this. Will continue the path we are on and consider relinquishing to the city as the project evolves and more information is received.

Chaves County Cultural Plaza: Design Committee met with the County to review bids. Due to the floods and no contractors available no bids were submitted. County will put out another request for bids from further out Texas, El Paso. Bid is required to be advertised in the RDR.

XIII. Farmers Market – we will meet with Hispano Chamber of Commerce and come up with a workable plan to co-exist on the courthouse lawn during the RCC PinataFest and MSR Farmer’s Market. Put Farmer’s Market on the agenda for the Annual meeting.

XIV. Executive Directors Report

- Need significantly more board member support on events. It is not possible for only 2 members to run the event well.
- Need a tent with sides, good quality walkie talkies, rent a big generator and add to vendor costs.
 - Accreditation: The 2024 Accreditation review was held on October 30, 2024. NM MainStreet will provide a final report on areas of concern and plan for 2025. Letter/report will be available to us Jan or Feb 2025.
 - November 7th, MSR partnered up with the Sertoma Club – We sold 25% of the tickets resulting in \$7,500 donation from shared event.
 - MSR Re-branding team: Juliana H., Lela H., Andrea M., Cisco B., Christina Stock and Barbara will participate with NM MainStreet re-branding specialist; Robyn, Julia & Cam. This process will start in January 2025.

XV. Old Business / Other Business

Fundraising Committee update – no meeting held.

Follow up with Texas Roadhouse on upcoming fundraiser of 10% donated to MSR when people use the QR code.

XVI. Comments – none.

XVII. Closed Non-Public Session – None held.

XVIII. Adjourned at 6:40pm

MainStreet Roswell

Profit & Loss

January through December 2024

	Jan - Dec 24
Ordinary Income/Expense	
Income	
42000 · Spring Fund Raiser	
42100 · Spring Fund RaiserTickets	0.00
Total 42000 · Spring Fund Raiser	0.00
42101 · Fundrasing Events	
42102 · Ticket Sales	0.00
42103 · Fund raising proceeds	7,532.10
Total 42101 · Fundrasing Events	7,532.10
43400 · Direct Public Support	
43410 · MOU with City	48,750.00
43450 · Individ, Business Contributions	500.00
Total 43400 · Direct Public Support	49,250.00
45000 · Investments	
45030 · Interest-Savings, Short-term CD	110.26
Total 45000 · Investments	110.26
46300 · ChileCheese	
46301 · Chile Cheese Vendor Fee	970.00
46302 · Chile Cheese Sponsorship	2,000.00
Total 46300 · ChileCheese	2,970.00
46400 · Event Sales	
46432 · Ornament sales	160.00
Total 46400 · Event Sales	160.00
46500 · UFO/Alien Fest	
46501 · UFO Alien Fest Vendors	30,355.00
46502 · UFO/Alien Fest Sponsorship	16,600.00
46503 · UFO/Alien Fest Merchandise	9,096.00
46505 · UFO/Alien Fest Donations	902.00
46508 · Lodgers Tax Reimbursement	242.32
46512 · UFO/Alienfest In Kind donation	200.00
Total 46500 · UFO/Alien Fest	57,395.32
46550 · City Sponsorship UFO/Alienfest	60,000.00
46600 · Holiday Events & Other Events	
46601 · Holiday Lights Donations	15,500.00
46604 · Holiday Events Vendors	1,150.00
46605 · Holiday Events Sponsor	1,500.00
Total 46600 · Holiday Events & Other Events	18,150.00
47500 · Farmers Market Income	
47501 · Farmers Market Income	5,239.00
Total 47500 · Farmers Market Income	5,239.00
48000 · Misc. Income	
48002 · RDR Ads	-255.27
48000 · Misc. Income - Other	500.00
Total 48000 · Misc. Income	244.73
Total Income	201,051.41
Gross Profit	201,051.41

2:40 PM

01/02/25

Accrual Basis

MainStreet Roswell

Profit & Loss

January through December 2024

	Jan - Dec 24
Expense	
62100 · Contract Services	
62110 · Accounting Fees	1,068.17
Total 62100 · Contract Services	1,068.17
65000 · Operations	
65020 · Postage, Mailing Service	364.00
65035 · Office Expenses	1,725.14
65040 · Supplies	581.37
65045 · Training	39.19
65050 · Telephone, Telecommunications	1,701.99
65051 · Returned check	300.00
65055 · Web Hosting	688.05
65000 · Operations - Other	22.18
Total 65000 · Operations	5,421.92
65008 · Bank Fees	7.85
65009 · PayPal Fees	103.36
65012 · Fees for Square Reader	1,102.59
65060 · UFO Festival/Alien Fest	
65061 · UFO/Alien Advertising	863.17
65062 · UFO/Alien Fest Entertainment	0.00
65063 · Vendor Deposit Reimbursement/Al	1,300.00
65066 · UFO/Alien Fest Supplies	4,688.06
65068 · UFO/Alien Fest Merchandise	8,576.45
65069 · UFO/Alien Fest Contest Prizes	2,400.00
Total 65060 · UFO Festival/Alien Fest	17,827.68
65070 · Chile Chesse Festival	
65072 · Chile Cheese Entertainment	500.00
65073 · Chile Cheese Rentals	346.00
65074 · Chile Cheese Supplies	806.38
65075 · Vendor Deposit Reimbursement	200.00
Total 65070 · Chile Chesse Festival	1,852.38
65080 · Farmers Market	
65082 · Farmers Market Rentals	1,350.00
65083 · Farmers Market Supplies	1,570.00
65084 · Farmers Market other expenses	35.00
Total 65080 · Farmers Market	2,955.00
65090 · Other Events	
65093 · Other Events Supplies	1,308.85
Total 65090 · Other Events	1,308.85
65100 · Other Types of Expenses	
65120 · Insurance - Liability, D and O	3,920.95
Total 65100 · Other Types of Expenses	3,920.95
65500 · City Spon. Expense UFO/Alienfes	
65502 · Reimbursements	7,789.25
65503 · Entertainment Costs	48,587.26
65504 · Meals and Lodging	2,719.68
65505 · Advertising	894.81
Total 65500 · City Spon. Expense UFO/Alienfes	59,991.00

2:40 PM

01/02/25

Accrual Basis

MainStreet Roswell
Profit & Loss
January through December 2024

	Jan - Dec 24
66000 · Salary Expenses	
66010 · Payroll Taxes	14,625.11
66015 · Workmans Comp	17.20
66020 · Unemployment Insurance	104.62
66050 · Director's Salary	46,592.01
Total 66000 · Salary Expenses	61,338.94
66100 · Holiday Events	
66101 · Holiday Lights Supplies	1,066.03
66102 · Holiday Lights Inst. and Remova	20,482.39
66104 · Holiday Lights Advertising	87.30
66105 · Holiday Event Vendor Dep. Reim.	50.00
66107 · Holiday Entertainment Expensse	2,094.75
66108 · Holiday Events Prizes	650.00
66109 · PayPal Fees Holiday Events	34.26
66110 · Square Reader fees	24.30
66111 · Security	589.13
Total 66100 · Holiday Events	25,078.16
66125 · Contests	
66126 · Parade Contest Winners	67.98
66127 · Parade of Windows	16.67
Total 66125 · Contests	84.65
68300 · Travel and Meetings	
68310 · Conference, Convention, Meeting	38.79
68320 · Travel and Meals	639.18
Total 68300 · Travel and Meetings	677.97
Total Expense	182,739.47
Net Ordinary Income	18,311.94
Net Income	18,311.94

Executive Directors Monthly Report
City of Roswell – Q2 - Oct, Nov, Dec 2024
Barbara Gomez, Executive Director /MainStreet Roswell
Submitted: CoR January 14, 2025

Acronyms and Abbreviations:

MSR = MainStreet Roswell

CoR = City of Roswell

NMMS = New Mexico MainStreet

ED = Executive Director

MSA = MainStreet America

CCEDC = Chaves County Economic Development Corporation

During Q2 MSR board /ED worked on the upcoming Annual Accreditation and the upcoming December Holiday Events on Main Street, December 6-7 – permits and police escort for the parade, sponsors, vendors, food trucks and advertisement.

October 4, November 1, December 6, 2024 – MSR has standing radio time on the first Friday of each month at 9am on the “Mornings with Mike” show on PVBC radio. ED promotes upcoming events in the district, new businesses to the district, upcoming revitalization efforts and need for volunteers

October 15, 2024

MSR ED, President, VP, met with RSVP Director for an introduction and overview of Quickbooks. Board and ED are seeking to better understand our financials and to decipher the reports for spending and how to make better use of funding.

October 15, 2024 – Stakeholder meeting was held in October hosted by The Gallery Main Street Arts. Monthly Stakeholder meetings are hosted by various Main Street merchants. Meetings can be held in person or via FB live. The following are presented during the meeting: introduction of the host business, new merchants to the district, empty buildings and upcoming events. Questions or concerns are discussed.

October 22, 2024 – Board Finance meeting was held with Executive Committee in attendance.

October 23, & 24 2024 - Board and ED worked on elements needed to complete the Annual Accreditation process through NM MainStreet.

October 25, 2024 – Annual Accreditation documents completed and forwarded on to NM MainStreet.

October 27, 2024 - Matanza meeting with Executive Committee to discuss changing the date of the Matanza from December 2024 to May of 2025 due to recent flooding.

October 30, 2024 – NM MainStreet, MSR Board and community partners were invited to attend the meeting held to review and discussion of the results of the MSR Annual Accreditation. The meeting was held at the EDC office with community partners including; CoR Mayor, EDC, CoR

Engineering. MSR received their Accreditation for 2025. Documents, NM MainStreet will be forwarding recommendations and goals for 2025.

October 31, 2024 – Halloween trick or treating in the district was organized by Alien Enchantments. ED promoted the event on the MSR FB / Stakeholder page.

November 7, 2024 – Zeffy demo with Q&A. Zeffy is a payment platform that is for non-profits and does not have a service charge. Looking into this payment for upcoming events instead of using Square or PayPal.

November 7, 2024 – Board member donated a television and helped to set it up. The TV is for the MSR Board room to be used to view Zoom meeting and to provide education.

November 12, 2024 – Great Blocks / Chaves County Cultural Plaza meeting held with Chaves County staff. Bids were put out for the construction of the plaza. No bids were received due to the recent storms and no contractors available. Chaves County will put out the bid again and focus on Texas and El Paso.

November 13, 2024 – MSR Board monthly board meeting was held with a quorum present. Discussed the upcoming MSR Annual Board meeting, date set for January 11th from 9am to 3pm. Elections were also discussed and board was provided Bylaws information regarding elements for the Annual meeting and also information on board nominations and terms.

November 14, 2024 – ED recorded an ad with Don Niccum at Majestic radio. Ad will be promoting the upcoming Holiday Events on Main Street.

November 16, 2024 – ED/Board and volunteers worked on decorating the light poles on Main Street with ribbons, bows and Santa hats.

November 19, 2024 - Stakeholder meeting hosted by Alien Enchantments. Monthly Stakeholder meetings are hosted by various Main Street merchants. Meetings can be held in person or via FB live. The following are presented during the meeting: introduction of the host business, new merchants to the district, empty buildings and upcoming events. Questions or concerns are discussed.

November 20, 2024 – ED conducted an interview with Roswell Daily Record, Vision Magazine regarding the upcoming Holiday Events on Main Street.

November 21, 2024 – ED/ MSR Design team met with Engineering to discuss the Gateway to be put up on 9th / Main Street. Discussed costs and the new shorted gateway. 2 Design graphics were presented with the possibility of having another graphic designed by Juliana H.

November 22, 2024 – ED met with the Matanza Steering Committee regarding the May 2025 event. Discussed partnering up with the Roswell Hispano Chamber of Commerce and the Cinco de Mayo.

November 27, 2024 – MSR ED/ President held a Zoom meeting to discuss our website host sites that are hosted by SPR Host. Those invited included; Juliana H, Curtis G., Billy, SPR Host. All were in attendance except for Billy, SPR host. MSR is planning on buying host sites from SPR Host and moving the hosting and computer management to CamzTec services.

November 27, 2024 – Roswell Daily Record, full page ad came out advertising Shop Small Saturday, on November 30th and the upcoming Holiday Events on Main Street. 8 downtown merchants took advantage of the advertising opportunity by paying for a business card size ad in the ad for \$100.

November 30, 2024 – Shop Small Saturday swag items were delivered throughout the district by Board members, ED and volunteers. Swag included canvas bags, signs and window stickers.

December 6, 2024 – Mornings with Mike on PVBC radio. ED provided information on the Holiday on Main Street event with information on vendors / food trucks, entertainment and the Electric Light Parade.

December 6-7, 2024 – MSR held the Annual Holiday Events on Main Street event the included Lighting on the 17ft Community Christmas Tree, vendors, food trucks, entertainment and the Electric Light Parade. Chaves County, MSR Board, ED, Volunteers assisted in putting up Community Christmas tree. Chaves county also installed hooks into the cement to secure the tree from falling down.

December 11, 2024 – Monthly MSR Board meeting was held. The board voted to move CPA services from Katie Lollar to Tony D'Arrezo by January 1, 2025. Juliana H. was voted in as a non-voting Ex-officio of the MSR Board. MSR Annual Board meeting was discussed with plans to meet via Zoom with NMMS to attend and provide an overview of MainStreet, Board Executive Director responsibilities. Board nominations was provided and nominations were requested. Discussed NMMS Re-branding plan for 2025 and those to be on this committee.

December 12, 2024 – ED met with Jake with A.i platform that they are selling. MSR needs a system to capture numbers of visitors and tourists coming to events. ED invited others to view this platform as an option that we could all use as this platform is too expensive. Further discussions need to be set up.

December 13, 2024 – Meeting held to discuss the use of the Chaves County Courthouse lawn during the Farmer's Market and PinataFest. Members of both MSR and Hispano Chamber of Commerce were in attendance. A plan was created to co-exist on the courthouse lawn on the same day, September 26-27. Plan will be sent to Chaves County with permits being sent to both MSR / RHCC.

December 17, 2024 – Stakeholder meeting was cancelled in lieu of the upcoming Annual Stakeholders meeting.

December 17, 2024 – Annual Stakeholders meeting and Reception was held at Sweet Baby J's. Stakeholders and community partners were invited. Report was provided on 2024 and plans to 2025. Stakeholders were asked to give feedback on what events were beneficial to them and what they would like to see happening in the district moving forward. Stakeholders requested more information about events sooner than later and are glad to participate if more is communicated sooner.

December 18, 2024 – Zoom meeting with NMMS, Amy B, MSR Board/ED to discuss the upcoming Annual Board meeting. It was discussed that Amy will provide a overview of the NM MainStreet and what is available to MSR, she will also provide responsibilities of Board Executive Committee and other non-profit info. She will provide us with a PowerPoint and the meeting will be recorded. Connie Loveland, Tucumcari MainStreet and MSR accreditation reviewer will provide update on the accreditation – accomplishment and items that need work and plans to 2025.

December 19-20, 2024 – Continue working on the Annual Board meeting and items needed for the meeting. Set up a meeting space that has access to wifi, screen with sound. Set up lunch and send out invites to CoR partners.

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 37.

Finance Committee - NEW

Meeting Date: 02/06/2025

COMMITTEE: Finance

CONTACT: Elizabeth Nulf

CHAIR: Robert B. Corn

ACTION REQUESTED:

Roswell Hispano Chamber of Commerce Quarter 2 Report FY2025

BACKGROUND:

For Information Only

FINANCIAL CONSIDERATION:

For Information Only

LEGAL REVIEW:

For Information Only

BOARD AND COMMITTEE ACTION:

For Information Only

STAFF RECOMMENDATION:

For Information Only

Attachments

RHCC FY25 Q2 Report

Roswell Hispano Chamber of Commerce
2nd Quarter Report
October, November and December
2024

Business Retention and Development	Objective	Activity
Promotion of economic vitality and business retention to include small and minority owned business within the City of Roswell.	1- One-on-one meetings to recruit and educate Roswell businesses. 2- Assist businesses hire in Roswell and Chaves County area. 3- Survey membership annually. 4- ID educational and provision of educational in areas of marketing; promoting business growth: 5- Internet marketing 6- Social media Advertising 7- Professional leadership courses to develop future community leaders.	1. -Public Library Collaboration -Dia De Los Muertos Celebration 2. Partners with ENMU-R via the C3P-O grant initiative. Finished C3P-O Program Participation 3. Promoted various community events on our Facebook page, and website. 4. Started Billing Current members. 5. Promoted via facebook, and website job openings for our members, and education initiatives. 7. Gained 1 New Member 8. Hired Executive Director Melissa Urban Cobos in December 2024
<u>Community and Professional Enhancement</u> Provide and educate benefits of, and avenues creating an environment that is safe and attractive for citizens of Roswell. Page 2	Counsel on and/or provide opportunities that would help individuals identify paths to enrich personal and professional skills that lead to job opportunities. 1. Create focus type groups to enable citizens to participate in decision-making that helps create future directives of Hispano Chamber.	1. Held in collaboration with ENMU-R, NMML, Youth Challenge, and Job Corps an education fair in the month of November 2024. 2. Cosponsor and help organized in collaboration with NMSBDC, the Southeast New Mexico Smal Business Development Conference, which was held in 11/18/2024, a total of 40 attendees where present.

(continue)
Community and
Professional
Enhancement

- Support the City of Roswell’s Visitors Center Through:
 - a.** Distribution of maps, community guides and other materials as deemed appropriate.
 - b.** Publicizing attractions, tourism facilities and activities as appropriate on social media, newsletters, web and other communication and marketing efforts.
 - c.** Promotion of events, including collaboration and coordination with Main Street Roswell, the UFO Museum, Roswell Chamber of Commerce, Eastern New Mexico State Fair Board, Hike It and Spike It committee, and the Tourism Council, to publicize, support and provide volunteers for events

Working with HSNB on MatanzaFest event, that will be held in May 10 2024.

Profit & Loss

October through December 2024

	Oct - Dec 24	Oct - Dec 23	\$ Change
Ordinary Income/Expense			
Income			
Program Income			
Membership Dues	650.00	5,500.00	-4,850.00
Total Program Income	650.00	5,500.00	-4,850.00
Indirect Public Support			
City of Roswell	12,500.00	9,375.00	3,125.00
Total Indirect Public Support	12,500.00	9,375.00	3,125.00
Direct Public Support			
Gifts in Kind - Services	600.00	2,460.00	-1,860.00
Total Direct Public Support	600.00	2,460.00	-1,860.00
Other Types of Income			
Miscellaneous Revenue	290.32	0.00	290.32
Total Other Types of Income	290.32	0.00	290.32
Pinata Fest Revenue	0.00	125.00	-125.00
Total Income	14,040.32	17,460.00	-3,419.68
Expense			
Payroll preparation fees	120.00	0.00	120.00
Contract Services			
Accounting Fees	600.00	600.00	0.00
Total Contract Services	600.00	600.00	0.00
Facilities and Equipment			
Equip Rental and Maintenance	24.94	566.39	-541.45
Rent Bldg	1,500.00	2,250.00	-750.00
Total Facilities and Equipment	1,524.94	2,816.39	-1,291.45
Operations			
Advertising	199.04	2,082.12	-1,883.08
Bank Service Charges	45.00	0.00	45.00
Bank Fees	0.00	63.60	-63.60
Conference, Convention, Mee...	0.00	633.90	-633.90
Director Fees	0.00	6,000.00	-6,000.00
Dues & Subscriptions	0.00	450.00	-450.00
Internet & Website Exp	0.00	258.41	-258.41
Office Expense	0.00	443.78	-443.78
Payroll Expenses	3,714.24	1,503.00	2,211.24
Payroll Taxes	320.98	133.69	187.29
Postage, Mailing Service	0.00	52.80	-52.80
Supplies	0.00	171.97	-171.97
Taxes	60.46	0.00	60.46
Travel and Meetings	0.00	556.35	-556.35
Total Operations	4,339.72	12,349.62	-8,009.90

2:39 PM

ROSWELL HISPANO CHAMBER OF COMMERCE

01/15/25

Profit & Loss

Cash Basis

October through December 2024

	Oct - Dec 24	Oct - Dec 23	\$ Change
Other Types of Expenses			
Cinco de Mayo related expen...	0.00	0.00	0.00
Day of the Dead expenses	0.00	215.16	-215.16
Día de Los Ninos	0.00	100.00	-100.00
Pinatafest Expense	0.00	1,751.36	-1,751.36
Donation	0.00	300.00	-300.00
Total Other Types of Expenses	0.00	2,366.52	-2,366.52
Total Expense	6,584.66	18,132.53	-11,547.87
Net Ordinary Income	7,455.66	-672.53	8,128.19
Net Income	7,455.66	-672.53	8,128.19

ROSWELL HISPANO CHAMBER OF COMMERCE

01/15/25

Balance Sheet

Cash Basis

As of December 31, 2024

	Dec 31, 24	Dec 31, 23	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
Pioneer Bank #76232	36,857.88	0.00	36,857.88
Pioneer bank #48330	34,385.14	0.00	34,385.14
Checking at Wells Fargo Bank	519.88	41,266.14	-40,746.26
First American Bank	601.38	11,008.60	-10,407.22
Pioneer Bank	0.00	1,450.12	-1,450.12
Petty. Cash	150.00	0.00	150.00
Total Checking/Savings	72,514.28	53,724.86	18,789.42
Total Current Assets	72,514.28	53,724.86	18,789.42
Fixed Assets			
Computer Equipment	1,596.96	1,596.96	0.00
Total Fixed Assets	1,596.96	1,596.96	0.00
TOTAL ASSETS	74,111.24	55,321.82	18,789.42
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
Payroll Liabilities	938.87	557.93	380.94
Total Other Current Liabilities	938.87	557.93	380.94
Total Current Liabilities	938.87	557.93	380.94
Total Liabilities	938.87	557.93	380.94
Equity			
Unrestricted Net Assets	54,763.89	37,113.21	17,650.68
Net Income	18,408.48	17,650.68	757.80
Total Equity	73,172.37	54,763.89	18,408.48
TOTAL LIABILITIES & EQUITY	74,111.24	55,321.82	18,789.42



Roswell Hispano Chamber of Commerce
Board of Directors Meeting Agenda
Tuesday, October 8, 2024 at 4:00pm
RHCC office
306 N. Pennsylvania Ave.
Roswell, NM 88201

- I. Call to Order
 - a. Roll Call
- II. Approval of the agenda
- III. Approval of meeting minutes as follow
 - a. 08/2/24 meeting minutes
 - b. 09/10/24 meeting minutes
 - c. 09/17/24 meeting minutes
- IV. Dia De Los Muerto – City Library Update
- V. Potential New Board Member Interview, Janett Pina
- VI. Approval of Operating Budget.....Alfredo Garcia
- VII. Executive Director Update.....Alfredo Garcia
- VIII. Committee Updates
 - a. Education Committee
 - b. Events Committee
 - c. Finance Committee
 - d. Membership Committee
- IX. Adjourn

Next Board Meeting –
Tuesday, November 12, 2024 at 4:00 pm
Location: RHCC office



Roswell Hispano Chamber of Commerce
Board of Directors Meeting Agenda
Tuesday, October 8, 2024 at 4:00pm
RHCC office
306 N. Pennsylvania Ave.
Roswell, NM 88201

I. Call to Order
a. Roll Call

Board of Directors present were Alfredo Garcia, Nancy Chavarria, Mayela Sosa, John Erard, Daniela Garcia, David West.

Board of Directors absent were Mike Espiritu, Gina Arambula, and Sylvia Garcia.

II. Approval of the agenda

An amendment to the agenda was to remove the meeting minutes needing approval from 09/10 and 09/17 meeting due to incompleteness.

Motion to approve the agenda with the stated amendment to remove the meeting minutes from 09/10 and 09/17 was made by David West. Seconded by John Erard. All were in favor. None opposed. Motion passes.

III. Approval of meeting minutes as follows

- a. 08/28/24 meeting minutes
- b. 09/10/24 meeting minutes
- c. 09/17/24 meeting minutes

Motion to approve the meeting minutes from 08/28/2024 was made by Nancy Chavarria. Seconded by John Erard. All were in favor. None opposed. Motion passes.

John Erard read David West's bio, welcoming David West to the Board.

IV. Dia de los Muertos – City of Roswell Library Update

No update given. A phone call was made to Diana Velasco, but no answer.

V. Potential New Board Member Interview, Janett Pina

Janett Pina introduced herself, moved to Roswell about a year ago. Owns El Taco Dorado food truck business. Experience for many years at a radio station, targeted Hispanic audience. Started a Nonprofit in Las Vegas developing activities and classes targeting youth. She has been trying to connect with the Roswell Hispano Chamber of Commerce since Jan/Feb timeframe to join. A few questions were asked, and she was then excused from meeting.

VI. Approval of Operating Budget.....Alfredo Garcia

An updated operating budget was presented during the meeting. A few questions were regarding a few line items for clarification. Approval of the Operating Budget was made by David West. Seconded by Sylvia Garcia. All were in favor. None opposed. Motion passes.

- VII. Executive Director Update.....Alfredo Garcia
Discussion was made of increase of salary from \$2000 to \$3000 monthly.
Considering more than part time hours. Monthly stipend changed to \$175.
Membership compensation percentage rates were discussed of 35% of commission for the first year, 20% for second year, and 10% for third year for new members.

John spoke to Barbara and explained the new potential numbers for the Executive Director's position. He stated she think about it and follow up. Motion to send the updated salary information to Barbara was made by John Erard. Seconded by Daniela Garcia. All were in favor. None opposed. Motion passes.

- VIII. Committee Updates
- a. Education Committee
ENMU-Roswell will be hosting an Education Fair in November, possible partnership.
Procurement classes are tentatively scheduled out for February/March timeframe.
 - b. Events Committee
No discussion
 - c. Finance Committee
Discussion was covered in agenda item VI. No further discussion.
 - d. Membership Committee
Updated the membership name tiers. Paperwork was passed out to review the different tiers. Motion to approve the tier names was made by Sylvia Garcia.
Seconded by Danelia Garcia. All were in favor. None opposed. Motion passes.

- IX. Adjourn
Meeting adjourned at 5:06pm



Roswell Hispano Chamber of Commerce
Board of Directors Meeting Agenda
Tuesday, November 5, 2024 at 4:00pm
RHCC office
306 N. Pennsylvania Ave.
Roswell, NM 88201

- I. Call to Order
 - a. Roll Call
- II. Approval of the agenda
- III. Approval of meeting minutes as follow
 - a. 09/10/24 meeting minutes
 - b. 09/17/24 meeting minutes
 - c. 10/8/24 meeting minutes
- IV. Executive Director Interview
- V. Partnership with HSNB for MantazaFestJohn Erard
- VI. Committee Updates
 - a. Education Committee
 - i. ENMU-Roswell, Education Fair
 - ii. Southeastern NM Business Development Conference
 1. Promotional Support funding.....Alfredo Garcia
 - b. Events Committee
 - c. Finance Committee
 - d. Membership Committee
- VII. Adjourn

Next Board Meeting –
Tuesday, November 12, 2024 at 4:00 pm
Location: RHCC office



Roswell Hispano Chamber of Commerce
Board of Directors Meeting Agenda
Tuesday, November 5, 2024 at 4:00pm
RHCC office
306 N. Pennsylvania Ave.
Roswell, NM 88201

I. Call to Order
a. Roll Call

Board of Directors present were Alfredo Garcia, Nancy Chavarria, Mayela Sosa, John Erard, Danelia Garcia, David West, Mike Espiritu, Sylvia Garcia.

Guest attendees: Melissa Urban-Cobos and Edward Heldenbrand.

Board of Director absent was Gina Arambula.

II. Approval of the agenda

Motion to approve the agenda made by John. Seconded by Sylvia.

Discussion-Requesting to have a financial report included for a review to approve for future meetings.

All in favor. None opposed. Motion passes.

Introduction of new Board member, Councilor Heldenbrand by John.

Welcome to the RHCC Board of Directors.

Financials report for October. Current assets from Pioneer Bank \$41,966.94 in the operating Account. The other account balance is \$21,180.12, those funds are for items from the City of Roswell contract. Other accounts have small balances that still need to be closed. Fixed assets need to be revised. Liabilities are payroll liabilities for part time help that will end soon. It was discovered that the monthly rent to Pioneer Bank for office is not displayed. Requesting an Income Statement to review the Profit & Loss to have at all future meetings.

III. Approval of meeting minutes as follows

- a. 09/10/24 meeting minutes
- b. 09/17/24 meeting minutes
- c. 10/8/24 meeting minutes

Discussion by Mike, it was noted that Mike was absent for the 10/8/24 meeting. Changes need to be made.

Motion to accept the minutes of 09/10/24 and 09/17/24 was made by David. Seconded by Mike. All in favor. None opposed. Motion passed.

IV. Executive Director Interview

Introduction of Melissa Urban-Cobos that is interested in the Executive Director position. Experience with the Roswell Chamber of Commerce and Roswell Hispano Chamber of Commerce, Roswell Literacy Council. Has experience in providing reports to the city and county commission reports. Enjoys the work with the community and volunteers. Owns a small business in Roswell.

Motion to offer Melissa Urban-Cobos employment with this Chamber of Commerce. Need to give her the tools she needs to do the job. Suggestion to have the Executive Director ask for the tools she needs to operate. Seconded by John. All in favor. None opposed.

Mayela left the meeting at 5:13pm

V. Partnership with HSNB for MantazaFestJohn Erard

MantazaFest has moved to May 10th and discussion from the HSNB was to partner with the RHCC for a Cinco de Mayo Festival. Benefits for the RHCC would be a community event and an opportunity for a membership drive.

Will need to discuss this again next month when the Events Coordinator, Gina is present to figure out dates.

Motion to table this item made by Nancy Chavarria. Second, by Danelia. All is favor. None opposed. David West abstained.

VI. Committee Updates

a. Education Committee

i. ENMU-Roswell, Education Fair

An upcoming event with lots of different education representatives hosted by ENMU Roswell. RHCC booth is available at no cost.

ii. Southeastern NM Business Development Conference

1. Promotional Support funding.....Alfredo Garcia

John met Scott that is hosting the SENM Business Development Conference in December. The organizer is asking RHCC for a marketing sponsorship in the amount of \$4000.

Motion to approve the sponsorship to the SE NM Business Development Conference made by Sylvia. Second, by Nancy. All in favor. None opposed. Motion passed.

b. Events Committee

Committee chair was not present. No discussion.

c. Finance Committee

No discussion. Nothing to report.

d. Membership Committee

The committee chair reported that the membership tiers are still in the works. The tier names have changed, nothing other was changed. The recommendation is to have Executive Director's input on membership ideas.

VII. Adjourn

Motion to adjourn by David West. Seconded by Mike. All in favor. None opposed.

Motion passed.

Next Board Meeting –

Tuesday, December 10, 2024 at 4:00 pm

Location: RHCC office



Roswell Hispano Chamber of Commerce
Board of Directors Meeting Agenda
Tuesday, December 10, 2024 at 4:00pm
RHCC office
306 N. Pennsylvania Ave.
Roswell, NM 88201

- I. Call to Order
 - a. Roll Call
- II. Approval of the agenda
- III. Approval of meeting minutes as follow
 - a. 10/8/24 meeting minutes
 - b. 11/5/24 meeting minutes
- IV. Financials review and approval
- V. Discussion about seeking a new Accountant
- VI. Executive Director, Melissa Urban-Cobos,
 - a. Approval to add Melissa Urban-Cobos, Executive Director as signer to RHCC bank accounts.
 - b. Address the needs to operate as the Executive Director
 - c. Members' perception of the organization, expectation and desired services/initiatives.
- VII. Committee Updates
 - a. Education Committee-John Erard
 - i. Provide outcome on the Education Fair from Nov. 16
 - ii. Upcoming Southeastern NM Business Development Conference
 - b. Events Committee – Gina Arambula
 - i. Cinco de Mayo collaboration with HSNB, MatanzaFest
 - ii. Pinata Festival venue approval
 - c. Membership Committee-Nancy Chavarria
- VIII. Adjourn

Next Board Meeting –
Tuesday, January 14, 2024 at 4:00 pm
Location: RHCC office



Roswell Hispano Chamber of Commerce
Board of Directors Meeting Agenda
Tuesday, December 10, 2024 at 4:00pm
RHCC office
306 N. Pennsylvania Ave.
Roswell, NM 88201

- I. Call to Order
 - a. Roll Call

Meeting was called to order by Alfredo at 4:12pm

Roll Call by Mayela Sosa. Board Member present: Alfredo Garica, Nancy Chavarria, Sylvia Garcia, Mayela Sosa, John Erard, Danelia Garcia, David West, Gina Arambula, Ed Heldenbrand.

Mike Espiritu was absent

- II. Approval of the agenda

David West motion to approval the agenda, Seconded by John Erard. All in favor, None opposed. Motion passed.

- III. Approval of meeting minutes as follow
 - a. 10/8/24 meeting minutes
 - b. 11/5/24 meeting minutes

John Erard made a Motion to approve the minutes for 10/08/24 and 11/05/2024, Seconded by Sylvia Garcia. All in favor, none opposed. Motion passed.

- IV. Financials review and approval

Received the profit and loss statement for November. Did not get Balance sheet in time for meeting. Requested Executive Director to request the Balance sheet and send out to all Board members. City funds was received. Part-time assistance was terminated. Executive Director payroll expenses are appearing.

David West made a motion to table the financial review and approval due to incomplete statements. Seconded by John Erard. All in favor. None opposed. Motion passed.

Point of discussion by David West clarified the fiscal end date and what statements are needed for the next meeting to have a financial review and approval. Explanation of how financials are evaluated. The response emphasized focusing on the cash balance, any booked liabilities that haven't been paid or expensed, and ensuring these are accurately reflected in the balance sheet. It was also noted that revenue sources, including a check from the city, should be considered during the evaluation process.

V. Discussion about seeking a new Accountant

Some names were mentioned in the meeting for bookkeepers and accountants from members as suggestions. Verification if this position was a paid or volunteer service. Board of Directors will need to make the approval to hire the accountant. Also suggested if Executive Director could have the conversation with our current accountant to continue these services as a paid service.

VI. Executive Director, Melissa Urban-Cobos,

- a. Approval to add Melissa Urban-Cobos, Executive Director as signer to RHCC bank accounts.

Requesting to approve the Melissa Urban-Cobos, Executive Director as a signer and to be issued a debit card. Motion was made by David West, Seconded by John Erard. All in favor, None opposed. Point of Discussion by Melissa Urban-Cobos, she would prefer not to be a signer as the accounts. Clarification was made that the two signatures will still apply and she will just become an additional signer but can still call two Board members to sign the checks.

- b. Address the needs to operate as the Executive Director

Suggestion is to announce the Executive Director in newsletter, radio station, and social media platforms. Some items mentioned by the Executive Director is access to the website to have a way to support the members in marketing avenues. Requesting for more membership packets. Requesting update on the newsletter, so Executive Director can start sending newsletters. Requesting an updated membership list of paid members. Requesting assistance on the copy machine for scanning purposes. Requesting interest in sitting in on the committee meetings. Requesting for the Board members to plan a January event. Suggest to bring back the scholarships for RISD students. Need access to some documents on the computer in the office. Suggestion to have a meet and greet the Board members and Executive Director and have a feedback survey at this event.

Member requesting to provide printing services for a membership fees. Discussion was how will the services equivalents in value to the memberships.

David West made a motion to authorize the Executive Director to enter quick pro quo trade of services or products with the understanding there will be some fair exchange. Seconded by John Erard.

Statement made by Ed for Executive Director to give a presentation to the Rotary club.

- c. Members' perception of the organization, expectation and desired services/initiatives.

Mayela Sosa left the meeting.

VII. Committee Updates

- a. Education Committee-John Erard

- i. Provide outcome on the Education Fair from Nov. 16
- ii. Upcoming Southeastern NM Business Development Conference

Discussion of the collaboration for the Cinco de Mayo Festival with HSNB. Discussion with revenues and more unanswered questions. HSNB will be meeting before the next RHCC meeting to discuss more of the details and bring back to next month's meeting.

- b. Events Committee – Gina Arambula

- i. Cinco de Mayo collaboration with HSNB, MatanzaFest
- ii. Pinata Festival venue approval

Courthouse is still available for the Pinata Festival but will need the insurance updated and submitted with the reservation application for tentative dates 09/12-09/13.

Ed Heldenbrand made a motion to move ahead to book the Pinata Festival for mentioned dates at the courthouse with Executive Director to make all arrangements., Seconded by Danelia Garcia. All in favor. None opposed.

c. Membership Committee-Nancy Chavarria
Nancy was not available to provide update.

VIII. Adjourn at 5:52pm

Next Board Meeting –

Tuesday, January 14, 2024 at 4:00 pm

Location: RHCC office