ROSWELL INFRASTRUCTURE COMMITTEE AGENDA

Monday, APRIL 21, 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 March 17, 2025

REGULAR ITEMS

2. Recommend award of electrical service work for Cielo Grande Soccer Field Lighting to J&G Electric, Inc. in the amount of $ 145,135.60 which includes GRT.

3. Consider approval of Award Recommendation for RFP 24-011 (2ND Posting) South Park Cemetery Columbarium Plaza to Waide Construction, Inc. in the amount of $ 970,104.09 which includes GRT. This project will utilize two funding sources: ARPA funds and the Well House Project Grant.

4. Recommend award of Inclusive Park Phase 3 Project to Abraham's Construction Inc. in the amount of $342,172.76 which includes GRT.

NON-ACTION ITEMS

5. Discussion of Country Club Reservoirs Project

6. Discussion - Roswell Transit Fares

7. Department Report - Roswell Transit

8. Department Report - Fleet Maintenance

9. Department Report - Solid Waste

10. Department Report - Facilities Maintenance

11. Department Report - Waste Water Treatment Plant & Sewer

12. Department Report - Water Maintenance & Transmission

13. Department Report - Central Control

14. Department report - Zoo

15. Department Report - Parks

16. Department Report - Recreation

17. Department Report - Cemetery

18. Street Department Monthly Report

19. Department Report - Special Electronics

20. Department Report - Engineering

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: April 18th, 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

You can also dial in using your phone.
United States: +1 (571) 317-3122 Access Code: 929-161-493

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Infrastructure Committee

Meeting Date: 04/21/2025

COMMITTEE: Infrastructure

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

ACTION REQUESTED:

Approval of minutes from Infrastructure Committee Meeting on March 17, 2025

Attachments

ATT 1 - Draft Infrastructure Committee Meeting Minutes from March 17, 2025

Regular Meeting of the Infrastructure Committee
Held in the City Hall's Large Conference Room
March 17, 2025

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 Johnson and Councilor Oropesa, Councilor Arnold, Councilor Cortez being present, and Councilor Moore being absent.

Staff Present:

Amalia Martinez, Glenda Allen, Mike Mathews, James MacCornack, Louis Najar, Andrew Valadez, Hess Yntema, George Peterson, Toni Gomez, Andrew Valadez, Naomi Steward, Chad Cole, Frank Rincon, Nathaniel Mascarenas, Becky Hicks, Jim Buress, Mayor Tim Jennings, and Bernadette Lopez

Guest(s) Present:

Christine Spears and Rita Kane-Doerhoefer

Abraham Chaparro, Melissa (no last name provided), Merissa (No last name provided), Elizabeth N., and Vicki (no last name provided) participated via GoToMeeting.

APPROVAL OF AGENDA:

Councilor Arnold moved to approve the agenda as presented. Councilor Cortez was the second. A voice vote of 4-0 was unanimous, with Councilor Moore being absent.

APPROVAL OF MINUTES:

1. February 24, 2025:

Councilor Arnold moved to approve the minutes as presented. Councilor Cortez was the second. A voice vote of 4-0 was unanimous, with Councilor Moore being absent.

REGULAR ITEMS (ACTION ITEMS):

2. Recommend award of repair of Waste Water Treatment Plant, MRAS Basin Pedestrian Bridge to Smithco Construction for $66,146.05, including tax:

Ms. Steward discussed the repair for the Waste Water Treatment Plant, MRAS Basin Pedestrian Bridge that was awarded to Smithco Construction for $66,146.05, including tax. **Councilor Arnold moved to approve the award for repair of the Waste Water Treatment Plant, MRAS Basin Pedestrian *Bridge to Smithco Construction in the amount of $66,146.05, including tax; to be sent to the Finance Committee***. Councilor Oropesa inquired if this item was going to be on the consent agenda. ***Councilor Arnold moved to amend her motion: to be reviewed by the Finance Committee for the consent agenda. It was the consensus of the Committee to***

approve the Motion to Amend. Councilor Cortez was the second. A voice vote of 4-0 was unanimous, and the motion passed with Councilor More being absent.

NON-ACTION ITEMS:

Discussion took place for the following department reports:

3. Roswell Transit Report:

Mrs. Hicks stated the Roswell Transit will no longer try to go fare-free because the Federal Government is trying enforce no funding for agencies that are fare-free. Mr. Cole asked Mrs. Hicks for a reduction fee and budget revenue analysis and the off-set cost for the Senior Admin. salary to be presented at next month's Infrastructure Committee Meeting.

4. Fleet Maintenance Report:

Mrs. Hicks discussed trying to get the Lincoln yard inventory reduced. Mrs. Hicks inquired, as a "housekeeping" procedure, to take the list of Lincoln yard assets straight to the Finance Committee, bypassing the Infrastructure Committee. It was the consensus of the Committee that Mrs. Hicks can bypass the Infrastructure Committee. Mrs. Hicks discussed the possibility of Fleet Management for vehicle leasing and maintenance. Christine Spears, with Enterprise, gave a Fleet Profile and Analysis presentation for the city.

FOR THE RECORD:

Councilor Moore joined the meeting, via GoToMeeting, at approximately 2:30 p.m.

5. Facility Maintenance Report:

Mr. Mascarenas discussed Facility Maintenance projects.

6. Cemetery Department Report:

7. Parks Department Report:

8. Recreation Department Report:

Mr. Buress discussed the department's events.

9. Zoo Department Report:

Mr. Buress discussed the report.

10. Solid Waste Department Report:

Mr. Chaparro discussed the household hazardous waste and the recycling operation.

11. Streets Department Report:

Mr. Najar discussed the micro-surfacing.

12. Special Electronics Department Report:

Mr. Najar discussed the speed study on Poe St. and Lea St.

13. Engineering Department Report:

Mr. Najar stated the East Bridge is moving along. He stated the Hobson Road Improvement and the Waste Water extension plan will be advertised for bid this coming Sunday.

14. Waste Water Department Report **(*NOT SUBMITTED*):**

Mr. Valadez brought this report to the meeting.

15. Water Maintenance & Transmission Department Report ***(NOT SUBMITTED)***:

Mr. Valadez brought this report to the meeting.

16. Central Control Department Report ***(NOT SUBMITTED):***

Mr. Valadez brought this report to the meeting.

PUBLIC PARTICIPATION:

Ms. Kane-Doerhoefer inquired if anyone had seen what was being done at the Water Tank on Country Club Road and Brown Road. Mr. Najar discussed the project.

ADJOURN:

The meeting adjourned at 3:31 p.m.

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Recommend award of electrical service work for Cielo Grande Soccer Field Lighting to J&G Electric, Inc. in the amount of $ 145,135.60 which includes GRT.

BACKGROUND:
Initiated by: James Burress

City of Roswell was awarded a grant in the amount of $240,000 to utilize for sports field lighting projects. In order to prepare electrical service for future lighting installation at Cielo Grande Soccer Fields, J&G Electric was contacted to provide a quote for installation of required electrical services. It is proposed to utilize existing J&G Electric CES contract CES 2023-20-C1117-ALL.

Please see attached quote

FINANCIAL CONSIDERATION:
Funding is per Capital Appropriation Grant agreement number 24-I2878. The total award amount is $240,000.

LEGAL REVIEW:
Not Applicable for this agenda item.

BOARD AND COMMITTEE ACTION:
Recommend award of electrical service work for Cielo Grande Soccer Field Lighting to J&G Electric, Inc. in the amount of $ 145,135.60 which includes GRT to May 2025 Finance Committee.

Attachments
ATT 1 - J&G Quote
ATT 2 - Grant Excerpt
ATT 3 - Proposed Lighting Layout

J & G Electric Co., Inc.
512 South Main St
Roswell, NM 88203
575-622-0146
sales@jandgelectricco.com
www.jandgelectricco.com

Estimate

Date	Estimate #
4/4/2025	37140

Bill To Address	Job Location
COR - Parks Department Jim Burress P O BOX 1838 ROSWELL, NM 88202-1838	COR - Parks Department Cielo Grande Sports complex service Roswell, NM 88201

License: 7408

Description	Total
Estimate Subtotal (Already includes any payments that may be listed below)	$134,514.60

Scope of work:
Install 400amp 480v service for future Musco lights on the soccer fields. Dig primary ditch for XCEL from closest primary junction enclosure to West of storage building on S. side of main soccer field. Pour concrete pad for XCEL transformer. Install 400amp CT enclosure, 400amp 480v 96 space panel, 45KVA transformer 480v to 120/208, and 100amp 120/208v panel.

Exclusions:
Repairs to existing code violations
XCEL fees
Fencing around service
CID plan review, Engineering fees
Buying or installing any Musco equipment
Repairs to unground utilities not located by 811 or owner
Repairs to landscaping
Easements

Qualifications:
Work to be done during normal business hours M-F 7-5
Quote is for service only
Waide Construction will pour concrete
Ag services will dig the primary ditch
CES 2023-20-C1117-ALL

**QUOTED PRICE DOES NOT MAKE ANY PROVISIONS FOR GOVERNMENT IMPOSED TARIFFS.*

**COR need to carry $40,000 for budgetary XCEL fees

IMPORTANT TERMS AND CONDITIONS

All material is guaranteed to be as specified. All work to be completed in a professional manner to standard practices and building code in effect at the time of the work. Any alternative or deviation from the above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays that are beyond our control. The Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance. We may withdraw this proposal if not accepted within 30 days. This proposal does not include any building permits or processing fees. Terms: .

Management Approval:		Date: 4/4/2025

ACCEPTANCE OF PROPOSAL:
By signing this proposal the undersigned hereby accepts this proposal and the same is deemed a valid contract. The undersigned further agrees that the above prices, specifications, and conditions are satisfactory and are hereby accepted. The undersigned further authorizes J & G Electric Co., Inc. to do work as specified above. Payment is to be made as outlined above. If payment is not made by the undersigned as stated above, then the undersigned will be in default. The undersigned further agrees that in the event that the undersigned is deemed in default and this matter is placed with an attorney or collection agency for collection, the undersigned agrees to pay all collection costs, including reasonable attorney and other agency fees. In addition, the undersigned agrees to pay a 1 1/2 % service charge per month (or the maximum allowed by law) on any unpaid balances to be in default and/or turned over for collection.

Client Authorization:		Date:

J & G Electric Co., Inc.
512 South Main St
Roswell, NM 88203
575-622-0146
sales@jandgelectricco.com
www.jandgelectricco.com

Estimate

Date	Estimate #
4/4/2025	37140

Bill To Address	Job Location
COR - Parks Department Jim Burress P O BOX 1838 ROSWELL, NM 88202-1838	COR - Parks Department Cielo Grande Sports complex service Roswell, NM 88201

License: 7408

Description	Total

For payments made by credit card, we will charge a processing fee of 3% of the payment amount		Sales Tax: $10,621.00	Total: $145,135.60

IMPORTANT TERMS AND CONDITIONS

All material is guaranteed to be as specified. All work to be completed in a professional manner to standard practices and building code in effect at the time of the work. Any alternative or deviation from the above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays that are beyond our control. The Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance. We may withdraw this proposal if not accepted within 30 days. This proposal does not include any building permits or processing fees. Terms: .

Management Approval: Joshua Amador		Date: 4/4/2025

ACCEPTANCE OF PROPOSAL:
By signing this proposal the undersigned hereby accepts this proposal and the same is deemed a valid contract. The undersigned further agrees that the above prices, specifications, and conditions are satisfactory and are hereby accepted. The undersigned further authorizes J & G Electric Co., Inc. to do work as specified above. Payment is to be made as outlined above. If payment is not made by the undersigned as stated above, then the undersigned will be in default. The undersigned further agrees that in the event that the undersigned is deemed in default and this matter is placed with an attorney or collection agency for collection, the undersigned agrees to pay all collection costs, including reasonable attorney and other agency fees. In addition, the undersigned agrees to pay a 1 1/2 % service charge per month (or the maximum allowed by law) on any unpaid balances to be in default and/or turned over for collection.

Client Authorization:		Date:

DocuSign Envelope ID: 8A852B3B-5828-4DBA-B90D-B400BB891EA9

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

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

RECITALS

WHEREAS, in the **Laws of 2024, Chapter 66, Section 28, Paragraph 236**, the Legislature made an appropriation to the Department, funds from which the Department is making available to the Grantee pursuant to this Agreement; and

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

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

AGREEMENT

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

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

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

24-I2878 $240,000.00 APPROPRIATION REVERSION DATE: June 30, 2028

Laws of 2024, Chapter 66, Section 28, Paragraph 236, Two Hundred Forty Thousand ($240,000.00), from the General Fund 93100 to plan, replace, purchase and install lighting improvements for athletic fields and parking lots in Roswell in Chaves county;

The Grantee's total reimbursements shall not exceed Two Hundred Forty Thousand $240,000.00 (the "Appropriation Amount") minus the allocation for Art in Public Places ("AIPP amount")[1], if applicable, Zero $0.00, which equals Two Hundred Forty Thousand $240,000.00 (the "Adjusted Appropriation Amount").

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

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

Cielo Grande Soccer Complex

Roswell, NM

Equipment Layout

INCLUDES:
· Multipurpose North
· Multipurpose South

Electrical System Requirements: Refer to Amperage Draw Chart and/or the **"Musco Control System Summary"** for electrical sizing.

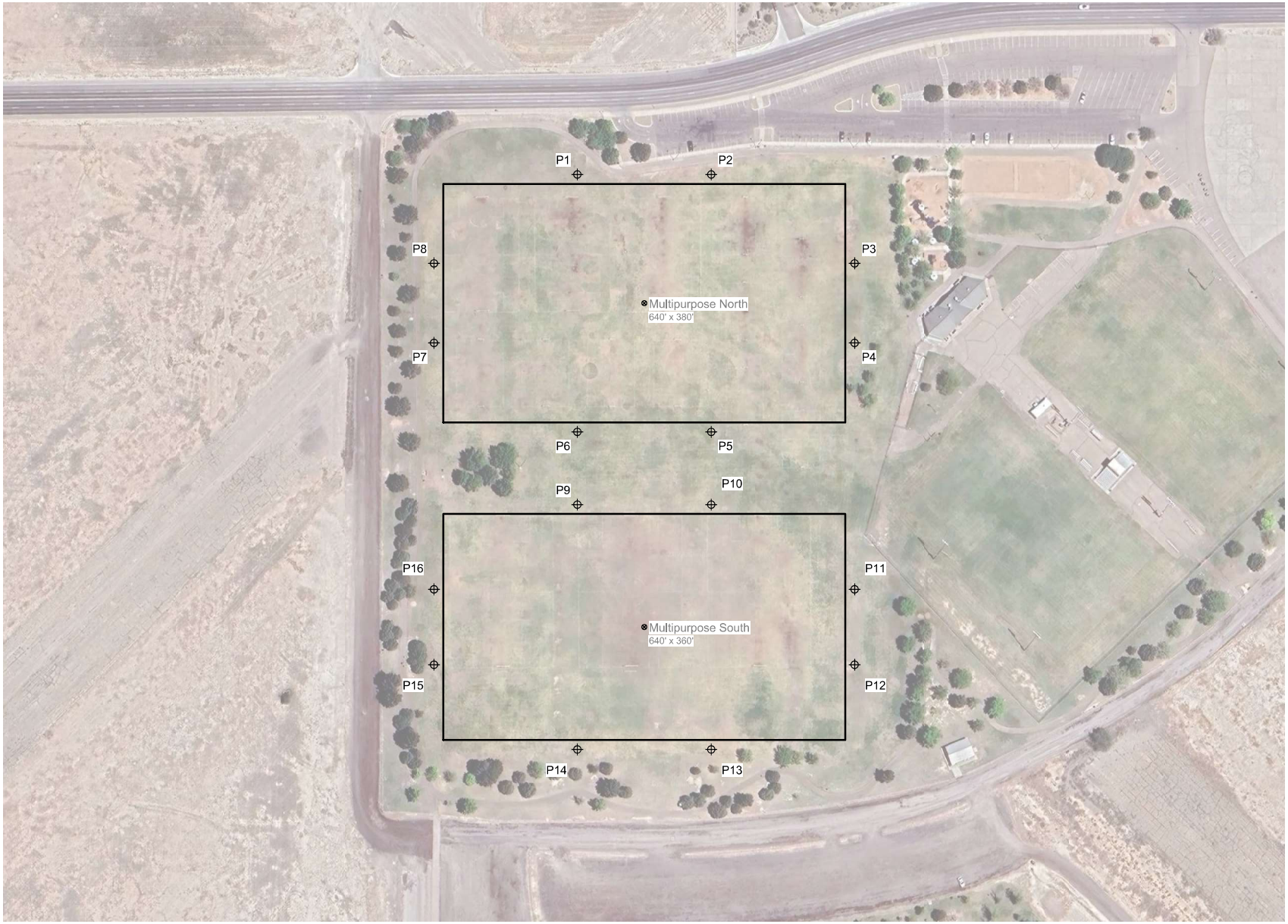
Installation Requirements: Results assume ± 3% nominal voltage at line side of the driver and structures located within 3 feet (1m) of design locations.

Equipment List For Areas Shown

	Pole			Luminaires		
QTY	LOCATION	SIZE	GRADE ELEVATION	ABOVE GRADE LEVEL	LUMINAIRE TYPE	QTY/POLE
12	P1-P10 P13-P14	80'	-	80'	TLC-LED-1500	6
4	P11-P12 P15-P16	80'	-	80'	TLC-LED-1500	5
16	Totals					92

Single Luminaire Amperage Draw Chart

Driver Specifications (.90 min power factor)	Line Amperage Per Luminaire (max draw)						
Single Phase Voltage	208 (60)	220 (60)	240 (60)	277 (60)	347 (60)	380 (60)	480 (60)
TLC-LED-1500	8.4	7.9	7.3	6.3	5.0	4.6	3.6



SCALE IN FEET 1 : 150

0' 150' 300'

ENGINEERED DESIGN By: Nicholas Worthington • File #137244A • 06-Mar-24

Pole location(s) ⊕ dimensions are relative to 0,0 reference point(s) ⊠

We Make It Happen.

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Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Consider approval of Award Recommendation for RFP 24-011 (2ND Posting) South Park Cemetery Columbarium Plaza to Waide Construction, Inc. in the amount of $ 970,104.09 which includes GRT. This project will utilize two funding sources: ARPA funds and the Well House Project Grant.

BACKGROUND:
Initiated by: James Burress

This project was solicited through a Request for Proposals (RFP). The first solicitation resulted in no proposals received. The second time, only one proposal was submitted and it exceeded the available budget.

Under the New Mexico Procurement Code, the RFP process allows for negotiation with offerors. In accordance with NMSA 1978, §13-1-115, negotiation was conducted with Waide Construction, Inc., the sole proposer. As a result, the proposed cost was reduced from $1,084,703 to $970,104.09.

FINANCIAL CONSIDERATION:
$840,629.13 will be funded through ARPA funds.
$129,474.96 will be funded through the Well House Project Grant.

Total contract amount: $970,104.09

LEGAL REVIEW:
Contract to be reviewed by Legal Department upon award

BOARD AND COMMITTEE ACTION:
The Monday, April 21, 2025, meeting of the Infrastructure Committee will be the first consideration of this matter.

STAFF RECOMMENDATION:
Consider approval of Award Recommendation for RFP 24-011 (2ND Posting) South Park Cemetery Columbarium Plaza to Waide Construction, Inc. in the amount of $ 970,104.09 which includes GRT. This project will utilize two funding sources: ARPA funds and the Well House Project Grant.

Attachments
ATT 1 - Recommendation of award

ROSWELL
New Mexico

City of Roswell

Award Recommendation Report

To:	Mayor and Council
From:	Jim Burress, Director of Special Services, Project Manager
Date:	April 16, 2025
Subject:	Award Recommendation for RFP-24-011 (2nd Posting)
	South Park Cemetery Columbarium Plaza

The City of Roswell posted RFP-24-011 (2nd Posting), South Park Cemetery Columbarium Plaza, following a first solicitation that resulted in no proposals received. In response to the second posting, one proposal was received from Waide Construction Co., Inc., located in Roswell, New Mexico.

In accordance with NMSA 1978, §13-1-115, negotiations were conducted with the sole responsive proposer. The Evaluation Committee completed its review and recommends qualifying and awarding the contract to Waide Construction Co., Inc. The Purchasing Office concurs with the recommendation from the Project Manager.

The Offerors are listed below:

- Waide Construction Co., Inc – Roswell, New Mexico

Offerors were evaluated based on the following criteria:

- Company Experience
- Company Past Performance/References
- Proposed Key Personnel Experience
- Project Plan
- Cost

If you have any comments or questions, please contact me.

Sincerely,

Jim Burress,
Director of Special Services,
Project Manager

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Recommend award of Inclusive Park Phase 3 Project to Abraham's Construction Inc. in the amount of $342,172.76 which includes GRT.

BACKGROUND:
Initiated by: Louis Najar

Bids received on April 8, 2025 for the subject project have been reviewed. A Bid Tabulation is attached. One bid was received as follows: (Amounts include Tax of 7.8958%).

1. Abraham's Construction Inc. $369,170.87

Please note that current funding is only $342,172.76. The City of Roswell has funding from two Legislative appropriations dedicated to the Inclusive Park available. Appropriation 22-G2779 has a remaining balance of $142,172.76. Appropriation 23-H2391 has full funding in the amount of $200,000.00. Total amount available is $342,172.76.

Upon completion of review, Abraham's Construction Inc. is the qualified low bid. I hereby recommend award of this project to Abraham's Construction in the amount of $342,172.76. Abraham's Construction is willing to accept award of project at this amount

FINANCIAL CONSIDERATION:
Funding is per Capital Appropriation Grant agreement number 22-G2779 and 23-H2391. The total remaining available balance of these grants is $342,172.76.

LEGAL REVIEW:
Not Applicable for this agenda item.

BOARD AND COMMITTEE ACTION:
Recommend award of Inclusive Park Phase 3 Project to Abraham's Construction Inc. in the amount of $342,172.76 which includes GRT to May 2025 Finance Committee.

Attachments
ATT 1 - Recommendation of award and bid tabulation

ROSWELL
Engineering

To: Arely Peek
Purchasing

April 11, 2025

Re: Recommendation of Award
Inclusive Park Phase 3
Bid No. ITB-25-008

Bids received on April 8, 2025 for the subject project have been reviewed. A Bid Tabulation is attached. One bid was received as follows: (Amounts include Tax of 7.8958%).

1. Abraham's Construction Inc. $369,170.87

Please note that current funding is only $342,172.76. The City of Roswell has funding from two Legislative appropriations dedicated to the Inclusive Park available. Appropriation 22-G2779 has a remaining balance of $142,172.76. Appropriation 23-H2391 has full funding in the amount of $200,000.00. Total amount available is $342,172.76.

Upon completion of review, Abraham's Construction Inc. is the qualified low bid. I hereby recommend award of this project to Abraham's Construction in the amount of $342,172.76. Abraham's Construction is willing to accept award of project at this amount.

If you have any questions, please contact me.

Sincerely,

Louis Najar, P.E.
City Engineer

xc: Chad Cole
Toni Gomez
James MacCornack

Inclusive Park - Phase 3 BID TABULATIONS

April 8, 2025

Bid Opening: Tuesday, April 8, 2025

2:00 PM

Item No.	Item Description	Unit	Estimated Quantity	City of Roswell ENGINEERS ESTIMATE		ABRAHAM's CONSTRUCTION Inc.	
				Estimated Unit Cost	Estimated Total Cost	Unit Cost	Total Cost
203000	Unclassified Excavation	Cu. Yd.	116	$ 50.00	$ 5,800.00	$ 50.00	$ 5,800.00
207000	Grading & Subgrade Preparation	Sq. Yd.	1375	$ 10.00	$ 13,750.00	$ 10.00	$ 13,750.00
303000	Borrow Material (1-1/2" Clean Top Soil)	Cu. Yd.	75	$ 5.00	$ 375.00	$ 100.00	$ 7,500.00
608004	4" Concrete Sidewalk	Sq. Yd.	469	$ 80.00	$ 37,520.00	$ 95.00	$ 44,555.00
621000	Mobilization	Lump Sum	1	$ 30,000.00	$ 30,000.00	$ 35,000.00	$ 35,000.00
663871	Irrigation System (Complete)	Lump Sum	1	$ 50,000.00	$ 50,000.00	$ 35,000.00	$ 35,000.00
663880	Fescue Grass Sodding (12,361 sf)	Lump Sum	1	$ 2,000.00	$ 2,000.00	$ 35,000.00	$ 35,000.00
667231	Lancebark Elm Tree	Each	4	$ 700.00	$ 2,800.00	$ 2,500.00	$ 10,000.00
667232	Live Oak Tree	Each	4	$ 700.00	$ 2,800.00	$ 2,500.00	$ 10,000.00
667233	Chinese Pistache Tree	Each	2	$ 700.00	$ 1,400.00	$ 2,500.00	$ 5,000.00
667235	Desert Willow Tree	Each	1	$ 700.00	$ 700.00	$ 2,500.00	$ 2,500.00
668100	Park Bench	Each	4	$ 2,000.00	$ 8,000.00	$ 2,000.00	$ 8,000.00
668200	Picnic Table	Each	1	$ 2,000.00	$ 2,000.00	$ 2,000.00	$ 2,000.00
668300	Trash Receptacle	Each	5	$ 1,500.00	$ 7,500.00	$ 1,500.00	$ 7,500.00
668301	10' x 10' Metal/Steel Covered Shelter	Each	4	$ 20,000.00	$ 80,000.00	$ 22,000.00	$ 88,000.00
668302	12' x 18' Metal/ Steel Covered Shelter	Each	1	$ 20,000.00	$ 20,000.00	$ 25,000.00	$ 25,000.00
716605	1" Rigid Electrical Conduit	Lin. Ft.	255	$ 10.00	$ 2,550.00	$ 10.00	$ 2,550.00
801000	Construction Staking By The Contractor	Lump Sum	1	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00
				Sub Total =	**$ 272,195.00**		**$ 342,155.00**
				GRT 7.8958 % =	**$ 21,491.97**		**$ 27,015.87**
				Estimated Total =	**$ 293,686.97**		**$ 369,170.87**

I Certify that all Tabulations & Calculations are correct

Louis Najar, I

4-8-2025

Date:

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Discussion of Country Club Reservoirs Project

BACKGROUND:
Initiated by: Louis Najar

There are two 7.5 million gallons each concrete tank reservoirs located on West Country Club. The reservoirs were built in 1968. The scope of work is clean, prep, and recoat the interior and exterior of each reservoir. The tanks are approximately 210' diameter by 24' height. Access is through the roof with only 3' x 3' manway access. All work on the inside is considered confined space, and lifting/hoisting is by scaffolding systems and hand pulleys.

The first reservoir being worked on, is the south reservoir. These are twin reservoirs so all challenges will likely be encountered in the north reservoir. The largest challenges are: piping inside the tank, the hard water calcium build up and the exterior plumbing control of the water transmission system.

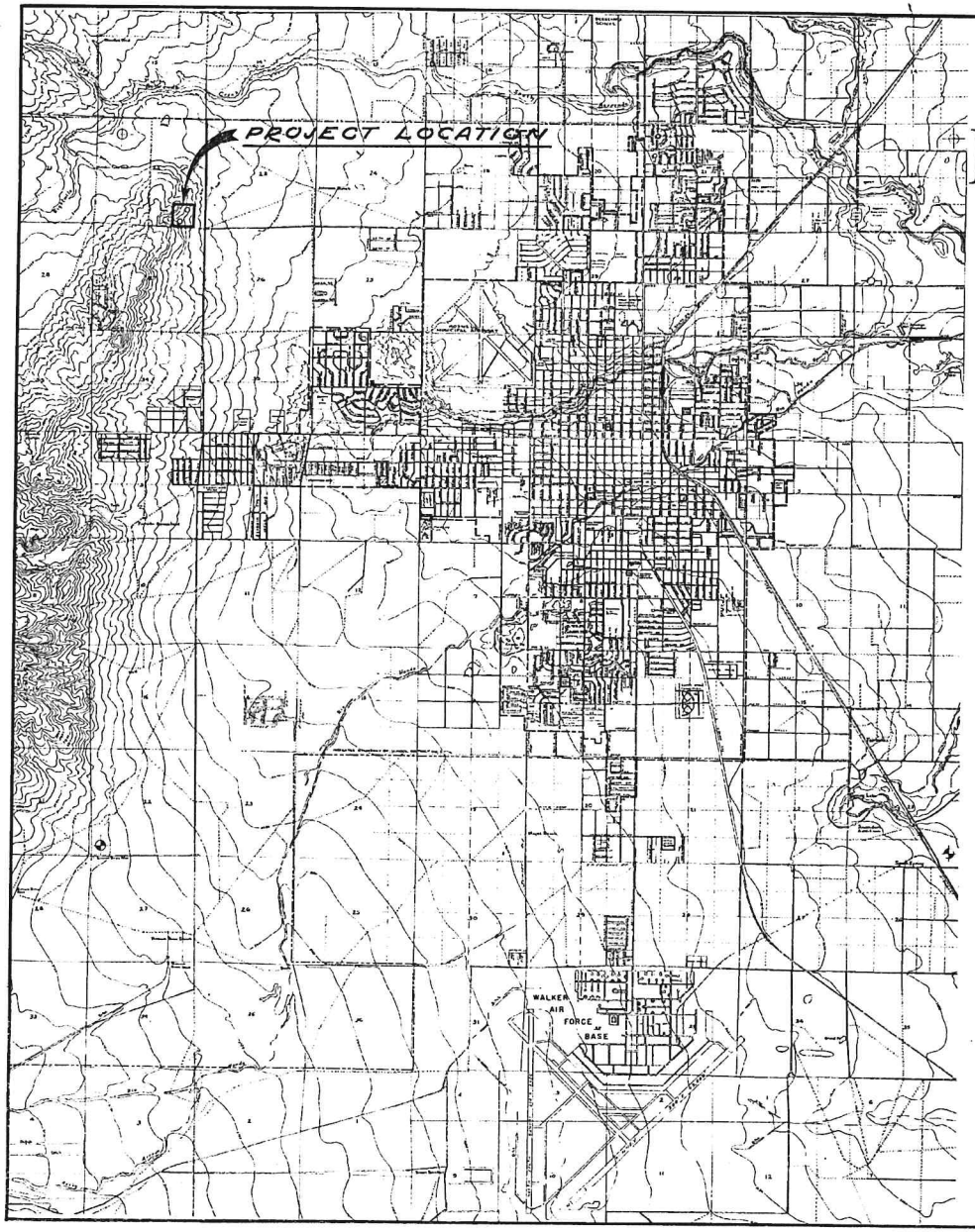
FINANCIAL CONSIDERATION:
No action per this discussion

LEGAL REVIEW:
Not Applicable for this agenda item.

BOARD AND COMMITTEE ACTION:
Open discussion.

STAFF RECOMMENDATION:
This is a project update.

Attachments
ATT 1 - Photos and Change Order Estimates



ROSWELL WATER IMPROVEMENTS

1968

CONTRACT NO. 2
TWO - 7,500,000 GALLON RESERVOIRS

ROSWELL CITY COUNCIL

MAYOR - WM. F. BRAINERD

C.H. ARRINGTON
NORMAN F. BOOHER
HAROLD HENSLEY
DR. E.M. JENNINGS
L.C. STILES
DR. HOWARD SMITH
STANLEY SMITH
MACK S. THOMAS
ROY V. TYNER
H. JAMES VOLL

CITY MANAGER - HOYT MCMINN PUBLIC WORKS DIRECTOR - FARRELL MCLEAN
CITY ATTORNEY - JAMES STAPP

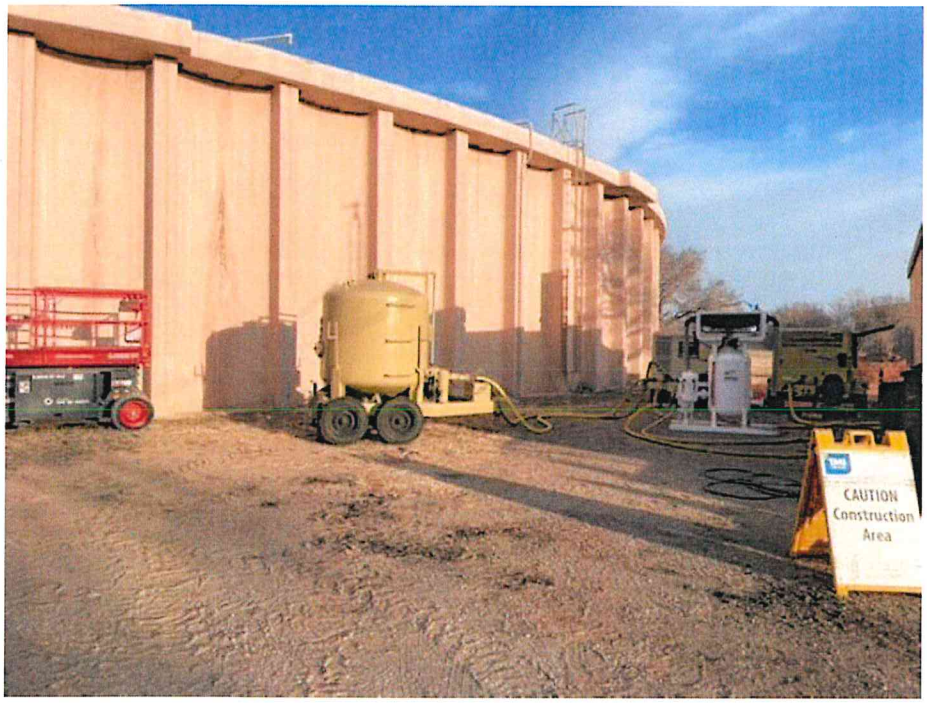
INDEX

Sheet No. 1	Title and Vicinity Map
Sheet No. 2	Reservoir Details - Alternate "A" - Steel Reservoirs
Sheet No. 3	Site Plan & Details - Alternate "B" - BBR System.
Sheet No. 4	Foundation Plan, South Reservoir - Alternate "B" - BBR System.
Sheet No. 5	Foundation Plan, North Reservoir - Alternate "B" - BBR System.
Sheet No. 6	Reservoir Sections - Alternate "B" - BBR System.
Sheet No. 7	Site Plan & Details - Alternate "C" - Pritzker System.
Sheet No. 8	Foundation Plan & Details, South Reservoir - Alternate "C" - Pritzker System.
Sheet No. 9	Foundation Plan & Details, North Reservoir - Alternate "C" - Pritzker System.
Sheet No. 10	Reservoir Sections - Alternate "C" - Pritzker System.
Sheet No. 11	Site Grading - Alternate A - Steel Reservoirs
Sheet No. 12	Grading & Foundation Details - Alternate A
Sheet No. 13	Site Grading - Alternates "A" & "B"

REGISTERED PROFESSIONAL ENGINEER STATE OF NEW MEXICO 5775 THOMAS F. HARM

Monn Engineering Co.
Roswell, New Mexico

This set contains approved BBR & Pritzker drawings



7,500,000 Gallon Concrete
Ground Storage Tank
"South Country Club Tank"
City of Roswell
Roswell, New Mexico

Observation No. 001
February 18, 2025

1. Equipment on site.



2. Equipment on site.





7,500,000 Gallon Concrete
Ground Storage Tank
"South Country Club Tank"
City of Roswell
Roswell, New Mexico

Observation No. 033
March 27, 2025

1. Cleaning floor of calcium.



2. Cleaning floor of calcium.

TMI COATINGS
PAINTING &
RESTORATION
CONTRACTORS

3291 Terminal Drive
St. Paul, Minnesota 55121
P: 651 452 6100 F: 651 452 0598

tmicoatings.com

February 12, 2025

City of Roswell
425 N. Richardson
Roswell, NM 88201

Re: Revised Valve and Line Stop Change Order Costs

Dear Louis:

Listed below are work additions/modifications based on the results from potholing and verification of existing site installations. A new line item for a 36" line stop will be needed, and the 30" butterfly valve included in line item #12 can be eliminated. A second 36" butterfly valve will be added to Line Item #13. Listed below are increases and decreases in line items that are known at this time.

The south tank 12" drain line and valve are in conflict with Repair Zone C. The north and south tank drain line re-routing is included below. It will be necessary to blow off the 48" and 30" waterlines to drain water from the repair zone. This will be accomplished by utilizing the fire hydrant near the intersection of Country Club Rd and Sycamore Ave. A bore with piping will be installed so the water may be diverted into the pecan orchard that is across the road. Also included are the parts for a 48" line stop setup.

All line stop line items include a maximum 30-day hold time. This time is anticipated to be adequate if the pipe at all locations is workable and the City's estimated 48-hour drain time on the tank following line stop placement is accurate. There will be additional costs if increased line stop hold time is necessary. The pricing below excludes Gross Receipts Sales Tax

Line Item	Description	Original Quantity	Unit	Contract Price	New Quantity	Revised Price	Notes
Line Item 9	Potholing	1	LS	$89,000	1	$89,000	(Completed)
Line Item 10	30" Line Stop	1	EA	$133,000	1	$133,000	
CO Item #1	36" Line Stop	0	EA	NA	1	$148,000	(New Item)
Line Item 11	48" Line Stop	1	EA	$288,000	1	$288,000	
Line Item 12	30" Butterfly Valve	1	EA	$151,000	0	$0	(Eliminated)
Line Item 13	36" Butterfly Valve	1	EA	$219,000	2	$438,000	(One Additional)
CO Item #2	12" Drain Line & Gate Valve (South Tank)	0	LS	NA	1	$98,000	(New Item)
CO Item #3	12" Drain Line & Gate Valve (North Tank)	0	LS	NA	1	$93,000	(New Item)
CO Item #4	48" Line Stop - *Parts Only*	0	LS	NA	1	$58,000	(New Item)
CO Item #5	Fire Hydrant Blow Off - 48" Line	0	LS	NA	1	$11,000	(New Item)
	Total Cost			$880,000		$1,356,000	
	Net Contract Change					$476,000	

Enclosed is a list with additional details of items included in each change order item above. Also included are drawings with intended installation locations.

Let me know if you have any questions regarding the above change order request. TMI Coatings intends to begin work on the interior and exterior of the south tank on February 17, 2025. Thank you.

Regards,

Scott Salmon

CC: James MacCornack
John O'Brien
Patrick Brown

Encl: New Line-Item Descriptions
Drawings (5 pages)

Existing Line Items

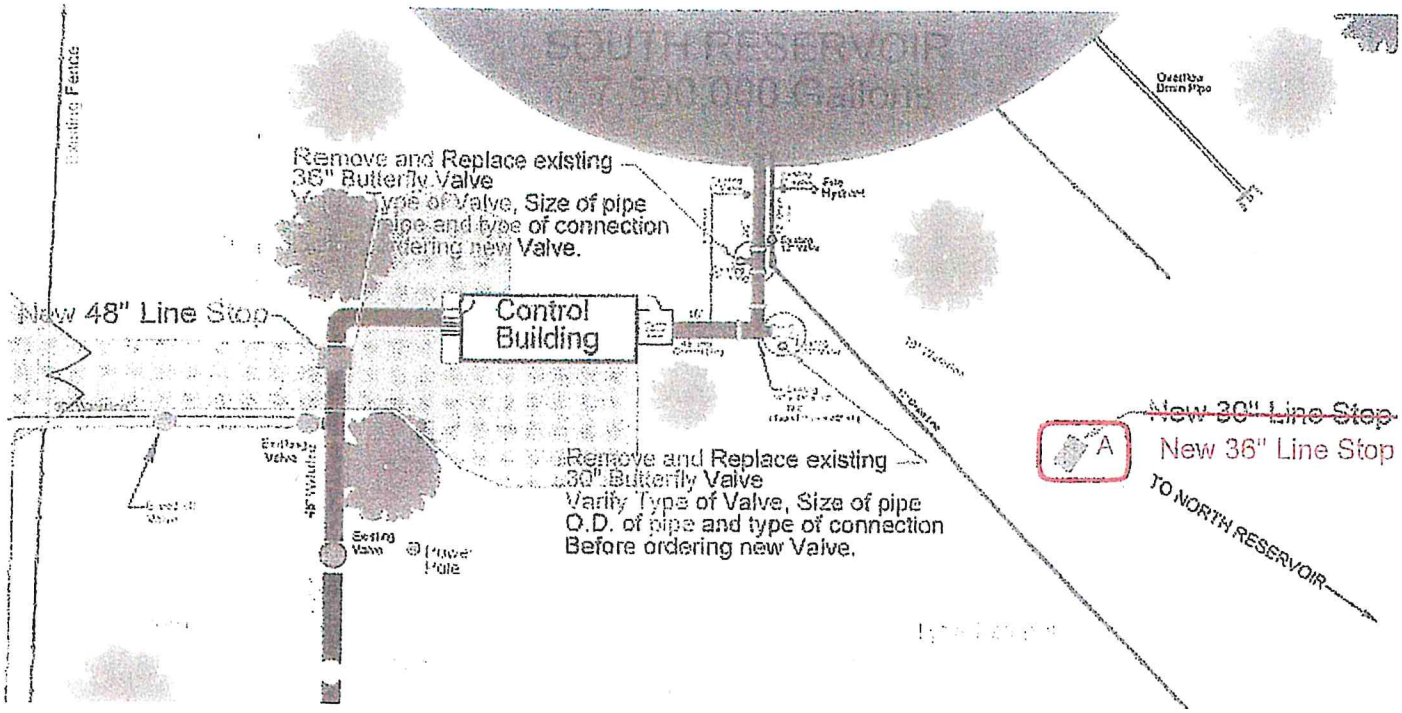
Line Item #13	36" Butterfly Valve Increase quantity by 1 ea
Line Item #12	30" Butterfly Valve Delete

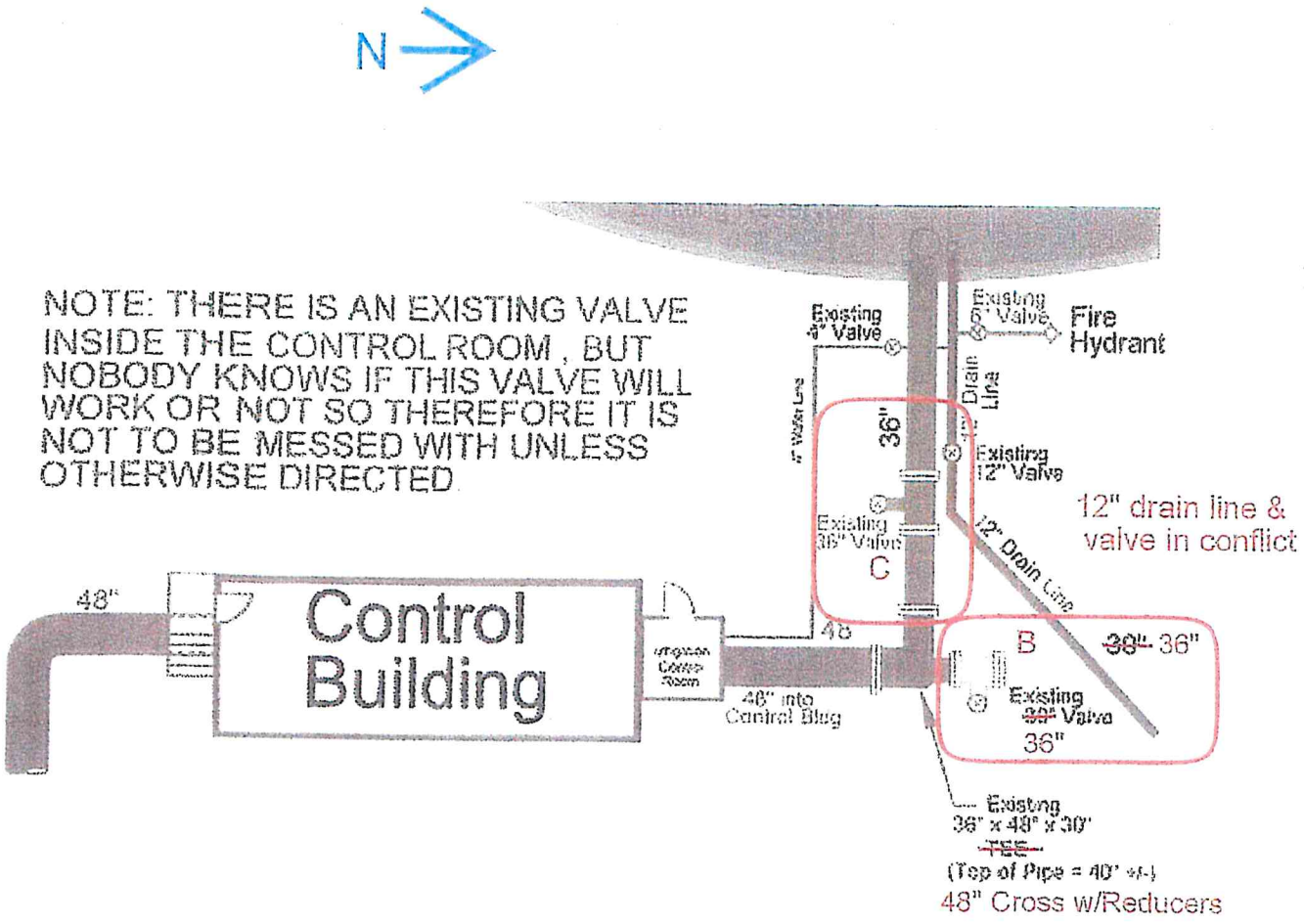
New Line Items

CO Item #1	36" Line Stop w/30 Day Hold Time** 1 ea.
CO Item #2	Install 12" Drain Line - South Tank 12" C900 Pipe w/12" DI Pipe at headworks 12" Gate Valve w/Valve Box 12" Flap Valve at termination Remove 3 joints of existing AC drain line in conflict Bag and tag AC pipe removed Transport, disposal, documentation of AC by licensed hauler Abandon remaining existing AC pipe in place Install new drain line into existing headworks Native backfill at 90% Density
CO Item #3	Install 12" Drain Line - North Tank 12" C900 Pipe w/12" DI Pipe at headworks 12" Gate Valve w/Valve Box 12" Flap Valve at termination Remove existing AC drain line Bag and tag AC pipe removed Transport, disposal, documentation of AC by licensed hauler Install new drain line into existing headworks Native backfill at 90% Density
CO Item #4	48" Line Stop Set - Parts Only JCM 440 Industrial 48" x 36" Single Epoxy Coated Steel Weld On Linestop Fitting Complete - 49.88" OD with 6" Blow Off Assembly Complete for RCP Delivered to City of Roswell

CO Item #5

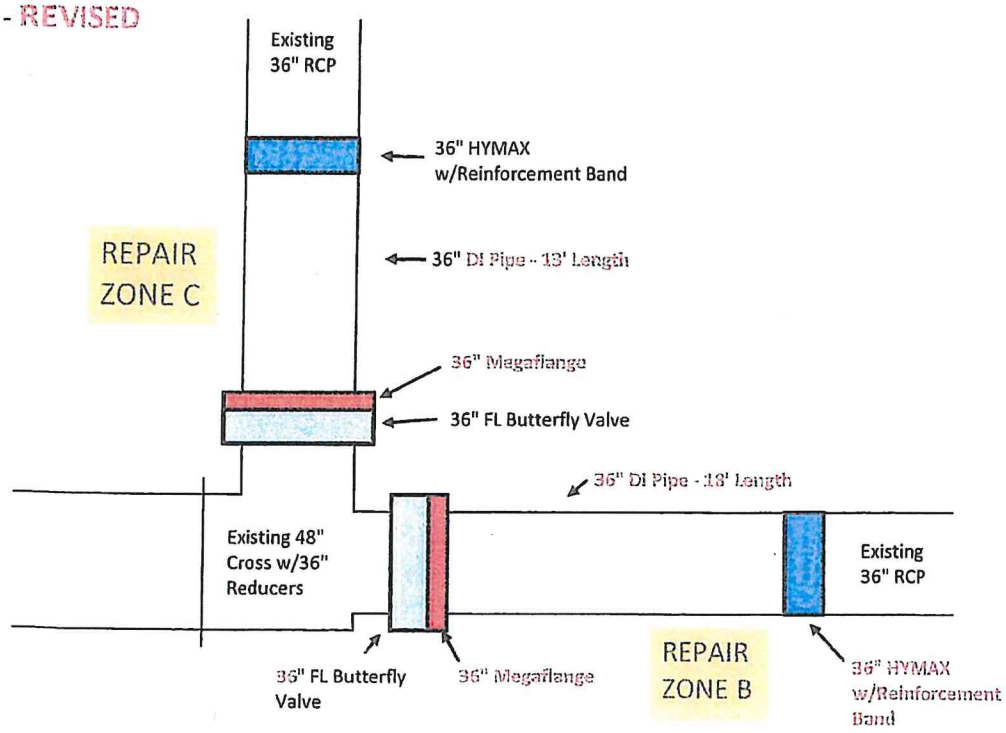
Fire Hydrant Blow Off-48" Line -Water Release to Orchard
Chaves County Road Permit by WCP
Traffic Control by City- West side of intersection of N Sycamore Ave
Bore and install 40 lf 4" SCH40 sleeve under County Club Rd
Install 120 lf 2" PVC carrier through sleeve
Install valve box each side of carrier with 90* fittings to camlock
Provide 2" camlock x NPT adapter at FH
Provide 2"x 20' HD camlock suction hose for FH connection
Provide 2"x 50' cam lock lay flat hose for connection
Provide 2 ea 2" poly safety bump cap


SOUTH RESERVOIR
Remove and Replace existing
36" Butterfly Valve
Control
Building
New 48" Line Stop
Remove and Replace existing
30" Butterfly Valve
Before ordering new Valve.
A
New 30" Line Stop
New 36" Line Stop
TO NORTH RESERVOIR

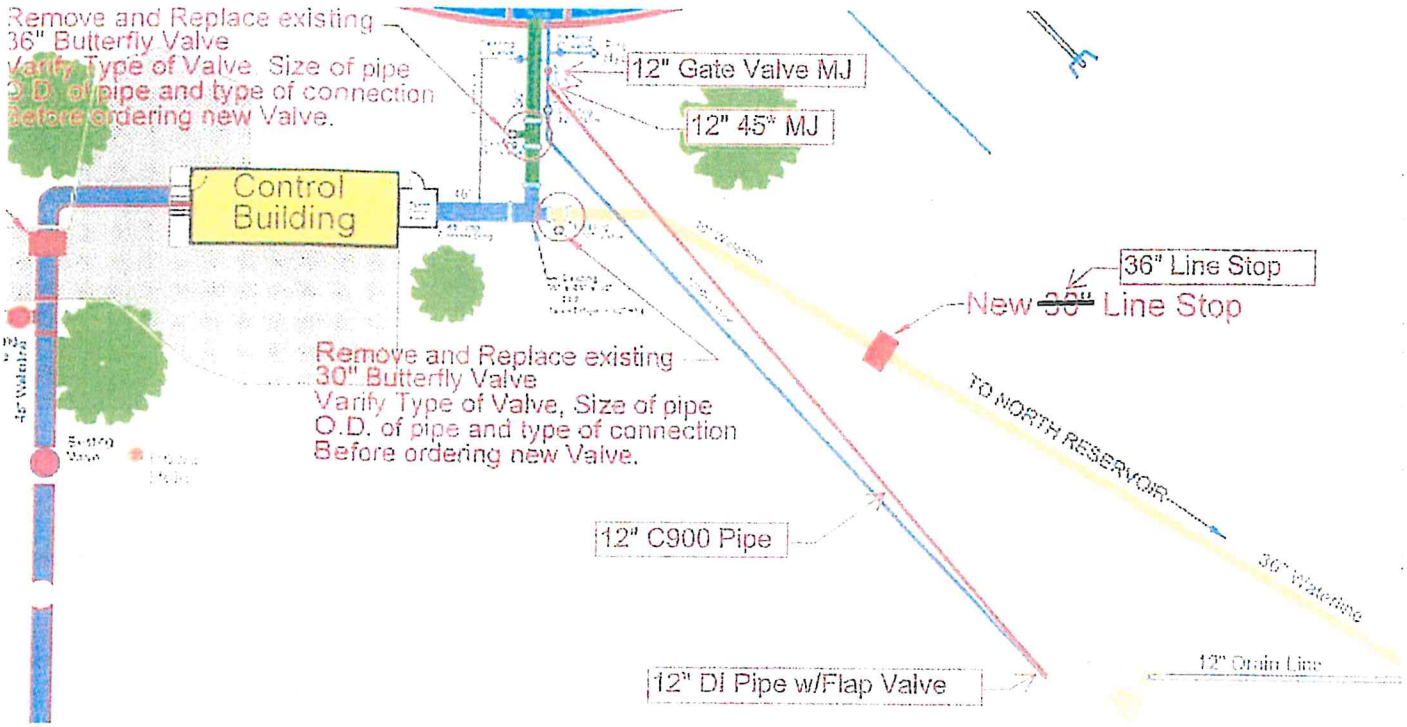

N
NOTE: THERE IS AN EXISTING VALVE INSIDE THE CONTROL ROOM , BUT NOBODY KNOWS IF THIS VALVE WILL WORK OR NOT SO THEREFORE IT IS NOT TO BE MESSED WITH UNLESS OTHERWISE DIRECTED
Existing 4" Valve
Existing 6" Valve
Fire Hydrant
6" Water Line
Drain Line
36"
Existing 12" Valve
Existing 36" Valve
C
12" drain line & valve in conflict
12" Drain Line
48"
Control Building
48
B
~~36"~~ 36"
Existing ~~36"~~ Valve
36"
46" into Control Bldg
Existing 36" x 48" x 30" ~~TEE~~
(Top of Pipe = 40' +/-)
48" Cross w/Reducers

W COUNTRY CLUB TWIN RESERVOIRS

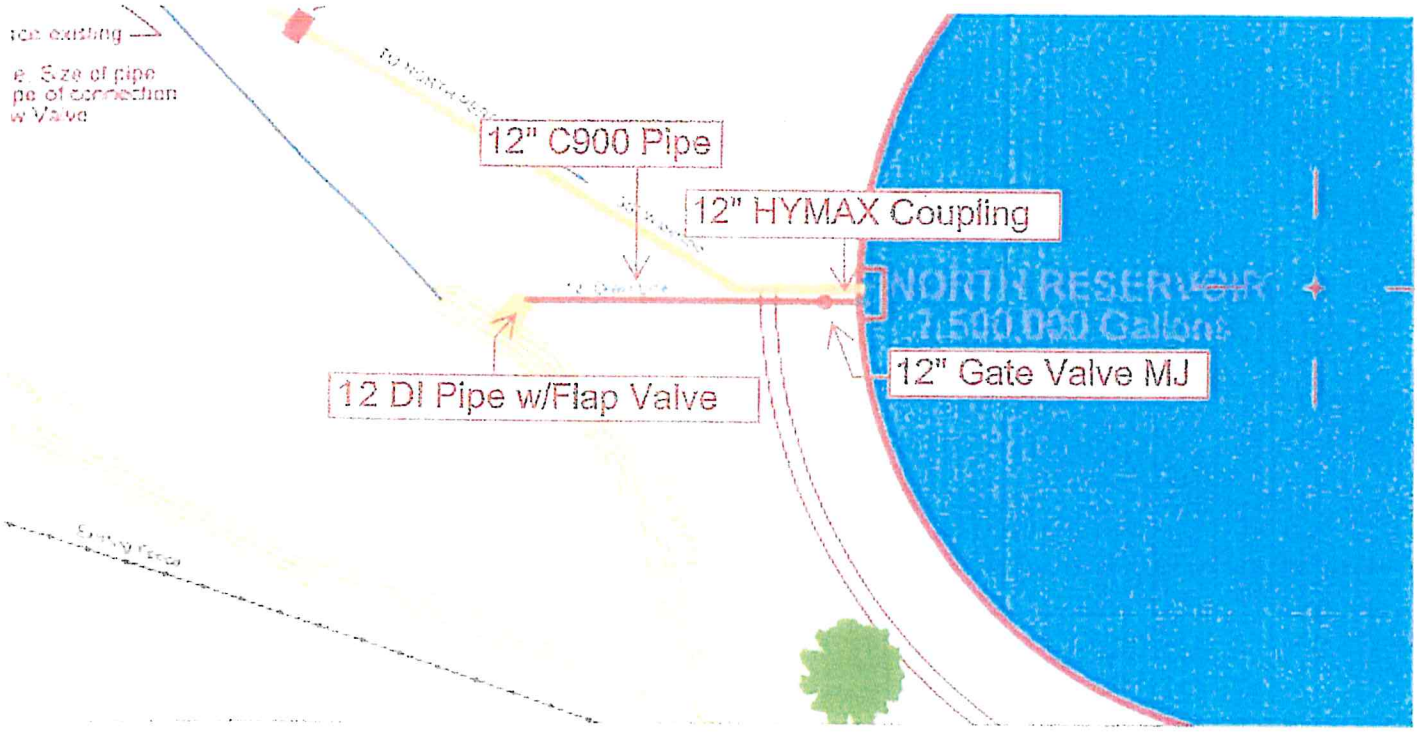
INTENDED REPAIR - REVISED



NEW 12" DRAIN LINE
SOUTH TANK



NEW 12" DRAIN LINE
NORTH TANK



ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 6.

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Discussion - Roswell Transit Fares

Attachments

Transit Fares

CITY OF ROSWELL
ROSWELL TRANSIT
PROPOSAL TO LOWER FARES ACROSS THE BOARD

		2019	2020	2021	2022	2023	2024	CURRENT FEDERAL FY2024	PROPOSED FEDERAL FY2024	
RIDERSHIP BY CALENDAR YEAR		161,145	60,411	49,105	78,924	114,230	129,977	125,072	125,072	
								REVENUE	REVENUE	
		FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	57,081	31,268	
2610-455010	FARE BOX	88,473	72,301	25,377	30,364	40,148	47,308			
2610-455015	CONTRACTS	-	121	2,498	5,689	6,641	5,113	AVG. FARE	FARE	
2610-455020	PARATRANSIT	4,020	4,269	3,059	3,830	4,672	3,089			PER RIDE
2610-489100	MISC	2,040	1,180	3,019	-	3,136	5,345			
		94,533	77,870	33,953	39,883	54,597	60,856			
	@ 50%	47,266	38,935	16,976	19,942	27,298	30,428	28,541	15,634	CITY PORTION OF REVENUE
COST OF ADMIN ASSISTANT		HTE	HTE	51,534	51,870	60,905	66,826	66,826	66,826	
CITY COST	@ 20%	HTE	HTE	10,307	10,374	12,181	13,365	13,365	13,365	CITY PORTION OF ADMIN ASSISTANT
NET SAVINGS (COST):				6,670	9,567	15,118	17,063	15,175	2,269	

CURRENT FARE STRUCTURE

	CHILDREN	STUDENT	SENIOR	DISABLED	ADULT	VETERANS
PER RIDE (CASH)	FREE	$ 0.50	$ 0.35	$ 0.35	$ 0.75	FREE
BAG OF TOKENS	FREE	$ 4.50	$ 3.00	$ 3.00	$ 6.75	FREE
MONTHLY PASS	FREE	$ 18.00	$ 10.00	$ 10.00	$ 27.00	FREE
ANNUAL PASS	FREE	$ 200.00	$ 100.00	$ 100.00	$ 300.00	FREE

PROPOSED FARE STRUCTURE

	CHILDREN	STUDENT	SENIOR	DISABLED	ADULT	VETERANS
PER RIDE (CASH)	FREE	$ 0.25	$ 0.25	$ 0.25	$ 0.25	FREE
BAG OF TOKENS	FREE	$ 2.25	$ 2.25	$ 2.25	$ 2.25	FREE
MONTHLY PASS	FREE	$ 9.00	$ 9.00	$ 9.00	$ 9.00	FREE
ANNUAL PASS	FREE	$ 90.00	$ 90.00	$ 90.00	$ 90.00	FREE

NOTES:
CHILDREN IS UNDER 5
STUDENT IS ANYONE CURRENTLY REGISTERED FOR CLASSES AT A RECOGNIZED SCHOOL AND CHILDREN UNDER 19
SENIOR IS OVER 59
VETERANS ARE CURRENTLY RIDING FOR FREE BECAUSE WE ARE CONTRACTED WITH AN ORGANIZATION THAT IS PAYING FOR THEIR RIDES
DISABLED PERSONS MAY SOON BE COVERED BY AN ORGANIZATIONAL CONTRACT AS WELL
PARATRANSIT RIDERS CURRENTLY PAY $.35, NO PROPOSED CHANGE

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 7.

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Roswell Transit

Attachments

Transit Mar 2025
Transit Bus Inventory Apr 2025

ROSWELL Transit

We believe

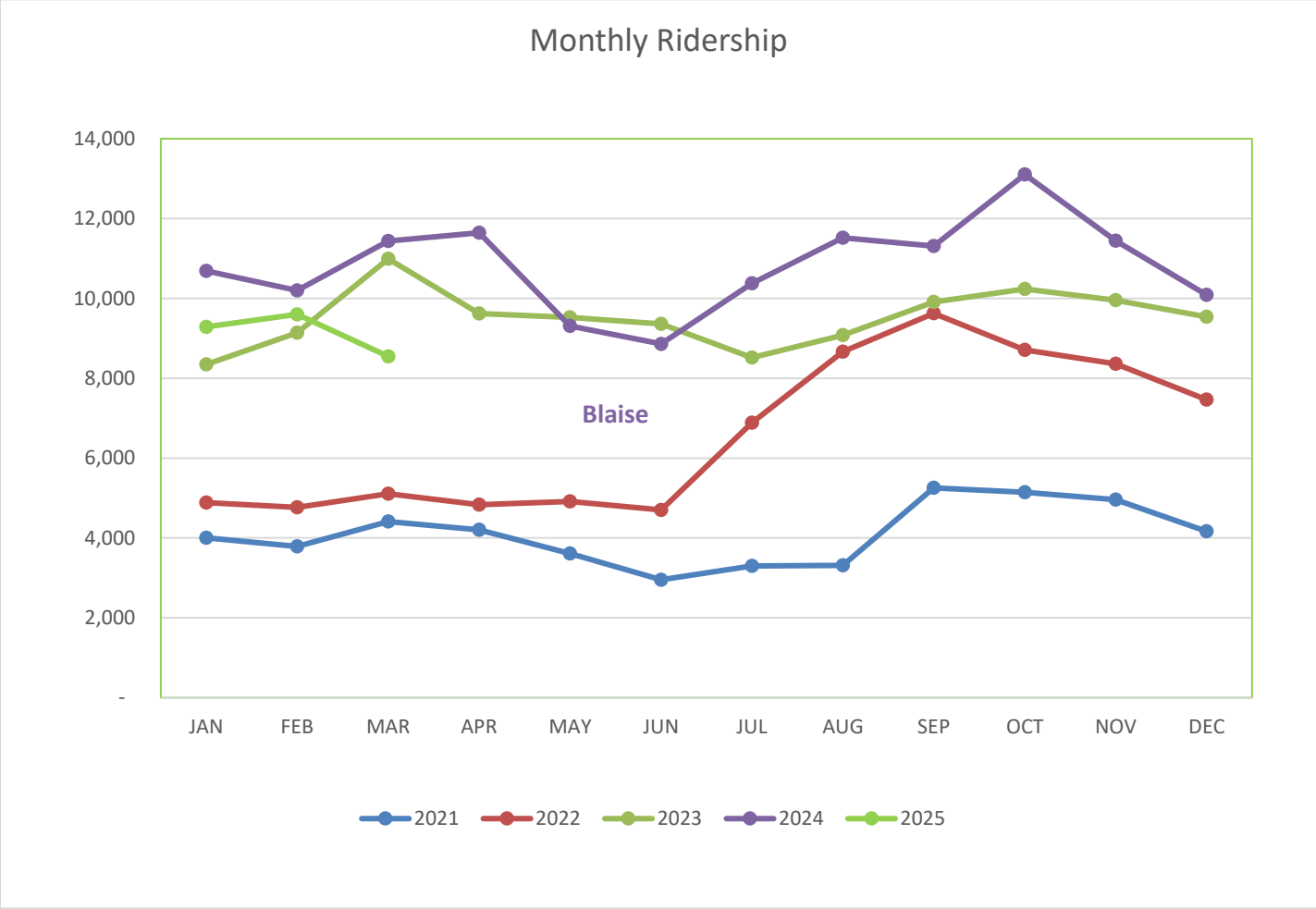
in safe, affordable, and convenient Public Transportation.

Connecting People to Places

BUS RIDERSHIP—March 2025: 8,549

YTD 2024 Ridership ---- 32,323

YTD 2025 Ridership ---- 27,434 **-15.1%**



- Our new hires are still in training, but coming along nicely.
- We are still running reduced service on Main Street.
- The shortage of routes and services has affected ridership for the month/year.
- The very nasty, windy weather has also affected ridership numbers for the year.
- We had one driver participate in the annual Bus Roadeo held in Rio Rancho. It was her first time, and she did very well, placing 15th out of 33 participants. Congratulations, Mary Sparnon! Great Job!
- Roswell Transit was named Rural Transit System of the Year by NMDOT. The award was presented at the NMTA annual conference held in Santa Fe in March.

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

BUS/VAN INVENTORY 04/01/2025

	BUS #	YEAR	MAKE	MODEL	VIN	GVWR	LIC PLATE	SEATS	MILEAGE	WHEN TO REPLACE
1	950	2015	CHEV	ARBOC C4500	1GB6G5BG9F1206700	14200	04872G	23	196,094	FY2026 OR 240,000 MILES
2	951	2019	CHEV	ARBOC C4500	1HA6GUBB6KN002736	14200	06100G	24	209,993	FY2027 OR 240,000 MILES
3	952	2019	CHEV	ARBOC C4500	1HA6GUBB8LN003873	14200	13167G	21	125,964	FY2028 OR 240,000 MILES
4	953	2019	CHEV	ARBOC C4500	1HA6GUBB5LN003751	14200	13166G	21	168,769	FY2028 OR 240,000 MILES
5	PT8	2010	DODGE	GRAND CARAVAN	2D4RN4DE9AR462606	6050	G95453	5	125,633	FY2020 OR 175,000 MILES
6	PT10	2015	DODGE	GRAND CARAVAN	2C7WDGBG5FR705623	6050	G97744	5	128,582	FY2025 OR 175,000 MILES
7	PT11	2018	DODGE	GRAND CARAVAN	2C4RDGBG7JR256562	6050	05617G	5	120,296	FY2026 OR 175,000 MILES
8	954	2023	FORD	TRANSIT	1FDEU6PG3PKA02173	11000	20366G	13	61,022	FY2032 OR 240,000 MILES
9	955	2023	FORD	TRANSIT	1FDEU6PG1PKA02222	11000	20365G	13	66,280	FY2032 OR 240,000 MILES
10	956	2023	FORD	TRANSIT	1FDEU6PG5PKA98355	11000	21060G	13	47,984	FY2032 OR 240,000 MILES
11	957	2023	FORD	TRANSIT	1FDEU6PG3PKB23964	11000	21054G	13	47,329	FY2032 OR 240,000 MILES
12	958	2023	FORD	TRANSIT	1FDEU6PG3PKA98371	11000	20932G	13	46,458	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 8.

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Fleet Maintenance

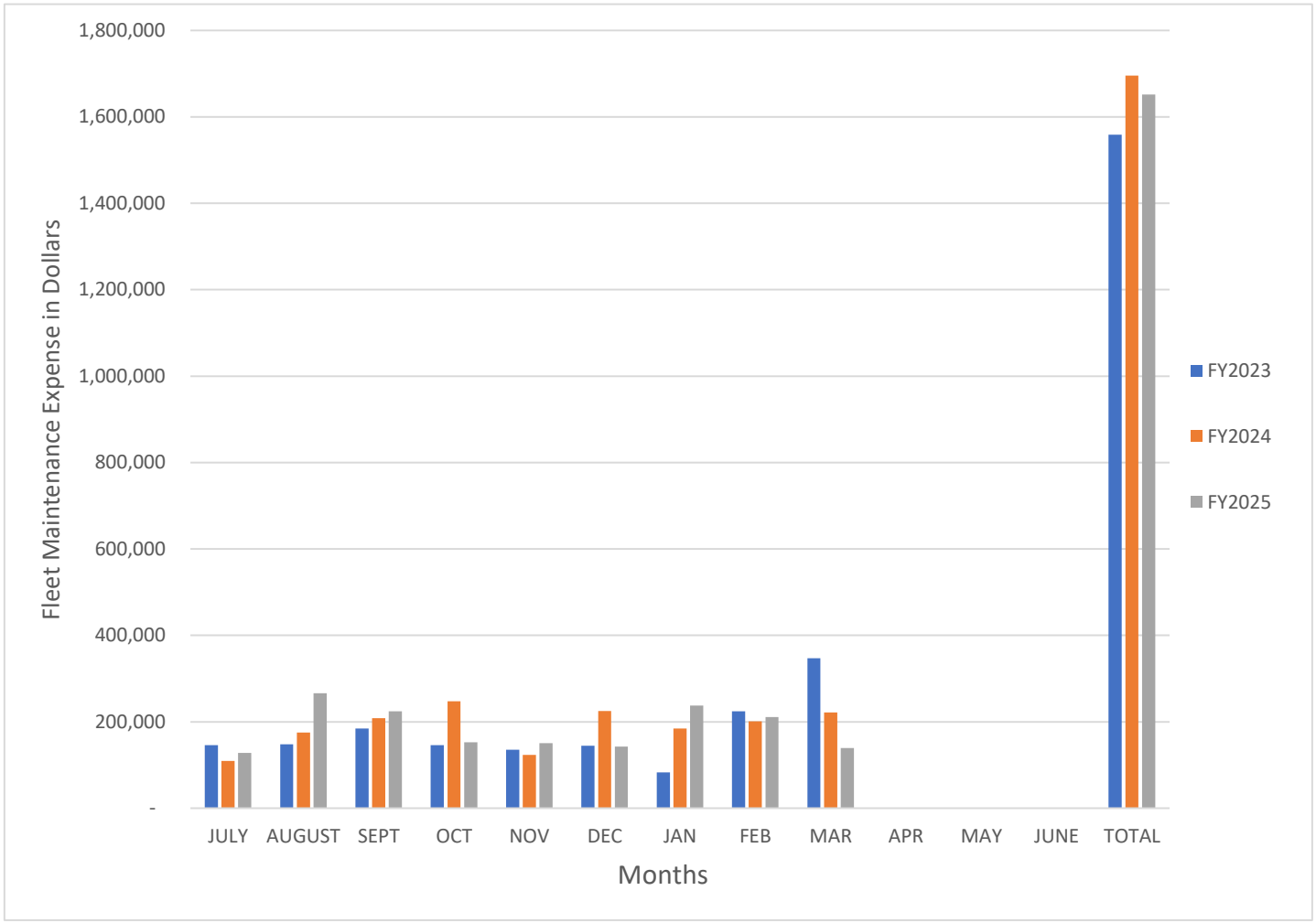
Attachments

Fleet Maint Mar 2025
Fleet Maint Graph
FY25 Auction Results

CITY OF ROSWELL
MONTHLY FLEET MAINTENANCE COSTS BY DEPARTMENT
FOR FY2025

PERCENT OF BUDGET			8%	17%	25%	33%	42%	50%	58%	67%	75%		
DEPARTMENT	FY2025 ORIGINAL BUDGET	FY2025 REVISED BUDGET	JUL 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	FY2025 TOTAL ACTUAL	SPENT PERCENT OF BUDGET
AIR CENTER	81,446	70,043	60	10,493	7,700	1,461	-	1,250	1,603	7,598	3,007	33,171	47%
ANIMAL CONTROL	13,926	13,329	299	7,799	448	273	707	-	588	543	91	10,749	81%
CEMETERY	15,494	11,794	3,073	241	1,415	440	140	351	188	3,981	652	10,481	89%
CENTRAL CONTROL	12,537	16,537	732	1,683	1,194	2,807	1,590	1,189	1,402	2,105	1,118	13,819	84%
CODE ENFORCEMENT	5,590	29,590	-	2,665	653	1,942	4,551	151	347	-	36	10,344	35%
COMMUNITY ENHANCEMENT	-	-	-	-	-	-	-	-		-		-	0%
CONSOLIDATED DISPATCH	1,446	1,446	-	-		-	-	-		-		-	0%
CONVENTION CENTER	100	100	-	-	-	-	-	-		-		-	0%
EMERGENCY MANAGEMENT	1,000	1,000	-	-	-	-	-	-		-	244	244	24%
ENGINEERING	9,086	9,086	-	9	2,437	1,611	2,973	-	151	57	-	7,239	80%
FACILITIES MAINTENANCE	12,734	23,609	291	1,861	3,409	1,253	2,640	2,321	1,076	4,707	160	17,719	75%
FINANCE	165	-	-	-	-	-	-	-	-	-		-	
FIRE	5,775	308,244	2,779	46,888	59,686	859	8,448	4,489	62,508	9,942	827	196,427	64%
FLEET MAINTENANCE	3,307	4,792	-	35	-	3,653	74	484	686	(318)	53	4,666	97%
GOLF	40,537	42,537	4,975	6,417	2,492	2,032	645	275	1,143	10,288	4,870	33,138	78%
HUMAN RESOURCES/SAFETY	-	1,332	-	-	-	-	20	-	-	-	-	20	2%
IT	1,706	6,906	-	-	-		248	-	-	-	-	248	4%
LANDFILL	120,845	78,942	-	-	5,441	7,661	14,032	10,461	6,690	4,355	-	48,640	62%
MUNICIPAL COURT	-	4,232	-	432	102	-	-	-	-	-	-	534	13%
PARKS	54,091	50,841	193	2,771	2,005	399	1,063	1,610	3,429	5,758	922	18,149	36%
PLANNING & ZONING	101	101	-	-	-	-	-	-	-	-		-	0%
POLICE	228,407	242,907	27,544	9,536	26,914	17,331	9,910	27,922	19,752	44,752	12,461	196,121	81%
RECREATION	2,000	2,000	-	-	-	362	74	-	172	-	-	608	30%
RECYCLING	-	-	-	-	-	-	-	-				-	0%
SANITATION-VEHICLE MAINT	550,330	794,030	44,776	71,960	45,422	38,839	40,515	39,472	54,119	43,559	31,688	410,348	91%
SANITATION-PAYROLL	INCL	INCL	26,332	47,397	32,267	32,320	32,913	32,119	47,189	32,154	32,052	314,744	INCL
SEWER MAINTENANCE	56,879	39,779	1,015	2,146	7,212	135	2,450	354	149	2,194	9,317	24,972	63%
SPECIAL ELECTRONICS	4,564	8,834	84	169	-	5,675	169	593	84	217	-	6,992	79%
STREETS	197,396	227,396	4,772	33,092	9,285	18,479	18,616	11,818	17,864	27,609	4,226	145,761	64%
TRANSIT	115,072	109,660	6,764	8,639	9,753	11,618	5,257	5,263	15,739	6,519	2,972	72,523	66%
WWTP	29,978	29,478	524	5,183	1,932	108	504	1,897	1,270	1,513	278	13,209	45%
WATER MAINT & TRANS	65,177	93,687	4,011	6,311	4,533	2,400	752	735	1,210	3,382	32,375	55,709	59%
WWTP LAB	545	1,045	-	63	55	22	-	-	-	-	-	140	13%
ZOO	10,000	10,000	53	85	-	530	2,015	94	72	219	1,941	5,008	50%
	1,640,234	2,233,275	128,276	265,875	224,355	152,209	150,307	142,846	237,431	211,133	139,290	1,651,722	

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



CITY OF ROSWELL
YEAR-TO-DATE AUCTION RESULTS
FY2025

NO. OF VEHICLES SOLD	SALE DATE	AMOUNT COLLECTED
8	3/17/2025	$ 21,550

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 9.

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Solid Waste

Attachments

Monthly Report - March

ROSWELL
New Mexico

Sanitation

CONGRADULATIONS BRYAN!!!!!

Bryan Staeden is retiring from the city after 17 ½ years. The Solid Waste Department will miss you greatly!

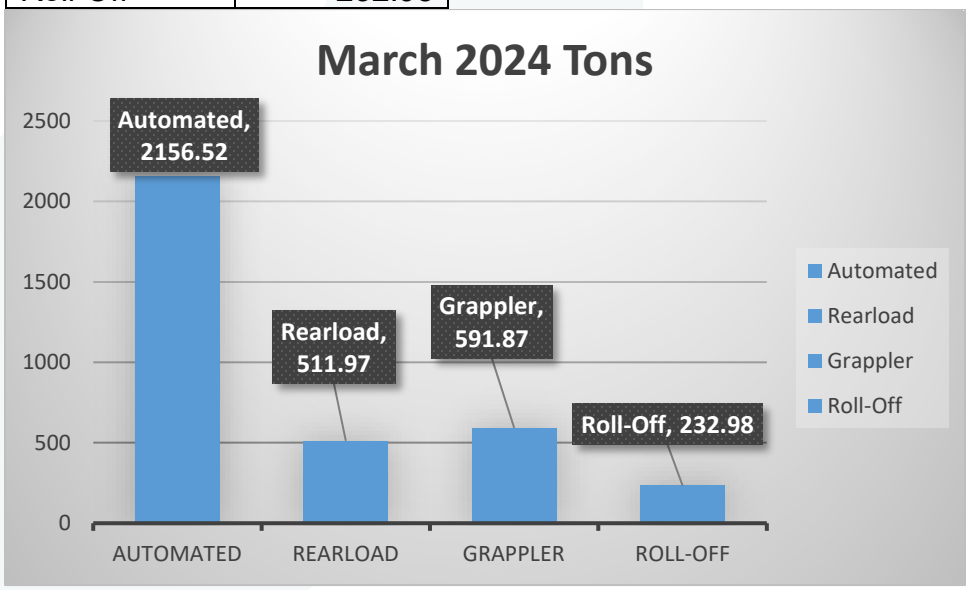


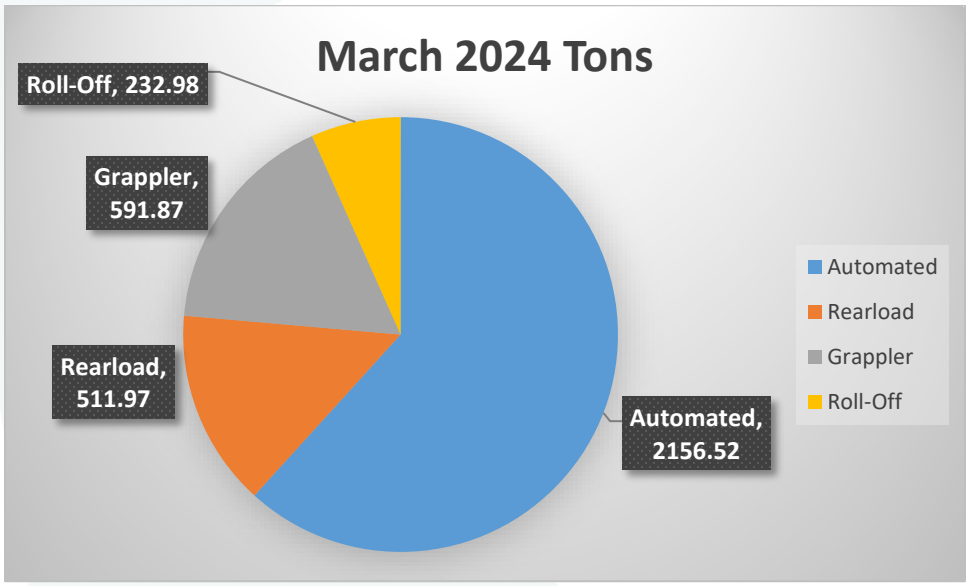
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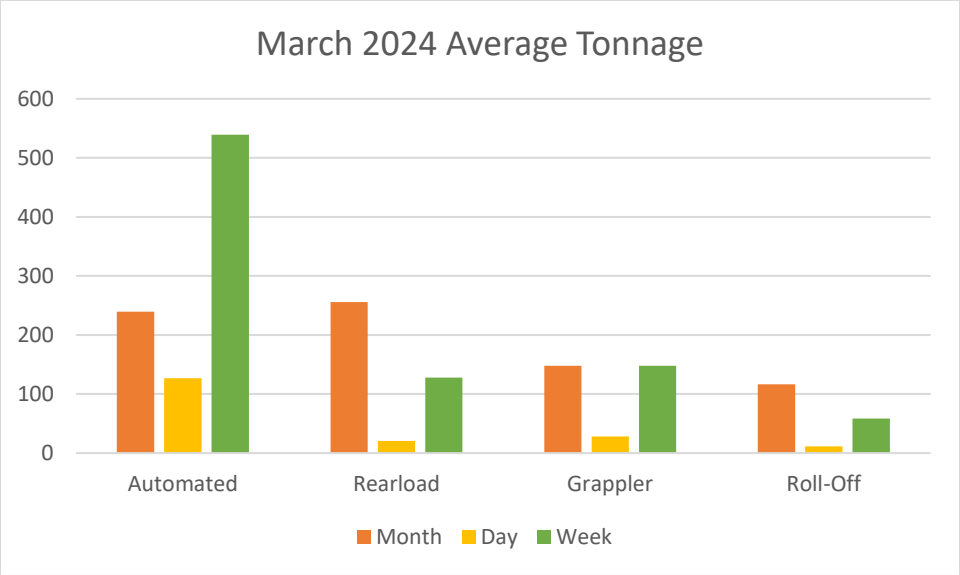
Monthly Solid Waste Department
March 2025 Tonnage Report

Roswell Municipal Landfill (RML). Report includes tonnage from March 1st to March 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	2156.52
Rearload	511.97
Grappler	591.87
Roll-Off	232.98







March 2025 Average Tonnage for our different divisions. They are:

Automated Average Tons:

- Daily: 127
- Weekly: 539
- Per Truck this Month: 239

Rearload Average Tons:

- Daily: 20
- Weekly: 128
- Per Truck This Month: 256

Grappler Average Tons:

- Daily: 28
- Weekly: 148
- Per Truck this Month: 148

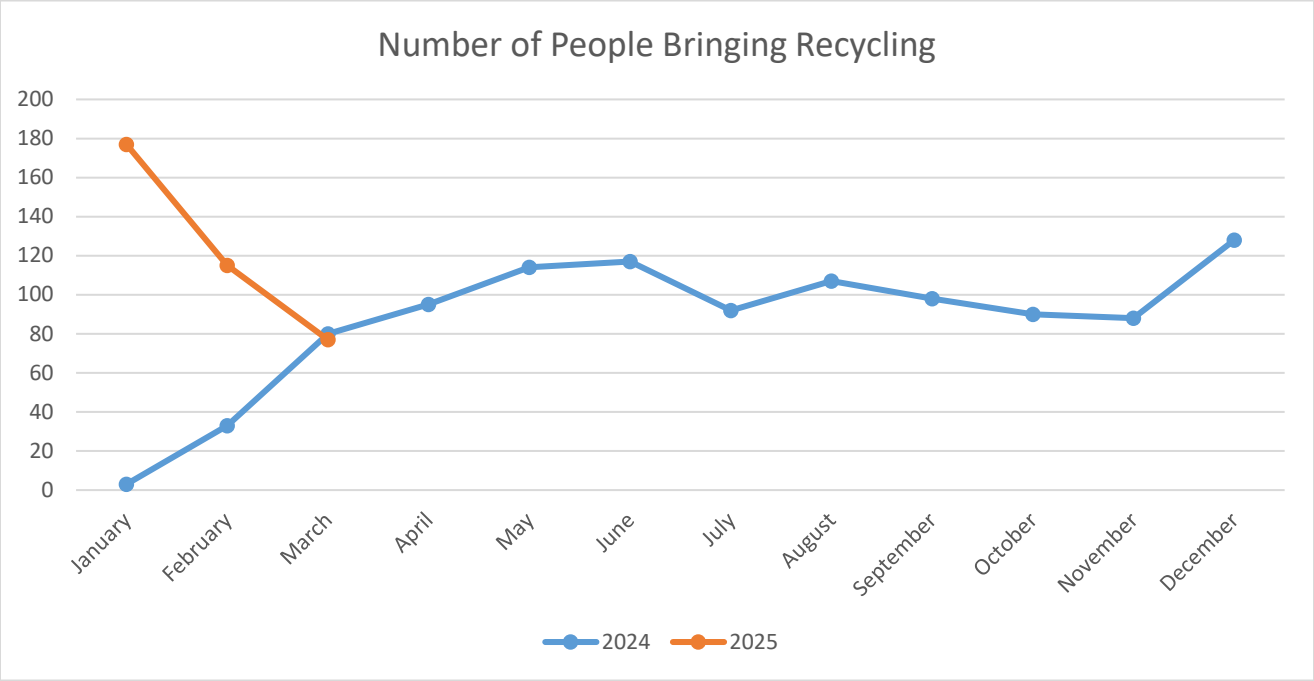
Roll-Off Average Tons:

- Daily: 11
- Weekly: 58
- Per Truck this Month: 116

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
2025	177	115	77										369



Five Year Tonnage & Charges Users

Taking our data from FY20-FY24. We sorted it in two ways, who brought in the most tonnage and who has the most charges.

Top Tonnage	
Customer	**Percent**
City of Roswell-Sanitation	39.79%
Cash Customer	12.47%
City of Roswell-Zoo	10.35%
SOUTHWEST DISPOSAL/WASTE CON.	5.57%
WASTE MANAGEMENT, INC	4.40%
CHAVES COUNTY	4.29%
City of Roswell-Streets	3.54%
WHITCAMP DISPOSAL	3.14%
CUSTOM CONSTRUCTION & ROOFING	2.76%
Abraham's Construction Inc.	2.23%

Top Charges	
Customer	**Percent**
Cash Customer	18.15%
SOUTHWEST DISPOSAL/WASTE CON.	12.90%
WASTE MANAGEMENT, INC	10.22%
CHAVES COUNTY	9.86%
WHITCAMP DISPOSAL	6.63%
LOVELACE REGIONAL HOSPITAL	4.84%
NMMI	3.23%
Roswell High School	1.55%
WAIDE CONST.SAND & GRAVEL	1.55%
Goddard High School	1.54%

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	**822**	**7731.92**
Trash - MSW	819	7731.92
Unknown	3	0.00
Totals	**822**	**7731.92**

Disposal by Material		
Material	**Loads**	**Tons**
Trash - MSW	819	7731.92
Unknown	3	0.00
Totals	**822**	**7731.92**

Disposal by Vehicle Type		
Vehicle Type	**Loads**	**Tons**
Front load	**101**	**1324.24**
Trash - MSW	101	1324.24
Residential	**495**	**6209.22**
Trash - MSW	492	6209.22
Unknown	3	0.00
Roll off	**226**	**198.46**
Trash - MSW	226	198.46
Totals	**822**	**7731.92**

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	23	151.02	60.25	47.00806	7262	1250	230.34
RO-Route-1	5	148.63	0	0.6122449	116	2235	139.77
RL-Route-South	5	145.7	0	15.52683	2487	952	537.66
SL-Route-6	9	143.26	4.94	52.98511	8262	873	231.64
SL-Route-3	15	170.45	18.97	75.25961	12738	1315	1818.37
SL-Route-5	8	173.77	7	38.77614	9298	956	735.38
SL-Route-4	13	171.81	6.56	56.83965	11139	1294	978.14
RO-Route-2	5	167.34	0	0.6752316	131	1981	58.69
RL-Route-Sub	3	68.16	0	2.787286	255	183	28.53
RL-Route-North	6	163.25	0	13.08902	2569	1100	758.05
CR-Route	8	134.21	8.52	28.73712	4990	862	735.05
SL-Route-7	9	177.44	4.08	46.83449	10383	1124	31.37
RO-Route-Sub	4	32.73	22.51	24.88029	524	233	47.4
SL-Route-2	12	163.76	15.43	50.90687	9752	1190	950.44
SL-Route-1	11	158.11	6.15	49.85559	9048	1105	282.38

ROSWELL
New Mexico

Fuel Log

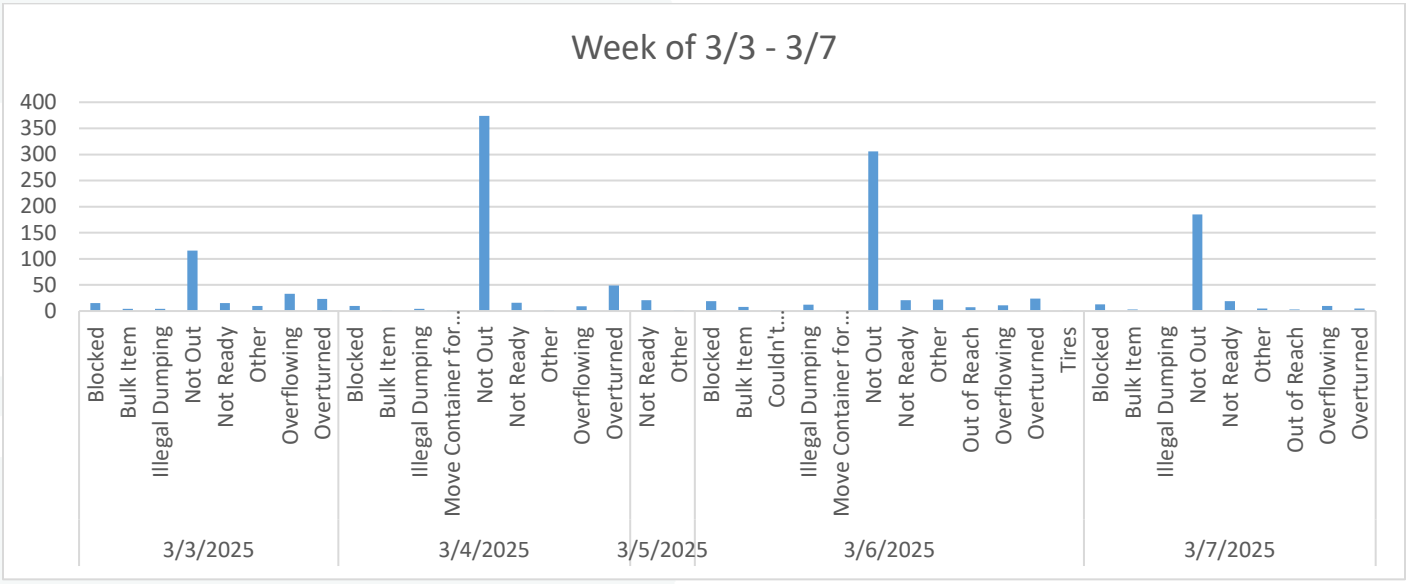
Sanitation

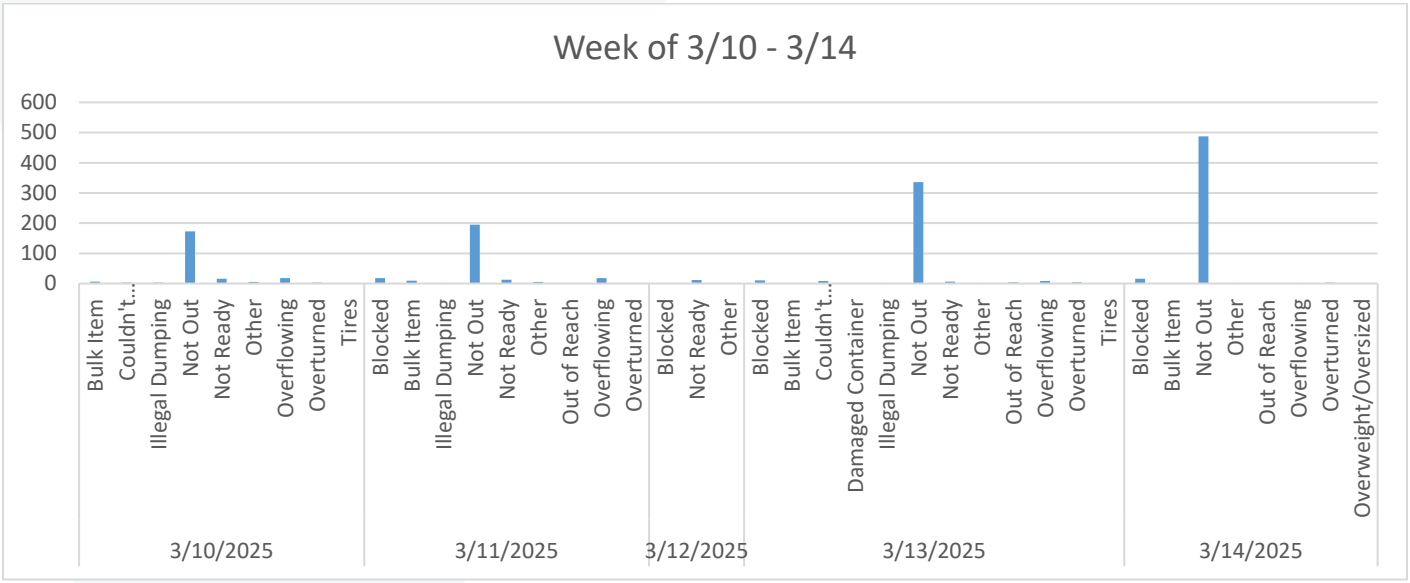
This shows how many miles are driven on our trucks along with their Fuel Efficiency.

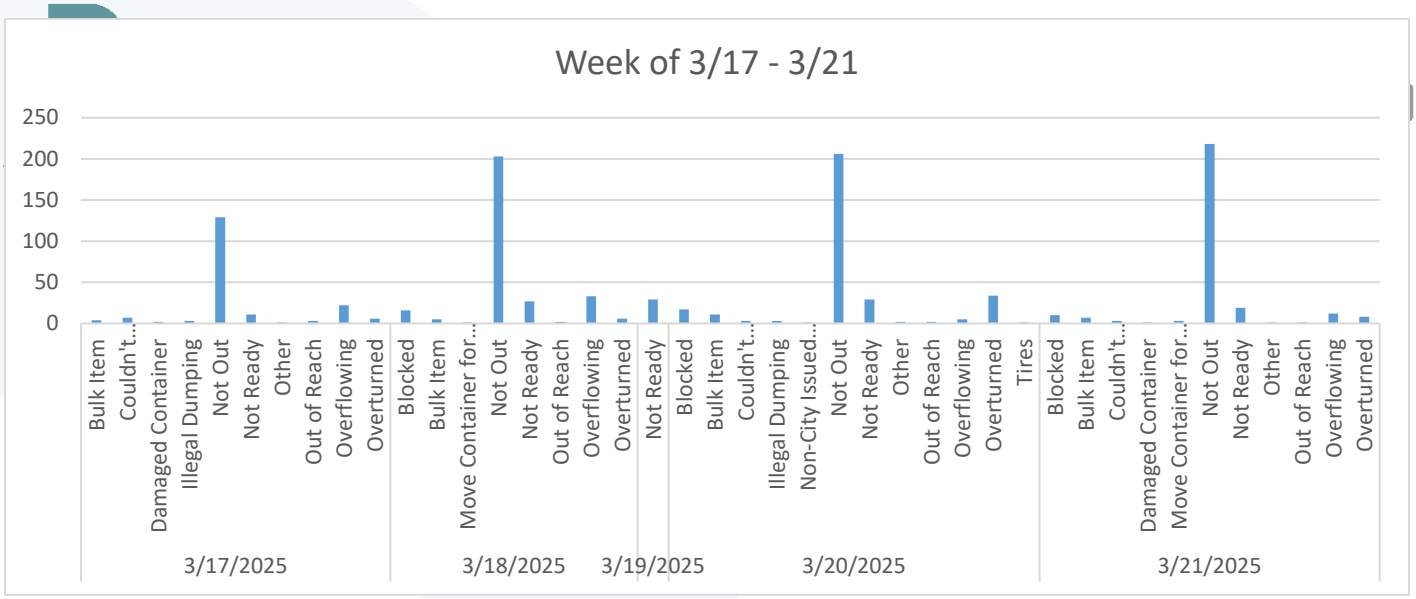
Fuel Log					
Vehicle Name	# Fill ups	Fuel Efficiency (MPG)	Total Gallons Filled	Total Gallons Used	Total Miles Driven
309	4	3	20.2	90.5	275
307	6	2	144.9	93.4	136
SL 19-324	6	2.8	150.1	231.2	647
SL 20-305	11	2.7	433.1	393.9	1081
SL 19-315	4	2.8	154.2	153	437
316	13	2.6	390.1	454.2	1199
263	12	1.1	461.3	303.3	330
300	11	2.8	145.6	143.5	378
262	10	3.1	321.2	308.1	956
261	3	4	95.5	130.9	547
SL 321	7	2.6	159.8	231.6	605
303	4	3.1	129.1	200.2	606

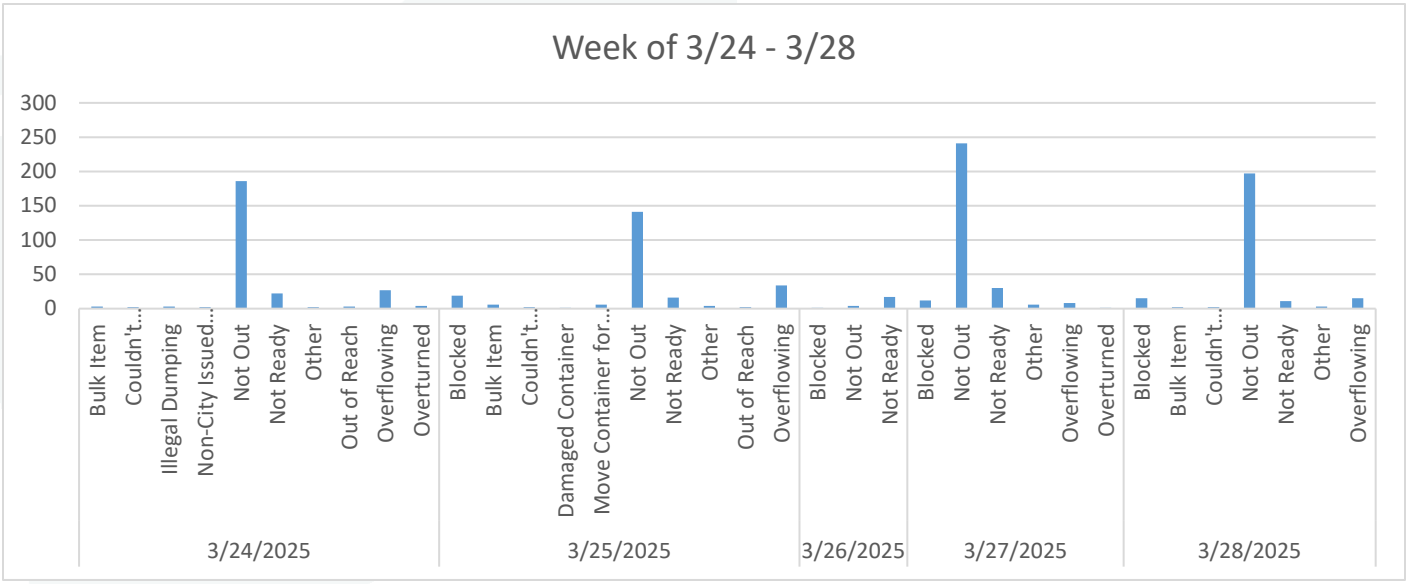
Pickup Reports

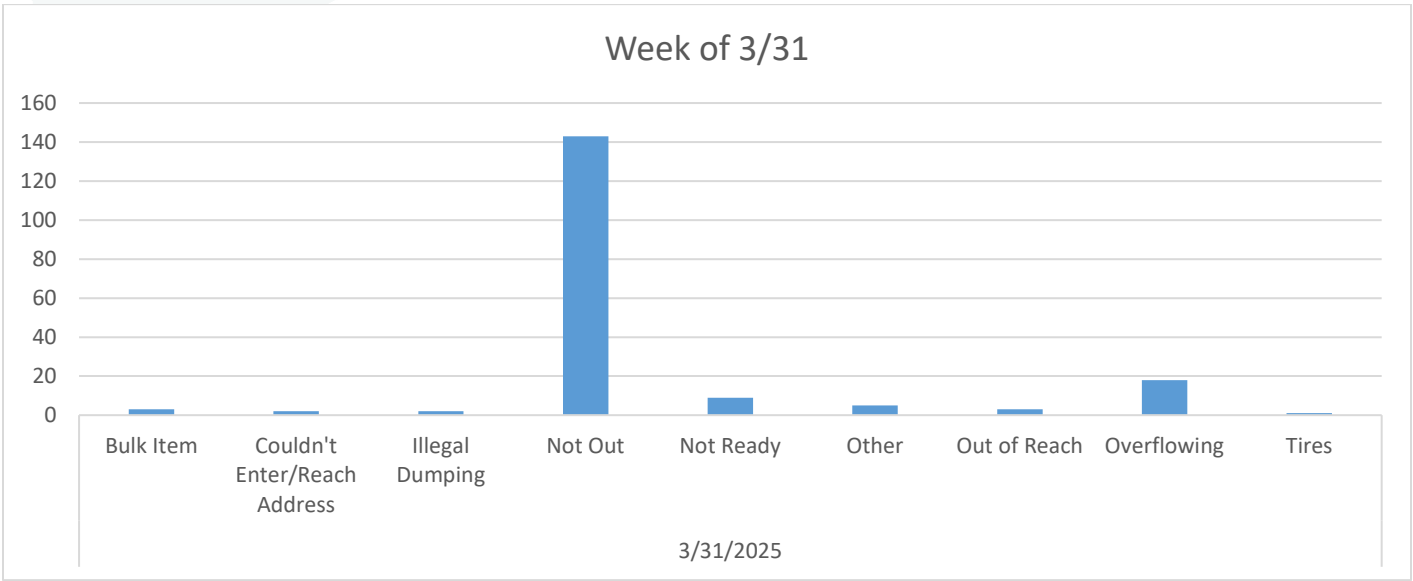
Pickup Reports are broken down by week to week. They show the number of Issues the drivers run into every day. To better view the data we split it into weeks.











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Parkview Touch a Truck Event



ROSWELL
New Mexico

Sanitation



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TEL: 575.624.6746

roswell-nm.gov

Current Project Updates

1. In House Projects / Infrastructure

a. Bring Fire Suppression System up to Code
    i. Jockey Pump replaced more work needed
b. Ongoing Flood Repair
    i. J&H Services is performing on-going remediation
        1. New Cover for Cell 1,2,4 & Partial on 5 slopes
        2. Road Maintenance within Landfill
        3. Repair Leachate Pond (Geomembrane & Liner)
        4. Re-establish entire landfill storm water drainage system
        5. Pump out all leachate from Cell 1, 2, 3, 4 & 5 (Over 200,000 gallons)
c. Roto Chopper working on wood pile and switching to smaller screen

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 10.

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:

Department Report - Facilities Maintenance

Attachments

ATT 1 - Facilities Project Dashboard Report

ROSWELL
New Mexico

City of Roswell Projects Status

update 4-9-2025

Facilities Maintenance Department Projects

Year

2025 **landfill pressure washer shed**

SCOPE: Waiting on new electrical motor block and the pond lining

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	95%
Vendor	
Estimated Completion	15-May

Notes:

faulty wire is causing an issue in the 24v system.

Year

2025 **City Hall Flooring Project**

SCOPE:

ESTIMATED COST: $5,000

FUNDING SOURCE:

CITY SHARE: $ -

DFA/GRANT #:

OTHER: $ -

BUDGET:

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

PROJECT CODE NO.:

PURCHASE ORDER NO.

GL #: 0

PROJECT SCHEDULE:

EST. COMPLETION:

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	May-25

Notes:
Flooring is pruchased. Due to location this project will be done afterhours and on weekends.

Year
2025 **gayle Firehouse Roof**

SCOPE:
ESTIMATED COST: $17,000
FUNDING SOURCE: Unknown — **CITY SHARE:**

	$ -	**DFA/GRANT #:**
Insurance Claim		**OTHER:**
Total Budget:	$ -	
Total Payments:	$ -	
Encumbered	$ 14,264.03	
Total Change Orders:	$ -	
Current Balance:		

BUDGET:

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	May-25

Notes:

Year
2025

SCOPE: Fire Station #1 new 3 ton unit
ESTIMATED COST:
FUNDING SOURCE:

	$ -	**CITY SHARE:** $0
	$ -	**DFA/GRANT #:**
	$ -	**OTHER:**
Total Budget:	**$ 13,685**	
Total Payments:	$ -	
Encumbered	$ -	
Total Change Orders:	$ -	
Current Balance:	**$ 13,685.00**	

BUDGET:

PROJECT CODE NO.:
PURCHASE ORDER NO. 0 — **GL #:** 0
PROJECT SCHEDULE:

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	Rhoads
Estimated Completion	25-Apr

Notes:

2025

SCOPE: Fire Station #2 New 4 ton Unit

ESTIMATED COST:

FUNDING SOURCE:

CITY SHARE: $ -

DFA/GRANT #: $ -

OTHER:

BUDGET:

Total Budget:	$	9,800
Total Payments:	$	-
Encumbered		
Total Change Orders:	$	-
Current Balance:	**$**	**9,800.00**

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	Amador Services
Estimated Completion	25-Apr

Notes:

Year

2025

SCOPE:

ESTIMATED COST: $ -

FUNDING SOURCE:

CITY SHARE:

DFA/GRANT #:

$ - **OTHER:**

BUDGET:

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

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	Facilities
Estimated Completion	

Notes:

Year
2025

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	25-Apr

Notes

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 11.

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:

Department Report - Waste Water Treatment Plant & Sewer

Attachments

ATT 1 - Waste Water Treatment Plant Monthly Report

ROSWELL
Waste Water

WWTP MONTHLY REPORT FOR April 2025

Sewer Crew (Collections)

PSU- 20 STOP UPS- 1 SHOT LINE TO SATISFY CUSTOMER

POINT REPAIR – 1 (Contractor Plumber Fulkerson cracked sewer line and point repair completed)

SHOT LINE DUE TO DEAD END - 2

SEWER ODOR - 2

MANHOLE LID MISSING- 2

TELEVISE LINE – 0

ASSIST WATER DEPT-0

SEWAGE SPILLAGE – notified code enforcement (1104 Avenida Del Sumbre)

WKLY MAINTENANCE SOUTHSIDE UNIT 355

Total of 6 in Department to include (**2**) Sr. Equipment Operators **(1)** Equipment

3 resigned in March leaving 3 vacant positions in department. Positions requires CDL class B with tank and air brake endorsements

Participated in the Touch a Truck event with our Vactor truck at the library.

Excavated sewer line to replace old pipe and install connection for the RV grey water dump station for the Air Races and will need to do some additional work for that location in April.

PLANT OPERATORS

Monthly Plant flow – 92.33 Million Gallons

Plant operator makes daily rounds and verifies and collects data of pumps and motors making adjustments to our aeration basins for blowers to maintain ammonia/nitrates and keep a healthy basin and keep plant operational

Plunger piston pumps in primary pump room are operational and not replacing shear pins. Automatic larger oil drippers have been installed on piston pumps and able to pump down sludge depth and maintain healthy sludge depth level and stay in compliance with lab analysis performed for our BODs required on permit.

Dewatering building south screw press has reached its 120 hours and north screw press is not operational due to communication issues with PLC/VFD and contractors are in the process of further troubleshooting. Pending order for 2 totes of polymer and should be delivered next week 4/14/25. Air handler not operational due to some electrical issues and electricians are needing to do additional work.

Continuous repairs are being done to our UTV mules which are utilized to help transport equipment to and from buildings. Currently down to only 2 that is fully operational. Unit 366 and Unit 368 are needing further repairs and placed on hold.

Daily/Regular maintenance as needed on equipment

Wkly cleaning of irrigation screens

Drying Beds at max capacity.

Currently utilizing John Deere equipment from water plant to help move our drying solids and turn sludge piles

Case Loader for our facility information was given to safety and fleet mngr on 2/12/25

NMED/EPA 3/31/25 inspection visit

Total Employees 8 - fully staffed to include

(1) Sr Operator

(5) WWTP Operators plant operations

(2) Maintenance Worker I maintains grounds and buildings

- We are utilizing one of the maintenance workers to assist with the sewer crew since we are down 3 equipment operators and he is assisting with on-call with the Lead Equipment Operator

LAB

Monthly Bact Sampling – 60 samples required for NMED compliance City of Roswell potable water. (15) Wkly sampling. Quality Control daily analysis for wastewater operations.

9 Drinking Water Systems we oversee analysis for DWB compliance to include Alto Lakes Water, Berrendo Water, Capitan Water System, Cumberland, Fambrough, Greenfield, Town of Dexter, Leprino Foods, Roswell Landfill

3-Private Pay (private wells) to include Artesia Soft Water System-4, NICE ICE-2 Rob Jagger-1

Discharging our Effluent water to farmland NMED permit DP-281 requires 3x wkly running BOD5 (biochemical oxygen demand – measure of amount of dissolved oxygen needed by microorganisms to break down organic matter in water sample over a 5day period at 20 C), E-coli, TSS (total suspended solids -dry weight of non-dissolved particles in water sample). Daily analysis of ammonia/nitrate, MLSS (mixed liquor suspended solids-total concentration of suspended solids)

Renew Certification for Laboratory Bacteriological Analysis-Audit has been rescheduled for 4-10-25

(20) Monitoring Wells sampled qtrly – 2nd Quarter sampling will be scheduled for April. Monitoring Well #6 off of College Rd and Red Bridge Rd has been back filled by the streets department due to the heavy rainfall from October flood

Total employees - 3 fully staffed (1) Lead Lab Technician (2) Asst. Lab Techs

Lab employees are actively seeking required certifications through NMED

Pretreatment

Restaurants -72 **Industrial Users** -2

Wkly bacti sampling assist lab due to certifications

2x Wkly sampling for Covid

1x wk collection sample for Measles

Industrial surcharge sampling inspection for month of March

Bill surcharge to restaurants monthly and deposit of checks received

Bill septic haulers

Inspection of listed pretreatment surcharge

Industrial User Inspection

Vestis (Ameripride) 3/13/25, 3/28/25

New management /Engineer establish industry contact

Restaurant sampling for surcharge billing

Cattle Baron sampling for BOD, TSS, Oil and Grease 3/12/25

Total employees - (1) employee fully staffed

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 12.

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:

Department Report - Water Maintenance & Transmission

Attachments

ATT 1 - Water Maintenance & Transmission Monthly Report

Water Maintenance and Transmission

Monthly Report for March 2025

By Andrew Valadez & George Peterson

WORK ORDERS:

Work Orders by Category	This Month	Year to Date
Main Break	2	11
Main Break - Unfounded	0	0
Replace Mainline Valve	6	6
Service Line City Side Leak	55	208
Service Line Customer Side Leak	24	24
Service Line Break Unfounded	0	2
Meter Box Repair	2	5
Customer No Water - Unfounded	0	42
Hydrant Repair	8	18
Meter Call Returned to Central Control	0	0
New Service	5	10
New Fire Line	0	0
Abandon Service	0	0
811 Utility Locate	796	1733
Other- Misc.	22	58
Move Outs	0	1

PROJECTS:

	Current	Future
1	*4" Install AirRace Mobile Park*	
2		
3		
4		
5		
6		
7		
8		

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 13.

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Central Control

Attachments

ATT 1 - Central Control Monthly Report

Central Control Monthly Report for

March 2025

Central Control Operators and Maintenance

- Operators making weekly rounds and collecting data of well pumps and motors. Making adjustments as needed to keep operation in spec.
- Operators doing monthly checks on booster pump screens and testing the chlorine leak detectors.
- Operators at end of month getting final monthly reads from all wells for total water produced.
- Operators doing daily cleaning and maintenance as needed at well sights, Reservoirs and at Central.
- On-call operator responding to alarms as needed after hours and having to come out to central on weekends to maintain levels in reservoirs.
- SCADA system still down have control at central but having to manually turn wells on/off.
- RIAC well 4 still in the process of getting new building done and new well set up for operation.
- Kerr well 3 is tripping the main line link when trying to start up will have electrician check for issue.
- RIAC well 1 Booster pump burnt up waiting for arrival to replace.

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 14.

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department report - Zoo

Attachments

Zoo March Report

ZOO – March, 2025

Highlights/Animal Care/Maintenance:

- Routine upkeep done on all animal enclosures, the park, and non-animal areas.
- Routine animal care, including feeding, cleaning, medical care, and enrichment. This month this included beak trims for all birds, as well as hoof care for our muntjac, mini horses, and potbelly pig.
- Training has continued for new hires.
- USDA came for an unscheduled routine inspection. To be compliant, we adjusted heat lamp cords in a few of our raptor exhibits. There was also concern with our bird enclosures not having secondary fencing at the exhibits across from the lemurs; this was not a citation at this visit, but it will be an issue in the future if not addressed.
- Our llamas were sheared, as they are every spring, to keep them cooler during the summer. Their wool provides enrichment for the other animals as well. The zookeepers also trimmed their hooves, which is done every three months.
- Zoo staff welcomed the first school group of the season with a visit from 100 students from Mesa Middle School




Left: Brown Sugar after being sheared. Right: Jamaal in the process of being sheared.





Left: Our grounds team fixed one of our perimeter gates that was sagging and graded underneath so there would be less of a gap.

Right: Paneling was placed under the south perimeter fence to cover any gaps.

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 15.

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Parks

Attachments

Parks March Report

ROSWELL

PARKS – March, 2025

Acres Maintained: 685+

Staffing: 27 FTE

Routine Maintenance:

- Mowing weekly as needed
- Watering parks once a weekly
- Spraying weeds weekly
- Repairing baseball backstops in all parks for baseball season
- Trash pick-up
- Installing new tables, trash cans and BBQ grills throughout parks

Specific Maintenance:

- Painting pipe rail fence at JC Park.
- Assemble flower pots.
- Cutting telephone poles for the air races.
- Repair & painting park signs.
- Fence repair on bike trail from flood.
- Remove roof from the bus stop on N. Main St.

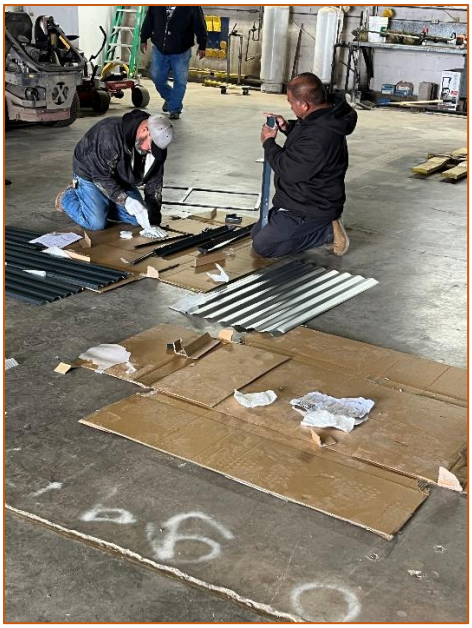









Bobcat




















Vehicle Information:

UNIT#	LAST 5 OF VIN	MILEAGE
1115	59361	9,876
1043	30177	32,125
1110	11787	84,325
1335	31335	175,372
1171	05837	106,333
1106	32089	108,538
1134	02128	73,737
1136	51161	87,076
1112	31411	136,609
1109	55800	138,323
1118	03155	93,778
1107	05501	190,101
1120	16661	93,797
1122	06799	41,323
1007	49647	50,420
1194	27335	140,345
1177	63424	35,192
1113	13373	Totaled (flood)
1100	48327	70,813
(N/A)	31159	
550	38512	128,574
503	87408	76,391

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

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 16.

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Recreation

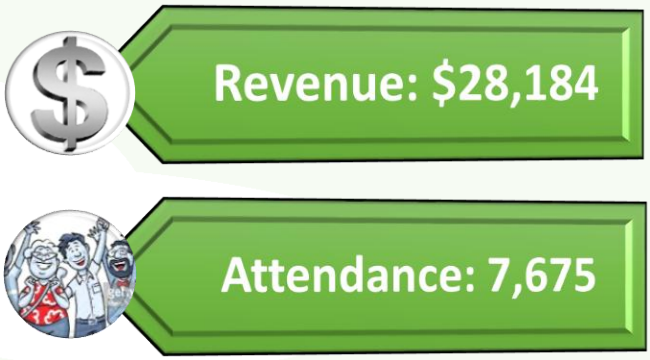
Attachments

Recreation March Report

ROSWELL
New Mexico

March 2025
Recreation Monthly Report

Recreation



FISCAL YEAR FIGURES		
	2025 March	YTD
Revenue	$28,184	$273,740
Attendance	7,675	78,358

ATTENDANCE CONTRIBUTORS	
Adult Center Classes & Scans	750
Rec & Aquatic Center Classes	296
Rec & Aquatic Center Drop-In/Admissions	3724
Rec & Aquatic Center Member Scans	2853
Special Events	52

TOP REVENUE CONTRIBUTORS	
Recreation Memberships	$8,362
Recreation Admission	$6,467

Highlights

Roswell Recreation Center

- Memberships sold: 92
- The Spring Fever 5K/10K had a great turnout with 52 race participants in attendance.
- Adult Volleyball registration ended this month, with 18 teams and 155 participants.

Roswell Aquatic Center

- Lifeguards continue with their monthly in-service under the direction of Lifeguard Instructor/Aquatic Specialist, and the required 300 swim yards every week.
- LTS classes did great this month lifeguards held group lessons with LGI Supervising. Evening aerobics continues to thrive.
- There was one incident to report this month.
- Four party rentals, including swim passes, were held.

Roswell Adult Center

- Adult classes continue to remain successful.

Vehicle Mileage

- Unit 1004/09116 – VIN# 09116 - Mileage 13,465
- Unit 1101/00494 – VIN#00494 - Mileage 55,492
- Unit 15875 – VIN#15875 – Mileage 54,513

Upcoming:

- Easter Egg Hunt 4/19
- Adult Volleyball Games Start 4/22

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

ROSWELL
New Mexico

Recreation

Spring Fever 5K/10K 2025









PO Box 1838
Roswell, NM 88202-1838

TEL: 575.624.6720
FAX: 575.624.6889

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ROSWELL
New Mexico

Recreation









PO Box 1838
Roswell, NM 88202-1838

TEL: 575.624.6720
FAX: 575.624.6889

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ROSWELL
New Mexico

Recreation







Active Adult Class

Submitted by April Hunter

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 17.

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Cemetery

Attachments

Cemetery March Report

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ROSWELL

CEMETERY – March, 2025

Acres Maintained: 210

Staffing: 10 FTE

Number of Services for the Month: 20

- 9 Casket Burials
- 6 Cremation Burials
- 1 Veterans Cemetery Casket Burials
- 4 Veterans Cemetery Cremation Burials

Total Revenue for the Month: $36,170.00

Routine Maintenance:

- Dug, set-up, covered, and tamped for all 20 services
- Spot spraying on herbicide.
- Branch removal after high winds.
- 6 stones raised and leveled of various stones throughout cemetery.
- 19 graves filled in blocks 9 and 48.
- Domestic line repairs in block 60 (2" line).
- Domestic line repair north of shop (2" line).
- Irrigation line repair at General Douglas McBride Veterans Cemetery (caused by electrical trench dug by electrical company).
- 4 plaques installed at General Douglas McBride Veterans Cemetery.

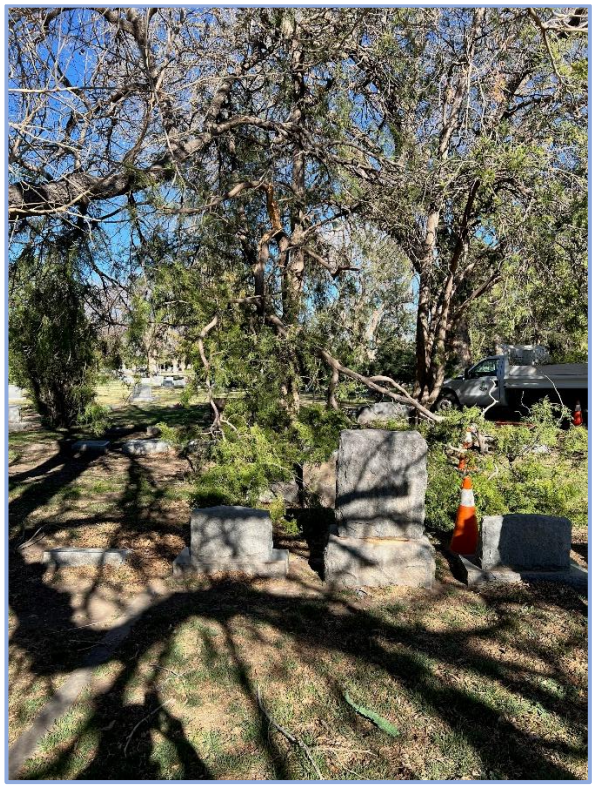
Specific Maintenance:

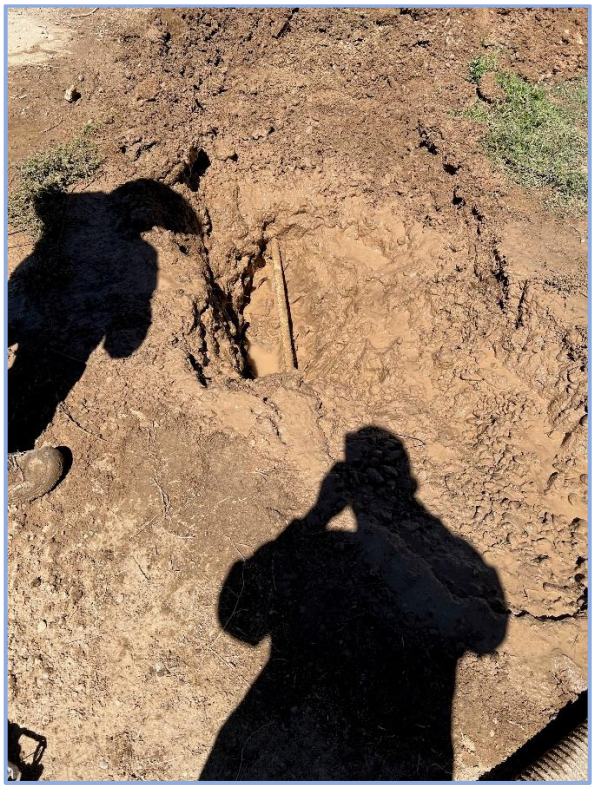
- Conducted total of 20 services for the month of March.

Vehicle Information:

UNIT#	MILEAGE
580	123,384
581	78,304
582	19,575
586	81,219
587	58,826
588	74,481
606	86,042

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





ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 18.

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Street Department Monthly Report

Attachments

2025-March Monthly Report

Monthly Report for March 2025

Streets

Projects Focus

Crews are out patching, sweeping, and mowing areas around the city as usual. This month also brought some winds that knocked over some trees that had to be removed from sidewalks and streets. The visibility was difficult at times, not only on downtown Main St but also on Main & Poe headed towards the Airport.

106 S Washington Ave (Only cleared sidewalk & street)





Main St & 2nd St Downtown



Poe St & S Main St



PO Box 1838
Roswell, NM 88202-1838

TEL: 575.624.6730
FAX: 575.624.6709

Crews are removing branches that fell in the street during one of the wind storms. All crew members follow safety procedures by wearing a safety vest and hand gear to protect their hands.



Projects Continued

Crews will continue patching, sweeping, mowing, and repairing alleys as well as spraying sidewalks and medians to minimize the growth of weeds.

Quantities of Materials for the Month

The patch & street maintenance crews have used 18.3 tons of cold mix and 635 bags of Poly patch material.

The alley crews have used 22 loads of gravel, 3.5 loads of road base, 27 loads of millings & 3 loads of gravel for Elm Bridge, 6 loads of tree/branches & 38 loads of sweeping waste taken to the landfill, and 104 loads of water.

The crusher crew loaded 21 loads of millings & 23 loads of gravel. Crushed 336 tons of millings. 6 loads of dirt to Cahoon Park, 7 loads of dirt from pond to Wool Bowl, 1 load of fines to W Enterprise & Southwest Way.

The sweeper crew had 263 loads of daily sweeping waste this month.

The herbicide crew has sprayed 1220 gallons of weed killer to control weeds on City property.

The sign shop personnel have replaced or added 32 signs, 11 sign posts, 11 studs, and 375 feet of Thermo lay for crosswalks, 5-gallon of paint & 114 yellow tabs were also placed around Washington & Parkview Elementary School.





Projects Upcoming

San Bar City Wide Striping to begin once the weather gets warmer. Hoping for March or April 2025

Equipment Brief

1-Dump Truck- Approval for PO #22501094- Pending Arrival Sept 2025 per last update given to Frank.

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 19.

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Special Electronics

Attachments

ATT 1 - Special Electronics Monthly Report

SPECIAL ELECTRONICS

MONTHLY REPORT FOR March 2025

LOCATES

LOCATES CLEARED: 393

LOCATES MARKED: 16

EMERGENCY LOCATES: 37

CONFRENCE ATTENDED: 2

CALL OUTS

LEFT ARROW COLLEGE & 285

MCGAFFEY & MAIN CABINET HIT/REPLACED

MCGAFFEY & UNION TYPE 1

BRASHER & 285 POWER OUTAGE

2ND & PENN. FLASH

RPD VIDEO

BERRENDO & 285

HOBBS & LEA

2ND & SYCAMORE

POE & MAIN

ALAMEDA & 285

2ND & GARDEN

SUMMIT & 285

WALMART & 285

MCGAFFEY & SUNSET

HOBBS & 285

MAINTAINANCE

REPLACED KD CABINET MCGAGGEY AND MAIN

INSTALLED SOLAR FLASHING CROSSWALK SIGNS ON TRAIL

REPLACE CONTACTORS FOR PUMPS AT SUNKEN GARDEN

PULLED/TESTED/REINSTALLED CONFLICT MONITORS HOBBS & MAIN, POE & MAIN, MCGAFFEY & SUNSET, MCGAFFEY & UNION, ALAMEDA & SUNSET, ALAMEDA & UNION, HOBBS & LEA, BLAND & ATKINSON.

TESTED BBS UNITS AT ADOVE MENTIONED LOCATIONS.

REMOVED TDC-2 RADAR FROM POE & LEA AND RELOCATED TO SUNSET

INSTALLED TRANSFORMER AND CONNECTED SPRINKLER CONTROL AT MENS BASEBALL FIELD

REBUILT KNOCKED DOWN SERVICE POLE AT CAHOON PARK

REPAIRED PED LIGHTS ON MAIN ST

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 20.

Infrastructure Committee
Meeting Date: 04/21/2025
COMMITTEE: Infrastructure
CONTACT: Louis Najar **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Engineering

Attachments

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

ROSWELL
Engineering

City of Roswell Engineering Department Projects Status

4/16/2025

Street Projects & Other

FY 25 - Hot Recycling & Micro-surfacing Pavement Maintenance

$1.5 million approved for budget FY 25
Project Complete!

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

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 complete. Project complete!

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.
Project Complete!

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: 100%

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, complete!

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

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 — **Awarded to Freese & Nichols, Inc.**
City Match $130,000
Other $0
Total $650,000
FUNDING SOURCE: Federal Grant & City Match
EST. COMPLETION: 2/28/2025
PROJECT STATUS: 100%

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. Project complete, working on implementation application and City website updates

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 100%

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 complete, project out to bid.

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 38%

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**

Advertised 7/7/2024 open bids 8/13/2024.

SCOPE: Mill/Fill Various Residential Streets

BUDGET: $ 1,500,000

Project Complete!

FUNDING SOURCE: 100% City funds

EST. COMPLETION: Fall 2024

PROJECT STATUS: 100%

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. Complete!

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

Reccomended Award to Abraham's Construction

SCOPE: Remove & replace existing bridge with CBC bridge

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: 19%

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, in progress

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. Equipment manufacturer returning 3/17 for additional 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: 1/31/2026

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 has begun.

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 25%

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. Design in progress

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: 9/30/2025

PROJECT STATUS: 0%

Project awarded to White Cloud Pipeline, construction pending material delivery. Pre-construction meeting held 9/18/2024. Contractor pulled off for emergency water line flood repairs

RAC Sewer Extension — **Project out to Bid**

SCOPE: Sewer service extension to SE area of RAC.

BUDGET: $160,784

FUNDING SOURCE: State appropriation

EST. COMPLETION: Design 3/17/2025

PROJECT STATUS: Design 100%

Project design awarded to HDR, project out to bid

Projects coordinated with Other Departments

Phase III All Inclusive Park - Grant 22-G2779 & 23-H2391

SCOPE: Design and construct All Inclusive Park and amenities — **Project out to bid**
BUDGET: Grant Amount — Grant = $342,172.76
FUNDING SOURCE: DFA Grant
EST. COMPLETION: Construction in Summer/Fall 2024
PROJECT STATUS: 0%

This is the 2022 Legislative Grant to help fund Inclusive Park Construction. Bid received 4/8/25, recommend award to Abrahams Construction.

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, materials have been delivered, contruction in progress

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

March 2025

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
No Final Work Orders Paid This Month														
		0	0	0.0	0.0	0	0	0	0	0	0	0	0	

March 2025 Engineering Highlights Report

Community Development Support

Development Reviews
620 N Main, 3000 W 2nd,

Sewer/Utility Cuts,
509 Chamisal, 705 Serena Dr., 1202 N Richardson,
Utility Reviews
2251 Sena Rd.

Property Reviews
5608 S Main, 1713 Pontiac Dr., 900 N Orchard, 524 E 3rd,

Driveway, Sidewalk, Fence or Curb Reviews Inspections
110 S. Michigan

Zoning Site Reviews:
603 S Missippi, 406 S. Lea,

ADA Reviews –
640 Orange St.

Traffic/Speed Reviews & Complaints
Poe/Hobbs

Traffic/Speed Counters:
S. Sunset/Brasher

Infrastructure Acceptance
Bella Piazza – Unit 2 Complete

Drainage Reviews

Street Light Complaints/Concerns
26 Driftwood Place