ROSWELL INFRASTRUCTURE COMMITTEE AGENDA

Monday, JANUARY 27, 2025 AT 2:00 P.M.
City Hall Large Conference Room
425 N. Richardson Ave., Roswell, New Mexico 88201
Committee Chair: Darrell Johnson
Committee Vice Chair: Juan Oropesa
Committee Members: Cristina Arnold, Chris Cortez, Angela Moore
Staff Coordinator: Louis Najar

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. Approval of minutes from Infrastructure Committee Meeting on November 18, 2024

REGULAR ITEMS

2. Resolution 25-XX: A Resolution to set Fees Charged at the Nancy Lopez Golf Course at Spring River. (Hess Yntema)

3. Consider PO ratification for PO 22501743 for repair of 20" water line leak on West Bland St. to White Cloud Pipeline for $104,554.27 including GRT.

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

5. Consider a recommendation 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.

NON-ACTION ITEMS

6. "Lest We Forget Park" project phase 1 status update

7. Discussion of purchase of farmland adjacent to WWTP.

8. Discussion of CDBG (Community Block Development Grant) process.

9. Discussion of Naming Streets & Facilities Policy -- Resolution 15-89

10. Discuss fares vs. cost of Administrative Assistant

11. Discussion regarding new bus stop signs and bus stop shelters.

12. Department Report - Roswell Transit

13. Department Report - Fleet Maintenance

14. Department Report - Solid Waste November and December

15. November Department Report - Cemetery

16. December Department Report - Cemetery
17. November Department Report - Zoo
18. December Department Report - Zoo
19. November Department Report - Parks
20. December Department Report - Parks
21. November Department Report - Golf
22. December Department Report - Golf
23. November Department Report - Recreation
24. December Department Report - Recreation
25. Department Report - Facility Maintenance
26. November Department Report - Streets
27. December Department Report - Streets
28. November Department Report - Special Electronics
29. December Department Report - Special Electronics
30. November Department Report - Engineering
31. December Department Report - Engineering
32. Department Report - Central Control - **NOT SUBMITTED**
33. Department Report - Water Maintenance & Transmission - **NOT SUBMITTED**
34. Department Report - Waste Water Treatment Plant & Sewer - **NOT SUBMITTED**

PUBLIC PARTICIPATION

ADJOURN

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1975 and Resolution 24-23.

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 as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 575-624-6700 if a summary or other type of accessible format is needed.

Printed and posted: Friday January 24th, 2025

TO ATTEND THE INFRASTRUCTURE COMMITTEE BY GO-TO-MEETING
Infrastructure Committee
Please join my meeting from your computer, tablet or smartphone.
http://global.gotomeeting.com/join/929161493

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Infrastructure Committee

Meeting Date: 01/27/2025

COMMITTEE: Infrastructure

CONTACT: Louis Najar **CHAIR:** Darrell Johnson

ACTION REQUESTED:

Approval of minutes from Infrastructure Committee Meeting on November 18, 2024

Attachments

ATT 1 - Draft Infrastructure Committee Meeting Minutes from November 18, 2024

Regular Meeting of the Infrastructure Committee
Held in the City Hall's Large Conference Room
November 18, 2024

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 2:01 p.m. with Chairman Oropesa, Councilor Johnson, Councilor Moore, Councilor Arnold, and Councilor Cavin being present.

FOR THE RECORD:

Staff Present:

Monica Barraza, Amalia Martinez, Glenda Allen, Becky Hicks, Mike Mathews, Chad Cole, James MacCornack, Louis Najar, James Burress, Abraham Chaparro, Jason Flores, Phillip Sanchez, and Bernadette Lopez

Guest(s) Present:

Rita Kane-Doerhoefer, Terri Harber, Doray Hill Jr, Darin Sindt, Paul Jones, Julius Smith, Ronald Jovero, Mike Espiritu, and Elizabeth Vargas

Vicki (No last name provided), Bandrew (No last name provided) and Melissa (No last name provided) participated via GoToMeeting

APPROVAL OF AGENDA:

Councilor Cavin moved to approve the agenda as presented. Councilor Johnson was the second. A voice vote of 5 -0 was unanimous, and the motion passed.

EMPLOYEE RECOGNITION:

Mr. Chaparro Solid Waste Director, took the time to show recognition to his two Solid Waste employees Phillip Sanchez Sanitation Superior, and Jason Flores Sanitation Routes Supervisor, for being on site within 6hrs of the flood and working 13 days straight. Their efforts and coordination of operation are a huge part of the success.

APPROVAL OF MINUTES:

1. October 21, 2024:

Councilor Johnson moved to approve the Minutes as presented. Councilor Arnold was the second. A voice vote of 5-0 was unanimous, and the motion passed.

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REGULAR ITEMS (ACTION ITEMS):

2. Consider Recommendation of Ordinance 25-XX for support of NMED emergency loan funding for sewer repairs after October 2024 flooding event:

Mr. MacCornack briefly discussed this item. ***Councilor Cavin moved to send to the Finance Committee with recommendation of Ordinance 25-XX for support of NMED emergency loan funding for sewer repairs after October 2024 flooding event to be placed on the consent agenda. Councilor Moore was the second. A voice vote of 5-0 was unanimous, and the motion passed.***

3. Consider recommendation of Resolution 24-XX for authorizing the assignment of official representatives and signatory authorities for NMED emergency funding loan agreement:

Mr. MacCornack briefly discussed this item. ***Councilor Johnson moved to send to Full Council with recommendation of Resolution 24-XX for authorizing the assignment of official representatives and signatory authorities for NMED emergency funding loan agreement to be placed on the consent agenda. Councilor Moore was the second. A voice vote of 5-0 was unanimous, and the motion passed.***

4. Recommendation of approval for ratification of disaster relief PO in the amount of $86,748.22 to Abraham's Construction for repair of damaged bridge rail on the Kentucky St bridge over Spring River:

Mr. Najar discussed this item. ***Councilor Arnold moved to send to the Finance Committee with recommendation of approval for ratification of disaster relief PO in the amount of $86,748.22 to Abraham's Construction for repair of damaged bridge rail on the Kentucky St bridge over Spring River to be placed on the consent agenda. Councilor Moore was the second. A voice vote of 5-0 was unanimous, and the motion passed.***

5. Consider recommendation of award of ITB-25-003, Elm St Bridge Replacement Project to Abraham's Construction in an amount of $2,406,178.84 including GRT:

Mr. Najar discussed this item***. Councilor Johnson moved to send to the Finance Committee with recommendation of award of ITB-25-003, Elm St Bridge Replacement Project to Abraham's Construction in an amount of $2,406,178.84 including GRT to be placed on the consent agenda. Councilor Arnold was the second. A voice vote of 5-0 was unanimous, and the motion passed.***

6. Consider Resolution 24-XX for support of application to the New Mexico Matching Fund to provide matching funds for possible Safe Streets and Roads for All funding application:

Mr. MacCornack discussed this item. **Councilor Cavin moved to send to the Finance Committee for consideration Resolution 24-XX for support of application to the New Mexico Matching Fund to provide matching funds for possible Safe Streets and Roads for All funding application to be considered for the consent agenda. Councilor Johnson was the second. A voice vote of 5-0 was unanimous, and the motion passed.**

7. Consider 2025 Infrastructure Committee dates. Standard date is the 3rd Monday of every month at 2:00 p.m. unless it falls on or close to a Holiday:

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Mr. Najar discussed this item. **Councilor Moore moved to Consider 2025 Infrastructure Committee dates. Dates presented per item attachment. Councilor Arnold was the second. A voice vote of 5-0 was unanimous, and the motion passed.**

NON-ACTION ITEMS:

8. Discussion of purchase of farmland adjacent to WWTP

   No discussion.

9. Discussion of water critical infrastructure study and rate study. (Mayor Pro Tem)

   Mr. Najar discussed attachment, solicitation for water master plan.

10. Discussion of Water Rates.

    No discussion.

11. Department Report - Fleet Maintenance

    Mrs. Hicks discussed her report and gave an update on the loss of 20 city vehicles due to flooding. (9-police, 6-fire, and 5-other)

12. Department Report - Transit

    Mrs. Hicks discussed her report & also included that they helped evacuees from Sunset Villa Health care & transported them to Mission Arch facility due to flooding.

13. Department Report - Zoo

    Mr. Burress discussed his report & updates on the zoo animals, carousel, river and pond.

14. Department Report - Recreation

    Mr. Burress discussed his report & updates about the new location of the Cahoon park offices as well as the classes that were scheduled at the Adult Center. They have all moved to Recreation & Aquatic Center due to flooding.

15. Department Report - Golf

    Mr. Burress discussed his report.

16. Department Report - Parks

    Mr. Burress discussed his report & included playground safety and repair. Councilor Arnold had 2 public concerns she went over which were the safety of playground and also the Trail east of 1901 W 4th St. Mr. Burress did go over the red tag of playground equipment that is not safe and also the continuance closer on the trail in the area east of 1901 W 4th area being unsafe and will remain closed until further notice. Jim, Louis and all Councilors discussed the naming policy and would like to present the naming policy in the infrastructure

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meeting in January 2025 and an update from Mr. Smith.

17. Department Report - Cemetery

    Mr. Burress discussed his report

18. Department Report - Facility Maintenance

    No discussion

19. Department Report - Streets

    Mr. Najar discussed his report

20. Department Report - Engineering

    Mr. Najar discussed his report including an emergency project for 2 36-inch line stops needed on McGaffey St & Richardson Ave parts will not be available until after Thanksgiving. Mr. Najar also gave an update on the RAC Lift station sewer extension SE corner 4.4 million dollars. Councilor Cavin asked about an update on Virginia bridge. Mr. Louis stated that Constructors is where we get our pavement mix and they have been down since the flood and will resume sometime after Thanksgiving.

21. Department Report - Special Electronics

    Mr. Najar discussed his report

22. Department Report - Central Control - NOT SUBMITTED

23. Department Report - Water Maintenance & Transmission - NOT SUBMITTED

24. Department Report - Waste Water Treatment Plant & Sewer - NOT SUBMITTED

25. Department Report - Solid Waste NOT SUBMITTED

    Solid Waste Report was handed out by Mr. McCornack in Mr. Chaparro's absence towards the end of the meeting. Councilor Cavin requested an update be presented on Cell 1 and Cell 5B for January Infrastructure Committee.

PUBLIC PARTICIPATION:

Julius Smith 310 W Mescalero would like to discuss storm drains, railroad, floodgates and the redirecting of water. Mr. Najar discussed that we are in the desert and we are flat. Storm drains need to be underground and have to have slopes and by the time you take it a mile your 15 feet deep. Mr. Najar also explained “we are not in a place in Texas or the mountains where we have arroyos or washes and it is not possible to do”.
Mr. Smith also wanted to discuss a program. Councilor Oropesa recommended he speak with City Manager and let him direct Mr. Smith to the correct person to go over the program he is inquiring on.

ADJOURN:

The meeting adjourned at 3:27 p.m.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Resolution 25-XX: A Resolution to set Fees Charged at the Nancy Lopez Golf Course at Spring River. (Hess Yntema)

BACKGROUND:
Initiated by: Hess Yntema

This Resolution updates golf prices, lowering green fees, raising cart fees and creating an employee's price for annual membership.

LEGAL REVIEW:
City attorney has reviewed this item.

BOARD AND COMMITTEE ACTION:
Infrastructure Committee will be the first to consider this item.

STAFF RECOMMENDATION:
Resolution 25-XX: A Resolution to set Fees Charged at the Nancy Lopez Golf Course at Spring River.

Attachments
Updated 2025 Rates

RESOLUTION 25-XX

A RESOLUTION TO SET FEES CHARGED AT THE NANCY LOPEZ GOLF COURSE AT SPRING RIVER

WHEREAS, The City of Roswell provides services, equipment, and the use of the Nancy Lopez Golf Course, and

WHEREAS, the City of Roswell has the authority to establish rates for services provided pursuant to Section 3-18-1 (H) New Mexico State Statutes Annotated 1978; and;

NOW, THEREFORE, BE IT HEARBY RESOLVED BY THIS GOVENING BODY, that charges for use, equipment, and services are hereby adopted:

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Nancy Lopez Golf Course @ Spring River

Restructure & Increase Rates / Fees

Regular Annual Fees :

Fee Category	Price
Single	$625.00
Couple	$850.00
Corporate	$500.00
Senior Single-Anytime	$475.00
Senior Couple-Anytime	$595.00
Pay as You Play Single	$315.00 ($7 per round)
Pay as You Play Couple	$441.00 ($7 per round)
City Employee	$300.00
Add a Family Member to any Membership	$200.00
Junior	$100.00

Monthly Fees (1 month from purchase date) :

Fee Category	Price
Single	$100.00
Couple	$150.00
Junior	$45.00
Senior Single	$75.00
Senior Couple	$105.00

Regular Green Fees :

Fee Category	Price
18 Holes	$20.00
9 Holes	$12.00
Second 9 Holes	$8.00
Twilight Rates	$13.00

Junior Green Fees :

Fee Category	Price
18/9 Holes	$8.50

Special Fees :

Fee Category	Price
Seniors' Day Green Fee & Cart Fee (Wednesday's)	$25.00
Ladies' Day Green Fee & Cart Fee (Thursday's)	$25.00
Golf Tournament Green Fee	$12.00
High School Golf Teams Green Fee	$750.00 (per year)

Cart Fees :

Fee Category	Price
18 Holes	$20.00 (per rider)
9 Holes	$13.00 (per rider)
Second 9 Holes	$7.
Twilight	$17.00 (per rider)
Tournament Cart	$15.00 (per rider)

Range Balls :

Fee Category	Price
Small Bucket	$3.00
Medium Bucket	$5.00
Large Bucket	$7.00
Tournament Range	$3.00
High School Golf Teams Range	$750.00 (per year)

Rentals :

Fee Category	Price
Pull Cart	$5.00
18 Hole Golf Clubs	$25.00
9 Hole Golf Clubs	$15.00

Bag Storage Room :	$120.00 per spot (per year)

****Seniors must be 60 years-old or older**

****Couple Memberships must be living at same address**

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****Juniors must be 17 years-old or younger, OR still in High School**
******

****Merchandise prices are subject to change at the discretion of Golf Course Manager - not to exceed 20%**

PASSED, ADOPTED, SIGNED and APPROVED the ___ day of _____, 2025.

CITY SEAL

_____
Timothy Jennings, Mayor

ATTEST:_____
Amalia Martinez, City Clerk

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Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Consider PO ratification for PO 22501743 for repair of 20" water line leak on West Bland St. to White Cloud Pipeline for $104,554.27 including GRT.

BACKGROUND:
Initiated by: Andrew Valadez

The City has a large diameter water line break on an 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:
This item will be funded through the regular operating budget using the Infrastructure Maintenance and Repair account.

LEGAL REVIEW:
Not Applicable for this agenda item.

BOARD AND COMMITTEE ACTION:
Consider PO ratification for PO 22501743 for repair of 20" water line leak on West Bland St. to White Cloud Pipeline for $104,554.27 including GRT to February Finance Committee.

Attachments
ATT 1 - White Cloud Pipeline Quote
ATT 2 - Notice of Award

White Cloud
PIPELINE CORP

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 + NMGRT

Proudly Serving NM Since 1992

ROSWELL
Engineering

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,

Louis Najar, P.E.
City Engineer

White Cloud
PIPELINE CORP

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

LAWTAR City Eng! 1-9-2025

Bland 20" RCP Water Main Emergency Repair	Lump Sum	$ 96,903.00 + NMGRT	
GRT	7.8958%	7651.27	
		# 104,554.27	

Proudly Serving NM Since 1992

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Consider a recommendation for PO approval to San Bar Construction Corporation in the amount of $96,760.95 which includes GRT for re-striping of City roads.

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:
Consider a recommendation for PO approval to San Bar Construction Corporation in the amount of $96,760.95 which includes GRT to February 2025 Finance Committee.

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

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

Proposal

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

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

Proposal

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	88,549.17	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)

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Consider a recommendation 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.

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 Attorney for review.

BOARD AND COMMITTEE ACTION:
Consider a recommendation 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 to February Finance Committee.

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

By:_____

Its: _____

Date:_____

New Mexico Gas Company, Inc.

By:_____

Its: _____

Date:_____

New Mexico Gas Company, Inc.

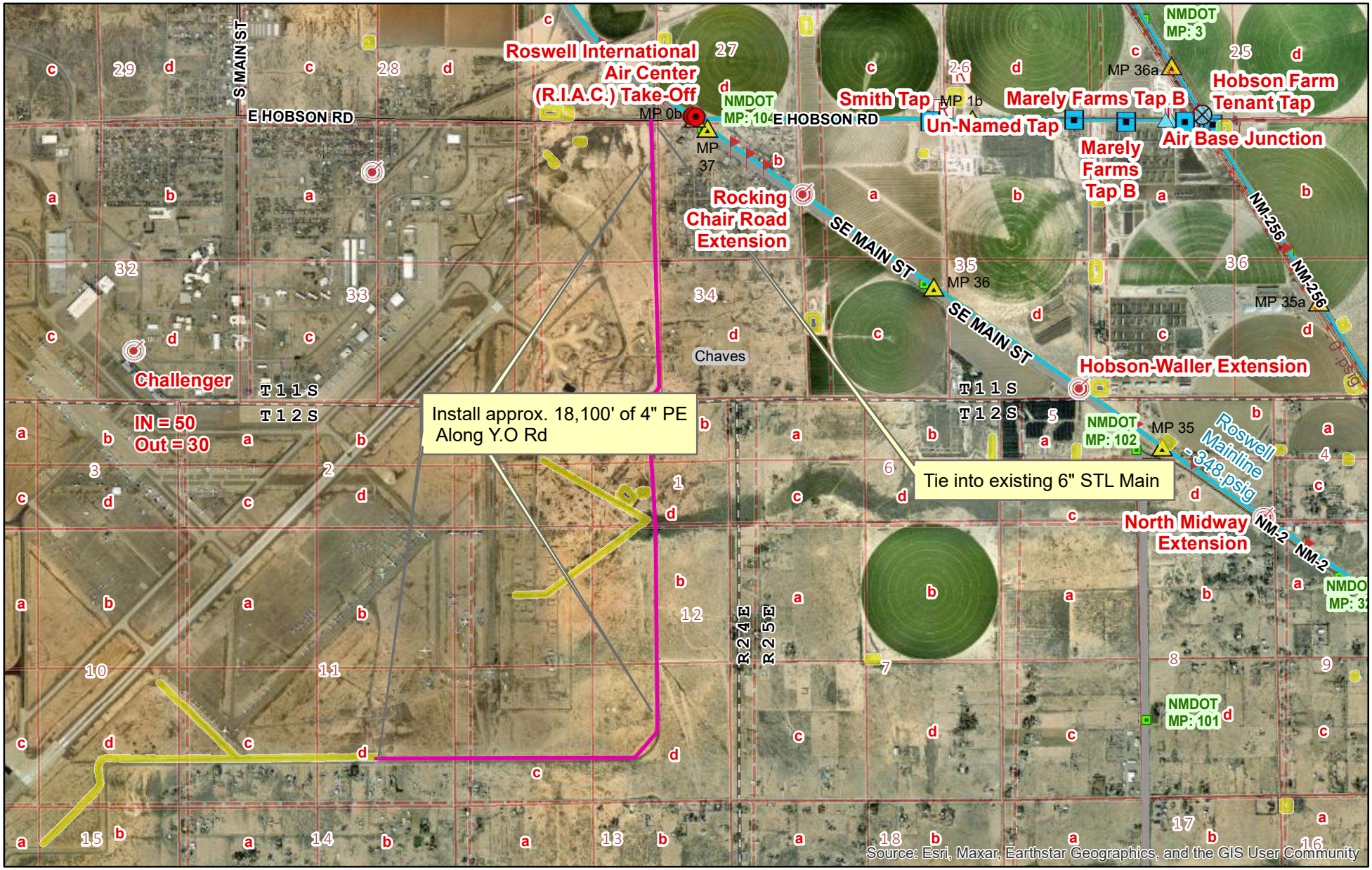
By:_____

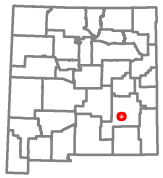
Its: _____

Date:_____

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

Date of Purchase	City of Roswell Invoice Date	Amount of Purchase	Description	Work Performed By Vendor	NOO 1 for Armstrong $2,697.40 HDR $125,389.70	NOO 2 for White Cloud $1,471,040.55
7/1/2024	7/10/2024	$2,697.40	CSPP RAC Eastside Waterline	Armstrong	$2,697.40	
7/1/2024	7/10/2024	$78,121.01	HDR RAC Eastside Invoice#1	HDR	$78,121.01	
7/1/2024	7/10/2024	$20,398.11	HDR RAC Eastside Invoice #2	HDR	$20,398.11	
7/1/2024	7/10/2024	$26,870.58	HDR RAC Eastside Invoice#3	HDR	$26,870.58	
			YTD Expended and Reimbursed		**$128,087.10**	**$0.00**
			Available Funds on NOO		***$0.00***	***$1,471,040.55***
					Grant Award	**$1,963,022.90**
					NOO 1	$128,087.10
					NOO 2	$1,471,040.55
					Available funds After Encumbrances	**$363,895.25**





N

City of Roswell Airbase 4" PE MLX

New Mexico GAS COMPANY®
AN EMERA COMPANY

REV. Date 1/22/25

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 6.

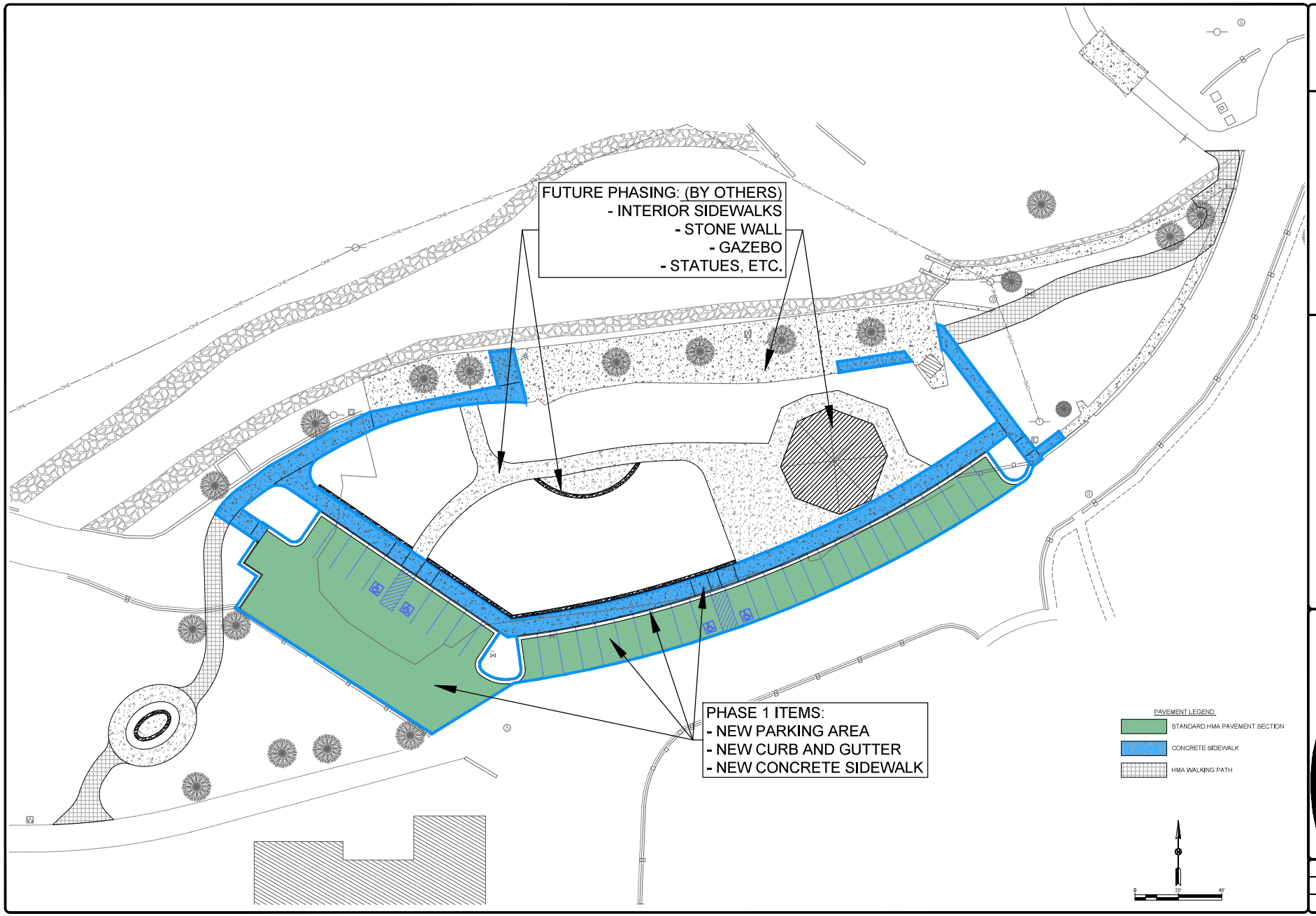
Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:

"Lest We Forget Park" project phase 1 status update

Attachments

Proposed Site Plan



SPRING RIVER CORRIDOR FOUNDATION
CAHOON PARK

NO.	REVISION DESCRIPTION	DATE	BY
5			
4			
3			
2			
1			

CAHOON POOL AREA
LEST WE FORGET HISTORICAL PARK

PHASE I
SITE LAYOUT PLAN

Solutions for Today... Vision for Tomorrow
401 N Pennsylvania
Roswell, NM 88201
Phone: 575-622-6866
www.smithengineering.pro
SMITH ENGINEERING

JOB NO: 323607
DATE: FEB. 2024
SHEET NO. 101

R:\Projects\323607\CAD\PLANSET\SITE LAYOUT PLAN.dwg, Jan 18, 2024 - 11:03am, Saved By: tommy

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 7.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:

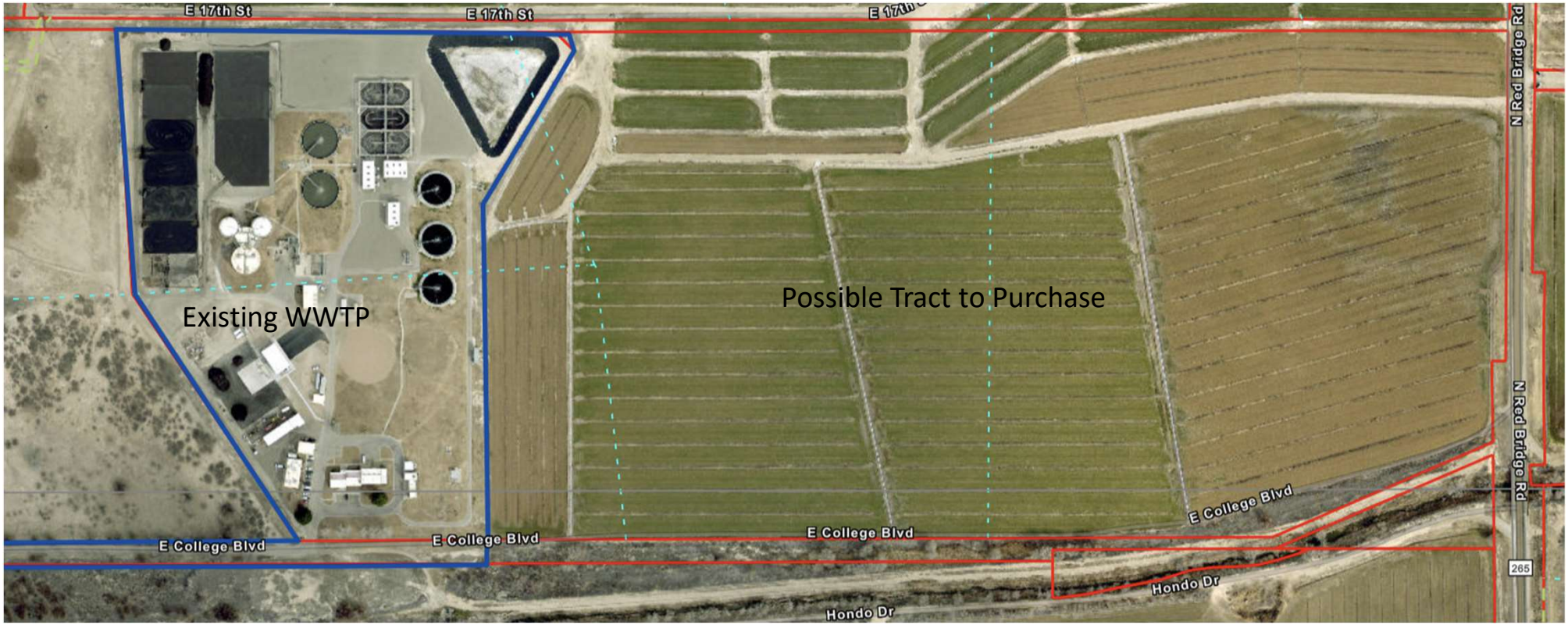
Discussion of purchase of farmland adjacent to WWTP.

Attachments

ATT 1 - Waste Water Plant Possible Land Purchase

ROSWELL
Engineering

WWTP Land Acquisition Discussion



Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Discussion of CDBG (Community Block Development Grant) process.

BACKGROUND:
Engineering Department plans to proceed with public hearings in February/March 2025 to solicit CDBG project needs from citizens. Process is as follows:
1. Public Hearings to solicit project requests. Historically -- sidewalk, street improvements, minor drainage.
2. City Council votes by resolution on the project selected. (Historically the maximum funding is $750K with a 10% match)
3. Engineering does cost estimates and performs door to door survey to verify demographics. (Low Income)
4. Engineering & City Grant Staff Attend mandatory CDBG training
5. Application submitted
6. The State Board hears presentations in person. (Staff from Engineering/other City Staff/Councilors)
7. The project is selected
8. Plans/contracts developed, advertise bid and constructed.
9. Federal Funds and subject to particular documentation and audit.
10. 10% Match is not bad.

FINANCIAL CONSIDERATION:
FY 26 matching funds would be requested from City, $75K.

LEGAL REVIEW:
Not Applicable for this agenda item.

BOARD AND COMMITTEE ACTION:
Open discussion and Q&A.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Discussion of Naming Streets & Facilities Policy -- Resolution 15-89

BACKGROUND:
It was requested that Infrastructure Committee be made aware of current Naming Policy.

Resolution 15-89 is detailed on current City process.

Included are samples from the past for streets and buildings.

FINANCIAL CONSIDERATION:
Not Applicable for this agenda item.

LEGAL REVIEW:
Not Applicable for this agenda item.

BOARD AND COMMITTEE ACTION:
Open discussion and Q&A.

Attachments
ATT 1 - Resolution 15-89 Naming Streets and Facilities Policies
ATT 2 - Copies of Past Resolutions for Renaming in the Past

RESOLUTION 15-82

Naming Streets and Facilities Policy

WHEREAS, the City of Roswell owns various streets, lands and facilities; and

WHEREAS, the City of Roswell supports a policy which establishes the process for naming or renaming of City streets, lands and facilities.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL, THE GOVERNING BODY OF THE CITY OF ROSWELL, NEW MEXICO hereby supports "Attachment A" as the proposed Naming Policy.

PASSED, ADOPTED, SIGNED, AND APPROVED this 10th day of December, 2015.

Dennis Kintigh, Mayor

ATTEST:

Sharon Coll, Clerk

POLICIES FOR CHANGING THE NAMES OF STREETS, PUBLIC LANDS AND PUBLIC FACILITIES UNDER THE CONTROL OF THE CITY OF ROSWELL.

Section 1 - Purpose

The purpose of this policy is to establish a systematic and fair process for changing the names of renaming of streets, public lands, and public facilities which are under the control of the City of Roswell. The naming of streets, public places and public buildings is a legislative function vested in the governing body of the City of Roswell under the provisions of NMSA 1978 §3-49-1 N. It is the policy of the City of Roswell to seek the input of City residents, particularly those who may be impacted as a part of the consideration of a proposal to change the name of a street, public land, or public facility. It is intended that only City of Roswell residents are allowed to request a renaming of public lands, public streets or public facilities.

Section 2 - Application

This policy applies to public lands, public facilities and public streets owned, managed and under the control of the City of Roswell. This policy only applies to those streets, public lands, and public facilities over which the City of Roswell has authority to name. This policy does not apply to the naming of new streets at the time of dedication or the initial naming of new public facilities.

Section 3 – Definitions

1. Public Land – Land which is owned or managed by the City of Roswell for the long term benefit of the community. These lands may be within or outside of the corporate limits. Examples include, but are not limited to developed and undeveloped parks, open space and plazas.

2. Public Facilities – Improvements to land, including physical facilities and amenities which are owned or managed by the City of Roswell for the long-term benefit of the community. Examples include City Hall, City Parks and City Public Library. This does not include the initial naming of new facilities.

3. Streets – Existing public streets which have been named and are owned and managed by the City of Roswell. This does not include new streets at the time of dedication.

4. Resident of the City of Roswell – a person whose primary residence has been within the corporate limits of the City of Roswell during the 30 days immediately preceding the date that such person signed a petition requesting the change of name of public land or a public facility.

Section 4 – Renaming after living person

Only a resident of the City of Roswell is allowed to submit name change requests. If the name change request is submitted by an organization, the organization must have a registered agent that

is a resident of the City of Roswell. The registered agent shall complete the application and deliver it to the City Manager.

The name of any street, public land, or public facility shall not be changed to be named after a living person. A person must be deceased before an application or petition to change the name of a street, public land or public facility in that person's name is submitted.

Section 5 - Guidelines

The following represent some, but not all, of the factors that the governing body should consider before changing the name of a street, public land or facility to that of a deceased person or to that of an organization:

1. Use of names should be controlled to avoid duplication and confusion.

2. Whether person or organization gave a significant monetary, grant, donation or bequest to the City toward the acquisition or development of a public street or public facility.

3. Whether the person or organization performed a substantial community service that has had a major impact or benefit to a large sector of the City by:
    a. Dedication to service in ways that bring special credit to the City; or
    b. Providing extraordinary help to individuals, families, groups, or community services

4. Whether the person or organization is a significant cultural and historical figure. In all cases, the person or organization shall have demonstrated fine moral character and values and shall reflect positively on the City of Roswell.

5. The person or organization should not be of such a reputation as would reflect negatively on the City of Roswell. Examples that may show a reputation that would reflect negatively on the City of Roswell include, but are not limited to, felony criminal conviction(s) or a pattern of conduct that is contrary to community standards of justice, honesty and fairness.

6. Whether the person's next of kin have objected to naming the public facility, land or street after the person. If such an objection is made, naming after the person is not recommended.

7. Streets, public lands or public facilities named by deed restriction, grant approval or other contractual condition should not be considered for a change of name.

8. A street, public land, or public facility which is currently named for an individual should not be changed unless it is found that the continued use of the current name would not be in the best interest of the community.

Section 6 - Procedure

A. General Procedure

Application Fee

Requests for changing the name of a street shall be submitted in writing to the City Manager, along with a non-refundable application fee of $150.00. Application fees do not apply to proposals made by a member of the governing body or by a City department.

General Content of Application

The requestor shall provide background information regarding the rationale behind the request. Requestor shall submit signatures of abutting owners, signatures of residents in support and any supporting documentation for those signatures with the request. Requestor may include letters and other evidence of support with the request.

Requestor Must Agree to Pay Costs in excess of $2,000

The requestor shall enter into a written agreement with the City, contingent upon approval of the proposed renaming by the City Council, to pay all costs associated with the renaming, including signage, brochures, publications and administrative fees in excess of two-thousand dollars ($2,000 limit). The City shall bear the cost of the renaming up to $2,000. The City Manager shall not modify the $2,000 limit in a way that makes the requestor responsible for more costs than would have been the case if the $2,000 limit were to be applied.

Action by City Manager

Upon receipt of application fee, if required, and a request complying with the provisions of this Policy, the City Manager shall forward the request to the appropriate City department (see Section 6.D. below) for verification of property owner support by certified mailing. The certified mailing shall be sent to all property owners abutting the street that is the subject of the name change request. If fifty-one percent (51%) or more of the abutting property owners who indicate their support for changing the name of the street as proposed, the City Manager shall forward the request to the appropriate City Council Committee. If there are no property owners abutting the street on proposed to be changed, the City Manager shall forward the request to the appropriate City Council Committee. The City Manager shall also post a public notice on the City of Roswell webpage. The public notice shall indicate the existing and proposed names, along with the date, time and location of the committee meeting at which the proposal will be reviewed. This notice shall be posted continuously for a minimum of 20 days before the committee meeting.

B. Application to change name of Public Lands and Public Facilities

Any resident of the City of Roswell may submit an application to rename public land or a public facility. The application shall have a minimum of 300 signatures of Roswell residents in support of the renaming proposal. All signatures must be on a form provided by the City which clearly states the signature is in support of renaming the subject land or facility and the proposed name. The form shall list printed names along with corresponding signatures, dates of signatures, addresses and phone numbers of the residents who have

signed the petition. Background information regarding the rationale for the request shall be submitted as part of the petition.

C. Application for changing the name of a Street

Any resident of the City of Roswell may submit an application to change the name of a street. The application shall include the printed names, addresses, signatures, dates of signatures and phone numbers of at least forty percent (40%) of the abutting land owners of the street to be renamed. All signatures must be on a form provided by the City which clearly states such signature is in support of renaming the subject street from its current name to the proposed name of the street. Background information regarding the rationale for the request shall be submitted with the application. There is no right to have the name of a street, changed, or conversely to have the name of a street remain the same.

D. Action by City Staff to verify support of residents

After City Manager has forwarded the application information to the appropriate City department, that department shall send a mailing to each owner of property bordering on the street which is the subject of the naming request. The mailing shall be by certified mail – return receipt requested, and shall include a stamped post card with an area for the resident to check yes or no with regard to support for the renaming. The mailing shall clearly indicate that the response must be received by the City within 30 days of the date sent by the City. After the 30 day period for response, if sixty-five percent (65%) of the abutting property owners responses received are in favor of the proposed renaming, the City Manager shall place the request on the agenda for the next meeting for which the 20 day minimum posting requirement of Section 6.A. can be satisfied.

Section 7 – Committee and City Council Action

The appropriate committee shall review the request as placed on the agenda by the City Manager and make a recommendation as to the request to the City Council. Request documentation and the approval decision from the committee meeting will be submitted by the committee to City Council for their review. The item will then be placed on the next City Council meeting agenda for review and consideration.

City Council, after consideration, by motion and majority vote may:

1. Formally approve a naming proposal and require payment of costs by requestor;
2. Formally deny a naming proposal; or
3. Conduct a special public hearing at a future meeting date.

If the City Council votes to conduct a special public hearing, the public hearing must be at least 30 days after the City Council votes to conduct the hearing. Public hearing notification shall be posted continuously on the City of Roswell website for at least 10 days in advance of the hearing. The purpose of the public hearing is to allow additional public input directly to the City Council. After the public hearing, the renaming will be placed on the agenda for the next City Council meeting and the City Council may either:

1. Formally approve a naming proposal and require payment of costs by requestor; or
2. Formally deny a naming proposal.

Section 8 - Notification of Decision and Payment of Costs

The City Manager shall notify requestor, in writing, of the final decision of the City Council with regard to the request. This written notification shall be sent by City Manager within 30 days of the formal adoption or denial of the request. If the request was approved, the writing shall include a notification of costs of the proposed name change along with an explanation of the costs, due date and where payment is to be submitted.

Unless governing body determines otherwise, all costs of renaming the public land, street or facility in excess of $2,000 shall be borne by the requestor. The costs include brochures and public information costs, along with fabrication of new signs and plaques, removal and installation costs. The requestor shall pay the estimated cost of the renaming before the City proceeds with any work to obtain new signage.

If payment is not tendered within 30 days of the due date specified in the written notification of the City Manager, the request will be considered abandoned and no further action will be taken on the request by the City. The City Council approval of the name change will be ineffective as the payment contingency was not met. The requestor will not be able to continue with the abandoned request, but is required to begin the name change request process with a new application, including new signatures and supporting documentation.

RESOLUTION NO. 2453

A RESOLUTION NAMING TWO CITY BUILDINGS

WHEREAS, the City of Roswell desires to honor L. O. "Tommy" Thompson, former Police Chief (1948-1964) and L. M. Hall, former Police Chief (1964-1978) for their long term and distinguished service to the City of Roswell and Chaves County, and

WHEREAS, the Roswell Police Station is named the James W. Stockard Building in honor of James W. Stockard, Mayor, 1906-1908, founder of the first motorized mail route and former owner of the police building site, and

WHEREAS, the Stockard family is willing to move the James W. Stockard name to the City Hall Building in order to accommodate to re-naming of the Police Station Building in honor of the two former chiefs, and

WHEREAS, the City Council Police Committee and the City Council Buildings and Lands Committee have conducted a public hearing on the naming of the two buildings and both committees have approved the name changes

THEREFORE, be it resolved by the governing body, the City Council of Roswell, New Mexico:

The City Hall Building be named in honor of former Mayor James W. Stockard and be know as the **JAMES W. STOCKARD BUILDING** and

The Roswell Police Station be named in honor of former Chief of Police L.O. "Tommy" Thompson and former Chief of Police L. M. Hall and be known as the **T. THOMPSON - L. M. HALL LAW ENFORCEMENT CENTER**.

ADOPTED, APPROVED, AND SIGNED on this 8th day of April, 1999.

Bill B. Owen, Mayor

City Seal

Attest:

Timothy D. Stoessel, City Clerk

RESOLUTION NO. 1870

A RESOLUTION CHANGING A STREET NAME AND AUTHORIZING IMMEDIATE ACTION.

WHEREAS, the City of Roswell has approved Tierra Berrendo Subdivision No. 3 and No. 4 and,

WHEREAS, one street passing through Tierra Berrendo Subdivision No. 3 and No. 4 is named Tierra Berrendo Drive and,

WHEREAS, the continuation of Tierra Berrendo Drive to the South is named Bandolina Drive in Linda Vista Estates Subdivision and,

WHEREAS, all street signs designate Bandolina Drive as the street name in all three subdivisions and,

WHEREAS, it is necessary to clear this discrepancy.

NOW, THEREFORE, BE IT RESOLVED AND DECLARED by the governing body, the City Council, of Roswell, New Mexico, that Tierra Berrendo Drive in the Tierra Berrendo No. 3 and No. 4 Subdivisions shall be changed to Bandolina Drive.

ADOPTED, SIGNED AND APPROVED this 11th day of January, 1983.

CITY SEAL

Peter R. York, Mayor

ATTEST:

Sarah L. CArter, City Clerk

RESOLUTION NO. 2008

A RESOLUTION AUTHORIZING STREET NAME CHANGES AND ADDRESSING OF SAME.

Filed in Co. Clerk's Off. 6/23/86 Book 293 Page 690-7 (including map)

WHEREAS, currently the Roswell Industrial Air Center's commercial and industrial tenants do not have addresses and, in some cases, a street name, and

WHEREAS, the afore mentioned tenants cannot receive postal delivery for lack of addresses and, in some cases, a street name, and

WHEREAS, said tenants have difficulty in receiving freight shipments for lack of addresses and, in some cases, a street name, and

WHEREAS, the proposed loop system will aid in relief of the South Main principal arterial daily traffic count of 8,826 (which is 1,165 greater than the South Main and McGaffey average daily traffic count) and,

WHEREAS, University Avenue will move traffic to housing and the Eastern New Mexico University - Roswell, and

WHEREAS, the new proposed R.I.A.C. park, the airport terminal, flight apron, commercial and inner industrial area will be served by the southeasterly and southwesterly Earl Cummings Loop system, and

WHEREAS, access to the perimeter areas of the university may also be served by the Earl Cummings Loop, and

WHEREAS, the Airport Committee, the R.I.A.C. Street Naming Committee, the Streets and Alleys Committee find the adoption of this resolution so recommended and the re-naming of certain streets and addressing of same in the interest of the public as well as the R.I.A.C. Association, therefore,

BE IT ORDAINED by the governing body, the City Council of Roswell, New Mexico, that the R.I.A.C. streets be named or re-named as follows:

EXISTING STREET NAMES	NEW STREET NAMES
E	HOWARD SMITH AVENUE
C	UNIVERSITY BOULEVARD
SMITH ROAD	CHALLENGER STREET
FLIGHTLINE ROAD	ENTERPRISE STREET
F	COLUMBIA AVENUE
ALERT ROAD	WILL ROGERS ROAD
H	TRANSAMERICA AVENUE
I	COMMERCE AVENUE
GATE 10	ZEB CHEWNING PLACE
no name -	RISELEY PLACE
B (from Earl Cummings So)	SOUTHWEST WAY
ESPANADE	WALKER BOULEVARD
GATE 8	LINDBERG PLACE
EARL CUMMINGS BOULEVARD	EARL CUMMINGS LOOP
(road to Longhorn)	LeMAY DRIVE
no name	SIERRITA CIRCLE
no name	BACON STREET
RAILROAD	SOUTHEAST WELLS STREET
no name (off SW curve of Earl Cummings)	BRICE PLACE

BE IT RESOLVED AND DECLARED by this governing body, the City Council of Roswell, New Mexico that the above street names be adopted and addressing of all R.I.A.C. streets with no addresses be authorized.

ADOPTED, SIGNED, APPROVED this 10th day of June, 1986.

CITY SEAL

Wm. F. Brainerd, Mayor

ATTEST:

Sarah L. Carter, City Clerk

RESOLUTION NO. 01-15

A RESOLUTION AUTHORIZING A STREET NAME CHANGE FOR ONE BLOCK OF EAST CHISUM STREET, FROM CHISUM STREET TO ST. MARY'S PLACE AND AUTHORIZING A VARIANCE TO ROSWELL CITY CODE 19-27. SCHEME (street numbering) TO ALLOW THE USE OF THE DESIGNATION OF "1" AN ODD NUMBER, ON THE SOUTH SIDE OF THE STREET:

WHEREAS, the City of Roswell wishes to approve the street name change, and

WHEREAS, the County of Chaves, owner of a portion of the properties affected by this change, has requested that the section of Chisum Street lying between South Main Street and Southeast Main Street be changed to St. Mary's Place, and

WHEREAS, currently the area wherein the street affected by this change is City owned property, and

WHEREAS, Mr. S. P. Johnson, owner of a portion of the properties affected by this change, has agreed to the name change, and

WHEREAS, the requested street name change does not duplicate a street name in other approved subdivisions and

WHEREAS, County of Chaves, owner of the property affected by this change has requested a variance to Roswell City Code Section 19-27. Scheme (street numbering), to allow the use of the designation of "1" an odd number, on the south side of the street (Code requires the south side of a street to be numbered with even numbers).

NOW, THEREFORE, BE IT HEREBY RESOLVED AND DECLARED by the governing body, the City Council of Roswell, New Mexico, that the one block of East Chisum Street lying between South Main Street and Southeast Main Street be changed to St. Mary's Place and

BE IT FURTHER RESOLVED AND DECLARED by the governing body, the City Council of Roswell, New Mexico, that the Chaves County Administrative Center on the south side of St. Mary's Place be known as 1 St. Mary's Place.

ADOPTED, SIGNED, APPROVED this 14th day of June, 2001.

CITY SEAL

Bill B. Owen, Mayor

ATTEST:

Timothy D. Stoessel, City Clerk

Infrastructure Committee

Meeting Date: 01/27/2025

COMMITTEE: Infrastructure

CONTACT: Louis Najar **CHAIR:** Darrell Johnson

ACTION REQUESTED:

Discuss fares vs. cost of Administrative Assistant

Infrastructure Committee

Meeting Date: 01/27/2025

COMMITTEE: Infrastructure

CONTACT: Louis Najar **CHAIR:** Darrell Johnson

ACTION REQUESTED:

Discussion regarding new bus stop signs and bus stop shelters.

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 12.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Roswell Transit

Attachments

Transit Dec 2024
Transit Bus Inventory Dec 2024

ROSWELL Transit

We believe

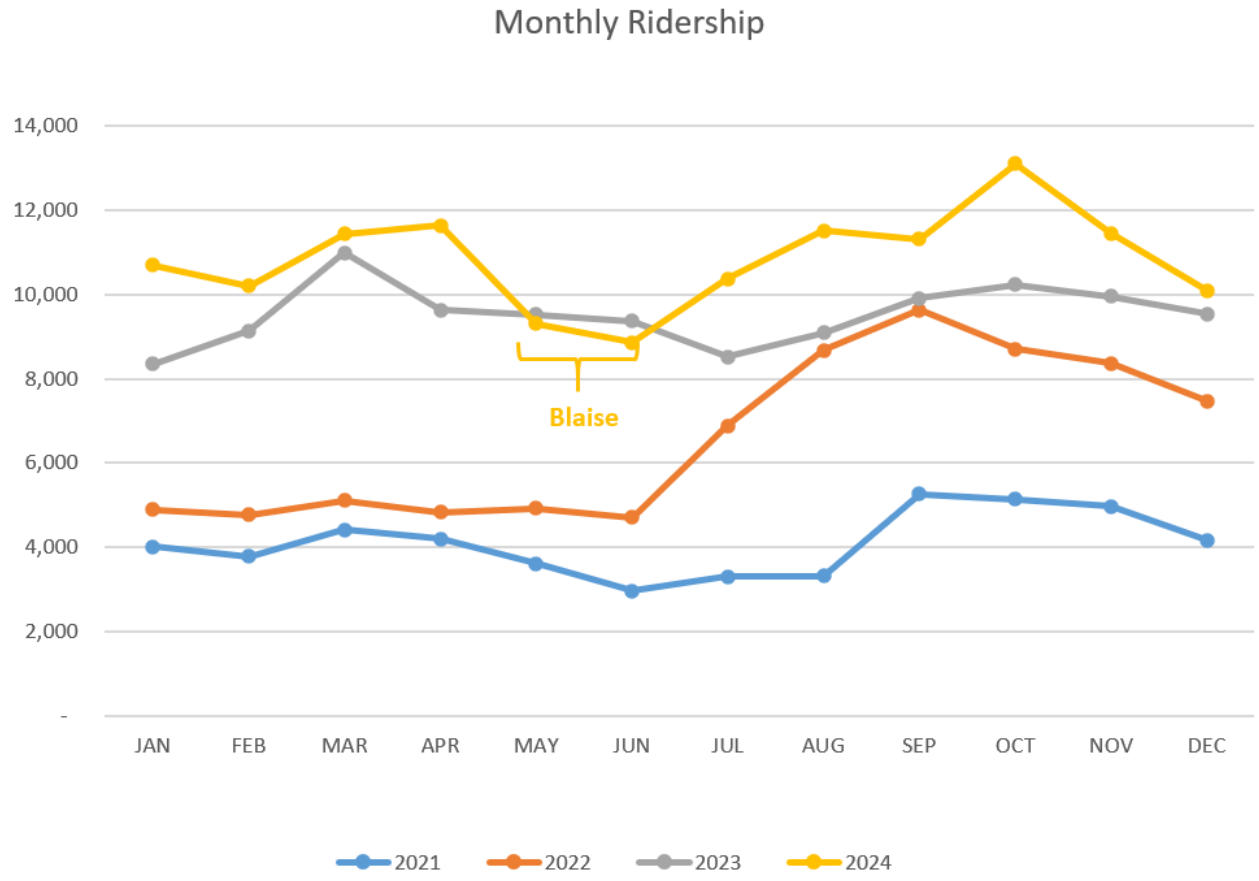
in safe, affordable, and convenient Public Transportation.

Connecting People to Places

BUS RIDERSHIP—December 2024: 10,089

YTD 2023 Ridership ---- 114,230

YTD 2024 Ridership ---- 129,977 **+13.8%**



- We are still short five drivers. Four are in the hiring process.
- We have had to cut services down due to the vehicle operator shortage. Normally, we run three fixed routes on Main Street; we have reduced it to two.
- The downstairs restrooms used by customers and staff are permanently closed. The plumbing pipes from the 1940's have collapsed under the concrete floor.
- All of our new hires will need to be trained for their CDL licenses.
- Kudos to our TEAM! Our drivers really have servant hearts! Even though most of them are having to work six days a week, they work diligently to make sure the customer is served in the best way possible!

Respectfully submitted by Scott Furciniti and Chris Moore. Approved by Becky Hicks, Transit Director

BUS/VAN INVENTORY 01/01/2025

	BUS #	YEAR	MAKE	MODEL	VIN	GVWR	LIC PLATE	SEATS	MILEAGE	WHEN TO REPLACE
1	950	2015	CHEV	ARBOC C4500	1GB6G5BG9F1206700	14200	04872G	23	190,153	FY2026 OR 240,000 MILES
2	951	2019	CHEV	ARBOC C4500	1HA6GUBB6KN002736	14200	06100G	24	201,481	FY2027 OR 240,000 MILES
3	952	2019	CHEV	ARBOC C4500	1HA6GUBB8LN003873	14200	13167G	21	117,612	FY2028 OR 240,000 MILES
4	953	2019	CHEV	ARBOC C4500	1HA6GUBB5LN003751	14200	13166G	21	162,277	FY2028 OR 240,000 MILES
5	PT8	2010	DODGE	GRAND CARAVAN	2D4RN4DE9AR462606	6050	G95453	5	124,337	FY2020 OR 175,000 MILES
6	PT10	2015	DODGE	GRAND CARAVAN	2C7WDGBG5FR705623	6050	G97744	5	124,660	FY2025 OR 175,000 MILES
7	PT11	2018	DODGE	GRAND CARAVAN	2C4RDGBG7JR256562	6050	05617G	5	116,162	FY2026 OR 175,000 MILES
8	954	2023	FORD	TRANSIT	1FDEU6PG3PKA02173	11000	20366G	13	51,629	FY2032 OR 240,000 MILES
9	955	2023	FORD	TRANSIT	1FDEU6PG1PKA02222	11000	20365G	13	56,898	FY2032 OR 240,000 MILES
10	956	2023	FORD	TRANSIT	1FDEU6PG5PKA98355	11000	21060G	13	40,551	FY2032 OR 240,000 MILES
11	957	2023	FORD	TRANSIT	1FDEU6PG3PKB23964	11000	21054G	13	38,805	FY2032 OR 240,000 MILES
12	958	2023	FORD	TRANSIT	1FDEU6PG3PKA98371	11000	20932G	13	40,051	FY2032 OR 240,000 MILES
13	959	2023	FORD	TRANSIT	1FDEU6PG7PKB24017	11000	20931G	13	25,920	FY2032 OR 240,000 MILES

ROUTES: 3 ON MAIN, 4 ON-DEMAND, 3 PARATRANSIT (3 SPARES) = TOTAL VEHICLES 13

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 13.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:

Department Report - Fleet Maintenance

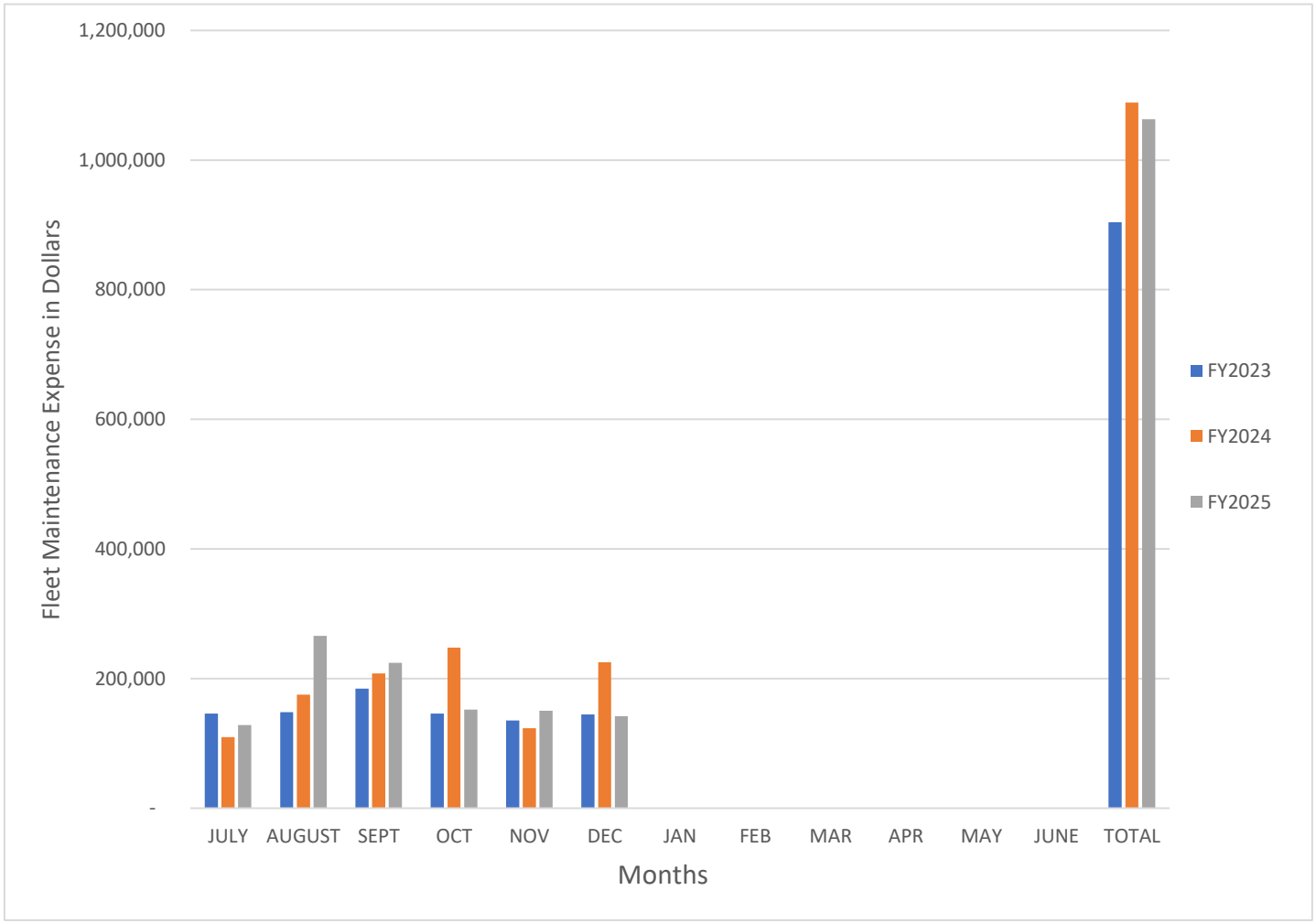
Attachments

Fleet Maint Dec 2024
Fleet Maint Graph

CITY OF ROSWELL
MONTHLY FLEET MAINTENANCE COSTS BY DEPARTMENT
FOR FY2025

PERCENT OF BUDGET			8%	17%	25%	33%	42%	50%		
DEPARTMENT	FY2025 ORIGINAL BUDGET	FY2025 REVISED BUDGET	JUL 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024	DEC 2024	FY2025 TOTAL ACTUAL	SPENT PERCENT OF BUDGET
AIR CENTER	81,446	81,446	60	10,493	7,700	1,461	-	266	19,979	25%
ANIMAL CONTROL	13,926	13,926	299	7,799	448	273	707	-	9,527	68%
CEMETERY	15,494	11,794	3,073	241	1,415	440	140	351	5,660	48%
CENTRAL CONTROL	12,537	12,537	732	1,683	1,194	2,807	1,590	1,189	9,194	73%
CODE ENFORCEMENT	5,590	29,590	-	2,665	653	1,942	4,551	151	9,961	34%
COMMUNITY ENHANCEMENT	-	-	-	-	-	-	-	-	-	0%
CONSOLIDATED DISPATCH	1,446	1,446	-	-		-	-	-	-	0%
CONVENTION CENTER	100	100	-	-	-	-	-	-	-	0%
EMERGENCY MANAGEMENT	1,000	1,000	-	-	-	-	-	-	-	0%
ENGINEERING	9,086	9,086	-	9	2,437	1,611	2,973	-	7,031	77%
FACILITIES MAINTENANCE	12,734	18,179	291	1,861	3,409	1,253	2,640	2,268	11,723	64%
FINANCE	165	-	-	-	-	-	-	-	-	
FIRE	5,775	235,775	2,779	46,888	59,686	859	8,448	4,489	123,149	52%
FLEET MAINTENANCE	3,307	4,482	-	35	-	3,653	74	484	4,246	95%
GOLF	40,537	42,537	4,975	6,417	2,492	2,032	645	275	16,837	40%
HUMAN RESOURCES/SAFETY	-	700	-	-	-	-	20	-	20	3%
IT	1,706	6,906	-	-	-		248	-	248	4%
LANDFILL	120,845	78,947	-	-	5,441	7,661	14,032	10,461	37,595	48%
MUNICIPAL COURT	-	4,232	-	432	102	-	-	-	534	13%
PARKS	54,091	50,841	193	2,771	2,005	399	1,063	1,610	8,040	16%
PLANNING & ZONING	101	101	-	-	-	-	-	-	-	0%
POLICE	228,407	228,407	27,544	9,536	26,914	17,331	9,910	27,922	119,156	52%
RECREATION	2,000	2,000	-	-	-	362	74	-	436	22%
RECYCLING	-	-	-	-	-	-	-	-	-	0%
SANITATION-VEHICLE MAINT	550,330	794,030	44,776	71,960	45,422	38,839	40,515	39,983	281,494	61%
SANITATION-PAYROLL	INCL	INCL	26,332	47,397	32,267	32,320	32,913	32,119	203,348	INCL
SEWER MAINTENANCE	56,879	56,879	1,015	2,146	7,212	135	2,450	354	13,312	23%
SPECIAL ELECTRONICS	4,564	8,834	84	169	-	5,675	169	593	6,690	76%
STREETS	197,396	197,396	4,772	33,092	9,285	18,479	18,616	11,818	96,062	49%
TRANSIT	115,072	109,672	6,764	8,639	9,753	11,618	5,257	5,263	47,293	43%
WWTP	29,978	29,978	524	5,183	1,932	108	504	1,616	9,866	33%
WATER MAINT & TRANS	65,177	65,177	4,011	6,311	4,533	2,400	752	556	18,563	28%
WWTP LAB	545	1,045	-	63	55	22	-	-	140	13%
ZOO	10,000	10,000	53	85	-	530	2,015	94	2,777	28%
	1,640,234	2,107,043	128,276	265,875	224,355	152,209	150,307	141,861	1,062,883	

CITY OF ROSWELL
COMPARATIVE ANALYSIS OF FLEET MAINTENANCE EXPENSES BETWEEN FISCAL YEARS
FY2023 TO FY2025



ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 14.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:

Department Report - Solid Waste November and December

Attachments

Monthly Report - November
Monthly Report - December

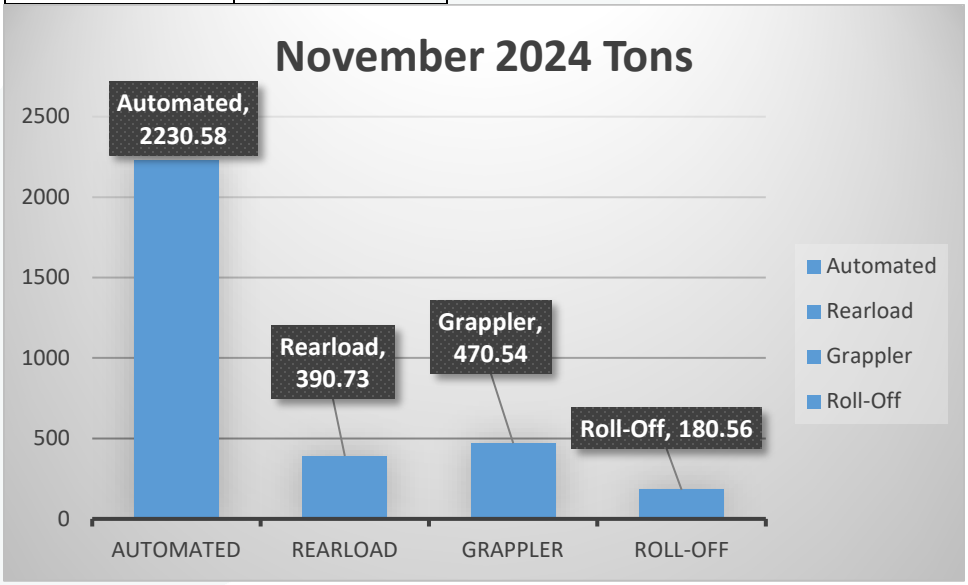
ROSWELL
New Mexico

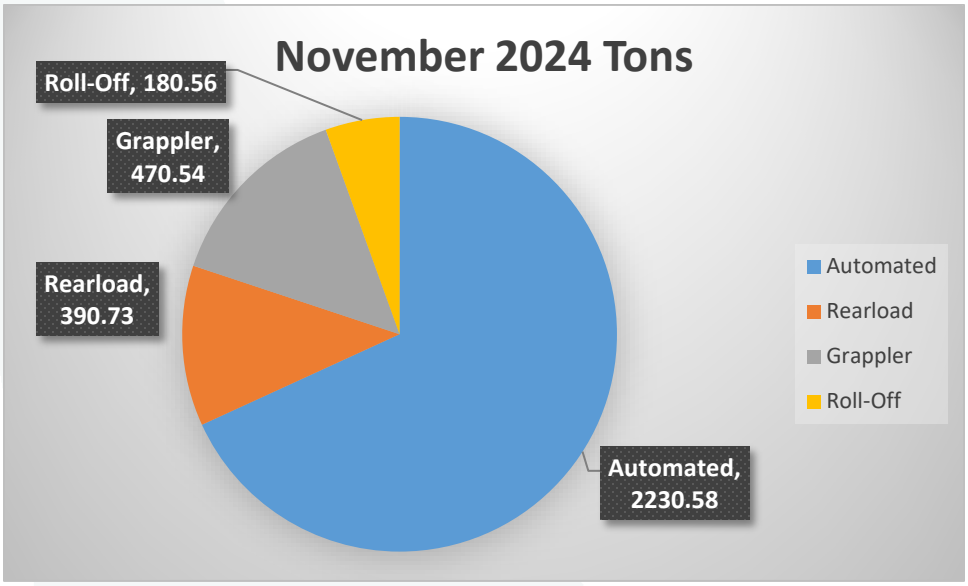
Monthly Solid Waste Department
November 2024 Tonnage Report

Sanitation

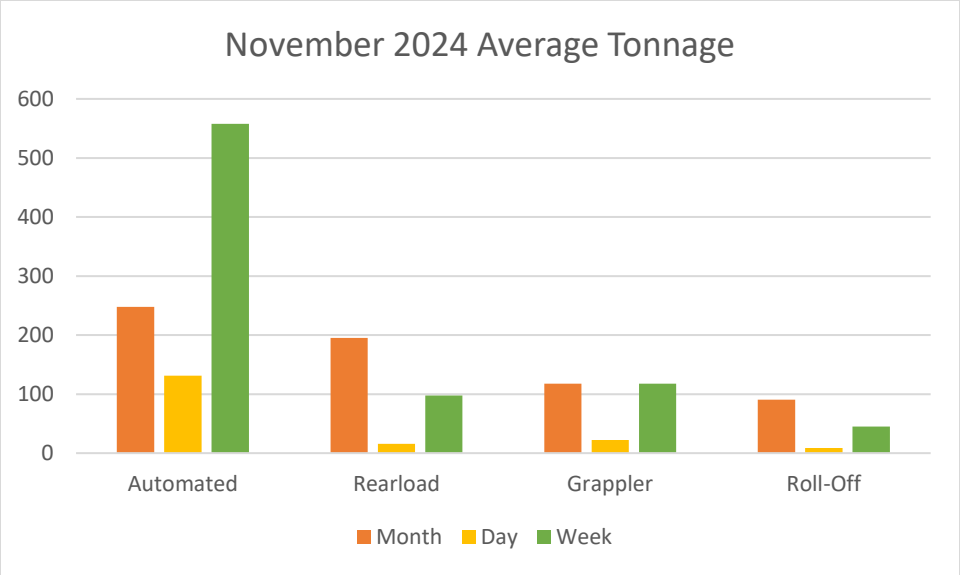
Roswell Municipal Landfill (RML). Report includes tonnage from November 1st through November 30th. Landfill tonnage received is a good gauge of the overall health of the Landfill Operations. Attached are the tonnages for the following Operations: Automated Collections, Bulk Trash, Commercial, and Roll Off.

Service	Tons
Automated	2230.58
Rearload	390.73
Grappler	470.54
Roll-Off	180.56





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November 2024 Average Tonnage for our different divisions. They are:

Automated Average Tons:

- Daily: 131
- Weekly: 558
- Per Truck this Month: 248

Rearload Average Tons:

- Daily: 16
- Weekly: 98
- Per Truck This Month: 195

Grappler Average Tons:

- Daily: 23
- Weekly: 118
- Per Truck this Month: 118

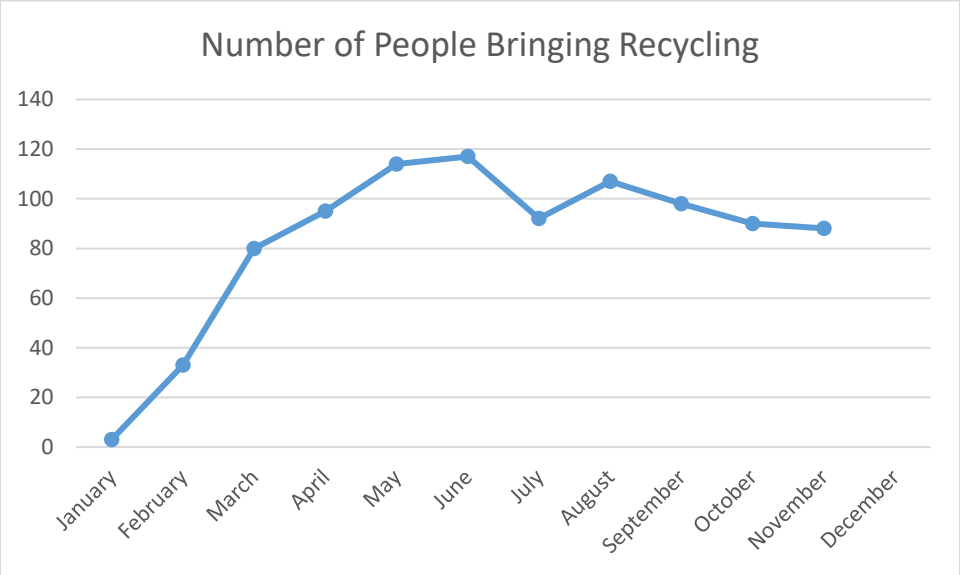
Roll-Off Average Tons:

- Daily: 9
- Weekly: 45
- Per Truck this Month: 90

Recycling

The Solid Waste Department Launched our Pilot program for Recycling. We currently take corrugated cardboard, 1&2 plastics, tin and aluminum cans. Currently we are only tracking people who come in to recycle.

	January	February	March	April	May	June	July	August	September	October	November	December	YTD
2024	3	33	80	95	114	117	92	107	98	90	88		917



ROSWELL
New Mexico

Sanitation

Disposal Summary

This data is track by Drivers inputting their Net weight in as they pass over the scales to track how much tonnage they are bringing in.

Disposal by Facility		
Facility	**Loads**	**Tons**
Roswell Municipal Landfill	**664**	**4512.27**
Trash - MSW	526	4512.27
Unknown	138	0.00
Totals	**664**	**4512.27**

Disposal by Material		
Material	**Loads**	**Tons**
Trash - MSW	526	4512.27
Unknown	138	0.00
Totals	**664**	**4512.27**

Disposal by Vehicle Type		
Vehicle Type	**Loads**	**Tons**
Front load	**79**	**1189.33**
Trash - MSW	79	1189.33
Residential	**482**	**3217.80**
Trash - MSW	372	3217.80
Unknown	110	0.00
Roll off	**103**	**105.14**
Trash - MSW	75	105.14
Unknown	28	0.00
Totals	**664**	**4512.27**

Driver Productivity

This chart allows us to see a combined monthly total of all the hours a driver has been 'on route' how fast they are moving and how many miles and tons they are bringing in for the month. Please note that Sub are drivers being substituted in from other sections i.e.: grappler drivers or supervisors to help when we have a shortage of drivers.

Driver Productivity							
Driver Name	Route Count	Route Hours	Helping Hours	Homes/Hour	Total Stops	Miles	Tons
SL-Route-Sub	18	111.55	26.32	54.99627	5949	832	243.03
RO-Route-1	5	124.2	0	0.4991279	78	1966	85.15
CR-Route	7	166.24	11.55	27.33507	8745	1321	926.3
RL-Route-South	7	153.87	3.32	15.0195	2194	981	557.96
SL-Route-6	8	145.22	2.84	57.0458	9020	1159	303.14
SL-Route-3	7	172.52	5.53	67.42029	12479	1158	181.15
RO-Route-Sub	4	50.9	0	37.40668	2739	301	199.08
SL-Route-4	10	140.06	10.66	54.23132	8370	1015	
RO-Route-2	5	155.8	0	0.6996149	124	1774	
RL-Route-Sub	2	29.62	0	7.732133	244	97	24.86
RL-Route-North	8	150.53	0.72	11.71834	2051	899	606.51
SL-Route-5	9	116.34	11.9	44.83668	5546	739	230.26
SL-Route-6	8	170.32	3.71	45.31115	9324	1302	
RO-Route-Sub	4	25.95	0	0.5009634	18	391	19.99
SL-Route-2	6	139.02	1.58	51.9228	9455	904.8	897.67
SL-Route-7	7	155.11	3.99	50.10961	8699	1032	237.17

ROSWELL
New Mexico

Sanitation

Driver Summary

This shows us the average trip time per driver plus the total time driven for the month of December and their Monthly average for pickups per hour.

Driver Summary				
Driver Name	**# of Routes Driven**	**Average Trip Time**	**Total Trip Time**	**Pick Ups Per Hour**
RL-Route-South	18	08h 24m	151h 16m	14
RL-Route-North	18	08h 19m	149h 49m	12
CR-Route	18	09h 09m	164h 35m	27
SL-Route-1	16	09h 52m	157h 54m	44
SL-Route-2	15	10h 51m	162h 41m	51
SL-Route-3	17	10h 39m	181h 04m	60
SL-Route-4	14	09h 24m	131h 42m	51
SL-Route-Sub	10	08h 38m	86h 18m	54
SL-Route-6	15	09h 48m	146h 56m	49
SL-Route-7	17	09h 52m	167h 48m	40
RO-Route-1	15	08h 17m	124h 13m	1
RO-Route-2	19	08h 12m	155h 48m	1
SL-Route-5	11	10h 01m	110h 16m	37
RO-Route-Sub	5	12h 09m	60h 44m	38
RO-Route-Sub	3	07h 30m	22h 29m	1
RL-Route-Sub	2	14h 49m	29h 37m	18

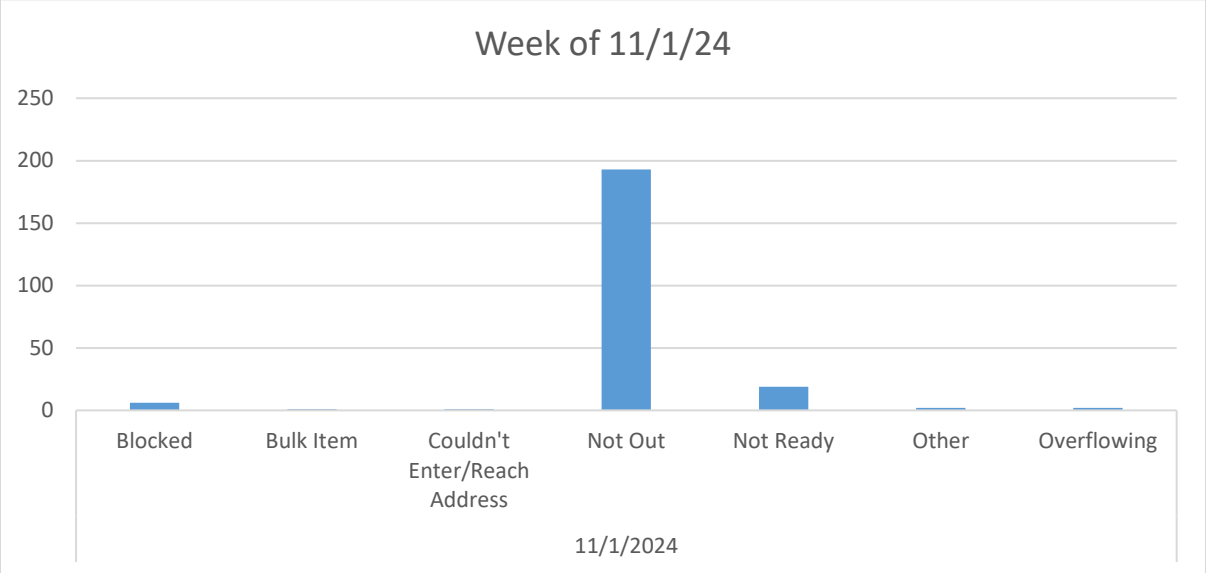
Fuel Log

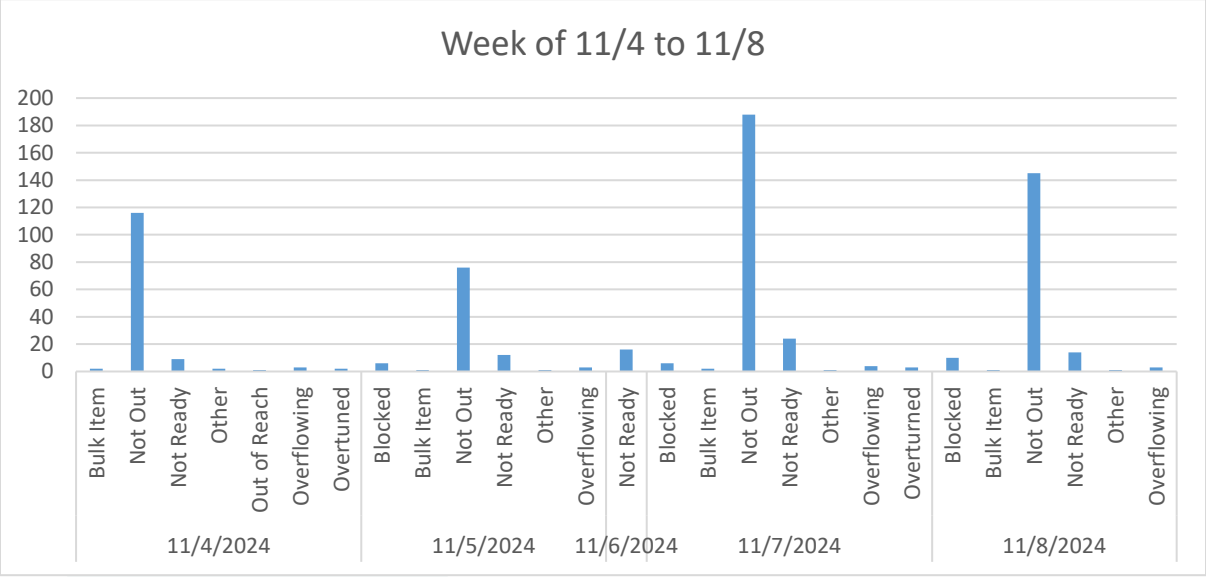
This shows how many miles are driven on our trucks along with their Fuel Efficiency.

Fuel Log					
Vehicle Name	# Fill ups	Fuel Efficiency (MPG)	Total Gallons Filled	Total Gallons Used	Total Miles Driven
SL 19-315	6	2.7	52.4	271.4	717
303	12	2.6	374.2	432.8	1108
262	19	3.2	601.9	560.5	1836
263	12	346.1	0.2	39.8	179
307	18	4.5	281.5	296.4	1343
SL 20-305	3	2.9	90.2	79.8	233
SL 321	11	2.9	422.9	425.6	1240
309	6	98.7	27.1	62.8	139
SL 19-324	2	2.7	81.1	102.5	273
300	6	2.3	95.7	149.7	401
RL 311	3	2.6	64.5	82	203

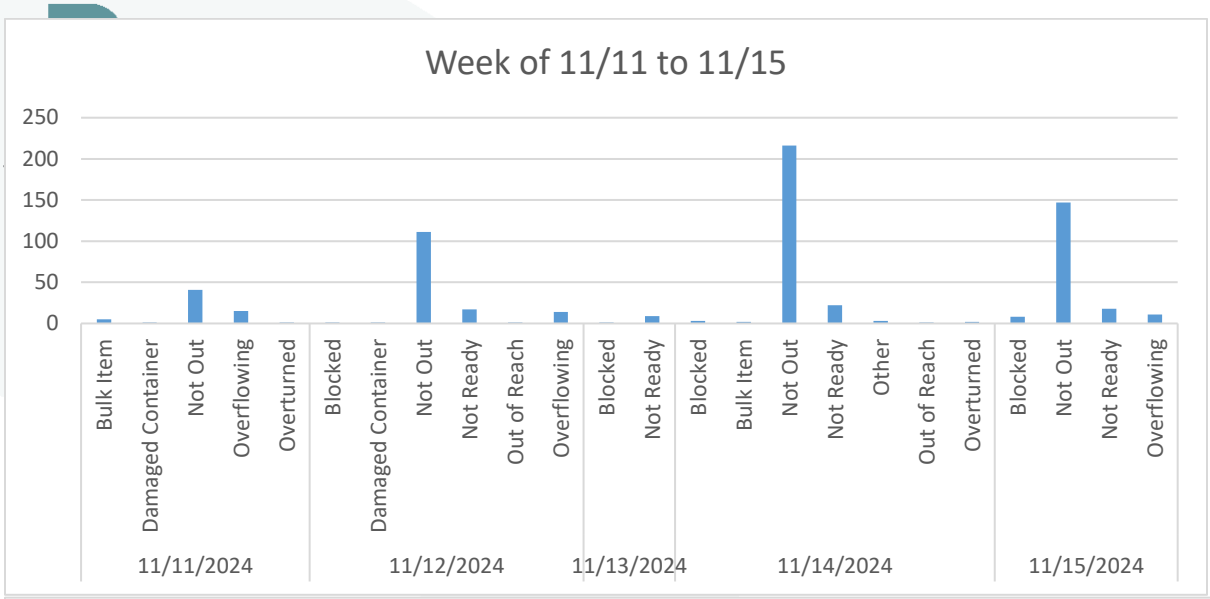
Pickup Reports

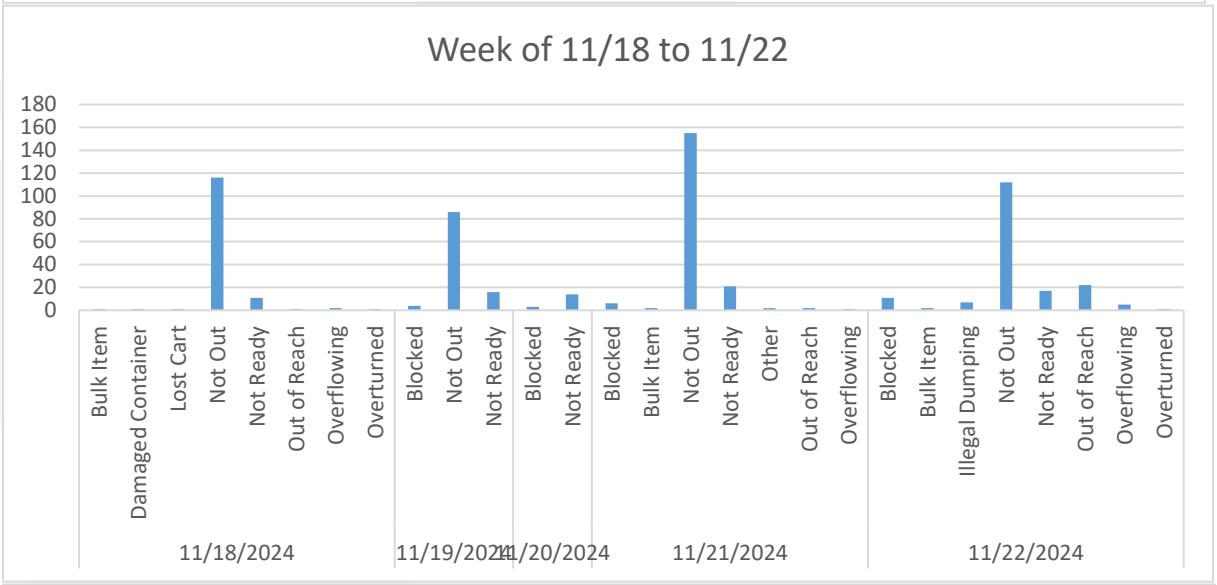
Pickup Reports are broken down by week to week. They show the number of Issues the drivers run into every day. To better view the data we split it into weeks.

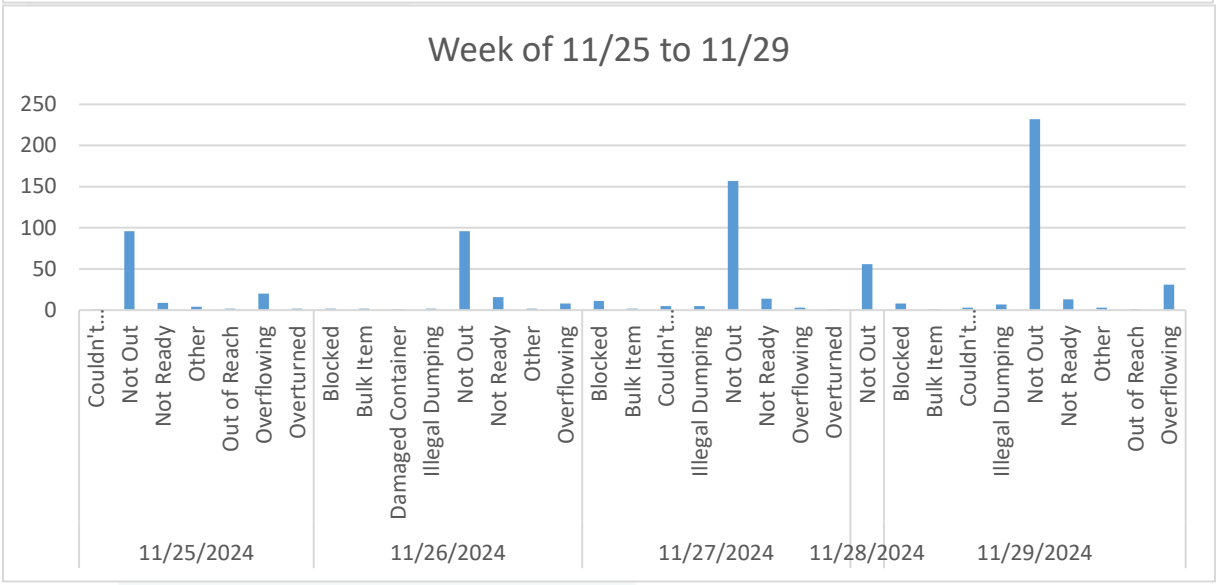




Sanitation







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New Mexico

Current Project Updates

Sanitation

1. In House Projects / Infrastructure

a. Bring Fire Suppression System up to Code (Pending parts)
b. Ongoing Flood Repair
c. Ongoing Road Maintenance
d. Landfill Misc. Earthwork with Cell 5B
e. Rotochopper pending annual scheduled maintenance waiting on tech

2. New Equipment

a. 2 New Sideloaders
    i. 1-Delivered
    ii. 1-Ordered
b. 1 Rear Loader
    i. Delivered
c. Grapple Truck
    i. Delivered

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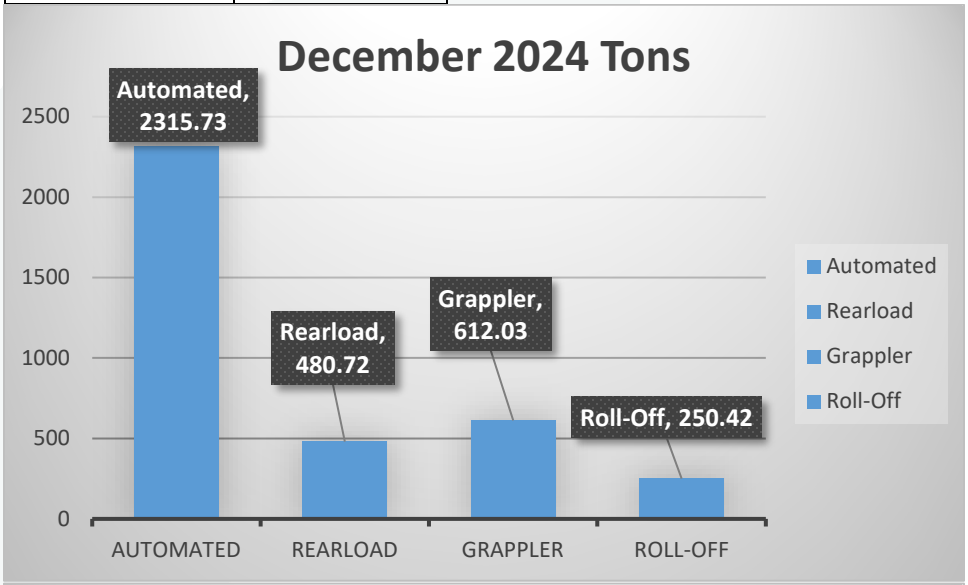
ROSWELL
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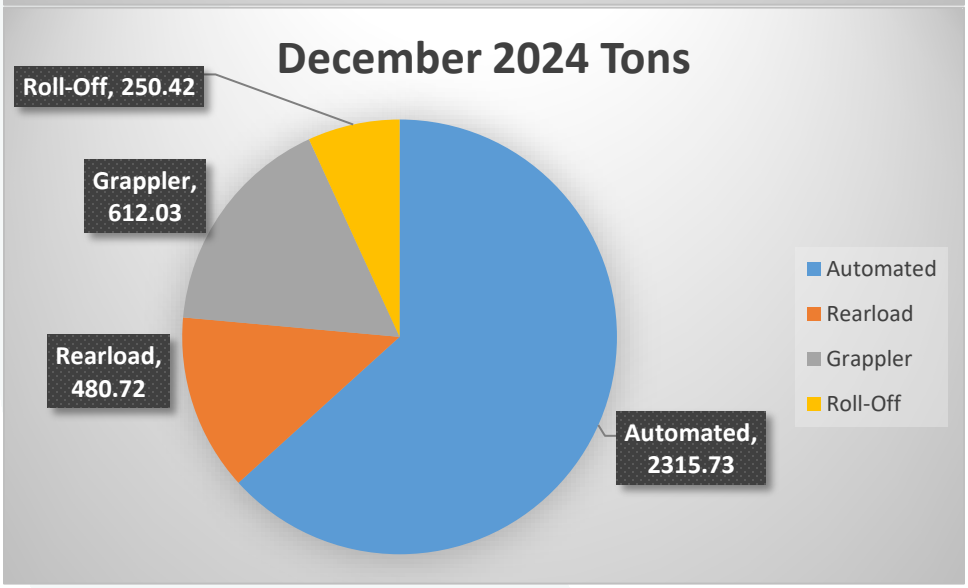
Monthly Solid Waste Department
December 2024 Tonnage Report

Sanitation

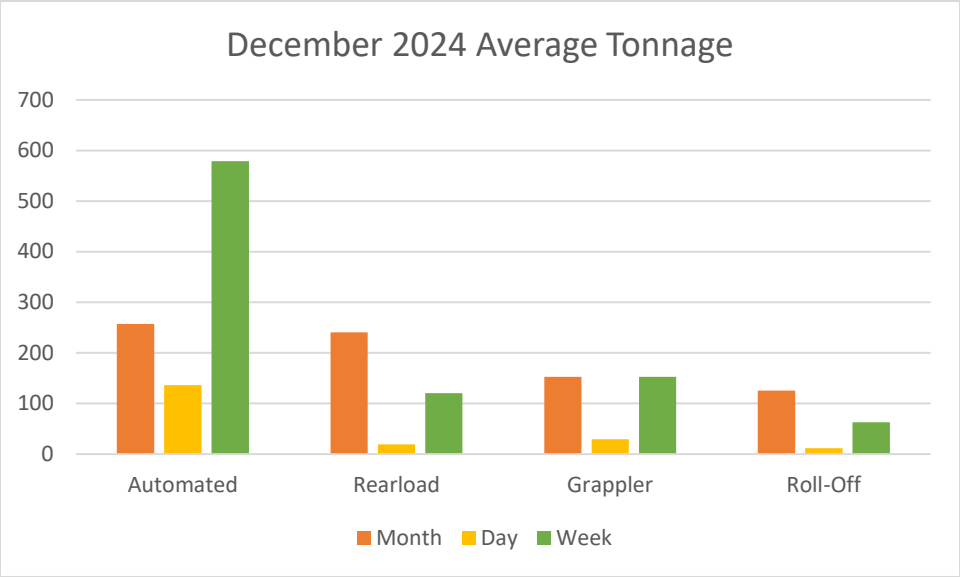
Roswell Municipal Landfill (RML). Report includes tonnage from December 1st to December 31st. Landfill tonnage received is a good gauge of the overall health of the Landfill Operations. Attached are the tonnages for the following Operations: Automated Collections, Bulk Trash, Commercial, and Roll Off.

Service	Tons
Automated	2315.73
Rearload	480.72
Grappler	612.03
Roll-Off	250.42





PO Box 1838
Roswell, NM 88202-1838
TEL: 575.624.6746
roswell-nm.gov



December 2024 Average Tonnage for our different divisions. They are:

Automated Average Tons:

- Daily: 136
- Weekly: 579
- Per Truck this Month: 257

Rearload Average Tons:

- Daily: 19
- Weekly: 120
- Per Truck This Month: 240

Grappler Average Tons:

- Daily: 29
- Weekly: 153
- Per Truck this Month: 153

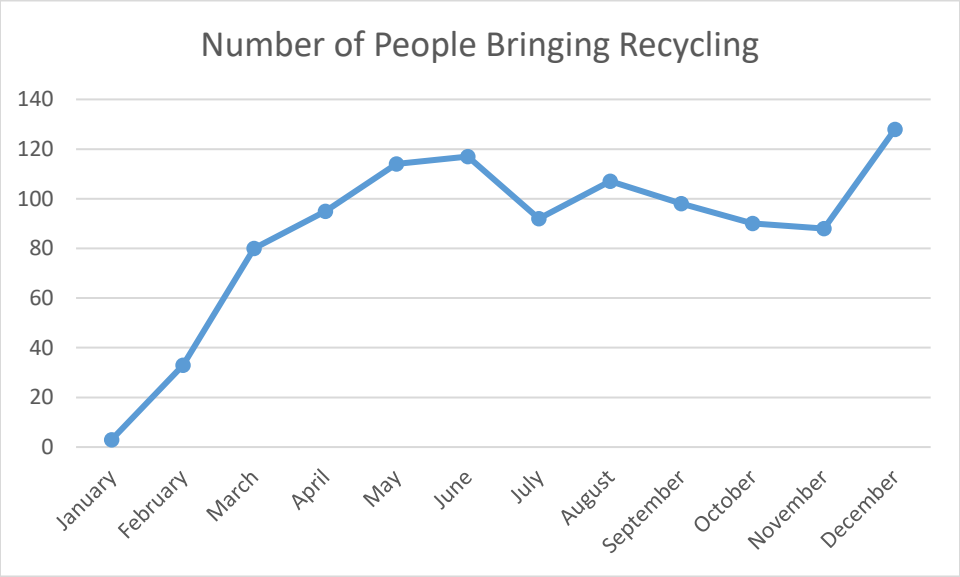
Roll-Off Average Tons:

- Daily: 12
- Weekly: 63
- Per Truck this Month: 125

Recycling

The Solid Waste Department Launched our Pilot program for Recycling. We currently take corrugated cardboard, 1&2 plastics, tin and aluminum cans. Currently we are only tracking people who come in to recycle.

	January	February	March	April	May	June	July	August	September	October	November	December	YTD
2024	3	33	80	95	114	117	92	107	98	90	88	128	1045



Disposal Summary

This data is track by Drivers inputting their Net weight in as they pass over the scales to track how much tonnage they are bringing in.

Disposal by Facility		
Facility	**Loads**	**Tons**
Roswell Municipal Landfill	**728**	**4820.49**
Trash - MSW	661	4820.49
Unknown	67	0.00
Totals	**728**	**4820.49**

Disposal by Material		
Material	**Loads**	**Tons**
Trash - MSW	661	4820.49
Unknown	67	0.00
Totals	**728**	**4820.49**

Disposal by Vehicle Type		
Vehicle Type	**Loads**	**Tons**
Front load	**81**	**1122.67**
Trash - MSW	79	1122.67
Unknown	2	0.00
Residential	**509**	**3545.85**
Trash - MSW	463	3545.85
Unknown	46	0.00
Roll off	**138**	**151.97**
Trash - MSW	119	151.97
Unknown	19	0.00
Totals	**728**	**4820.49**

Driver Productivity

This chart allows us to see a combined monthly total of all the hours a driver has been 'on route' how fast they are moving and how many miles and tons they are bringing in for the month. Please note that Sub are drivers being substituted in from other sections i.e.: grappler drivers or supervisors to help when we have a shortage of drivers.

Driver Productivity							
Driver Name	Route Count	Route Hours	Helping Hours	Homes/Hour	Total Stops	Miles	Tons
SL-Route-Sub	16	126.47	59.92	18.6556	4121	1159	119.35
RO-Route-1	5	114.57	0	0.5324411	78	1771	107.07
CR-Route	10	135.02	20.16	10.48019	6177	1188	712.71
RL-Route-South	5	145.17	0	14.29556	2224	966	453.04
SI-Route-6	12	177.8	4.5	24.42632	11054	1521	347.67
SL-Route-3	9	179.47	15.62	33.14015	14247	1381	172.21
SL-Route-5	14	186.45	10.65	17.02181	10404	1173	1013.15
SL-Route-4	13	177.37	16.45	24.08344	10784	1309	
RO-Route-2	5	172.2	0	0.7375145	132	2024	
RL-Route-Sub	3	36.65	0	10.0955	370	174	
RL-Route-North	9	186.75	0	11.7226	2648	1092	669.63
SL-Route-5	3	9.25	9.25	39.78378	0	68	
SI-Route-7	9	183.24	5.33	21.02046	9935	1397	
RO-Route-Sub	6	61.56	0	0.5036556	833	837	71.89
SL-Route-2	3	30.28	0	0.09906439	1882	181	167.66
SL-Route-2	10	110.24	4.34	34.63422	7131	719	677.09
SL-Route-1	14	179.51	12.1	23.38502	9816	1288	309.02

Driver Summary

This shows us the average trip time per driver plus the total time driven for the month of December and their Monthly average for pickups per hour.

Driver Summary				
Driver Name	**# of Routes Driven**	**Average Trip Time**	**Total Trip Time**	**Pick Ups Per Hour**
RL-Route-Sub	3	12h 13m	36h 39m	17
RL-Route-North	21	08h 54m	186h 44m	13
CR-Route	13	09h 31m	123h 47m	26
SL-Route-4	18	13h 04m	235h 13m	38
SI-Route-1	18	10h 51m	195h 24m	51
SL-Route-3	18	09h 38m	173h 16m	75
SI-Route-2	12	09h 48m	117h 38m	54
SL-Route-5	18	09h 15m	166h 26m	60
SL-Route-7	18	09h 56m	178h 53m	47
SL-Route-6	19	09h 31m	180h 56m	56
RO-Route-1	14	08h 11m	114h 34m	1
RO-Route-2	20	08h 37m	172h 12m	1
SL-Route-Sub	8	10h 12m	81h 38m	43
RL-Route-South	18	08h 04m	145h 09m	14
RO-Route-Sub	7	09h 23m	65h 40m	4
SL-Route-2	3	12h 35m	37h 44m	47

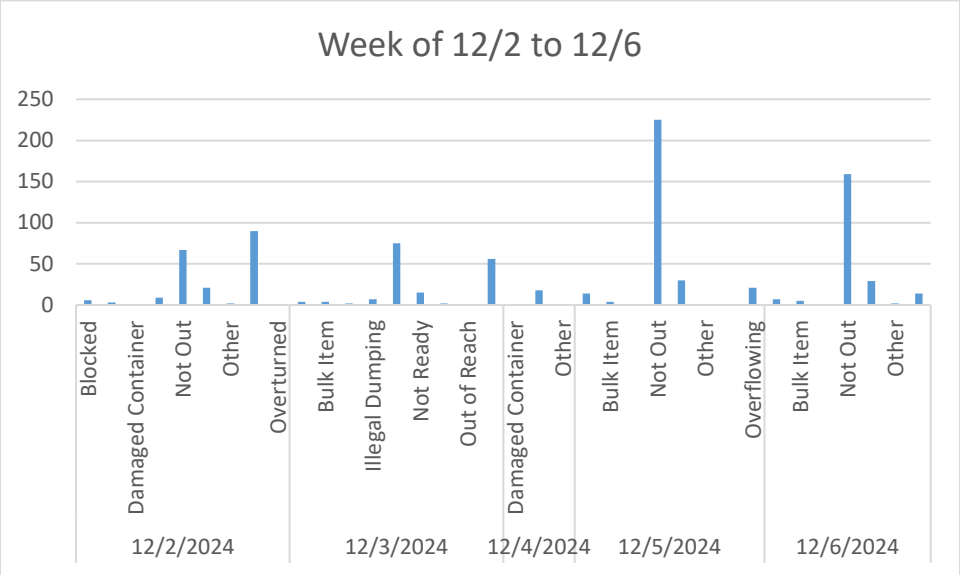
Fuel Log

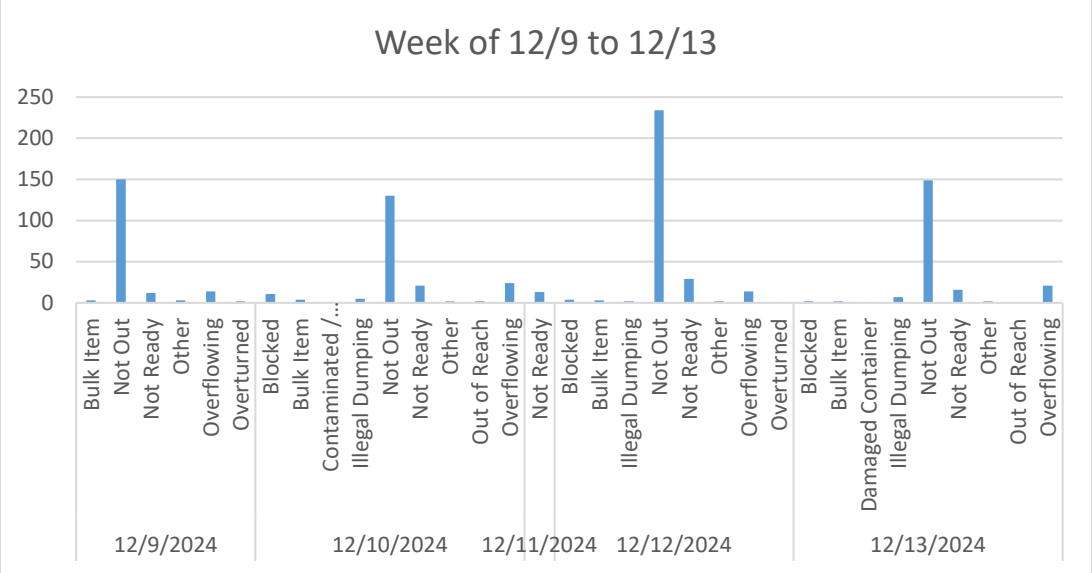
This shows how many miles are driven on our trucks along with their Fuel Efficiency.

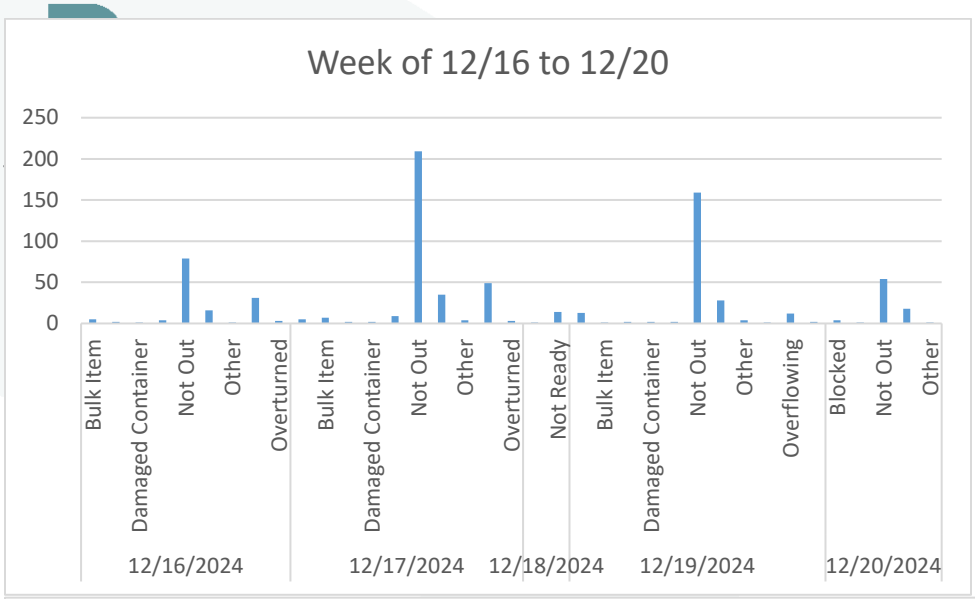
Fuel Log					
Vehicle Name	# Fill ups	Fuel Efficiency (MPG)	Total Gallons Filled	Total Gallons Used	Total Miles Driven
SL 321	6	2.8	257.4	260.3	720
SL 19-315	9	3	101.2	382.5	1149
262	15	3.3	495	495	1677
263	14	111	103.1	145.2	220
307	9	4.4	177.4	161.5	707
RL 311	8	41.3	229.9	229	356
300	5	3.6	142.8	158.9	575
309	7	3	76.5	135.1	411
303	8	2.6	193.9	358.2	922
SL 20-305	7	3.1	255.6	286.7	870

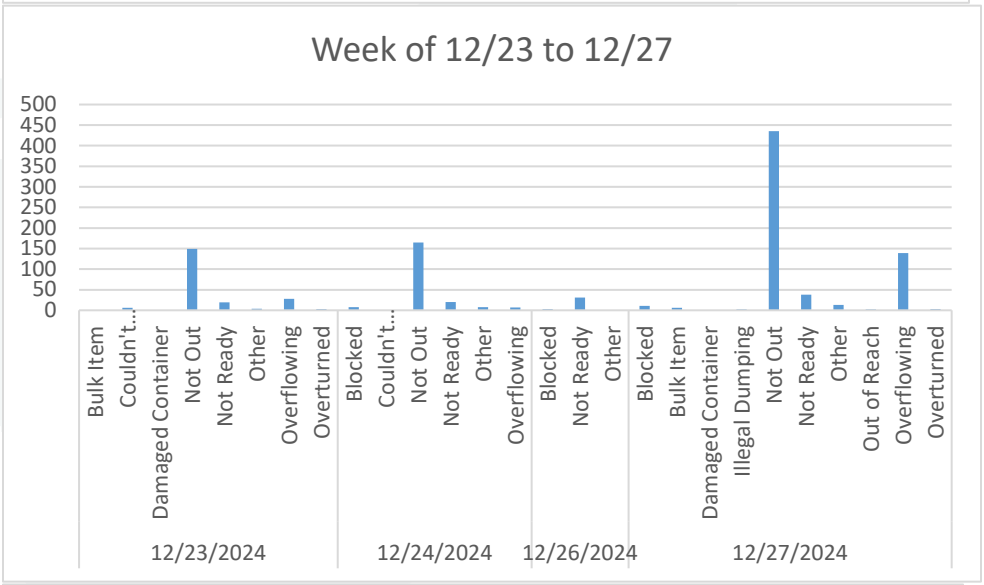
Pickup Reports

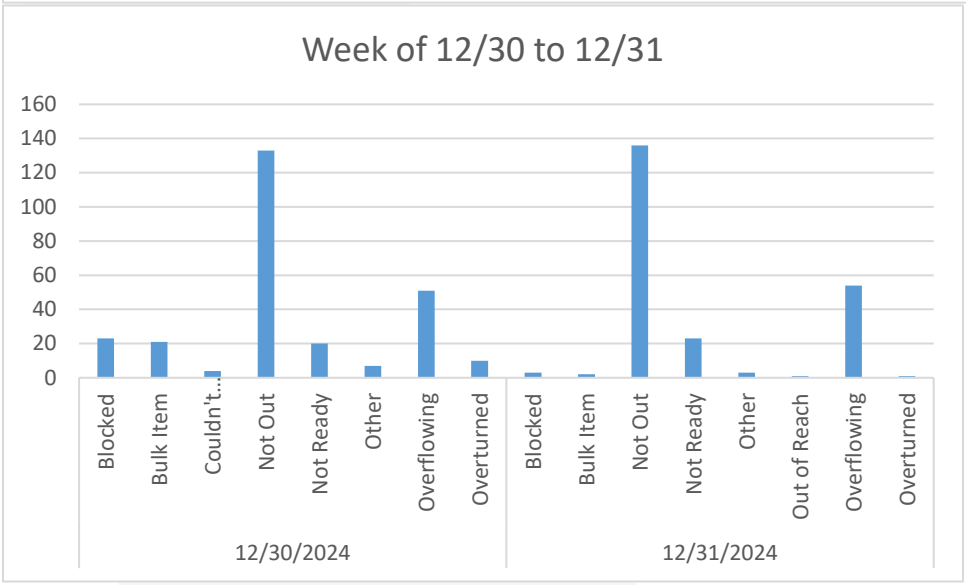
Pickup Reports are broken down by week to week. They show the number of Issues the drivers run into every day. To better view the data we split it into weeks.






Week of 12/16 to 12/20
250
200
150
100
50
0
Bulk Item
Damaged Container
Not Out
Other
Overturned
Bulk Item
Damaged Container
Not Out
Other
Overturned
Not Ready
Bulk Item
Damaged Container
Not Out
Other
Overflowing
Blocked
Not Out
Other
12/16/2024
12/17/2024
12/18/2024
12/19/2024
12/20/2024


Week of 12/23 to 12/27
500
450
400
350
300
250
200
150
100
50
0
Bulk Item
Couldn't...
Damaged Container
Not Out
Not Ready
Other
Overflowing
Overturned
Blocked
Couldn't...
Not Out
Not Ready
Other
Overflowing
Blocked
Not Ready
Other
Blocked
Bulk Item
Damaged Container
Illegal Dumping
Not Out
Not Ready
Other
Out of Reach
Overflowing
Overturned
12/23/2024
12/24/2024
12/26/2024
12/27/2024


Week of 12/30 to 12/31
160
140
120
100
80
60
40
20
0
Blocked
Bulk Item
Couldn't...
Not Out
Not Ready
Other
Overflowing
Overturned
Blocked
Bulk Item
Not Out
Not Ready
Other
Out of Reach
Overflowing
Overturned
12/30/2024
12/31/2024

ROSWELL
New Mexico

Current Project Updates

Sanitation

1. **In House Projects / Infrastructure**
    a. Bring Fire Suppression System up to Code (Pending parts)
    b. Ongoing Flood Repair
    c. Ongoing Road Maintenance
    d. Landfill Misc. Earthwork with Cell 5B
    e. Rotochopper pending parts coming in
2. **New Equipment**
    a. 2 New Sideloaders
        i. 1-Delivered
        ii. 1-On Order
    b. 1 Rear Loader
        i. Delivered
    c. Grapple Truck
        i. Delivered

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ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 15.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
November Department Report - Cemetery

Attachments

Cemetery November Report

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CEMETERY – NOVEMBER, 2024

Acres Maintained: 210

Staffing: 8 FTE

Number of Services for the Month: 23

- 11 Casket Burials
- 8 Cremation Burials
- 2 Veterans Cemetery Casket Burials
- 2 Veterans Cemetery Cremation Burials

Total Revenue for the Month: $25,735.00

Routine Maintenance:

- Dug, set-up, covered, and tamped for all 23 services
- Completed 45 work orders.
- Took down 5 matured Elm Trees.
- Raised canopy on 6 trees in Block 49A.
- Repaired gate on South Main Street.
- Repaired 2" domestic water line (office to shop).

Specific Maintenance:

- Conducted total of 23 services for the month of November.
- Hosted Día De Los Muertos on November 2nd.

Vehicle Information:

UNIT#	MILEAGE
580	120,665
583	23,176
586	80,423
587	57,722
606	85,395

Submitted by: Ruben Esquivel, Cemetery Superintendent
Approved by: Jim Burress, Special Services Director







ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 16.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
December Department Report - Cemetery

Attachments

Cemetery December Report

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ROSWELL

CEMETERY – December, 2024

Acres Maintained: 210

Staffing: FTE

Number of Services for the Month: 28

- 18 Casket Burials
- 6 Cremation Burials
- 3 Veterans Cemetery Casket Burials
- 1 Veterans Cemetery Cremation Burials

Total Revenue for the Month: $25,785.00

Routine Maintenance:

- Dug, set-up, covered, and tamped for all 28 services
- 38 work orders completed
- Mowing and trimming winter weeds
- Removed tree stumps from block 9 & block 32
- Leveled headstones at General Douglas McBride Veterans Cemetery
- Installed 8 plaques and 3 upright headstones at General Douglas McBride Veterans Cemetery

Specific Maintenance:

- Conducted total of 28 services for the month of December.
- Helped with Wreaths Across America
- Held interviews for the ground's maintenance worker position

Vehicle Information:

UNIT#	MILEAGE
580	121,332
581	77,326
582	19,140
583	23,334
586	80,577
587	58,025
588	73,923
606	85,235

Submitted by: Ruben Esquivel, Cemetery Superintendent
Approved by: Jim Burress, Special Services Director

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ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 17.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
November Department Report - Zoo

Attachments

Zoo November Report

ROSWELL

ZOO – NOVEMBER, 2024

Highlights/Animal Care/Maintenance:

- Routine upkeep done on all animal enclosures, the park, and non-animal areas.
- Routine animal care for all animals, including feeding, cleaning, medical care, and enrichment. In addition, mini horse and pig hooves were trimmed.
- All zookeeper positions have been filled. We are still interviewing for grounds lead position.
- Training has continued for new hires.
- Grounds team started with leaf clean up and staining all picket fencing.
- New enrichment items were added to exhibits, including a firehose bed for the bears to give them a sturdy cushioned spot off the concrete, and platforms for the foxes.
- The longhorns were moved so that they are now in a safe enclosure inside the new perimeter fence.





spring river zoo spring river zoo spring river zoo sprin
g river zoo spring river zoo spring river zoo spring rive
r spring river zoo spring river zoo spring river zoo spri

ROSWELL



Submitted by: Amy Munoz, Zoo Curator
Approved by: Jim Burress, Special Services Director

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 18.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
December Department Report - Zoo

Attachments

Zoo December Report

ROSWELL

ZOO – December, 2024

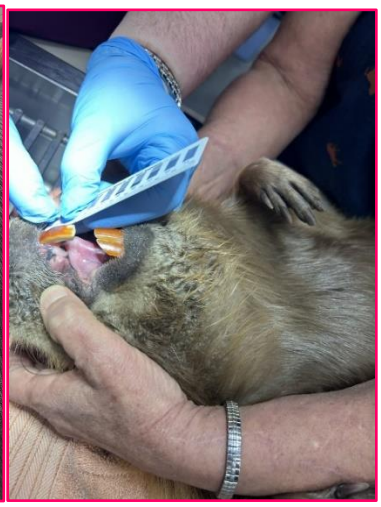
Highlights/Animal Care/Maintenance:

- Re-opened the zoo and park to the public on 12/17/24. The pond continues to be inaccessible due to flood damage.
- Routine upkeep done on all animal enclosures, the park, and non-animal areas.
- Routine animal care, including feeding, cleaning, medical care, and enrichment. Mini horse vaccines and dewormer were administered, llama hooves were trimmed, and our beaver's teeth were trimmed. Our foxes were all given topical dewormer as a preventative and groomed. Sami and Roxy, our older foxes, were given librela injections for pain management due to arthritis.
- Our red tail boa, Scarlett, had her enclosure refurbished, including new substrate and logs.
- Continued interviewing for grounds lead position. Started interviewing for vacant zookeeper positions (2).
- Training has continued for new hire.
- Grounds team has continued with leaf clean up and staining picket fencing.
- Grounds team worked on a water line repair in the longhorn enclosure.
- The older play structure is under evaluation for safety due to damage, due to age, and the flood. So, it's currently blocked off.
- The veterinarian came for a walkaround to evaluate all animals. Overall, the animals here are doing well, especially considering the advancing ages of most of our residents.



***Red tail boa, Scarlett, exploring her new enclosure.**





***The vet team doing a teeth trim & getting blood draw on our beaver, Busy.**

All animals received Christmas treats, some including presents to unwrap!



*Bret



*Shirley



*Bayou



*Charlotte



*Kevin



*Busy





Left: Water line break in the longhorn enclosure. Dug up and repaired by the zoo grounds team and the parks department irrigation team.

Right: The older play structure is under evaluation for safety due to damage due to age and the flood, so it's currently blocked off.

Submitted by: Amy Munoz, Zoo Curator
Approved by: Jim Burress, Special Services Director

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 19.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
November Department Report - Parks

Attachments

Parks November Report

ROSWELL

PARKS – NOVEMBER, 2024

Acres Maintained: 685+

Staffing: 27 FTE

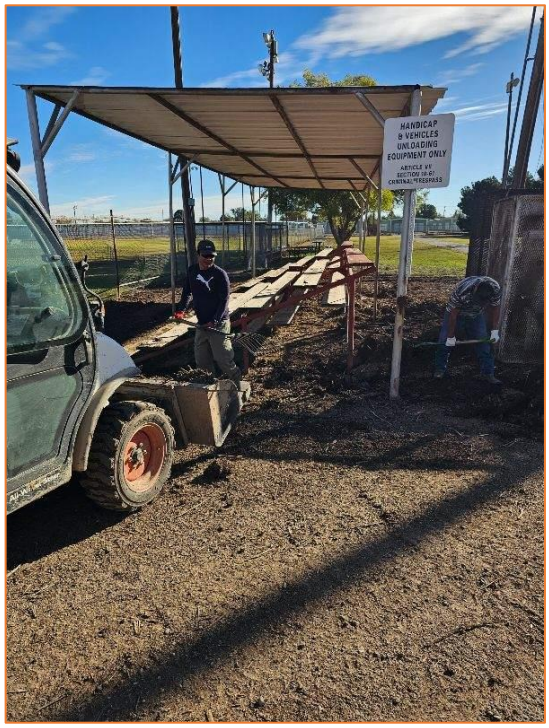
Routine Maintenance:

- Mowing weekly as needed
- Winterizing all irrigation in parks and sports complexes
- Spraying weeds weekly
- Repairing baseball backstops in all parks as needed
- Trash pick-up
- Installing new tables, trash cans and BBQ grills throughout parks



Specific Maintenance:

- Flood clean up at Stiles Football Fields
- Flood clean up at Margo Park
- Assembling & replacing picnic tables
- Clean up debris from flood on the bike paths
- Raking & mulching leaves in all parks
- Welding rod iron at the Sunken Garden that was damaged from the flood.
- Power washing sidewalks at City Hall
- Brick repair on Main St
- Removal of damaged Junipers at the Civic Center



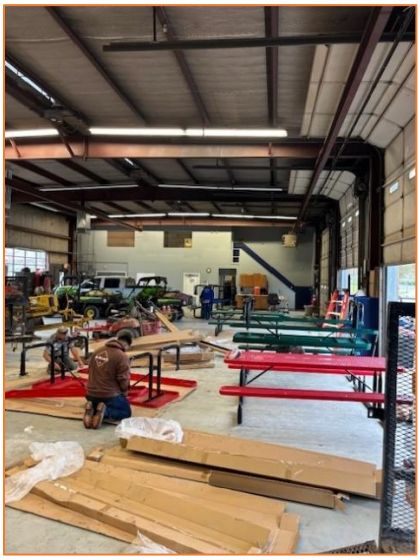




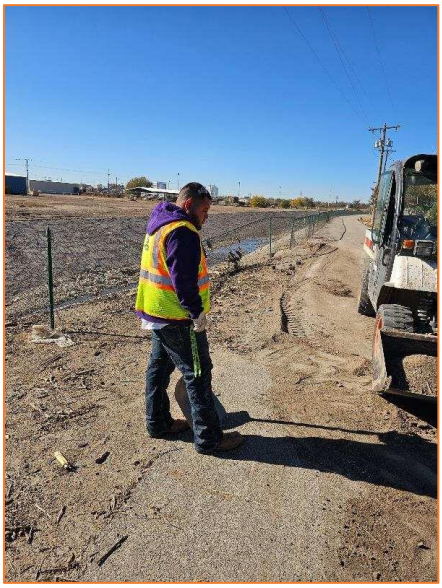


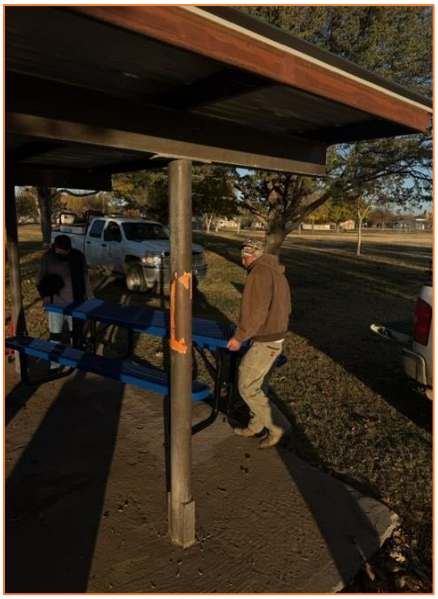




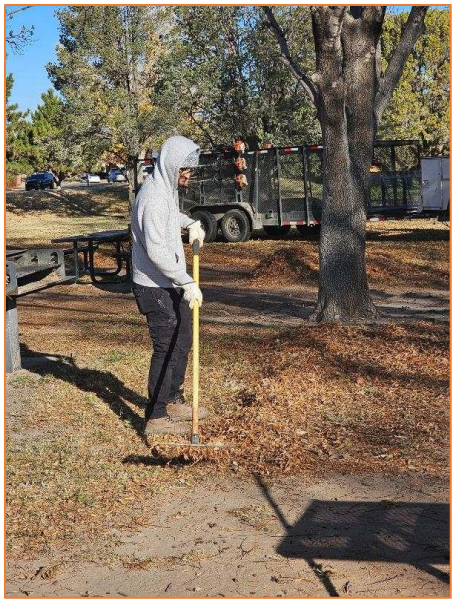


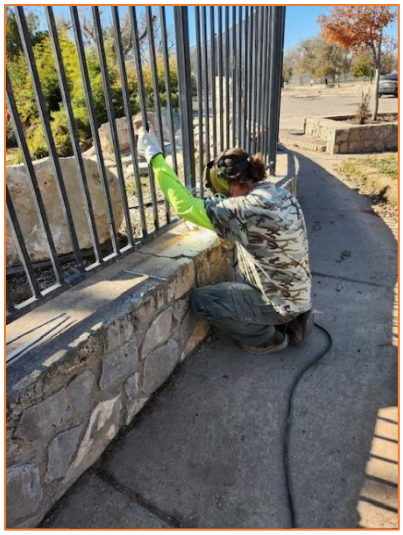



























Vehicle Information:

UNIT#	LAST 5 OF VIN	MILEAGE
1115	59361	9,742
1043	30177	30,974
1110	11787	79,398
1335	31335	99,501
1171	05837	106,333
1106	32089	106,097
1134	02128	71,727
1136	51161	84,618
1112	31411	134,617
1109	55800	166,924
1118	03155	92,428
1107	05501	189,070
1120	16661	91,666
1122	06799	40,135
1007	49647	49,050
1194	27335	140,198
1177	63424	34587
1113	13373	13,373
1100	48327	76,717
(N/A)	31159	
550	38512	126,335
503	87408	75,423

Submitted by: Rudy Chavez, Parks Superintendent
Approved by: Jim Burress, Special Services Director

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 20.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
December Department Report - Parks

Attachments

Parks December Report

ROSWELL

PARKS – December, 2024

Acres Maintained: 685+

Staffing: 27 FTE

Routine Maintenance:

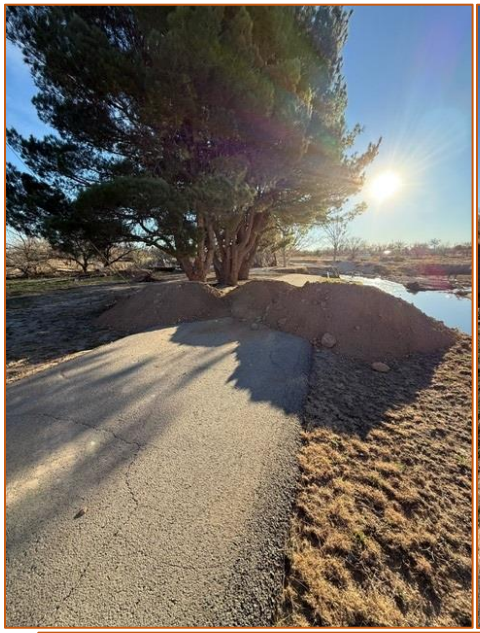
- Mowing weekly as needed
- Checking all irrigation in parks and sports complexes
- Spraying weeds weekly
- Repairing baseball backstops in all parks for baseball season
- Trash pick-up



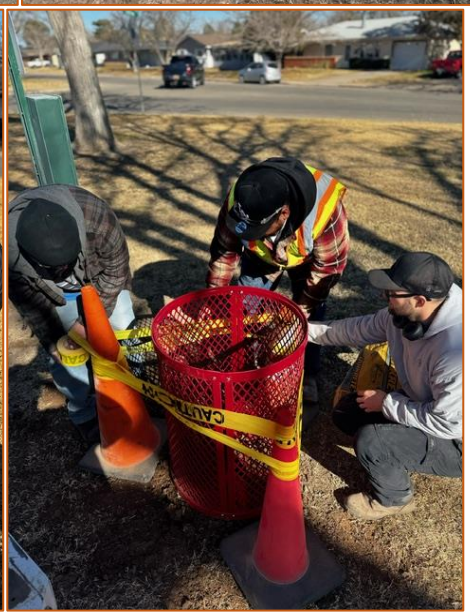
Specific Maintenance:

- Haul dirt and barricade bike trail east of Garden St.
- Install trash receptacles
- Replacing old & damaged BBQ grills
- Replacing old & damaged picnic tables
- Removed playground that was damaged from the flood at Cahoon Park.
- Concrete repair at the Zoo bathrooms
- Cleaned the carousel animals that were in the flood







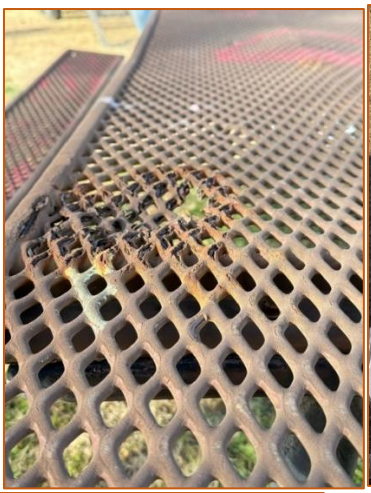



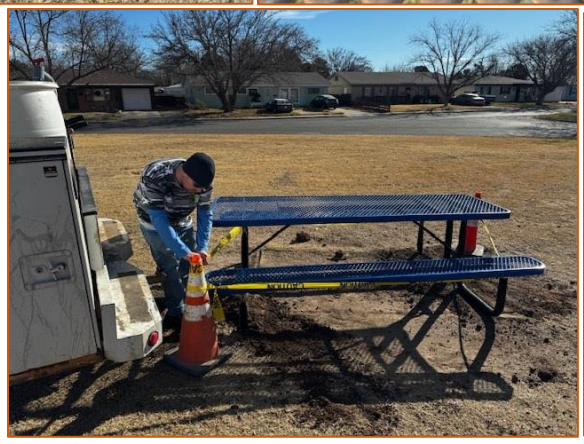








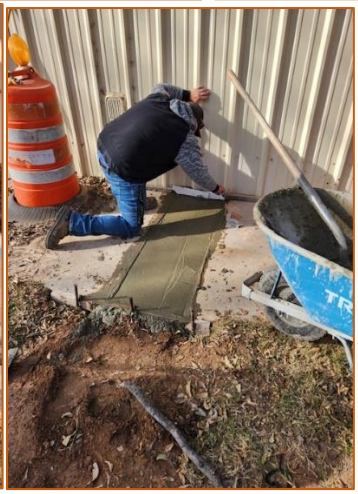



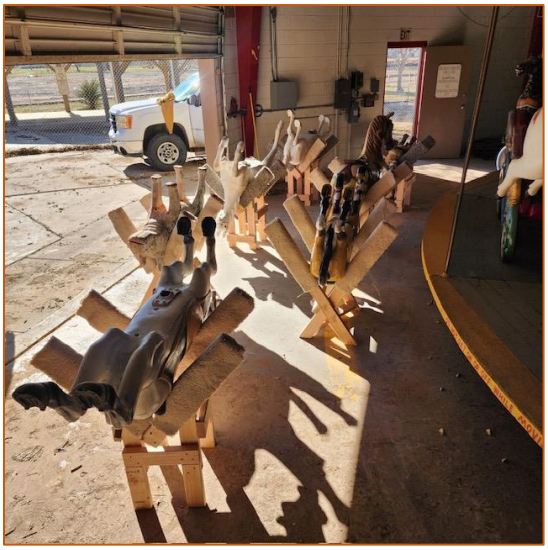






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1043	30177	31,113
1110	11787	79,398
1335	31335	99,557
1171	05837	106,333
1106	32089	106,501
1134	02128	72,213
1136	51161	85,236
1112	31411	134,617
1109	55800	167,084
1118	03155	92,745
1107	05501	189,333
1120	16661	92,109
1122	06799	40,572
1007	49647	49,606
1194	27335	140,198
1177	63424	34,813
1113	13373	13,373
1100	48327	68,351
(N/A)	31159	
550	38512	126,809
503	87408	75,555

Submitted by: Rudy Chavez, Parks Superintendent
Approved by: Jim Burress, Special Services Director

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 21.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
November Department Report - Golf

Attachments

Golf November Report

ROSWELL

GOLF – NOVEMBER, 2024

Highlights:

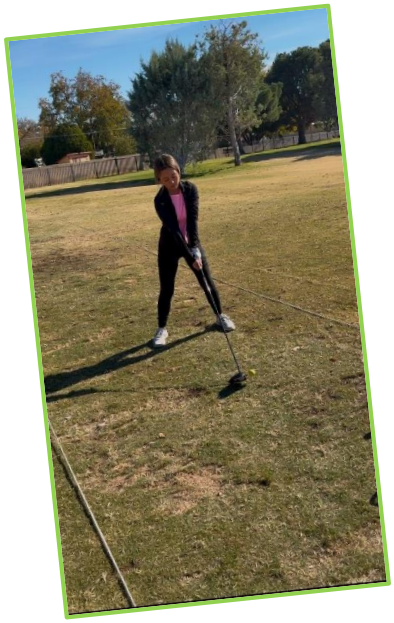
- **We began November Hosting the Mavericks Dance Team Golf Tournament; the weather was not the best but that didn't stop the community from coming out and supporting the young ladies!!**
- **November was a little slower than past months, but we believe the Community was under the impression that the Golf Course was closed!! However, word got around and by the end of the month the Tee Sheet was full and business improved drastically.**
- **As winter approaches, the golf course becomes dormant, frost becomes an issue daily, and employees get sick!! Something has spread throughout our staff, delaying projects we intended to start. However, we are hopeful we can get things started in December and get the course looking pristine once again for 2025.**
- **We are in the process of Introducing the "City Slicker's Golf Association" to the Members and Community. This League will be run by our member's, they will essentially decide everything that happens with our guidance. We've received a ton of support and have over 50 people signed up. Just another way to increase Revenue and interest in golf!!**
- **We are also wrapping up Tournament Season here, we will host one more tournament, the CASA Toy Drive in December. We look forward to receiving toys and money for the less fortunate in hopes of bringing just a little Joy during this Holiday Season.**

Specific & Routine Maintenance:

- Cut cups 3 times a week.
- Moved tee markers as needed.
- Dumped trash as needed.
- Mowed greens 7 times a week and reduced to 3 times a week later in the month.
- Repaired water leak on 2" water line and leveled sunken area in front of 13 green.
- Picked up leaves around pro shop area. Leaves removal will be ongoing.
- Trimming various trees around golf course.

Revenues:

Category	Qty	Subtotal	Subtotal w/o Tax	Cost	Profit
Alcohol / Beer	1237	$5,205.46	$4,946.15	$1,633.62	$3,571.92
Alcohol / Liquor	862	$3,782.96	$3,593.92	$1,046.64	$2,736.58
Food and Beverage / Drinks	966	$1,921.08	$1,823.66	$574.90	$1,346.20
Food and Beverage / Snacks	743	$1,613.72	$1,531.94	$539.20	$1,074.97
Golf / Green Fees	810	$1,709.48	$1,621.96	$578.38	$1,130.89
Golf / Memberships	1,892	$17,203.04	$16,344.34	$0.00	$17,203.04
Golf / Services (GHIN & Club Storage)	0	$0.00	$0.00	$0.00	$0.00
Golf Carts	1,683	$22,928.82	$21,778.23	$0.00	$22,928.82
Merchandise / Accessories	67	$648.56	$616.12	$375.57	$362.95
Merchandise / Apparel	4	$208.56	$198.12	$157.50	$51.06
Merchandise / Clubs	4	$4,489.90	$4,262.56	$3,902.00	$584.90
Merchandise / Footwear	0	$0.00	$0.00	$0.00	$0.00
Merchandise / Gloves	39	$823.86	$782.72	$516.13	$307.73
Merchandise / Golf Bags	1	$238.10	$226.20	$177.00	$61.10
Merchandise / Golf Balls	326	$2,308.51	$2,192.93	$1,366.82	$941.63
Merchandise / Headwear	13	$411.40	$390.80	$256.93	$154.44
Range Balls	359	$1,803.33	$1,713.66	$0.00	$1,803.33
Rental Club Fees	27	$246.00	$233.66	$0.00	$246.00
Tournament Credit Book	40	$4,526.00	$4,526.00	$0.00	$4,526.00
Tournament Fees	0	0	0	$0.00	0
Total October Profit		$63,618.69	$60,433.31	$10,549.79	$59,660.86
TOTAL GROSS REVENUE					$73,395.57





July 1, 2024 - June 30, 2025							
	Month	**Qty**	**Subtotal**	**Subtotal w/o Tax**	**Cost**	**Profit**	**Gross Revenue**
	Jul-24		**$115,582.89**	**$121,368.85**	**$18,220.47**	**$138,455.13**	**$162,461.57**
	Aug-24		**$110,996.34**	**$106,553.56**	**$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**	**$60,071.00**	**$10,220.18**	**$60,908.77**	**$74,313.92**
	Nov-24		**$63,618.69**	**$60,433.31**	**$10,549.79**	**$59,660.86**	**$73,395.57**
	Dec-24						
	Jan-25						
	Feb-25						
	Mar-25						
	Apr-25						
	May-25						
	Jun-25						
	Fiscal Year		**$460,017.43**	**$449,712.87**	**$73,033.97**	**$465,636.36**	**$561,278.24**

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 22.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
December Department Report - Golf

Attachments

Golf December Report

ROSWELL

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 23.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
November Department Report - Recreation

Attachments

Rec November Report

ROSWELL
New Mexico

November 2024
Recreation Monthly Report

Recreation





FISCAL YEAR FIGURES		
	2024 November	YTD
Revenue	$30,866	$169,228
Attendance	8293	38173

ATTENDANCE CONTRIBUTORS	
Adult Center Classes	361
Rec & Aquatic Center Classes	2466
Rec & Aquatic Center Drop-In/Admissions	2566
Rec & Aquatic Center Member Scans	2903

TOP REVENUE CONTRIBUTORS	
Recreation Programs	$5,365
Recreation Memberships	$3,978

Highlights

Roswell Recreation Center

- Memberships sold: 48
- Youth Basketball registration for the 9/10 age division ended this month with 272 children registered.

Roswell Aquatic Center

- Lifeguards continue with their monthly in-service and the required 300 swim yards every week.
- LTS classes and evening aerobics are doing well.
- There no incidents to report this month.
- There was one rental with swim passes for the month of October.

Roswell Adult Center

- The fitness classes from the Adult Center are doing well despite the transition.

Vehicle Mileage

- Unit 1004/09116 – VIN# 09116 - Mileage 13,426
- Unit 1101/00494 – VIN#00494 - Mileage 55,229
- Unit 15875 – VIN#15875 – Mileage 53,311

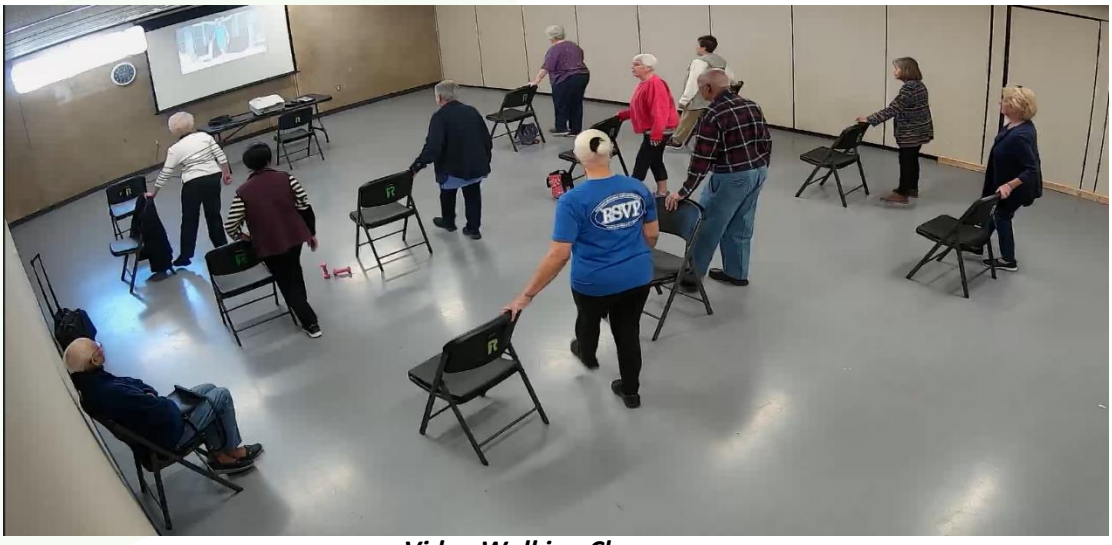
Upcoming:

- Reindeer Run 12/14

PO Box 1838
Roswell, NM 88202-1838
TEL: 575.624.6720
FAX: 575.624.6889
roswell-nm.gov



Active Adult Class



Video Walking Class



Youth Basketball Age 5/6

PO Box 1838
Roswell, NM 88202-1838

TEL: 575.624.6720
FAX: 575.624.6889

roswell-nm.gov

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 24.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
December Department Report - Recreation

Attachments

Rec December Report

ROSWELL
New Mexico

December 2024
Recreation Monthly Report

Recreation





FISCAL YEAR FIGURES		
	2024 December	YTD
Revenue	$24,339	$193,567
Attendance	8467	38173

ATTENDANCE CONTRIBUTORS	
Adult Center Classes	696
Rec & Aquatic Center Classes	2869
Rec & Aquatic Center Drop-In/Admissions	1399
Rec & Aquatic Center Member Scans	3503
Special Events	50

TOP REVENUE CONTRIBUTORS	
Recreation Concession	$6,680
Recreation Admission	$6,327

Highlights

Roswell Recreation Center

- Memberships sold: 55
- Youth Basketball practice for the 9/10 age division started this month.
- The historic December Run was returned to its original morning time, which turned out to be a great decision. The event saw 50 participants.

Roswell Aquatic Center

- Lifeguards continue with their monthly in-service and the required 300 swim yards every week.
- LTS group classes did great this month and evening aerobics are doing well also.
- There was one incident to report this month.
- There was two rentals with swim passes.

Roswell Adult Center

- Adult membership usage at the Rec and Aquatic Center has increased due to the presence of Adult Center classes being held there.
- New equipment was purchased for classes to replace items that were lost or damaged in the flood.

Vehicle Mileage

- Unit 1004/09116 – VIN# 09116 - Mileage 13,437
- Unit 1101/00494 – VIN#00494 - Mileage 55,246
- Unit 15875 – VIN#15875 – Mileage 53,311

Upcoming:

- Parent & Child Swim Class 1/6
- Youth basketball games for ages 9-12 1/21

PO Box 1838
Roswell, NM 88202-1838
TEL: 575.624.6720
FAX: 575.624.6889
roswell-nm.gov

ROSWELL
New Mexico

Reindeer Run 2024

Recreation







PO Box 1838
Roswell, NM 88202-1838

TEL: 575.624.6720
FAX: 575.624.6889

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ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 25.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:

Department Report - Facility Maintenance

Attachments

ATT 1 - Facilities Project Dashboard Report

City of Roswell Projects Status

updated 1-7-2025

Facilities Maintenance Department Projects

Year

2025 **landfill pressure washer shed**

SCOPE: run utilities, hook up pressure washer, spray foam insulation on the inside

ESTIMATED COST: $ 9,000

FUNDING SOURCE:

CITY SHARE:

DFA/GRANT #:

OTHER: $ -

BUDGET:

Total Budget:	$ -
Total Payments:	
Encumbered	$ -
Total Change Orders:	$ -
Current Balance:	**$ -**

PROJECT CODE NO.:

PURCHASE ORDER NO. unknown

GL #:

PROJECT SCHEDULE:

EST. COMPLETION: March

PROJECT STATUS:

Phase	% Complete
Conceptual, Design	100%
Schematic Phase	N/A
Design Development Phase	N/A
Construction Documents Phase	0%
RFP, ITB, CES, Proposal	100%
Construction	0%
Substantial Completion	0%
Project Closeout	0%
Vendor	
Estimated Completion	1-Feb

Notes:

This is a large heated pressure washer unit goin in. @ Brothers Electric has been hired to complete the electrical

Year

2025 **landfill tough shed**

SCOPE: add electrical outlets to each wall, plug for heater,vent, lighting,and spry foam insulation

ESTIMATED COST: $ 8,500

FUNDING SOURCE:

CITY SHARE: $ -

DFA/GRANT #:

OTHER: $ -

BUDGET:

Total Budget:	
Total Payments:	
Encumbered	$ -
Total Change Orders:	$ -
Current Balance:	**$ -**

PROJECT CODE NO.:

PURCHASE ORDER NO.

GL #: 0

PROJECT SCHEDULE:

EST. COMPLETION:

PROJECT STATUS:

Phase	% Complete
Conceptual, Design	0%
Schematic Phase	0%
Design Development Phase	0%
RFP, ITB, CES, Proposal	0%
Construction	0%
Substantial Completion	0%
Project Closeout	0%
Vendor	Facilities and Contractor
Estimated Completion	Feb-25

Notes:

Year

2025

SCOPE: City Hall flooring project

ESTIMATED COST:	$ 4,500		
FUNDING SOURCE:	Unknown		**CITY SHARE:**
		$ -	**DFA/GRANT #:**
	Insurance Claim		**OTHER:**
BUDGET:	Total Budget:	**$ -**	
	Total Payments:	$ -	
	Encumbered	$ -	
	Total Change Orders:	$ -	
	Current Balance:	**$ -**	

PROJECT CODE NO.:

PURCHASE ORDER NO. **GL #:**

PROJECT SCHEDULE:

EST. COMPLETION:

PROJECT STATUS:

Phase	% Complete
Conceptual, Design	100%
Schematic Phase	100%
Design Development Phase	100%
RFP, ITB, CES, Proposal	100%
Construction	95%
Substantial Completion	0%
Project Closeout	0%
Vendor	Vendor
Estimated Completeion	Sep-24

Notes:

Half of the flooring is purchased. Waiting for Sams Club to re stock the flooring. (may need to go out of town to purchase the rest

Year

2025 **Parks Office**

SCOPE: remove HVAC and relocate to other buildings

ESTIMATED COST:			
FUNDING SOURCE:		$ -	**CITY SHARE:** $0
		$ -	**DFA/GRANT #:**
		$ -	**OTHER:**
BUDGET:	Total Budget:	**$ -**	
	Total Payments:	$ -	
	Encumbered	$ -	
	Total Change Orders:	$ -	
	Current Balance:	**$ -**	

PROJECT CODE NO.:

PURCHASE ORDER NO. 0 **GL #:** 0

PROJECT SCHEDULE:

EST. COMPLETION:

PROJECT STATUS:

Phase	% Complete
Conceptual, Design	0%
Schematic Phase	0%
Design Development Phase	0%
RFP, ITB, CES, Proposal	0%
Construction	0%
Substantial Completion	0%
Project Closeout	0%
Vendor	
Estimated Completion	March

Notes:

2025

SCOPE: Rec Center Generator install

ESTIMATED COST:

FUNDING SOURCE:

CITY SHARE: $ -

DFA/GRANT #: $ -

OTHER:

BUDGET:

Total Budget:	
Total Payments:	$ -
Encumbered	
Total Change Orders:	$ -
Current Balance:	**$ -**

PROJECT CODE NO.:

PURCHASE ORDER NO.

GL #:

PROJECT SCHEDULE:

EST. COMPLETION:

PROJECT STATUS:

Phase	% Complete
Conceptual, Design	100%
Schematic Phase	100%
Design Development Phase	100%
RFP, ITB, CES, Proposal	100%
Construction	0%
Substantial Completion	0%
Project Closeout	0%
Vendor	
Estimated Completion	

Notes:

Year

2025 City Hall/Convention Center

SCOPE:

ESTIMATED COST: $ -

FUNDING SOURCE:

CITY SHARE:

DFA/GRANT #:

OTHER: $ -

BUDGET:

Total Budget:	
Total Payments:	$ -
Encumbered	$ -
Total Change Orders:	$ -
Current Balance:	**$ -**

PROJECT CODE NO.:

PURCHASE ORDER NO. 0

GL #: 0

PROJECT SCHEDULE:

EST. COMPLETION:

PROJECT STATUS:

Phase	% Complete
Conceptual, Design	0%
Schematic Phase	0%
Design Development Phase	0%
RFP, ITB, CES, Proposal	100%
Construction	95%
Substantial Completion	95%
Project Closeout	0%
Vendor	Facilities
Estimated Completion	

Notes:

since october 20th convention and City hall have seen a major decrease in the pigeon population on these two building

Year

2025 Visitor center Flooring and drywall repairs

SCOPE:

ESTIMATED COST:

FUNDING SOURCE:

			CITY SHARE:
	$	-	**DFA/GRANT #:**
	$	-	**OTHER:**

BUDGET:

Total Budget:		
Total Payments:	$	-
Encumbered		
Total Change Orders:	$	-
Current Balance:	**$**	**-**

PROJECT CODE NO.:

PURCHASE ORDER NO. 22300704 **GL #:**

PROJECT SCHEDULE:

EST. COMPLETION:

PROJECT STATUS:

Phase	% Complete
Conceptual, Design	0%
Schematic Phase	0%
Design Development Phase	0%
RFP, ITB, CES, Proposal	0%
Construction	0%
Substantial Completion	0%
Project Closeout	0%
Vendor	Facilities
Estimated Completion	0%

Notes:

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 26.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
November Department Report - Streets

Attachments

2024-Novemeber Monthly Report

Monthly Report for November 2024

Streets

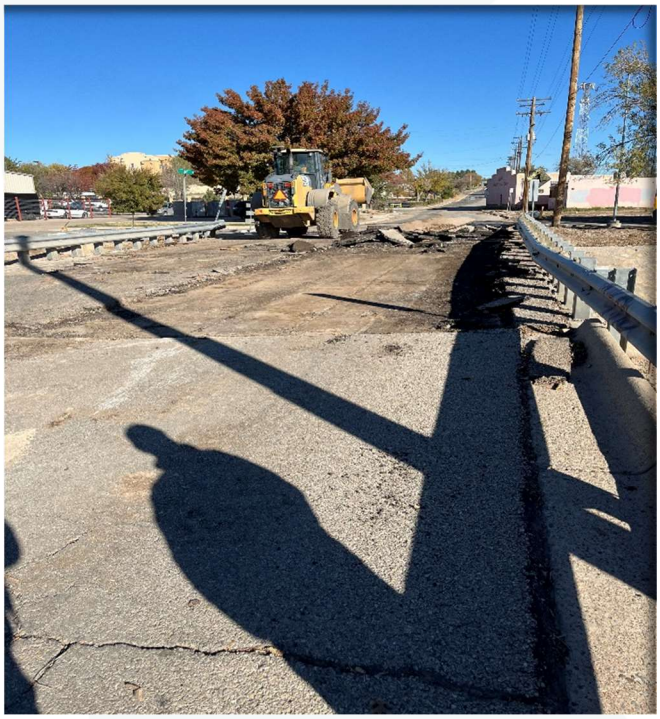
Projects Focus

Street Crews are still cleaning the aftermath of the flood storm in October.

West 8th St Bridge Clean-up









PO Box 1838
Roswell, NM 88202-1838

TEL: 575.624.6730
FAX: 575.624.6709

Monthly Report for November 2024

Streets

Alley Crews have been working on Alley's that have been called in by residents and Sanitation.
Below are alleys that need repair









PO Box 1838
Roswell, NM 88202-1838

TEL: 575.624.6730
FAX: 575.624.6709

Monthly Report for November 2024

Berrendo Rd & Atkinson Ave (North Atkinson Storm Drain Outfall)









PO Box 1838
Roswell, NM 88202-1838

TEL: 575.624.6730
FAX: 575.624.6709

Quantities of Materials for the month

The patch crews have used 48 tons of cold mix and 99 bags of Poly patch material.

The alley crews have used 4 loads of gravel, 8 loads of millings, 17 loads of road base, and 5 loads of water.

The crusher crew 99 loads of Sweeping waste to landfill & 49 loads of tree limbs and debris.

The sign shop personnel have replaced 21 traffic signs,13 signposts, and studs.

The sweeper crew had 162 loads of daily sweeping waste this month.

The herbicide crew has sprayed 140 gallons of weed killer to control weeds on City property & sidewalks.

Projects Upcoming

IPR Micro-Surfacing Only Project $500,000 PO #22501095- $ 91,644.86 has been used to repair flood-damaged streets in November/December 2024. This project has been put on hold until warmer weather. The estimated time to restart is sometime in March 2025 with $408,355.14 remaining on PO.
This project has been changed due to the damage from the flood storm on 10/19/2024. Updated street list pending.

Equipment Brief

Patch Truck FY2024-Approved PO #22400544- Pending Arrival

1-Dump Truck- Approval for PO #22501094-Pending Arrival

2-Tractor Mowers/Decks- Received Nov 2024

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 27.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
December Department Report - Streets

Attachments

2024-December Monthly Report

Monthly Report for December 2024

Streets

Projects Focus

Street Department crews are still focusing on cleaning gutters and drains from the flood. Removing debris, mud, and gravel from curb lines. Fixing ruts and sinkholes in the alleys. Sweeper crews continue to sweep city streets. Patches are a continuous issue especially after the flood leaving gravel in roadways. Spray Crew spray sidewalks and curb lines to help decrease weed growth after the flood.

Quantities of Materials for the month

The patch crews have used 54.6 tons of cold mix, 2.38 tons of hot mix, and 106 bags of Poly patch material.

The alley crews have used 1 load of gravel, 18 loads of millings, 30.5 loads of road base, and 29 loads of water.

The crusher crew had 115 loads of Sweeping waste to landfill & 65 loads of tree limbs and debris.

The sign shop personnel have replaced 13 traffic signs, 7 signposts, and studs.

The sweeper crew had 259.5 loads of daily sweeping waste this month.

The herbicide crew has sprayed 300 gallons of weed killer to control weeds on City property & sidewalks.

Projects Upcoming

IPR Micro-Surfacing Only Project $500,000 PO #22501095- $ 91,644.86 has been used to repair flood-damaged streets in November/December 2024. This project has been put on hold until warmer weather. The estimated time to restart is sometime in March 2025 with $408,355.14 remaining on PO.

Equipment Brief

1-Patch Truck FY2024-Approved PO #22400544- Pending Arrival

1-Dump Truck- Approval for PO #22501094-Pending Arrival

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 28.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
November Department Report - Special Electronics

Attachments

ATT 1 - Special Electronics Monthly Report

SPECIAL ELECTRONICS

MONTHLY REPORT FOR NOVEMBER 2024

LOCATES

LOCATES CLEARED: 309

LOCATES MARKED: 16

EMERGENCY LOCATES: 23

CONFRENCE ATTENDED: 0

CALL OUTS

TYPE 1 KD BRASHER 7 285

HOBBS & 285 FLASH X2

RD BALL MCGAFFEY & MAIN

GREEN BALL 4TH & MAIN

PINE LODGE & MAIN FLASH X2

MALL & MAIN FLASH

2ND & PENN. FLASH X2

MCGAFFEY & MAIN FLASH

GREEN BALL POE & 285

MCGAFFEY & SUNSET FLASH X2

BERRENDO & MAIN HEAD TURNED

RPD VIDEO

WILSHIRE & MAIN & MAIN

COLLEGE & MAIN

19TH & MAIN

BERRENDO & MAIN

MAINTAINANCE

CLEANED VARIOUS CABINETS

CHECKED INTERSECTION LIGHTS OUT AT MCGAFFEY & SUNSET

CHECKED STREET LIGHTS OUT UNION

REPAIRED TYPE 1 KD BRASHER & 285

REPLACED BAD PED. INSERT MALL ENTRANCE

REPLACED BROKEN 5 HEAD HOBBS & 285

FLAGS FOR VETERANS DAY

REPLACED GFI'S ON PEDESTRIAN LIGHTS

RETRIVED VIDEO AT 19TH & MAIN FOR IPRA NEXT REQUEST

RETRIVED VIDEO AT HOBBS & 285 FOR IPRA NEXT REQUEST

REPLACED BAD YELLOW BALLS AT NANCY LOPEZ, PECOS, & PARKVIEW

COVERED SIGNAL HEADS ON UNION FOR OUT OF ORDER CROSSWALK

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 29.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
December Department Report - Special Electronics

Attachments

ATT 1 - Special Electronics Monthly Report

SPECIAL ELECTRONICS

MONTHLY REPORT FOR DECEMBER 2024

LOCATES

LOCATES CLEARED: 225

LOCATES MARKED: 14

EMERGENCY LOCATES: 49

CONFRENCE ATTENDED: 0

CALL OUTS

COLLEGE & 285X2

SUMMIT & 285

2ND & MAIN

RPD VIDEO

CC & 285X2

COLLEGE & MAIN

POE & 285

HOBBS & MAINX2

WILSHIRE & 285

5TH & 285

ALAMEDA & 285

MAINTAINANCE

REPLACED FUSE ON STREET LIGH CONTACTOR S. UNION

REPAIRED CONDUIT AND PULLED NEW WIRE AT MESCALERO & 285

REPAIRED CONDUIT, POURED NEW BASES W. 2ND/ 1200 N. MAIN/ 4100 N. MAIN

TURNED OFF PED. LIGHTS AND INTERSECTIONS FOR CHRISTMAS PARADE

REPLACED BAD YELLOW BALL MILITARY HEIGHTS

HOOKED UP POWER TO SCORE BOARDS AT STYLES FIELD

CHANGED GREEN BALL COLLEGE & 285

CHANGED RED BALL SUMMIT & 285

TESTED MMU'S AT PINE LODGE/ MALL/ BERRENDO/ MESCALERO/ WILSHIRE COUNTRY CLUB/ 19TH

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 30.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:

November Department Report - Engineering

Attachments

ATT 1 - Engineering Support Monthly Report
ATT 2 - Annual Maintenance Monthly Report

November 2024 Engineering Highlights Report

Community Development Support

Development Reviews
Jiffy Lube repave 1005 S. Main, Paving 101 N. Main, Paving 821 N. Main Ford Dealer

Sewer/Utility Cuts
52 Riverside Dr., 1800 N. Cambridge, 821 N. Main, 1501 N Main

Utility Reviews

Property Reviews

Driveway, Sidewalk, Fence or Curb Reviews Inspections
1300 W Country Club, 1913 W 4th, 105 N. Pennsylvania

Zoning Site Reviews:

ADA Reviews –

Traffic/Speed Reviews & Complaints
Reed/Washington,

Traffic/Speed Counters: 8th St., & W. Mescalero
Speeding complaint –

Infrastructure Acceptance

Drainage Reviews

Street Light Complaints/Concerns
Pedestrian crossing light at Cahoon Park/Union Ave/Spring River is out indefinitely. The cabinet box/controls were completely flooded and damaged. No Funding To Fix

ROSWELL
Engineering

NOVEMBER 2024

ANNUAL MAINTENANCE MONTHLY REPORT

ITB-24-005

Location	Work Performed	Sidewalk (yd^2)	Sidewalk (L.F.)	Curb & Gutter (Linear feet)	Header Curb (Linear feet)	ADA Detector Plate (per	ADA Ramps (per job)	Drive Pad/Fillet (per job)	PCCP (yd^2)	Water Valve/Meter Box Adj. (each)	Manhole Adj. (each)	Manhole Replacement (each)	Structural Concrete (yd^3)	Structural Steel (lbs.)	PMBP (tons)	Guardrail (per job)	Work order cost
705 LA JOLLA	SWK		15.0														
1507 N. MONTANA AVE.	C&G, DP, PMBP, AND MB-ADJ.			24				1		1					1.0		
1313 N. MONTANA AVE.	C&G, SWK, AND DP		23.6	38				1									
313 W. COUNTRY CLUB (SUITE 4)	C&G AND WV-ADJ.			9						1							
813 N. WASHINGTON AVE.	DP							1									
920 W. 2ND ST.	DP							1									$50,278.36
905 LESLIE LN.	C&G AND DP			4.5				1									
127 S. RICHARDSON AVE.	C&G, DP, AND MB-ADJ.			15.5				1		1							
600 S. LEA AVE.	DP							1									
701 W. POE ST.	SWK		20.0														
2200 S. FULKERSON DR.	DP AND MB-ADJ.							1		1							
106 S. ATKINSON AVE.	SWK		13.6														
20C BENT TREE RD.	DP AND MB-ADJ.							1		1							
8 N. JARDIN LN.	SWK		6.7														
3207 N. WASHINGTON AVE.	SWK		6.0														
3311 RIVERSIDE DR.	SWK		10.2														$12,897.32
1900 W. 1st ST.	DP AND WV-ADJ.							1		2							
NE. COR. OF W. HENDRICKS AND S. PARK VIEW RD.	SWK AND WV-ADJ.		15.0					1									
15 W. WELLS ST.	DP AND MB-ADJ.							1		1							
SE. COR. OF W. 2nd ST. AND N. RICHARDSON AVE.	SWK AND MB-ADJ.		21.2							2							
NE. COR. OF W. 2nd ST. AND N. RICHARDSON AVE.	SWK, MH-ADJ. AND MB-ADJ.		11.2							2	1						
316 S. EVERGREEN AVE.	PMBP, FILLET, AND C&G			19.6				1							2.3		
1010 S. UNION AVE.	C&G			11.7													
1600 S. STANTON DR.	SWK		51.2														
115 S. MAIN ST.	C&G, SWK, AND SS		47.9	14.8										334.0			
14-15 FAIRWAY CT.	C&G AND PMBP			8.3											0.8		$26,878.68
2903 DIAMOND A DR.	C&G, DP, AND WV-ADJ.			10.6				1		1							
1212 W. 7th ST.	C&G, DP AND MB-ADJ.			4.7				1		1							
1001 W. 2nd ST.	SWK AND HC		15.1		20.1												
21 LA PAZ ST.	SWK		4.1														
1000 BEL AIRE DR.	SWK		10.0														
106 N. PENNSYLVANIA AVE.	DP							1									$6,397.57
806 W. ALBUQUERQUE ST.	DP							1									
2512 W. 2nd ST.	SWK AND PMBP		23.5												0.7		
406 S. SAUCEDO AVE.	DP							1									
407 E. 7th ST.	C&G AND DP			19.7				1									$3,502.19
1213 N. KANSAS ST.	FILLET, SWK, C&G, AND ADA-RAMPS		32.7	14.7		1		1									$5,735.90
W. 8th ST. @ NANCY LOPEZ GOLF COURSE	SC AND SS (VAULT)												7.7	1846.7			$22,688.98
		0.0	**327.0**	**195.1**	**20.1**	**1.0**	**0.0**	**20.0**	**0.0**	**14.0**	**1.0**	**0.0**	**7.7**	**2180.7**	**4.8**	**0.0**	**128379.0**

Sidewalk	SWK
Curb & Gutter	C&G
Header Curb	HC
Valley Gutter	VG
ADA Ramps	ADA-R
Drive Pad	DP
Parking Lot	PL
Plant Mix Bitumunious Pavement	PMBP
Structural Concrete	SC
Structural Steel	SS
Water Valve/Meter Box Adjustment	WV-ADJ or MB-ADJ
Manhole Adjustment	MH-ADJ

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 31.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
December Department Report - Engineering

Attachments

ATT 1 - Engineering Support Monthly Report
ATT 2 - Engineering Project Dashboard Report
ATT 3 - Annual Maintenance Monthly Report

December 2024 Engineering Highlights Report

Community Development Support

Development Reviews
1901 SE Main

Sewer/Utility Cuts
2602 Highland, 1104 S Pennsylvania,

Utility Reviews

Property Reviews
206,208 & 210 E Matthews,

Driveway, Sidewalk, Fence or Curb Reviews Inspections
2009 Louisiana, 821 N Main, 1501 N. Grand Ave, 104 S. Pennsylvania, 2009 N Louisiana

Zoning Site Reviews:
417 N. Greenwood

ADA Reviews –

Traffic/Speed Reviews & Complaints

Traffic/Speed Counters: 8th St., W. Mescalero, W. Hendricks
Speeding complaint – W. Hendricks in the Louisiana Bld. proximity

Infrastructure Acceptance

Drainage Reviews
609 W. Frasier, 711/713 W. 11th, 3401 N. Atkinson

Street Light Complaints/Concerns
Pedestrian crossing light at Cahoon Park/Union Ave/Spring River is out indefinitely. The cabinet box/controls were completely flooded and damaged. No Funding To Fix

ROSWELL
Engineering

City of Roswell Engineering Department Projects Status

1/22/2025

Street Projects & Other

FY 25 - Hot Recycling & Micro-surfacing Pavement Maintenance

$1.5 million approved for budget FY 25
In Progress - Schedule Change Due to Flooding

SCOPE: Hot Recycle & Micro-surfacing of various streets
BUDGET: $ 1,500,000
FUNDING SOURCE: 100% City funds
EST. COMPLETION: Spring 2025
PROJECT STATUS: 73%

Streets to be selected by using Pavement Condition Survey and field review by Streets & City Engineer. PO requests submitted to August Infrastructure Committee. Hot recycle complete, micro surface in progress

FY 25 - Nova Chip Pavement Maintenance

$800,000 approved for budget FY 25
Project Canceled to Fund Flood Repairs

SCOPE: Only Micro-surfacing of various streets
BUDGET: $ 800,000
FUNDING SOURCE: General Fund
EST. COMPLETION: Spring 2025
PROJECT STATUS: Cancelled

Streets selected by using Pavement Condition Survey and field review by Streets & City Engineer. PO request submitted to August Infrastructure Committee. Requested budget adjustment to $480,000 total budget to provide additional funding to FY 25 Mill/Fill project. Project canceled to fund flood roadway repairs

Spring River/Cielo Grande Trail Connections

Design complete
Project awarded to Constructors, Inc.
In Progress - Start date 1/22/25

SCOPE: Construct a trail connection between the two trails.
BUDGET: $325,000
FUNDING SOURCE: NMDOT $192,240, City $132,760
EST. COMPLETION: 2/28/2025
PROJECT STATUS: 0%

Engineering to prepare plans in-house.

City submitted an application to NMDOT for Recreation Trails Program (RTP) funding in 2021. On April 28, 2022, the NMDOT selected this project as one of the statewide selected projects. This will be part of FY 24 budget. City Engineering will advertise, bid and perform construction management of project. City performed 30% plan review with NMDOT on July 12, 2023. NMDOT has required City to do Cultural and Biological review of the proposed trail even though on existing right of way and trail also on the Old Municipal Airport property and to use one of the existing runways. Environmental clearance recieved 12/27/2023. Project out to bid, bids due back 10/8/2024. Reccomend award to Construcrors, Inc. Project started 1/22/25.

Hobbs St Mill/Fill

NMDOT Highway Commission should announce selections
At it's August 24 2023 meeting
Awarded to Constructors Inc.
Project Complete!

SCOPE: Mill/Fill and ADA Improvements Hobbs St from SE Main to Sunset.
BUDGET: $2,410,000
FUNDING SOURCE: NMDOT 95%; City 5%
EST. COMPLETION: 11/22/2024
PROJECT STATUS: 100%

City has submitted three project applications: Hobbs Mill/Fill, Sidewalk - Sunset to SE Main $2,410,000; 2nd St. Pavement Maintenance - Sunset to East City Limits $1,520,000; S. Atkinson Pavement Maintenance - Brasher to McGaffey $845,000. Hobbs project is currently out to bid. Reccomend award to Constructors Inc. for $2,346,349.54. Project start date 7/15/2024. Project Complete!

Safe Streets For All Action Plan - Federal Safety Grant Planning Money

RFP was advertised 8.20.2023 received Proposals 10.10.2023
Awarded to Freese & Nichols, Inc.

SCOPE: A city wide Safety Action Plan to reduce roadway death and injuries. From an approved plan, City can apply for construction funds
BUDGET: Federal Grant $520,000
City Match $130,000
Other $0
Total $650,000
FUNDING SOURCE: Federal Grant & City Match
EST. COMPLETION: 2/28/2025
PROJECT STATUS: 90%

A city wide Safety Action Plan to reduce roadway death and injuries. From an approved plan, City can apply for construction funds. Federal funding requires an RFP be solicited utilizing Federal procurment standards. Received proposals 10/10/23, awarded to FNI for $500,000 plus GRT. Steering Committee established. Pulic input survey is open. Draft Interim Report approved by FHWA. Working on final report preparation and public facing data as well as reviews of School Zones.

Hobson Road Flood Prevention Project

Design awarded to Freese & Nichols, Inc.

SCOPE: Design & construct flood prevention measures on Hobson Rd. from W. RAC Perimeter Rd. to SE Main
BUDGET: WTB Grant (87%) $8,353,977
WTB Loan (13%) $1,248,295
Other $0
Total $9,602,273
FUNDING SOURCE: Federal Grant & City Match
EST. COMPLETION: 5/31/2026
PROJECT STATUS: Design 90%

A Water Trust Board application was submitted and a letter of award received. City to submit "Readiness" package to be reviewed by DFA and then an agreement can be issued. Loan documents in progress of being executed. Loan finalized 3/22/24. RFP issued for design portion of project, reccomeneded award to FNI. Design kickoff meeting held 7/26/2024. Design work in progress.

Brasher Drainage Project — **SMA award recommendation approved by Council 11.09.23**

SCOPE: Design & construct flood prevention measures and 4-lane roadway on Brasher from S. Main east to SE Main (US 285)

BUDGET:

Legislative Grant	$800,000
City	$0
Other	$0
Total	$800,000

Kick off Meeting Held 12/6/2023

FUNDING SOURCE: Legis. Grant

EST. COMPLETION: 12.31.24 Design Only

PROJECT STATUS: Design 32%

RFQ issued to engineering vendors, Souder Miller selected. Design in progress. Stakeholder meeting held 2/14/2024. SUE and storm drain inspection complete.

FY 25 - Mill/Fill Pavement Maintenance Residential Streets — **$1.5 million approved for budget FY 25**

SCOPE: Mill/Fill Various Residential Streets — **Advertised 7/7/2024 open bids 8/13/2024.**

BUDGET: $ 1,500,000 — **Construction in Progress**

FUNDING SOURCE: 100% City funds

EST. COMPLETION: Fall 2024

PROJECT STATUS: 75%

Streets selected by using Pavement Condition Survey and field review by Streets & City Engineer. Reccomended award to Constructors, Inc. Requested budget adjustment to $1,661,607.66 total budget for FY 25 Mill/Fill. Project started 10/10.

Elm St. Bridge (Rio Hondo south of 2nd St.) — **NMDOT Agreement approved by September Council.**

SCOPE: Remove & replace existing bridge with CBC bridge — **Reccomended Award to Abraham's Construction**

BUDGET:

Survey/Hydrology	City Engr. Dept.
Plans/Permits	City Engr. Dept.
Right of Way	$0
Construction	$2,519,000

In Progress - Project started 1/21/25

FUNDING SOURCE: NMDOT $2,440,000/City $79,000

EST. COMPLETION: 6/30/2025

PROJECT STATUS: 0%

This existing bridge number 9199 is identified by NMDOT to be the next bridge in need of replacement. NMDOT is willing to fund construction costs if City Engineering willing to do project development, plans and construction management. NMDOT approval obtained to bid project. Recommended award to Abraham's Construction. Project started 1/21/25

Projects coordinated with Utility Departments

WWTP Screw Press & Dissolved Oxygen Improvements — **Dissolved oxygen unit was put into operation on January 4, 2023.**

SCOPE: Install screw presses at WWTP — **Bids received Feb. 8, 2022, low bid $8,626,664.00**

BUDGET: Estimated $ 8,003,106 — $5.5 million Loan is for design and construction

FUNDING SOURCE: WWTP and Clean Water State Revolving Fund load CWSRF 097

EST. COMPLETION: Construction July 2024

$8,626,664 Insp. $488,225

PROJECT STATUS: Construction 98% — Dewater $412,400 DO $102,481.25

RFP process complete and project awarded to HDR for design and future construction professional services. Design kick off meeting between NMENV, HDR and City was held on 12.16.2020. Council awarded project 3.10.22 and ok to seek additional principal $3,915,000, subsidy of $285,000 for total loan package of $9,700,000 at 0.05% interest. Preconstruction conference held 4.12.22.Dissolved oxygen upgrades operational on January 4, 2023. Primary pumps replacements were started up 10.21.23. Pre-fab building was erected the week of 9/19. Contractor working on screw press start up troubleshooting.

Rehab Country Club Reservoirs — **Water Trust Board Grant/Loan**

SCOPE: Design & construct flood prevention measures on Hobson Rd. from W. RAC Perimeter Rd. to SE Main

BUDGET: WTB Grant (45%) $3,600,000 — **Awarded to TMI Coatings**

WTB Loan (55%) $4,400,000 — **Project started**

Other $0

Total $8,000,000

FUNDING SOURCE: Federal Grant & City Match

EST. COMPLETION: 6/30/2025

PROJECT STATUS: 3%

A Water Trust Board application was submitted and a letter of award received. City to submit "Readiness" package to be reviewed by DFA and then an agreement can be issued. Design complete, project awarded to TMI Coatings Inc. Pre-Construction meeting scheduled for 12/4/2024. Project started, South Reservoir drained, rehab work scheduled to begin in February.

Replace RAC Lift Station — **RFQ in progress**

SCOPE: Design replacement lift station for RAC lift station located on Hobson Rd. — **Recommended Award to Freese & Nichols, Inc.**

BUDGET: $251,000

FUNDING SOURCE: City Funds

EST. COMPLETION: 6/30/2025

PROJECT STATUS: Design 0%

Design project for replacement of the Roswell Air Center lift station located on Hobson Rd. RFQ will be prepared and quotes solicited from engineering on-call vendors. Estimated construction cost $2,5000,000. Recommended award to FNI. Kick off meeting held 1/14/2025.

RAC Water Line Phase 2 — **Awarded to White Cloud Pipeline**

SCOPE: Water service extension to SE area of RAC. — **Project started 10/14**

BUDGET: $1,471,041 — **Project on hold due to flooding repairs**

FUNDING SOURCE: State appropriation

EST. COMPLETION: 6/30/2025

PROJECT STATUS: 0%

Project awarded to White Cloud Pipeline, construction pending material delivery. Pre-construction meeting scheduled for 9/18/2024.

RAC Sewer Extension — **Design Awarded to HDR Engineering**

SCOPE: Sewer service extension to SE area of RAC.

BUDGET: $160,784

FUNDING SOURCE: State appropriation

EST. COMPLETION: Design 2/28/2025

PROJECT STATUS: Design 90%

Project design awarded to HDR, design work in progress

Projects coordinated with Other Departments

Phase II Cielo Grande All Inclusive Park - Grant 22-G2779

SCOPE: Design and construct All Inclusive Park and amenities **Construction complete!**
BUDGET: Grant Amount Grant = $779,193
FUNDING SOURCE: DFA Grant
EST. COMPLETION: Construction in Summer/Fall 2024
PROJECT STATUS: 100%

This is the 2022 Legislative Grant to help fund Phase 1 and also to construct Phase II. Engineering was instructed to add furnishings and other amenities to the project design. This will increase estimated bid cost to $1,228,892 (full amenities, shade shelters, benches, picnic tables, lighting). Bid received 11/14/23, recommend re-bid. Bids recieved for Phase 2-A, awarded to Abrahams Construction. Reccomended award Phase 2-B to Alton's Landscaping. Construction complete.

Noon Op Park Lighting - Grant 24-I2881

SCOPE: Design and construct lighting improvements Noon Op Park **Quotes requested**
BUDGET: Grant Amount Grant = $640,000 **Awarded to J&G Electric**
FUNDING SOURCE: DFA Grant
EST. COMPLETION: Construction in Spring/Summer 2025
PROJECT STATUS: 0%

Quotes requested from possible lighting vendors utilizing price agreements. Awarded to J&G Electric, material delivery expected late March 2025.

Stiles Park Improvements - Grant 24-I2884

SCOPE: Design and construct restroom and scoreboard improvements Stiles Field **In progress**
BUDGET: Grant Amount Grant = $500,000
FUNDING SOURCE: DFA Grant
EST. COMPLETION: Construction in Spring/Summer 2025
PROJECT STATUS: 5%

Quotes requested from possible scoreboard vendors utilizing price agreements. PO in progress for scoreboard replacement. Facilities department compiled list of materials for bathroom rehab. Scoreboards replaced, materials delivered for bathroom rehab. Quote requested for sewer manhole.

ROSWELL
Engineering

December 2024

ANNUAL MAINTENANCE MONTHLY REPORT

ITB-24-005

Location	Work Performed	Sidewalk (yd^2)	Sidewalk (L.F.)	Curb & Gutter (Linear feet)	ADA Detector Plate (per job)	ADA Ramps (per job)	Drive Pad/Fillet (per job)	PCCP (yd^2)	Water Valve Adj. (each)	Manhole Adj. (each)	Manhole Replacement (each)	Structural Concrete (yd^3)	PMBP (tons)	Work order cost
SPRING RIVER TRAIL (ADULT CENTER)	**PMBP**												**2.3**	**$ 1,969.10**
17TH ST/WASHINGTON AVE (MAP36 MH 61&62)	**MH- ADJ**									**2**				**$ 1,850.41**
1602 W COLLEGE BLVD (CIELO GRANDE SKATE PARK)	**WV-ADJ**								**2**					**$ 11,429.83**
		0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**2.3**	**$ 15,249.34**

Valley Gutter	**VG**
ADA Detector Plate	**ADA-P**
ADA Ramps	**ADA-R**
FILLET	**FIL**

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 32.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Central Control - **NOT SUBMITTED**

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 33.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Water Maintenance & Transmission - **NOT SUBMITTED**

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 34.

Infrastructure Committee
Meeting Date: 01/27/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Waste Water Treatment Plant & Sewer - **NOT SUBMITTED**