ROSWELL INFRASTRUCTURE COMMITTEE AGENDA

Monday, JUNE 16, 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 May 19, 2025

REGULAR ITEMS

2. Recommend award of ITB 25-006 RAC Wastewater Extension Project to Enviroworks, LLC in the amount of $3,274,145.18 which includes GRT.

3. Consider recommendation of Resolution 25-XX for support of application to the New Mexico Department of Finance for possible Community Development Block Grant (CDBG) funding application.

4. Review and ranking of the FY2027-2031 Infrastructure Capital Improvement Plan (ICIP)

NON-ACTION ITEMS

5. Infrastructure Committee open discussion on Main Street Portland Loo

6. Department Report - Roswell Transit

7. Department Report - Solid Waste

8. Department Report - Zoo

9. Department Report - Parks

10. Department Report - Recreation

11. Department Report - Cemetery

12. Department Report - Water Maintenance & Transmission

13. Department Report - Waste Water Treatment Plant & Sewer

14. Department Report - Central Control

15. Department Report - Facilities

16. Street Monthly Report

17. Department Report - Engineering

18. Department Report - Special Electronics

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 June 13th, 2025

TO ATTEND THE INFRASTRUCTURE COMMITTEE BY GO-TO-MEETING
Infrastructure Committee
Please join my meeting from your computer, tablet or smartphone.
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Infrastructure Committee

Meeting Date: 06/16/2025

COMMITTEE: Infrastructure

CONTACT: James MacCornack **CHAIR:** Darrell Johnson

ACTION REQUESTED:

Approval of minutes from Infrastructure Committee Meeting on May 19, 2025

Attachments

ATT 1 - Draft Infrastructure Committee Meeting Minutes from May 19, 2025

Regular Meeting of the Infrastructure Committee
Held in the City Hall's Large Conference Room
May 19, 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:

No action taken. A quorum was not established.

Staff Present:

Amalia Martinez, Glenda Allen, James MacCornack, Louis Najar, Hess Yntema, George Peterson, Jim Buress, Chris Moore, Monica Barraza, Naomi Steward, Angela Garcia, Mayor Tim Jennings, and Bernadette Lopez

Guest(s) Present:

Rita Kane-Doerhoefer

Abraham Chaparro and Nathaniel Mascarenas participated via GoToMeeting.

APPROVAL OF AGENDA:

No action taken. A quorum was not established.

APPROVAL OF MINUTES:

1. April 21, 2025:

No action taken. A quorum was not established.

REGULAR ITEMS (ACTION ITEMS):

2. Consider recommending a new fares structure to Finance Committee:

No action taken. A quorum was not established.

3. Consider recommendation of Resolution 25-XX for support of application to the U.S. Department of Transportation for possible Safe Streets and Roads for All, funding application:

No action taken. A quorum was not established.

4. Recommend award of ITB-25-006, RAC Wastewater Extension Project to White Cloud Pipeline in the amount of $2,196,294.83, which includes GRT:

No action taken. A quorum was not established.

DRAFT

5. Recommend award of Hobson Flood Mitigation Project to Constructors, Inc. in the amount of $7,513,529.03, which includes GRT, to Finance Committee:

No action taken. A quorum was not established

A quorum was not established, and no department reports were discussed.

NON-ACTION ITEMS:

6. 2025 CDBG Discussion:
7. Holly Loop drainage discussion item:
8. Discussion of Golf Course fees:
9. Zoo Department Report**:**
10. Parks Department Report:
11. Recreation Department Report***:***
12. Cemetery Department Report:
13. Fleet Maintenance Department Report:
14. Roswell Transit Department Report:
15. Streets Department Report:
16. Solid Waste Department Report:
17. Facility Maintenance Department Report:
18. Central Control Department Report:
19. Waste Water & Treatment Plant & Sewer Department Report:
20. Water Maintenance & Transmission Department Report:
21. Special Electronics Department Report:
22. Engineering Department Report:

PUBLIC PARTICIPATION:

No public participation.

ADJOURN:

The meeting adjourned at 2:15 p.m.

DRAFT

Infrastructure Committee
Meeting Date: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Recommend award of ITB 25-006 RAC Wastewater Extension Project to Enviroworks, LLC in the amount of $3,274,145.18 which includes GRT.

BACKGROUND:
Initiated by: James MacCornack

Bids received on May 13, 2025 for the subject project have been reviewed. A Bid Tabulation is attached. Six bids were received as follows: (Amounts include Tax of 8.2708%).
1. J29 Enterprises $3,729,550.65
2. J&H Services $3,616,255.55
3. KE&G $3,563,908.78
4. Enviroworks $3,274,145.18
5. Constructors $5,175,284.69
6. White Cloud Pipeline $2,196,294.83

White Cloud Pipeline was the low bidder, however, White Cloud Pipeline notified City by e-mail that they would not be able to meet the project time frame required by the funding agreement. Therefore, recommendation is to utilize the second-lowest bidder, Enviroworks, LLC.

FINANCIAL CONSIDERATION:
Funding is per LEDA Funding received by Roswell Air Center. Excerpt is attached. $6,500,000 was awarded, $6,305,269.85 remains available after funding design of this project.

LEGAL REVIEW:
Not Applicable for this agenda item.

BOARD AND COMMITTEE ACTION:
Recommend award of ITB 25-006 RAC Wastewater Extension Project to Enviroworks, LLC in the amount of $3,274,145.18 which includes GRT to July 2025 Finance Committee.

Attachments
ATT 1 - Recommendation of award
ATT 2 - Bid Tabulation ITB 25-006

ROSWELL
New Mexico

To: Arely Peek, Purchasing

Re: Recommendation of Award, RAC Wastewater Extension BID No. ITB-25-006

Bids received on May 13,2025 for the subject project have been reviewed. A bid tabulation is attached. Six bids were received as follows: (Amount includes Tax of 8.2708%).

1. J29 Enterprises	$3,729,550.65
2. J&H Services	$3,616,255.55
3. KE&G	$3,563,908.78
4. Enviroworks	$3,274,145.18
5. Constructors	$5,175,284.69
6. White cloud Pipeline	$2,196,294.83

Project was recommended to White cloud Pipeline. White Cloud Pipeline Submitted an email on June 2, 2025 and formally withdrew their bid for the referenced project. I am recommending award of this project to Enviroworks, in the amount of $3,274,145.18

If you have any questions please contact me.

Sincerely,

Andrew Valadez, Utilities Director

Outlook

Re: White Cloud Bid RAC Wastewater Extension

From tonnie whitecloudpipeline.com <tonnie@whitecloudpipeline.com>
Date Mon 6/2/2025 9:00 AM
To James MacCornack <j.maccornack@roswell-nm.gov>
Cc Arely Peek <a.peek@roswell-nm.gov>; Andrew Valadez <a.valadez@roswell-nm.gov>; Chacon, Wade <Wade.Chacon@hdrinc.com>

CAUTION: This email did **NOT** come from anyone using a valid City of Roswell email address. Review it carefully before opening any attachments or clicking any links inside the email.

James,

It is unfortunate that we find ourselves in this circumstance based on the misrepresentation prior to bid of construction time available by a former City official. We discovered only after the bid that the project is time sensitive due to outside funding term limits. We will act in the best interest of the City and withdraw our bid provided there will be no penalty to our company in so doing.

Thank You,

Tonnie Patterson
President

White Cloud Pipeline Corp
PO Box 2184
Roswell, NM 88202
575-622-5995
575-622-3167 f
www.whitecloudpipeline.com

White Cloud
PIPELINE CORP

From: James MacCornack <j.maccornack@roswell-nm.gov>
Sent: Friday, May 30, 2025 3:00 PM
To: tonnie whitecloudpipeline.com <tonnie@whitecloudpipeline.com>
Cc: Arely Peek <a.peek@roswell-nm.gov>; Andrew Valadez <a.valadez@roswell-nm.gov>; Chacon, Wade <Wade.Chacon@hdrinc.com>
Subject: White Cloud Bid RAC Wastewater Extension

Tonnie,

As discussed, the bid award for the RAC Waste Water Extension is not official through City Council yet, so if you need to pull your bid we will allow you to do so, please let us know asap so we can adjust council agenda items if needed,

Thanks!

James MacCornack, P.E.
Senior Engineer
City of Roswell, NM
Office 575-637-6288

ROSWELL
Engineering

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ROSWELL
Engineering

To: Arely Peek
Purchasing

May 13, 2025

Re: Recommendation of Award
RAC Wastewater Extension
Bid No. ITB-25-006

Bids received on May 13, 2025 for the subject project have been reviewed. A Bid Tabulation is attached. Six bids were received as follows: (Amounts include Tax of 8.2708%).

1.	J29 Enterprises	$3,729,550.65
2.	J&H Services	$3,616,255.55
3.	KE&G	$3,563,908.78
4.	Enviroworks	$3,274,145.18
5.	Constructors	$5,175,284.69
6.	White Cloud Pipeline	$2,196,294.83

Upon completion of review, the low bidder White Cloud Pipeline is the qualified low bid. I hereby recommend award of this project to White Cloud Pipeline, in the amount of $2,196,294.83.

If you have any questions please contact me.

Sincerely,

James MacCornack, P.E.
Senior Engineer
575-637-6288

xc: Project Files

RAC Wastewater Extension

City of Roswell, New Mexico

ITB-25-006 BID TABS

DATE: 5/13/2025

BID TABS

Project:	RAC Wastewater Extension
City/County:	City of Roswell, NM
Type:	Utility - Wastewater
Prepared by:	James MacCornack

Created by JAM
Checked by

NO.	ITEM	UNIT	HDR ENGINEER ESTIMATE			J29 Enterprises	J29 Enterprises	J&H Services	J&H Services	KE&G	KE&G
			QUANTITY	PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Mobilization	L.S.	1	$ 180,000.00	$ 180,000.00	$ 302,520.00	$ 302,520.00	$ 250,000.00	$ 250,000.00	$ 285,000.00	$ 285,000.00
2	Demobilization	L.S.	1	$ 30,000.00	$ 30,000.00	$ 27,440.00	$ 27,440.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00
3	Construction Surveying and Staking	L.S.	1	$ 30,000.00	$ 30,000.00	$ 65,860.00	$ 65,860.00	$ 45,000.00	$ 45,000.00	$ 9,500.00	$ 9,500.00
4	NPDES Permitting and SWPP Controls	L.S.	1	$ 30,000.00	$ 30,000.00	$ 4,225.00	$ 4,225.00	$ 35,000.00	$ 35,000.00	$ 25,000.00	$ 25,000.00
5	Construction Traffic Control & Barricading	L.S.	1	$ 20,000.00	$ 20,000.00	$ 137,210.00	$ 137,210.00	$ 45,000.00	$ 45,000.00	$ 10,450.00	$ 10,450.00
6	4" HDPE Sanitary Sewer Force Main	L.F.	17,120	$ 75.00	$ 1,284,000.00	$ 47.70	$ 816,624.00	$ 62.00	$ 1,061,440.00	$ 58.00	$ 992,960.00
7	4" Sanitary Sewer Force Main Isolation Valve with Valve Box	EACH	10	$ 3,500.00	$ 35,000.00	$ 4,143.00	$ 41,430.00	$ 4,700.00	$ 47,000.00	$ 3,375.00	$ 33,750.00
8	Sanitary Sewer Force Main Air Release Vlave and Vault	EACH	4	$ 25,000.00	$ 100,000.00	$ 27,275.00	$ 109,100.00	$ 26,000.00	$ 104,000.00	$ 28,189.00	$ 112,756.00
9	12" Steel Casing	L.F.	120	$ 750.00	$ 90,000.00	$ 245.50	$ 29,460.00	$ 390.00	$ 46,800.00	$ 515.00	$ 61,800.00
10	8" PVC Gravity Sewer	L.F.	213	$ 200.00	$ 42,600.00	$ 95.50	$ 20,341.50	$ 110.00	$ 23,430.00	$ 128.00	$ 27,264.00
11	Remove Existing MH and Install 6' Diamter Fiberglass Sanitary Sewer Manhole, Including Bypass Pumping	EACH	1	$ 125,000.00	$ 125,000.00	$ 56,775.00	$ 56,775.00	$ 43,000.00	$ 43,000.00	$ 45,423.00	$ 45,423.00
12	4' Diamter Fiberglass Sanitary Sewer Manhole	EACH	1	$ 25,000.00	$ 25,000.00	$ 17,825.00	$ 17,825.00	$ 30,000.00	$ 30,000.00	$ 35,250.00	$ 35,250.00
13	6" PVC Waterline Including Fittings	L.F.	160	$ 100.00	$ 16,000.00	$ 80.40	$ 12,864.00	$ 82.00	$ 13,120.00	$ 110.00	$ 17,600.00
14	6" PVC Flushline Including Fittings	L.F.	160	$ 100.00	$ 16,000.00	$ 67.40	$ 10,784.00	$ 82.00	$ 13,120.00	$ 93.00	$ 14,880.00
15	6" Waterline Gate Valve	EACH	1	$ 4,000.00	$ 4,000.00	$ 3,982.00	$ 3,982.00	$ 3,400.00	$ 3,400.00	$ 6,544.00	$ 6,544.00
16	Connect to Existing Waterline	EACH	1	$ 15,000.00	$ 15,000.00	$ 7,660.00	$ 7,660.00	$ 16,000.00	$ 16,000.00	$ 8,185.00	$ 8,185.00
17	Fire Hydrant Assembly	EACH	1	$ 15,000.00	$ 15,000.00	$ 10,960.00	$ 10,960.00	$ 13,700.00	$ 13,700.00	$ 15,500.00	$ 15,500.00
18	Sanitary Sewer Lift Station	L.S.	1	$ 1,279,500.00	$ 1,279,500.00	$ 1,719,590.00	$ 1,719,590.00	$ 1,450,000.00	$ 1,450,000.00	$ 1,489,800.00	$ 1,489,800.00
19	Utility Relocation Allowance	L.S.	1	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00
				Subtotal	$ 3,387,100.00	Subtotal	$ 3,444,650.50	Subtotal	$ 3,340,010.00	Subtotal	$ 3,291,662.00
	PROJECT ESTIMATED TOTAL (w/o tax)				$3,387,100.00		$3,444,650.50		$3,340,010.00		$3,291,662.00
				TAX @ 8.2708%	$ 280,140.27		$ 284,900.15		$ 276,245.55		$ 272,246.78
	PROJECT ESTIMATED TOTAL (with tax)				$3,667,240.27		$3,729,550.65		$3,616,255.55		$3,563,908.78

continued

RAC Wastewater Extension

City of Roswell, New Mexico

ITB-25-006 BID TABS

DATE: 5/13/2025

BID TABS

Project:	RAC Wastewater Extension
City/County:	City of Roswell, NM
Type:	Utility - Wastewater
Prepared by:	James MacCornack

Created by JAM
Checked by

NO.	ITEM	UNIT	HDR ENGINEER ESTIMATE			Enviroworks	Enviroworks	Constructors	Constructors	White Cloud	White Cloud
			QUANTITY	PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Mobilization	L.S.	1	$ 180,000.00	$ 180,000.00	$ 184,594.09	$ 184,594.09	$ 225,000.00	$ 225,000.00	$ 150,000.00	$ 150,000.00
2	Demobilization	L.S.	1	$ 30,000.00	$ 30,000.00	$ 40,592.50	$ 40,592.50	$ 45,000.00	$ 45,000.00	$ 10,000.00	$ 10,000.00
3	Construction Surveying and Staking	L.S.	1	$ 30,000.00	$ 30,000.00	$ 39,000.00	$ 39,000.00	$ 55,000.00	$ 55,000.00	$ 20,000.00	$ 20,000.00
4	NPDES Permitting and SWPP Controls	L.S.	1	$ 30,000.00	$ 30,000.00	$ 20,333.63	$ 20,333.63	$ 28,000.00	$ 28,000.00	$ 5,000.00	$ 5,000.00
5	Construction Traffic Control & Barricading	L.S.	1	$ 20,000.00	$ 20,000.00	$ 5,226.65	$ 5,226.65	$ 50,000.00	$ 50,000.00	$ 2,500.00	$ 2,500.00
6	4" HDPE Sanitary Sewer Force Main	L.F.	17,120	$ 75.00	$ 1,284,000.00	$ 39.32	$ 673,171.81	$ 100.00	$ 1,712,000.00	$ 18.00	$ 308,160.00
7	4" Sanitary Sewer Force Main Isolation Valve with Valve Box	EACH	10	$ 3,500.00	$ 35,000.00	$ 1,486.90	$ 14,869.01	$ 5,000.00	$ 50,000.00	$ 3,200.00	$ 32,000.00
8	Sanitary Sewer Force Main Air Release Vlave and Vault	EACH	4	$ 25,000.00	$ 100,000.00	$ 13,113.61	$ 52,454.43	$ 27,500.00	$ 110,000.00	$ 35,000.00	$ 140,000.00
9	12" Steel Casing	L.F.	120	$ 750.00	$ 90,000.00	$ 134.40	$ 16,127.90	$ 400.00	$ 48,000.00	$ 400.00	$ 48,000.00
10	8" PVC Gravity Sewer	L.F.	213	$ 200.00	$ 42,600.00	$ 12.54	$ 2,670.51	$ 115.00	$ 24,495.00	$ 120.00	$ 25,560.00
11	Remove Existing MH and Install 6' Diamter Fiberglass Sanitary Sewer Manhole, Including Bypass Pumping	EACH	1	$ 125,000.00	$ 125,000.00	$ 138,034.31	$ 138,034.31	$ 60,000.00	$ 60,000.00	$ 60,000.00	$ 60,000.00
12	4' Diamter Fiberglass Sanitary Sewer Manhole	EACH	1	$ 25,000.00	$ 25,000.00	$ 5,055.02	$ 5,055.02	$ 25,000.00	$ 25,000.00	$ 30,000.00	$ 30,000.00
13	6" PVC Waterline Including Fittings	L.F.	160	$ 100.00	$ 16,000.00	$ 173.09	$ 27,694.65	$ 110.00	$ 17,600.00	$ 80.00	$ 12,800.00
14	6" PVC Flushline Including Fittings	L.F.	160	$ 100.00	$ 16,000.00	$ 8.84	$ 1,414.48	$ 110.00	$ 17,600.00	$ 100.00	$ 16,000.00
15	6" Waterline Gate Valve	EACH	1	$ 4,000.00	$ 4,000.00	$ 1,613.33	$ 1,613.33	$ 8,500.00	$ 8,500.00	$ 3,500.00	$ 3,500.00
16	Connect to Existing Waterline	EACH	1	$ 15,000.00	$ 15,000.00	$ 3,659.21	$ 3,659.21	$ 12,250.00	$ 12,250.00	$ 15,000.00	$ 15,000.00
17	Fire Hydrant Assembly	EACH	1	$ 15,000.00	$ 15,000.00	$ 6,788.03	$ 6,788.03	$ 21,500.00	$ 21,500.00	$ 20,000.00	$ 20,000.00
18	Sanitary Sewer Lift Station	L.S.	1	$ 1,279,500.00	$ 1,279,500.00	$ 1,740,733.87	$ 1,740,733.87	$ 2,220,000.00	$ 2,220,000.00	$ 1,080,000.00	$ 1,080,000.00
19	Utility Relocation Allowance	L.S.	1	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00
				Subtotal	$ 3,387,100.00	Subtotal	$ 3,024,033.43	Subtotal	$ 4,779,945.00	Subtotal	$ 2,028,520.00
	PROJECT ESTIMATED TOTAL (w/o tax)				$3,387,100.00		$3,024,033.43		$4,779,945.00		$2,028,520.00
				TAX @ 8.2708%	$ 280,140.27		$ 250,111.76		$ 395,339.69		$ 167,774.83
	PROJECT ESTIMATED TOTAL (with tax)				$3,667,240.27		$3,274,145.18		$5,175,284.69		$2,196,294.83

I certify that all information and tabulations are correct.

James MacCornack, P.E. Date

White Cloud Pipeline is the calculated low monetary bid

Infrastructure Committee
Meeting Date: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Consider recommendation of Resolution 25-XX for support of application to the New Mexico Department of Finance for possible Community Development Block Grant (CDBG) funding application.

BACKGROUND:
Initiated by: James MacCornack

City of Roswell has begun the initial steps of an application to the New Mexico Department of Finance for a possible Community Development Block Grant project. Two public meetings have been held on May 28th and June 6th. The potential project that was identified during these hearings was sidewalk and ADA improvements on 6th, 7th, and 8th Streets from Railroad St to Garden St. This project would be estimated to cost approximately $1,300,000 and, if awarded, the City would be responsible for a 10% match of approximately $130,000.

FINANCIAL CONSIDERATION:
This is for project application support. If awarded, a budget adjustment would be required.

LEGAL REVIEW:
Resolution has been submitted to City Attorney for review.

BOARD AND COMMITTEE ACTION:
Consider recommendation of Resolution 25-XX for support of application to the New Mexico Department of Finance for possible Community Development Block Grant funding application to July Finance Committee.

Attachments
ATT 1 - Draft Resolution 25-XX
ATT 2 - CDBG Application Checklist
ATT 3 - Possible CDBG Project Area Map
ATT 4 - Possible CDBG Project Preliminary Estimate

RESOLUTION 25-XX

A RESOLUTION OF THE CITY COUNCIL OF ROSWELL, NEW MEXICO, AUTHORIZING THE SUBMISSION OF A NEW MEXICO COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE DEPARTMENT OF FINANCE AND ADMINISTRATION/LOCAL GOVERNMENT DIVISION; AND AUTHORIZING THE MAYOR TO ACT AS THE CITY OF ROSWELL'S CHIEF EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY OF ROSWELL'S PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, the need exists within City of Roswell for neighborhood improvement projects in several low and moderate income neighborhoods, and the City of Roswell desires to apply to the Housing and Urban Development's Community Development Block Grant Program to obtain funding for neighborhood improvement projects; and

WHEREAS, the City Council has held 2 public hearings for public input and comment (5/28/2025 and 6/6/2025) during the 2025 application process; and

WHEREAS, the City Council finds that there is a significant need to undertake the (Project) to provide adequate services to the community; and

WHEREAS, the City Council determines that the (Project) meets the requirements of the Community Development Block Grant Program; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL AS THE GOVERNING BODY OF THE CITY OF ROSWELL, NEW MEXICO, that:

1. The City of Roswell is hereby authorized to prepare and submit a Community Development Block Grant application to the New Mexico Department of Finance and Administration/Local Government Division for the (Project);

2. That the City Council directs and designates the Mayor as the City of Roswell's Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and the City of Roswell's participation in the New Mexico Community Development Block Grant Program);

3. The City of Roswell officials and staff are directed to do any and all acts necessary to carry out the intent of this Resolution;

4. That the full application amount be for $1,300,000 of grant funds to carry out sidewalk and ADA improvements on 6th, 7th, and 8th Streets from Railroad Street to Garden Street in Roswell, New Mexico;

5. That it further be stated that the City of Roswell is committing $130,000 from its General

DRAFT

Fund as a cash contribution toward the sidewalk and ADA improvements along 6th, 7th, and 8th Streets from Railroad Street to Garden Street

PASSED, ADOPTED, SIGNED and APPROVED ________, _____.

CITY SEAL

_____
Timothy Z. Jennings, Mayor

ATTEST

_____
Amalia Martinez, City Clerk

DRAFT

New Mexico Department of Finance and Administration

CDBG Application Checklist (2025)

1. **TRANSMITTAL LETTER** *(Application Instructions, pages 41-42)*
   Yes ☐ No ☐ File Name: Transmittal Letter_Municipality/County

2. **CERTIFICATION AND ASSURANCES** *(Application Instructions, pages 47-50)*
   a. **CDBG Program Requirements**
      Yes ☐ No ☐ File Name: Program Requirements_Municipality/County
   b. **HUD Applicant Disclosure Report (Exhibit 1-F)**
      Yes ☐ No ☐ File Name: 1-F_Municipality/County
   c. **Federal Assurances**
      Yes ☐ No ☐ File Name: Federal Assurances_Municipality/County
   d. **Certifications**
      Yes ☐ No ☐ File Name: Certifications_Municipality/County

3. **PUBLIC PARTICIPATION** *(Application Instructions, pages 8-10)*
   a. **Public Participation Checklist**
      Yes ☐ No ☐ File Name: Public Participation Checklist_Municipality/County
   b. **Public Meeting Notice - English & Spanish (Exhibit 1-Q)**
      Yes ☐ No ☐ File Name: 1-Q_Municipality/County
   c. **Evidence of Posting (Exhibit A)** (if applicable)
      Yes ☐ No ☐ N/A ☐ File Name: A_Municipality/County
   d. **Affidavit of Publication** (if applicable)
      Yes ☐ No ☐ N/A ☐ File Name: Affidavit_Municipality/County
   e. **Pre-selection Public Meeting Agenda/Minutes (Exhibit 1-Q-1)**
      Yes ☐ No ☐ File Name: 1-Q-1_Municipality/County
   f. **Pre-selection Sign-in Sheet(s)**
      Yes ☐ No ☐ File Name: Pre-selection Sign-in_Municipality/County
   g. **Post-selection Public Meeting Agenda/Minutes (Exhibit 1-Q-2)**
      Yes ☐ No ☐ File Name: 1-Q-2_Municipality/County
   h. **Post-selection Sign-in Sheet(s)**
      Yes ☐ No ☐ File Name: Post-selection Sign-in_Municipality/County

4. **SURVEY / ACS** *(Application Instructions, pages 11-21)*

a. **Request for Survey Methodology Approval**
Yes ☐ No ☐ File Name: Methodology Request_Municipality/County

b. **DFA-CDBG Approval of Survey Methodology**
Yes ☐ No ☐ File Name: Survey Methodology Approval_Municipality/County

c. **Sample Universe Data**
Yes ☐ No ☐ File Name: Sample Universe_Municipality/County

d. **Completed Survey (Exhibit C)**
Yes ☐ No ☐ N/A ☐ File Name: Completed Survey_Municipality/County

e. **Income Survey Certification (Exhibit D)**
Yes ☐ No ☐ N/A ☐ File Name: D_Municipality/County

f. **LMI Worksheet (Exhibit E)**
Yes ☐ No ☐ N/A ☐ File Name: E_Municipality/County

g. **Spreadsheet Summarizing Survey Results**
Yes ☐ No ☐ N/A ☐ File Name: Spreadsheet Summary Municipality/County

h. **Request for ACS Methodology Approval**
Yes ☐ No ☐ File Name: ACS Request_Municipality/County

i. **DFA-CDBG Approval of ACS Methodology**
Yes ☐ No ☐ File Name: ACS Approval_Municipality/County

j. **Census Data used to meet low/moderate income requirements**
Yes ☐ No ☐ N/A ☐ File Name: Census_Municipality/County

k. **Correspondence/Back up Data relevant to the application** (if applicable)
Yes ☐ No ☐ N/A ☐ File Name: LMI Back up_Municipality/County

l. **Request for Limited Clientele Methodology Approval**
Yes ☐ No ☐ N/A ☐ File Name: LMC Request_Municipality/County

m. **DFA-CDBG Approval of Limited Clientele Methodology**
Yes ☐ No ☐ N/A ☐ File Name: LMC Approval_Municipality/County

n. **Correspondence/Back up Data relevant to the application**
Yes ☐ No ☐ N/A ☐ File Name: LMC Back up_Municipality/County

5. **SITE CONTROL** *(Application Instructions, pages 39-40)*

a. **CDBG Site Certificate (Exhibit F)**
Yes ☐ No ☐ File Name: F_Municipality/County

b. **Deed of Trust or other legal document proving ownership, access, right of way**
Yes ☐ No ☐ N/A ☐ File Name: Deed of Trust_Municipality/County

c. **Maps**
Yes ☐ No ☐ N/A ☐ File Name: Map_Municipality/County

6. **APPLICATION FORM** *(Application Instructions, pages 51-53)*

a. **Application Form (Exhibit G)**
Yes ☐ No ☐ File Name: Application-Exhibit G_Municipality/County

7. CASH MATCH/LEVERAGING *(Application Instructions, pages 22-24)*

a. **Resolution for Matching Funds (Exhibit H)**
Yes ☐ No ☐ File Name: Matching Funds Resolution_Municipality/County

b. **Supporting documentation for proof of cash match**
Yes ☐ No ☐ File Name: Cash Match_Municipality/County

c. **Supporting documentation for proof of leveraging**
Yes ☐ No ☐ File Name: Leverage_Municipality/County

d. **Supporting documentation for proof of in-kind payment**
Yes ☐ No ☐ File Name: In-Kind_Municipality/County

***8.* PROJECT NARRATIVE & SCOPE OF WORK** *(Application Instructions, pages 43-46)*
Project Type: Water, Wastewater, Public Facility, Street/Drainage

a. **Questions & Answers for Water Projects**
Yes ☐ No ☐ N/A ☐ File Name: QA for Water_Municipality/County

b. **Full Scope of work (Exhibit 1-A) for Water Projects**
Yes ☐ No ☐ N/A ☐ File Name: Full 1-A_Municipality/County

c. **Phased Scope of work (Exhibit 1-A) for Water Projects**
Yes ☐ No ☐ N/A ☐ File Name: Phased 1-A_Municipality/County

d. **Questions & Answers for Wastewater Projects**
Yes ☐ No ☐ N/A ☐ File Name: QA for Wastewater_Municipality/County

e. **Full Scope of work (Exhibit 1-A) for Wastewater Projects**
Yes ☐ No ☐ N/A ☐ File Name: Full 1-A_Municipality/County

f. **Phased Scope of work (Exhibit 1-A) for Wastewater Projects**
Yes ☐ No ☐ N/A ☐ File Name: Phased 1-A_Municipality/County

g. **Questions & Answers for Public Facility Projects**
Yes ☐ No ☐ N/A ☐ File Name: QA for Public Facility_Municipality/County

h. **Full Scope of work (Exhibit 1-A) for Public Facility Projects**
Yes ☐ No ☐ N/A ☐ File Name: Full 1-A_Municipality/County

i. **Phased Scope of work (Exhibit 1-A) for Public Facility Projects**
Yes ☐ No ☐ N/A ☐ File Name: Phased 1-A_Municipality/County

j. **Questions & Answers for Street/Drainage Projects**
Yes ☐ No ☐ N/A ☐ File Name: QA for Streets_Municipality/County

k. **Full Scope of work (Exhibit 1-A) for Street/Drainage Projects**
Yes ☐ No ☐ N/A ☐ File Name: Full 1-A_Municipality/County

l. **Phased Scope of work (Exhibit 1-A) for Street/Drainage Projects**
Yes ☐ No ☐ N/A ☐ File Name: Phased 1-A_Municipality/County

9. COST ESTIMATES *(Application Instructions, pages 25-26)*

a. **Certified Cost Estimates (for applications exceeding $500,000)**
Yes ☐ No ☐ N/A ☐ File Name: Certified Costs_Municipality/County

b. **Cost Estimates (for applications at or below $500,000)**
Yes ☐ No ☐ N/A ☐ File Name: Uncertified Costs_Municipality/County

c. **Project Cost Financing Summary, full project (Exhibit 1-C)**
Yes ☐ No ☐ File Name: Full 1-C_Municipality/County

d. **Project Cost Financing Summary, phased project (Exhibit 1-C)**
Yes ☐ No ☐ File Name: Phased 1-C_Municipality/County

10. ASSET MANAGEMENT *(Application Instructions, pages 27-28)*

a. **Asset Management Plan**
Yes ☐ No ☐ File Name: Asset Management Plan_Municipality/County

***11.* PLANNING** *(Application Instructions, pages 29-30)*

a. **Infrastructure Capital Improvement Plan (ICIP)**
Yes ☐ No ☐ File Name: ICIP_Municipality/County

b. **Comprehensive Plan**
Yes ☐ No ☐ File Name: Comp Plan_Municipality/County

c. **Drought Contingency Plan**
Yes ☐ No ☐ File Name: Drought Contingency Plan_Municipality/County

d. **Resolution to adopt Drought Contingency Plan**
Yes ☐ No ☐ File Name: Drought Contingency Resolution_Municipality/County

e. **Resolution to adopt Water Conservation**
Yes ☐ No ☐ File Name: Water Conservation Resolution_Municipality/County

f. **Implementation of at least 2 water conservation efforts**
Yes ☐ No ☐ File Name: Water Conservation Implementation_Municipality/County

g. **Project Schedule (Exhibit 1-B)**
Yes ☐ No ☐ File Name: 1-B_Municipality/County

12. PROFESSIONAL SERVICES *(Application Instructions, pages 31-33)*
Service Type: Administrative, Design, Engineering, Architectural

a. **RFP for Administrative Services (Exhibit 3-A)**
Yes ☐ No ☐ N/A ☐ File Name: 3-A_Municipality/County

b. **Contract for Administrative Services (Exhibit 3-B)**
Yes ☐ No ☐ File Name: 3-B_Municipality/County

c. **Contractor-Subcontractor Clearance (Exhibit 1-X)** *req'd for administrators incl individuals
Yes ☐ No ☐ N/A ☐ File Name: 1-X_Administrator

d. **RFP for Design Services (Exhibit 3-C)**
Yes ☐ No ☐ N/A ☐ File Name: 3-C_Municipality/County

e. **Contract for Engineering Services (Exhibit 3-D)**
Yes ☐ No ☐ N/A ☐ File Name: 3-D_Municipality/County

f. **Contract for Architectural Services (Exhibit 3-E)**
Yes ☐ No ☐ N/A ☐ File Name: 3-E_Municipality/County

g. **Campaign Contribution Form(s)**
Yes ☐ No ☐ File Name: Campaign Contribution_Municipality/County

h. **Contractor-Subcontractor Clearance (Exhibit 1-X)** *required for any other vendors
Yes ☐ No ☐ File Name: 1-X_Other vendors

i. **Contractor/subcontractor Activity Report (Exhibit 1-E)**
Yes ☐ No ☐ File Name: 1-E_Municipality/County

j. **Economic Opportunity for Low Income Persons (Exhibit 1-U - HUD 60002)**
Yes ☐ No ☐ File Name: 1-U_Municipality/County

13. ENVIRONMENTAL REVIEW *(Application Instructions, pages 34-36)*

a. **Environmental Review Determination (Exhibit 2-A)**
Yes ☐ No ☐ File Name: 2-A_Municipality/County

b. **Certifying Official Designation for Environmental Review (Exhibit 2-A-1)**
Yes ☐ No ☐ File Name: 2-A-1_Municipality/County

c. **State Historic Preservation Office (SHPO) response (Exhibit 2-J)**
Yes ☐ No ☐ File Name: 2-J_Municipality/County

d. **Floodplain Determination (Exhibit 2-F)**
Yes ☐ No ☐ File Name: 2-F_Municipality/County

i. **Floodplain Early Public Review Notice of Explanation (Exhibit 2-G)**
Yes ☐ No ☐ N/A ☐ File Name: 2-G_Municipality/County

ii. **Affidavit of Publication for Floodplain Early Public Review Notice of Explanation (Exhibit 2-G)**
Yes ☐ No ☐ N/A ☐ File Name: 2-G Affidavit_Municipality/County

iii. **Floodplain Notice of Explanation (Exhibit 2-H)**
Yes ☐ No ☐ N/A ☐ File Name: 2-H_Municipality/County

iv. **Affidavit of Publication for Floodplain Notice of Explanation (Exhibit 2-H)**
Yes ☐ No ☐ N/A ☐ File Name: 2-H Affidavit_Municipality/County

e. **All feedback from Responsive Entities (Exhibit 2-I)**
Yes ☐ No ☐ File Name: 2-I Responses_Municipality/County

f. **Certification for all Non-responsive Entities (Exhibit 2-I-1)**
Yes ☐ No ☐ File Name: 2-I-1_Municipality/County

i. **1ST Letter sent to Non-responsive Entities (Exhibit 2-I)**
Yes ☐ No ☐ File Name: 1st ltr_Municipality/County

ii. **2ND Letter sent to Non-responsive Entities (Exhibit 2-I)**
Yes ☐ No ☐ File Name: 2nd ltr_Municipality/County

g. **Laws and Authorities Checklist (Exhibit 2-N**)
Yes ☐ No ☐ File Name: 2-N_Municipality/County

h. **Environmental Assessment Impact Checklist (Exhibit 2-O)**
Yes ☐ No ☐ File Name: 2-O_Municipality/County

14. PLANS, SPECS, BID DOCS, PER *(Application Instructions, pages 37-38)*

a. **Plans and Specifications**
Yes ☐ No ☐ File Name: Plans - Specs_Municipality/County

b. **Bidding Documents (Exhibit 4-A)**
Yes ☐ No ☐ File Name: 4-A_Municipality/County

c. **Preliminary Engineering Report (PER)**
Yes ☐ No ☐ N/A ☐ File Name: PER_Municipality/County

** For a comprehensive list of all exhibits and documents, see the CDBG Implementation Manual (2019-2021)*

CDBG Website Links

Application Information, Exhibits & Videos ACCESS HERE

Implementation Manual, Exhibits & Videos ACCESS HERE



CDBG Project Managers

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CDBG PROPOSED PROJECT-ADA AND SIDEWALK IMPROVEMENTS
East 6TH 7TH + 8TH STREETS

CITY OF ROSWELL MAINTENANCE CONTRACT JAN. 2025 - DEC. 2025

PRELIMINARY ESTIMATE

DEPARTMENT: ENGINEERING

PROJECT NAME: ITB-24-005

Scope of Work: SWK, DP, and ADA IMPROVMENTS (CDB **DATE:** 6/11/2025

ITEM #	DESCRIPTION	QTY.	UNITS	UNIT COST	TOTAL COST
	6TH ST.				
7	Rmvl Curb >30 lf	488.5	Lin. Ft.	$ 35.00	$ 17,097.50
10	Rmvl Sidewalk > 25 sy	1243.1	Sq. Yd.	$ 40.00	$ 49,724.00
12	Rmvl fillet-drivepad > 25 sy	724.8	Sq. Yd.	$ 45.00	$ 32,616.00
17	Subgrade Prep > 50 sy	2076.4	Sq. Yd.	$ 20.00	$ 41,528.00
21	Base Course - 6" > 50 sy	17.3	Sq. Yd.	$ 30.00	$ 519.00
35	Concrete Sidewalk - 4" >25 sy	1243.1	Sq. Yd.	$ 70.00	$ 87,017.00
38	Concrete Drivepad - 6"	707.5	Sq. Yd.	$ 120.00	$ 84,900.00
39	Concrete Pavement-Fillet - 6"	9.3	Sq. Yd.	$ 120.00	$ 1,116.00
42	Concrete Curb 6"x24" > 30 lf	524.7	Lin. Ft.	$ 65.00	$ 34,105.50
72	ADA Detectable Waring Plate (NMDOT Approved) - 5'x2'	3.0	Each	$ 250.00	$ 750.00
78	Landfill Tipping Fee	700.8	Ton	$ 50.00	$ 35,040.00
				TOTAL	**$ 384,413.00**
	7TH ST.				
7	Rmvl Curb >30 lf	628.5	Lin. Ft.	$ 35.00	$ 21,997.50
10	Rmvl Sidewalk > 25 sy	1041.4	Sq. Yd.	$ 40.00	$ 41,656.00
12	Rmvl fillet-drivepad > 25 sy	953.7	Sq. Yd.	$ 45.00	$ 42,916.50
17	Subgrade Prep > 50 sy	2134.7	Sq. Yd.	$ 20.00	$ 42,694.00
21	Base Course - 6" > 50 sy	39.5	Sq. Yd.	$ 30.00	$ 1,185.00
35	Concrete Sidewalk - 4" >25 sy	1041.4	Sq. Yd.	$ 70.00	$ 72,898.00
38	Concrete Drivepad - 6"	914.2	Sq. Yd.	$ 120.00	$ 109,704.00
39	Concrete Pavement-Fillet - 6"	23.1	Sq. Yd.	$ 120.00	$ 2,772.00
42	Concrete Curb 6"x24" > 30 lf	702.3	Lin. Ft.	$ 65.00	$ 45,649.50
72	ADA Detectable Waring Plate (NMDOT Approved) - 5'x2'	4.0	Each	$ 250.00	$ 1,000.00
78	Landfill Tipping Fee	720.5	Ton	$ 50.00	$ 36,025.00
				TOTAL	**$ 418,497.50**

CITY OF ROSWELL MAINTENANCE CONTRACT JAN. 2025 - DEC. 2025

PRELIMINARY ESTIMATE

DEPARTMENT: ENGINEERING

PROJECT NAME: ITB-24-005

Scope of Work: SWK, DP, and ADA IMPR DATE: 6/11/2025

ITEM #	DESCRIPTION	QTY.	UNITS	UNIT COST	TOTAL COST
	8TH ST.				
7	Rmvl Curb >30 lf	539.5	Lin. Ft.	$ 35.00	$ 18,882.50
10	Rmvl Sidewalk > 25 sy	1174.6	Sq. Yd.	$ 40.00	$ 46,984.00
12	Rmvl fillet-drivepad > 25 sy	792.7	Sq. Yd.	$ 45.00	$ 35,671.50
17	Subgrade Prep > 50 sy	2087.2	Sq. Yd.	$ 20.00	$ 41,744.00
21	Base Course - 6" > 50 sy	26.8	Sq. Yd.	$ 30.00	$ 804.00
35	Concrete Sidewalk - 4" >25 sy	1174.6	Sq. Yd.	$ 70.00	$ 82,222.00
38	Concrete Drivepad - 6"	765.8	Sq. Yd.	$ 120.00	$ 91,896.00
39	Concrete Pavement-Fillet - 6"	15.6	Sq. Yd.	$ 120.00	$ 1,872.00
42	Concrete Curb 6"x24" > 30 lf	589.9	Lin. Ft.	$ 65.00	$ 38,343.50
72	ADA Detectable Waring Plate (NMDOT Approved) - 5'x2'	3.0	Each	$ 250.00	$ 750.00
78	Landfill Tipping Fee	704.4	Ton	$ 50.00	$ 35,220.00
				TOTAL	**$ 394,389.50**
				SUB TOTAL	**$ 1,197,300.00**
				GRT 8.2708%	**$ 99,026.29**
				TOTAL	**$ 1,296,326.29**

Infrastructure Committee
Meeting Date: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Review and ranking of the FY2027-2031 Infrastructure Capital Improvement Plan (ICIP)

BACKGROUND:
The intent is to allow for discussion and decision among staff and council on the ranking of projects to develop the annual FY2027-2031 Infrastructure Capital Improvement Plan (ICIP). The submission deadline is July 11, 2025. Staff will provide an overview of the projects and recommend the top two projects for consideration in the ICIP.

FINANCIAL CONSIDERATION:
No financial consideration at this time.

LEGAL REVIEW:
No legal review is required at this time.

BOARD AND COMMITTEE ACTION:
Review and ranking of the top capital projects from each department for submission to City Council for consideration.

STAFF RECOMMENDATION:
Review and ranking of the top capital projects from each department for submission to City Council for consideration.

Attachments
ATT 1 - FY 27-31 ICIP Summary

ID	Year	Rank	Department Rank	Project Title	Category	Funded to date	2027	2028	2029	2030	2031	Total Project Cost	Amount Not Yet Funded	Phases?
				Convention Center										
41587	2026	71		Convention Center Window Tinting	Facilities - Administrative Facilities	-	30,000.00	-	-	-	-	30,000.00	30,000.00	No
37989	2026	74		Convention Center Office Renovations	Facilities - Convention Facilities	-	115,000.00	-	-	-	-	115,000.00	115,000.00	No
37990	2026	7		Convention Center Prefunction Lighting	Facilities - Convention Facilities	-	100,000.00	-	-	-	-	100,000.00	100,000.00	No
40571	2026	70		Convention Center Generators	Facilities - Convention Facilities	-	583,000.00	-	-	-	-	583,000.00	583,000.00	No
42481	2027	100		Convention Center Exterior Repairs	Facilities - Convention Facilities	-	-	300,000.00	300,000.00	-	-	600,000.00	600,000.00	Yes
				Parks										
40609	2026	60	1	Athletic Field Lighting	Facilities - Other	-	400,000.00	400,000.00	400,000.00	400,000.00	400,000.00	2,000,000.00	2,000,000.00	No
38007	2026	12	2	Roswell Playground Equipment Replacement	Equipment - Other	-	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	750,000.00	750,000.00	No
38006	2026	35	3	Stiles Field Improvements	Facilities - Other	-	500,000.00	-	-	-	-	500,000.00	500,000.00	No
42520	2026	109	4	Boys & Girls Club Renovations	Facilities- Other	-	380,000.00	380,000.00	380,000.00	380,000.00	380,000.00	1,900,000.00	1,900,000.00	Yes
42346	2026	94		Roswell World Champions Park Facility	Facilities - Other	-	1,000,000.00	1,000,000.00	1,000,000.00	-	-	3,000,000.00	3,000,000.00	No
41687	2026	111		Roswell UFO Skate Park Complex	Economic Development	-	4,000,000.00	-	-	-	-	4,000,000.00	4,000,000.00	No
37028	2026	51		All-Inclusive Park at Cielo Grande Sports	Other - Other	1,461,000.00	1,000,000.00	-	-	-	-	2,461,000.00	1,000,000.00	No
41635	2026	76		Parks Walking Trail	Transportation - Bike/Pedestrian/Equestrian	-	250,000.00	-	-	-	-	250,000.00	250,000.00	No
41683	2028	11		Noon Optimist Detnetion Pond	Transportation - Highways/Roads/Bridges	-	-	-	2,750,000.00	-	-	2,750,000.00	2,750,000.00	No
43370	2026	133		Bike Lane and Trails Infrastructure Improvements	Transportation - Bike/Pedestrian/Equestrian	-	5,000,000.00	-	-	-	-	5,000,000.00	5,000,000.00	No
				Golf										
40533	2026	99	1	Golf Course Irrigation System	Facilities - Other	-	950,000.00	950,000.00	950,000.00	950,000.00	950,000.00	4,750,000.00	4,750,000.00	Yes
38000	2026	80	2	New Pro Shop at Nancy Lopez Golf Course	Facilities - Other	-	150,000.00	750,000.00	500,000.00	500,000.00	500,000.00	2,400,000.00	2,400,000.00	Yes
39484	2026	56	3	Golf Course Cart Path Rehab	Facilities - Other	-	75,000.00	100,000.00	-	-	-	170,000.00	170,000.00	Yes
40606	2026	47		Golf Course Maintenance Facilities Improvements	Facilities - Other	-	425,000.00	325,000.00	-	-	-	750,000.00	750,000.00	Yes
37999	2028	7		Replace Nancy Lopez Golf Course Fencing	Facilities - Other	-	-	-	-	300,000.00	-	300,000.00	300,000.00	No
				Cemetery										
42521	2026	4	1	New Columbarium Construction at South Park Cemetery	Facilities - Other	-	432,500.00	417,500.00	-	-	-	850,000.00	850,000.00	Yes
41648	2026	62	2	South Park Cemetery Water Well Install	Water - Other	-	100,000.00	-	-	-	-	100,000.00	100,000.00	No
39251	2026	42	3	Cemetery Office Building Repair	Facilities - Other	-	750,000.00	750,000.00	-	-	-	1,500,000.00	1,500,000.00	Yes
38005	2026	24		Cemetery Irrigation System Replacement	Facilities - Other	-	235,000.00	-	-	-	-	235,000.00	235,000.00	No
40543	2026	98		Gold Star Family Memorial	Other - Other	-	60,000.00	-	-	-	-	60,000.00	60,000.00	No
				Recreation										
42643	2026	47	1	Soccer Field Lighting	Facilities - Other	-	750,000.00	750,000.00	750,000.00	-	-	2,250,000.00	2,250,000.00	No
41650	2026	82	2	Gymnasium Floor Replacement	Facilities - Other	-	350,000.00		-	-	-	350,000.00	350,000.00	Yes
				Zoo										
NEW	2026		1	Bird Enclousre	Facilities-other	44,500.00	650,000.00	-	-	-	-	650,000.00	650,000.00	Yes
39254	2026	48		New Train for Spring River Zoo	Transportation - Other	-	350,000.00	-	-	-	-	350,000.00	350,000.00	No
40520	2026	50		Enlarge and Naturalize Bear Exhibit	Facilities - Other	-	950,000.00	950,000.00	950,000.00	950,000.00	950,000.00	4,750,000.00	4,750,000.00	Yes
40516	2026	52		Zoo Educational Animal Facility	Facilities - Other	-	300,000.00	300,000.00	300,000.00	300,000.00	300,000.00	1,500,000.00	1,500,000.00	No
41578	2026	68		Spring River Zoo's 1927 Herschel Spillman Carousel	Facilities - Other	50,000.00	250,000.00	75,000.00	-	-	-	375,000.00	375,000.00	Yes
				Library										
41755	2026	13		Library Outdoor Program on Richardson	Facilities - Administrative Facilities	-	280,000.00	-	-	-	-	280,000.00	280,000.00	No
41758	2026	63		Library Fire Exit	Facilities - Libraries	-	204,700.00	-	-	-	-	204,700.00	204,700.00	No
41759	2026	55		Library Emergency Back-up Lighting	Facilities - Libraries	-	45,000.00	-	-	-	-	45,000.00	45,000.00	No
41761	2026	57		Library Smoke/Carbon Monoxide Detectors	Facilities - Libraries	-	55,000.00	-	-	-	-	55,000.00	55,000.00	No
41762	2026	83		Library Exterior Building Repairs	Facilities - Libraries	-	300,000.00	-	-	-	-	300,000.00	300,000.00	No
41712	2026	115		Library outdoor Play and Learning Area	Facilities - Libraries	-	360,000.00	-	-	-	-	360,000.00	360,000.00	No
				Museum										
37045	2026	18		RMAC Flooring	Facilities - Administrative Facilities	-	600,000.00	-	-	-	-	600,000.00	600,000.00	No
41534	2026	110		Museum HVAC Replacement and upgrades	Facilities - Museums	24,000.00	95,000.00	-	-	-	-	119,000.00	95,000.00	No
38001	2026	90		Renovate Original WPA Historic Stage RMAC	Facilities - Museums	-	-	-	200,000.00	-	-	200,000.00	200,000.00	No
35019	2026	33		RMAC Interior Modifications	Facilities - Museums	-	599,106.00	1,210,894.00	190,000.00	-	-	2,000,000.00	2,000,000.00	Yes
40567	2026	85		RMAC Collections Wing Addition	Facilities - Museums	-	600,000.00	1,000,000.00	800,000.00	800,000.00	800,000.00	4,000,000.00	4,000,000.00	Yes
40562	2026	37		RMAC Landscape and Irrigation Improvements	Facilities - Museums	-	300,000.00	-	-	-	-	300,000.00	300,000.00	No
40553	2026	38		RMAC Auditorium Audio System	Facilities - Museums	-	100,000.00	-	-	-	-	100,000.00	100,000.00	No
				Administration										
35008	2026	32		Wayfinding Signage	Economic Development	-	125,000.00	210,000.00	78,000.00	-	-	413,000.00	413,000.00	Yes
41888	2026	39		Mainstreet Roswell Corridor Wayfinding Design	Economic Development	-	640,000.00	375,000.00	185,000.00	-	-	1,200,000.00	1,200,000.00	Yes
42369	2026	95		Roswell SE Region School Shooting Range Upgrades	Facilities - Other	50,000.00	-	-	-	-	-	50,000.00	-	No
42157	2026	92		Working Mother's Day Nursery	Facilities - Other	-	300,000.00	-	-	-	-	300,000.00	300,000.00	No
41858	2026	34		Lest We Forget Historical Statuary Garden	Other - Other	900,000.00	680,000.00	900,000.00	-	-	-	2,480,000.00	1,580,000.00	Yes
				Engineering										
41689	2026	6	1	W. Brasher Road Street Improvements	Transportation - Highways/Roads/Bridges	-	1,350,000.00	-	-	-	-	1,350,000.00	1,350,000.00	No
42522	2026	112	2	Mescalero Mill/Fill Street Improvements	Transportation - Highways/Roads/Bridges	-	792,000.00	-	-	-	-	792,000.00	792,000.00	No
37032	2028	5	3	East McGaffey Road Rehab & ADA Upgrades	Transportation - Highways/Roads/Bridges	-	13,000,000.00	12,910,000.00	-	-	-	25,910,000.00	25,910,000.00	No
41667	2026	77		Brasher Storm Drain 4-Lane Phase 2	Transportation - Highways/Roads/Bridges	1,437,500.00	3,612,500.00	-	-	-	-	5,050,000.00	3,612,500.00	No
27590	2026	9		S. Atkinson/Bland Intersection Upgrade	Transportation - Highways/Roads/Bridges	-	625,000.00	-	-	-	-	625,000.00	625,000.00	No
25975	2026	45		CDBG Infrastructure Project	Other - Other	-	-	975,000.00	925,000.00	925,000.00	925,000.00	3,750,000.00	3,750,000.00	No
41690	2027	6		Country Club 4-Lane Roadway	Transportation - Highways/Roads/Bridges	256,000.00	-	-	4,500,000.00	-	-	4,756,000.00	4,500,000.00	No
34093	2028	2		Bridge 9088 Replacement, N. Atkinson over Spring River	Transportation - Highways/Roads/Bridges	-	-	-	2,300,000.00	-	-	2,300,000.00	2,300,000.00	No

				Transit										
38002	2026	8	1	Transit Center Renovations	Transportation - Transit	-	300,000.00	300,000.00	300,000.00	300,000.00	300,000.00	1,500,000.00	1,500,000.00	Yes
21173	2026	81	2	Roswell Transit Van Replacement	Equipment - Other	-	396,386.00	-	-	-	-	396,386.00	396,386.00	No
21172	2027	53	3	Pecos Transit Bus	Equipment - Other	-	-	625,000.00	-	-	-	625,000.00	625,000.00	No
				Solid Waste										
42460	2026	101	1	Paved Haul Roade C&G within Landfill	Other - Solid Waste	-	450,000.00	450,000.00	450,000.00	450,000.00	-	1,800,000.00	1,800,000.00	Yes
42463	2026	103	2	Generator for Emergency Power at Landfill	Other - Landfills	-	750,000.00	-	-	-	-	750,000.00	750,000.00	No
42464	2026	104	3	Solar Powered Covered Parking Lot at Solid Waste	Other - Solid Waste	-	440,000.00	310,000.00	-	-	-	750,000.00	750,000.00	Yes
39224	2026	88		Enclosed convenience center	Other - Solid Waste	-	450,000.00	837,500.00	837,500.00	937,500.00	937,500.00	4,000,000.00	4,000,000.00	Yes
41660	2026	87		Leachate Well Redesign and Modernization	Water - Other	-	500,000.00	-	-	-	-	500,000.00	500,000.00	No
				Wastewater										
42488	2026	119	1	WW Replace Flow Gates at Headworks SB1, SB2, & SB3	Water - Wastewater	-	800,000.00	-	-	-	-	800,000.00	800,000.00	No
41554	2026	5	2	WWTP Land Acquisition	Facilities - Other	-	600,000.00	600,000.00	-	-	-	1,200,000.00	1,200,000.00	Yes
40549	2026	10	3	Wastewater Vactor Truck	Water - Wastewater	-	600,000.00	-	-	-	-	600,000.00	600,000.00	No
37987	2026	19	4	Storm Water Pond at WWTP	Water - Wastewater	-	530,000.00	-	-	-	-	530,000.00	530,000.00	No
42477	2026	118		WW Sludge drying bed asphalt	Water - Wastewater	-	500,000.00	-	-	-	-	500,000.00	500,000.00	No
42532	2026	126		Update of 2012 Wastewater Master Plan	Water - Wastewater	-	125,000.00	-	-	-	-	125,000.00	125,000.00	No
				Water										
43369	2026	132	1	Critical Potable Water Infrastructure Study & Phas	Water - Water Supply	10,000,000.00	-	-	-	-	-	10,000,000.00	10,000,000.00	No
42531	2026	125	2	Upgdate of 2012 Master Plan Water Department	Water - Other	-	125,000.00	-	-	-	-	125,000.00	125,000.00	No
42529	2026	123	3	Rehab Trigg Resevoir	Water - Water Supply	-	2,000,000.00	-	-	-	-	2,000,000.00	2,000,000.00	No
37958	2026	29		Pressure Relief Valve	Water - Water Supply	-	300,000.00	-	-	-	-	300,000.00	300,000.00	No
37978	2026	75		Variable Frequency Drive Pumps	Water - Water Supply	-	600,000.00	600,000.00	600,000.00	600,000.00	600,000.00	3,000,000.00	3,000,000.00	No
37957	2026	91		Large Diameter Water Valves	Water - Water Supply	-	1,000,000.00	-	-	-	-	1,000,000.00	1,000,000.00	No
39230	2026	30		Rehabilitation of Water Storage Tank on 3rd St.	Water - Other	-	4,000,000.00	-	-	-	-	4,000,000.00	4,000,000.00	No
				Facilities										
41662	2026	89	1	City Hall Roof Replacement	Facilities - Administrative Facilities	-	300,000.00	-	-	-	-	300,000.00	300,000.00	No
40546	2026	21	2	Facilities Maintenance Roll-up Doors	Facilities - Other	-	125,000.00	-	-	-	-	125,000.00	125,000.00	No
37047	2026	26	3	City Hall Deferred Maintenance	Facilities - Administrative Facilities	-	250,000.00	-	-	-	-	250,000.00	250,000.00	No
39242	2026	36		City Hall Building Improvements Phase 2	Facilities - Administrative Facilities	-	525,000.00	-	-	-	-	525,000.00	525,000.00	No
42402	2026	65		Facility Maintenance Service Vehicles	Vehicles - Other	-	225,000.00	-	-	-	-	225,000.00	225,000.00	No
				Animal Control										
41644	2026	79	1	Animal Services Building Improvements	Facilities - Other	-	82,000.00	-	-	-	-	82,000.00	82,000.00	No
				IT										
41704	2026	58	1	Workstations - IT	Equipment - Other	-	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	250,000.00	250,000.00	Yes
37991	2026	27	2	Work Station Replacements - IT	Equipment - Other	-	250,000.00	-	-	-	-	250,000.00	250,000.00	No
37055	2026	117		Security Cameras at City Hall	Equipment - Other	-	30,000.00	-	-	-	-	30,000.00	30,000.00	No
41720	2026	43		VoIP Dispatch Console System	Equipment - Public Safety Equipment	-	350,000.00	-	-	-	-	350,000.00	350,000.00	No
40573	2026	84		911 Dispatch Rotary Storage File Locking System	Equipment - Public Safety Equipment	-	63,000.00	-	-	-	-	63,000.00	63,000.00	No
42535	2026	127		New Servers	Equipment - Other	-	150,000.00	-	-	-	-	150,000.00	150,000.00	No
				Emergency Management										
42407	2026	66	1	Emergency Preparedness Siren and Transmitter	Equipment - Public Safety Equipment	-	100,000.00	-	-	-	-	100,000.00	100,000.00	No
				Fire										
New	2027		1	Station 2 Expansion to living quarters and female accomadations	Facilities - Fire Facilities	-	500,000.00	500,000.00	500,000.00	-	-	1,500,000.00	1,500,000.00	Yes
New	2027		2	Station 7 Truck Room Addition	Facilities - Fire Facilities		300,000.00	-	-	-	-	300,000.00	300,000.00	No
New	2027		3	Property Purchase for additional parking at Station 1	Facilities - Fire Facilities		400,000.00	-	-	-	-	400,000.00	400,000.00	No
New	2027		4	HME Fire Pumper - Engine 5	Fire Apparatus		815,000.00	-	-	-	-	815,000.00	815,000.00	No
New	2027		5	2 - 1500 GPM Rescue Pumpers	Fire Apparatus		980,000.00	-	-	-	-	980,000.00	980,000.00	No
37996	2026	72		Structural PPE	Equipment - Public Safety Equipment	-	400,000.00	-	-	-	-	400,000.00	400,000.00	No
35021	2026	15		Aircraft Rescue and Firefighting Training	Facilities - Fire Facilities	-	-	500,000.00	-	-	-	500,000.00	500,000.00	No
19181	2026	40		Fire Training Center imporvements	Facilities - Fire Facilities	-	500,000.00	-	-	-	-	500,000.00	500,000.00	No
39259	2026	3		Fire Station One (1) Expansion to living quarters	Facilities - Fire Facilities	-	480,000.00	475,000.00	245,000.00	-	-	1,200,000.00	1,200,000.00	Yes
42477	2026	106		Fire Dept SCBA Refill Compressor System	Equipment - Public Safety Equipment	-	170,000.00	-	-	-	-	170,000.00	170,000.00	No
				Police										
New	2027		1	Dash mounted camera for patrol units	Equipment - Public Safety Equipment	-	178,000.00	178,000.00	178,000.00	178,000.00	178,000.00	890,000.00	890,000.00	Yes
35506	2026	73	2	Police Cars	Vehicles - Public Safety Vehicle	-	750,000.00	-	-	-	-	750,000.00	750,000.00	No
42401	2026	64	3	Roswell Police Headquarters Architectural Design	Facilities -Public Safety Facilities	-	400,000.00	-	-	-	-	400,000.00	400,000.00	No
42399	2026	1		Roswell Police Real Time Crime Center	Facilities - Public Safety Facilities	140,295.00	450,000.00	425,000.00	325,000.00			1,340,295.00	1,200,000.00	Yes
43366	2026	129		RPD HVAC & Sewer line Restoration	Facilities - Public Safety Facilities	-	300,000.00	-	-	-	-	300,000.00	1,500,000.00	No
41539	2026	69		Evidence Building West 2nd	Facilities - Other	346,500.00	464,794.00	-	-	-	-	811,294.00	464,794.00	No
				Air Center										
New	2026		1	6x6 Fire Truck	Transportation - Airports	-	2,000,000.00	-	-	-	-	2,000,000.00	2,000,000.00	No
New	2026		2	Roswell Air Center Parking Lot Construction	Transportation - Airports	-	700,000.00	700,000.00	700,000.00	700,000.00	700,000.00	3,500,000.00	3,500,000.00	Yes
41545	2025	59	3	Airport Passenger parking Lot Lighting	Transportation - Lighting	-	500,000.00	-	-	-	-	500,000.00	500,000.00	No
41546	2026	2		Airport Terminal Generator	Equipment-Other	-	500,000.00	-	-	-	-	500,000.00	500,000.00	No
37980	2027	13		Air Center SE Development	Transportation - Airports	-	2,400,000.00	2,400,000.00	2,400,000.00	2,400,000.00	2,400,000.00	12,000,000.00	12,000,000.00	No
37035	2026	78		RAC Terminal Expansion	Transportation - Airports	-	10,000,000.00	10,000,000.00	10,000,000.00	10,000,000.00	10,000,000.00	50,000,000.00	50,000,000.00	Yes
42317	2026	93		Roswell Air Center Infrastructure Site Improvements	Transportation - Airports	-	5,000,000.00	5,000,000.00	-	-	-	10,000,000.00	10,000,000.00	Yes
43335	2026	131		RAC Fiber Optic Infrastructure & Security Improvements	Transportation - Airports	-	5,000,000.00	-	-	-	-	5,000,000.00	5,000,000.00	No

Municipal Court												20.00		
43268	2026	128	1	Municipal Court Window Replacement	Facilities - Administrative Facilities	-	50,000.00	-	-	-	-	50,000.00	50,000.00	No

Infrastructure Committee
Meeting Date: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Infrastructure Committee open discussion on Main Street Portland Loo

BACKGROUND:
Initiated by: Councilor Christina Arnold

Councilor Arnold requested discussion item on Portland Loo for Main Street Preliminary design plans, and an engineer's estimate is provided as an attachment for review and discussion.

This item was discussed at January 2024 and February 2024 Infrastructure Committee meetings.

FINANCIAL CONSIDERATION:
Not applicable for this agenda item, discussion only

LEGAL REVIEW:
Not Applicable for this agenda item.

BOARD AND COMMITTEE ACTION:
Open discussion for Infrastructure Committee and attendees.

Attachments
ATT 1 - Previous Portland Loo Preliminary Design and Engineer's Estimate

PROPOSED PORTLAND LOO

ROSWELL
NEW MEXICO



Picture of a Portland Loo

Proposed Location : in Reicshman Park Downtown Roswell

What is a Portland Loo ?

A Portland Loo is a Stand alone Bathroom that is made for the outdoor Public Use.

Its called a Portland Loo because it was first placed in Portland Oregon and it is a Trademark Name.

It is Free and accessible around the clock.
It is designed specifically to prevent problems that are commonly experienced with public toilets.

The sleek and modern kiosk discourages crime with graffiti-proof wall panels and open grating.

They are easy to clean , with commonly components that are easy to replace or upgrade.

The first one was installed over 10 years ago and has proven to be durable and inexpensive to keep your city clean and crime free.

Nothing can be ripped off the walls or damaged because the hand washing station is mounted on the exterior. This also keeps people from using hand washing station to wash cloths and gets them out of the inside faster.

The Louver Grating at the top and bottom of the bathroom wall create an interior environment that offers complete visual privacy, while remaining as connected with the outside as possible. These louvers are angled in such a way that doesn't compromise privacy, but does allow Law Enforcement the ability to observe the number of users inside.

Each Portland Loo is built fully to comply wit ADA Standards

The Loo is functional year round with all exposed plumbing and toilet bowl wrapped in heated wire for freeze protection.

At night there is a gentile exterior light on the Loo and when occupied the interior lights activate and exterior light dims announcing that it is in use.

The Portland Loo can be delivered to the site as a complete enclosure. A concrete slab, Utilities, Floor Drains would all have to be installed first by the City and the Portland Loo is then placed and anchored to the concrete Slab.

Estimated Cost of a Portland Loo

Portland Loo	$ 146,000.00
Hand Wash Basin	$ 2,100.00
Baby Changing Station	$ 2,140.00
Trash Can	$ 250.00
Sharps Container	$ 1,800.00
Cold weather toilet upgrade	$ 5,200.00
Recessed Hand wash with Cold Air Hand Dryer, Tempered Water & Soap Dispenser	$ 7,100.00
Shipping and Handling	$ 5,875.00

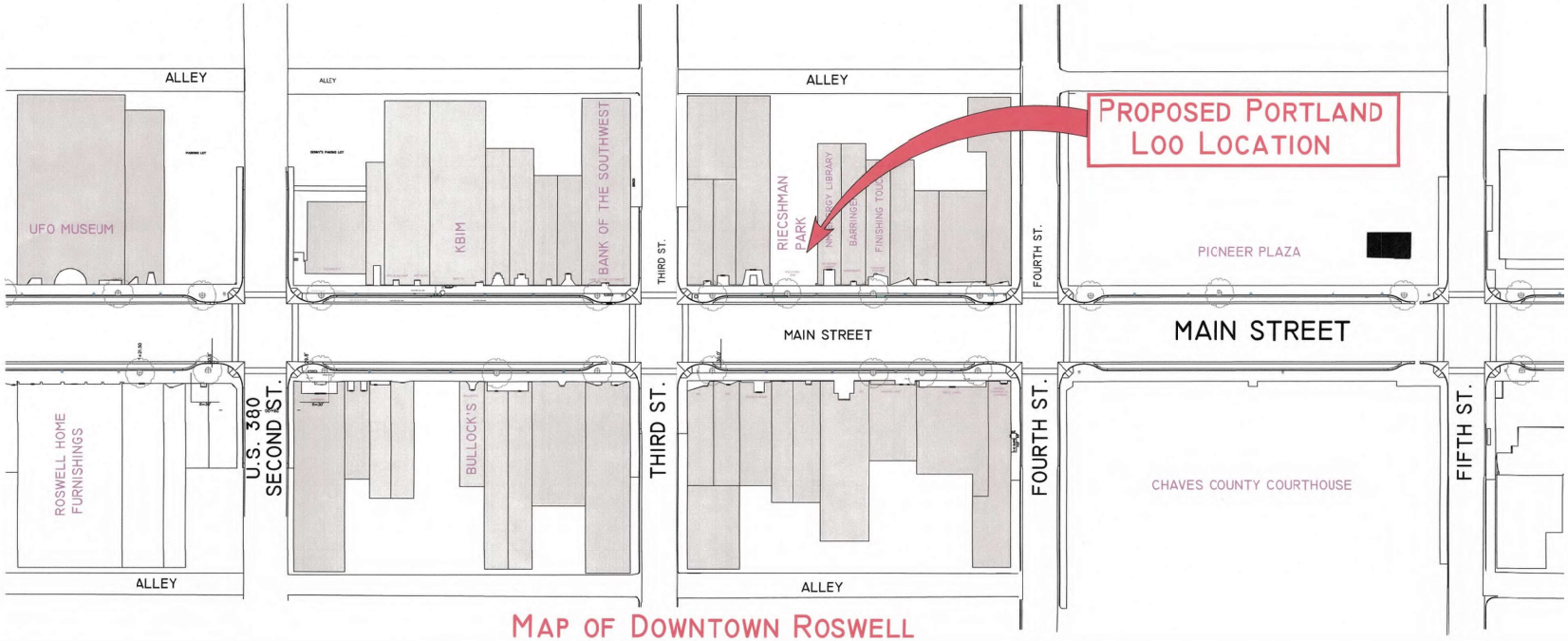
PORTLAND LOO TOTAL COST = $ 170,465.00

This does not include installing Utilities, Concrete Slab, Existing removals and Crane to unload the Portland Loo.

Estimated Cost of Items needed for the Portland Loo

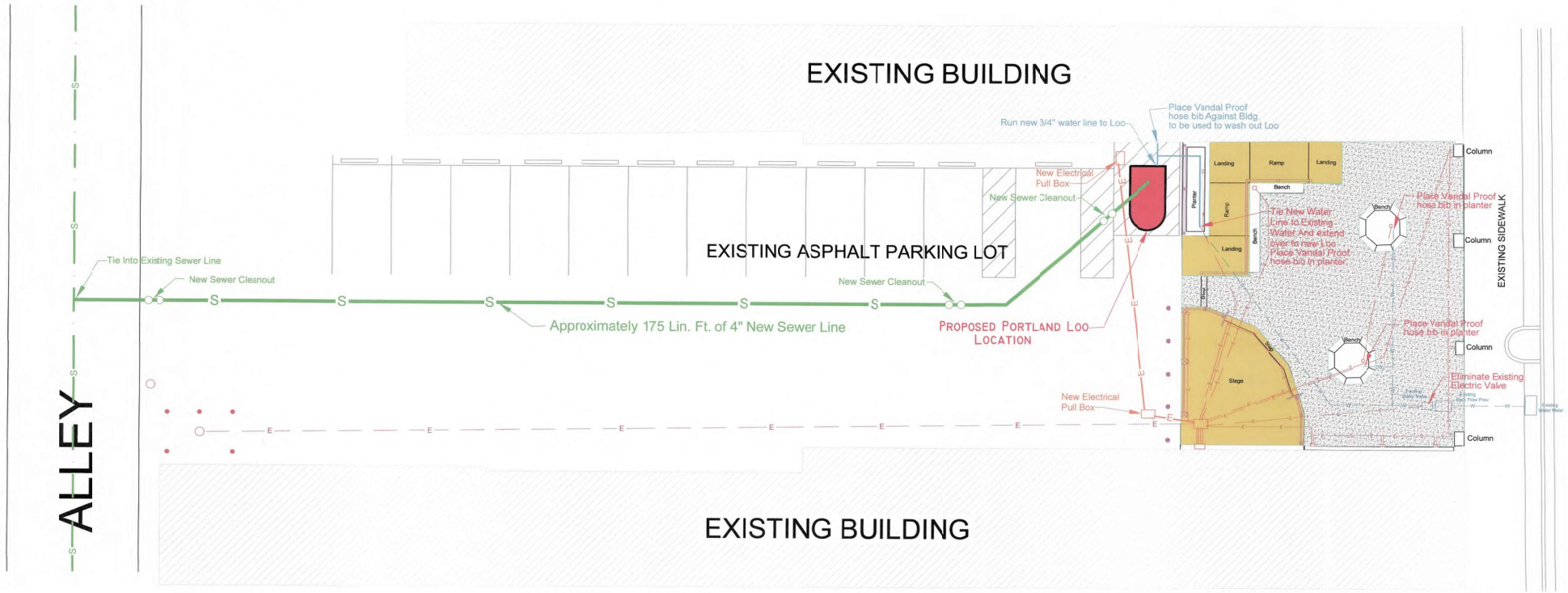
Removal of Existing Asphalt	$ 2,400.00
Unclassified Excavation	$ 3,000.00
6" Base Course	$ 510.00
6" Concrete Slab	$ 2,040.00
4" Sewer Line w/ Clean Outs	$ 3,025.00
Floor Drains w/ Grates	$ 1,000.00
Water Line extension and Hose Bibs	$ 500.00
Electrical Line extension and Pull boxes	$ 2,000.00
Flowfill Material for backfill	$10,000.00
New Asphalt Patch	$ 1,750.00
Crane Rental to unload Loo	$ 1,500.00
ESTIMATED TOTAL =	$ 27,725.00

PORTLAND LOO COST	= $ 170,465.00
Additional Items Cost	= $ 27,725.00
ESTIMATED OVERALL TOTAL	= $ 198,190.00
Gross Reciept Tax (7.5833 %)	= $ 15,029.34
ESTIMATED GRAND TOTAL	= $ 213,219.34



MAP OF DOWNTOWN ROSWELL

ROSWELL
NEW MEXICO



PROPOSED PORTLAND LOO @ REISCHMAN PARK DOWNTOWN

ROSWELL
NEW MEXICO










Images of a Portland Loo

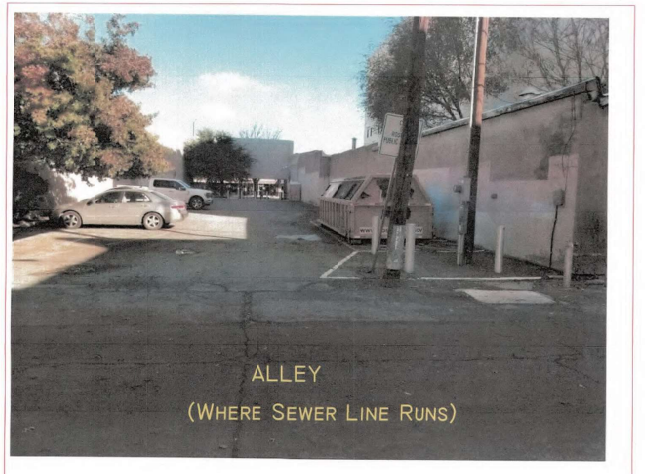












Existing Pictures of Riecshman Park

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 6.

Infrastructure Committee
Meeting Date: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Roswell Transit

Attachments

Transit May 2025
Transit Bus Inventory June 2025
Transit Veterans Rides May 2025

ROSWELL Transit

We believe

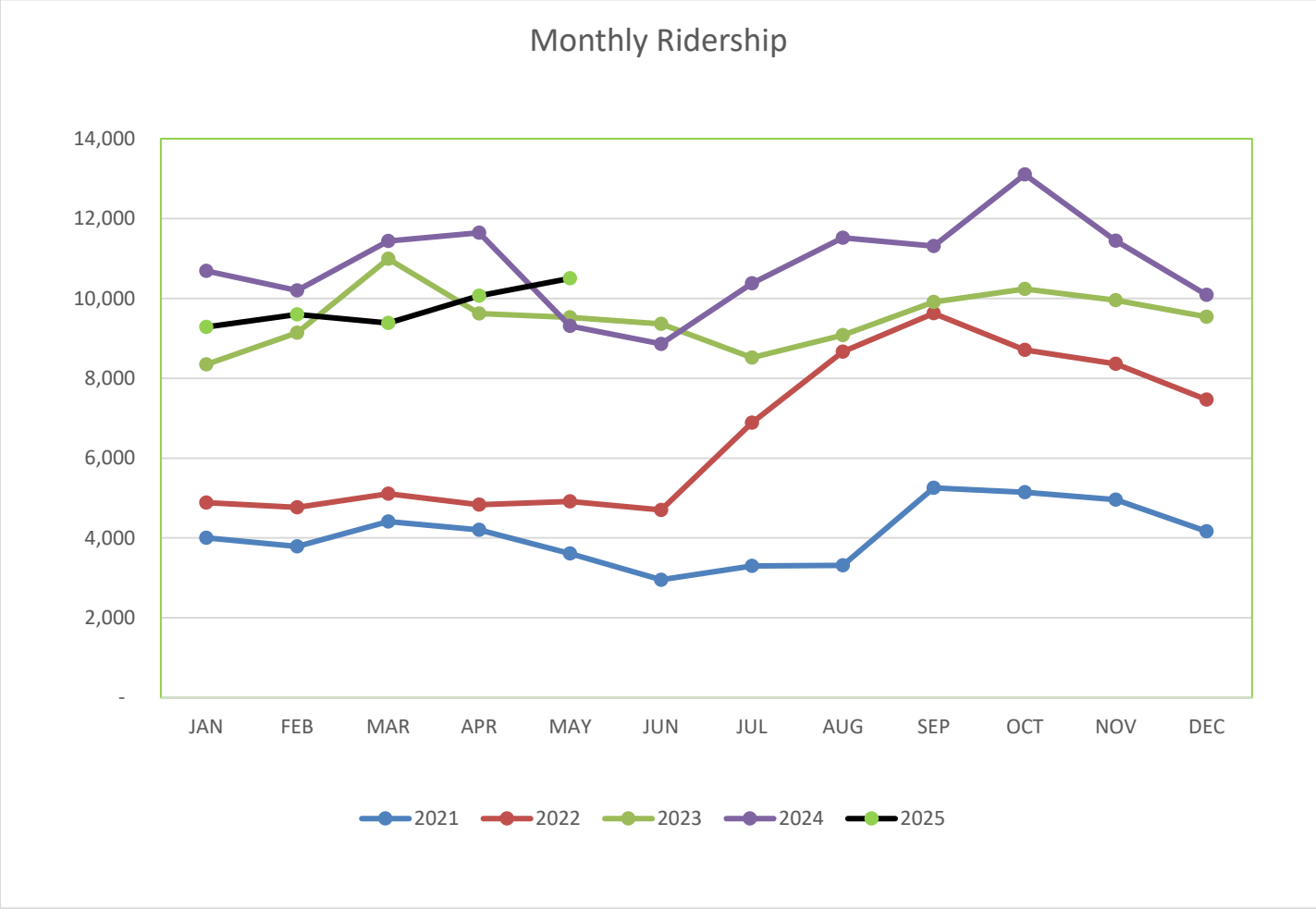
in safe, affordable, and convenient Public Transportation.

Connecting People to Places

BUS RIDERSHIP—May 2025: 10,501

YTD 2024 Ridership ---- 53,274

YTD 2025 Ridership ---- 48,836 **-8.3%**



- We are currently fully staffed.
- Main Street is now back to 3 routes as of May 12th. Ridership this month was back to pre-Covid levels.
- BNX Electric has made an estimate to repair the damage done to our electrical last month at approximately $25K.
- Facilities Maintenance put the cameras into our sewer pipes and found that the condition was even worse than we thought. Mac Rogers did a project estimate that included refurbishing the bathrooms downstairs to make them ADA compliant at $255,652.

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

BUS/VAN INVENTORY 06/01/2025

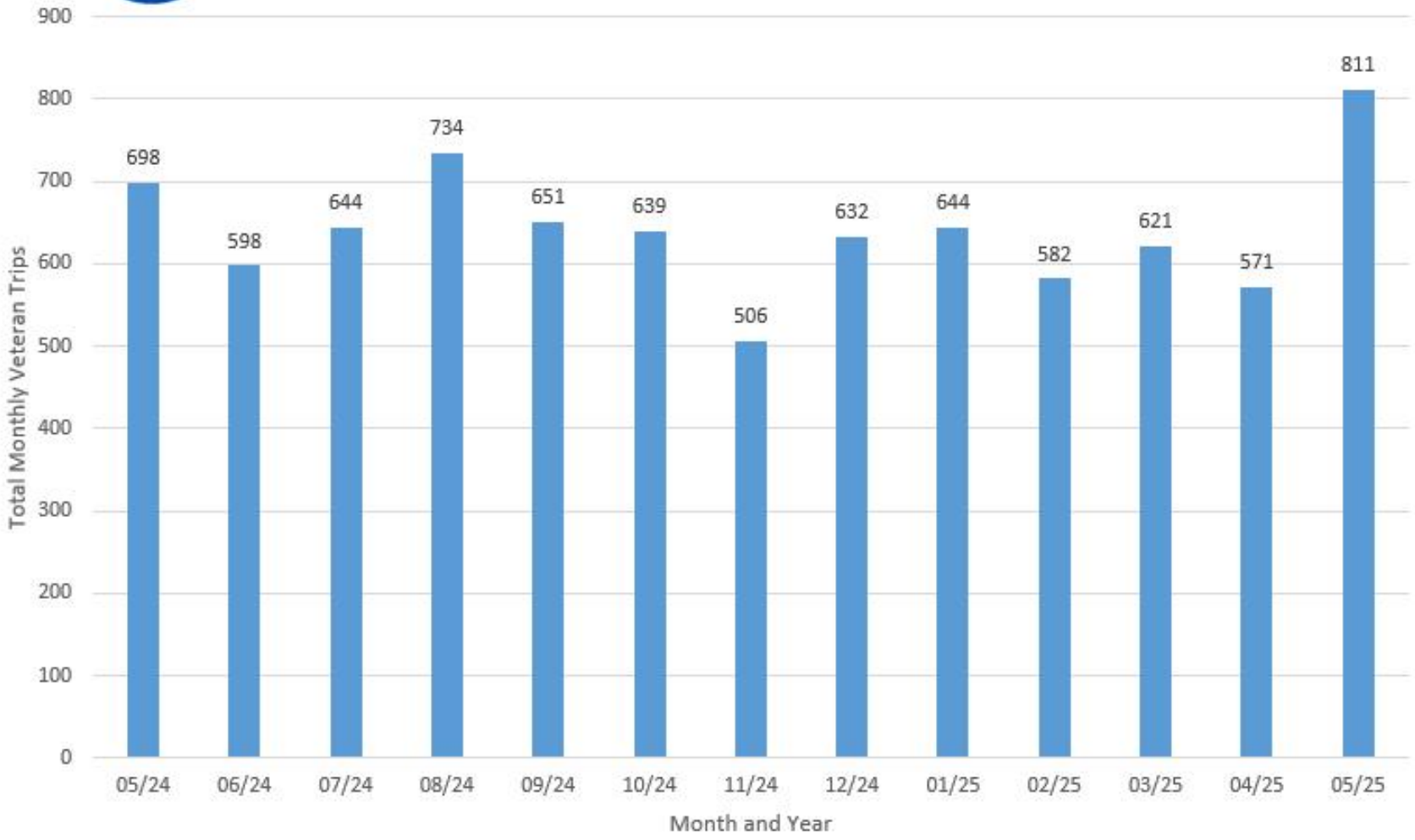
	BUS #	YEAR	MAKE	MODEL	VIN	GVWR	LIC PLATE	SEATS	MILEAGE	WHEN TO REPLACE
1	950	2015	CHEV	ARBOC C4500	1GB6G5BG9F1206700	14200	04872G	23	199,258	FY2026 OR 240,000 MILES
2	951	2019	CHEV	ARBOC C4500	1HA6GUBB6KN002736	14200	06100G	24	214,931	FY2027 OR 240,000 MILES
3	952	2019	CHEV	ARBOC C4500	1HA6GUBB8LN003873	14200	13167G	21	130,191	FY2028 OR 240,000 MILES
4	953	2019	CHEV	ARBOC C4500	1HA6GUBB5LN003751	14200	13166G	21	173,614	FY2028 OR 240,000 MILES
5	PT8	2010	DODGE	GRAND CARAVAN	2D4RN4DE9AR462606	6050	G95453	5	130,196	FY2020 OR 175,000 MILES
6	PT10	2015	DODGE	GRAND CARAVAN	2C7WDGBG5FR705623	6050	G97744	5	131,328	FY2025 OR 175,000 MILES
7	PT11	2018	DODGE	GRAND CARAVAN	2C4RDGBG7JR256562	6050	05617G	5	123,568	FY2026 OR 175,000 MILES
8	954	2023	FORD	TRANSIT	1FDEU6PG3PKA02173	11000	20366G	13	68,430	FY2032 OR 240,000 MILES
9	955	2023	FORD	TRANSIT	1FDEU6PG1PKA02222	11000	20365G	13	73,327	FY2032 OR 240,000 MILES
10	956	2023	FORD	TRANSIT	1FDEU6PG5PKA98355	11000	21060G	13	55,623	FY2032 OR 240,000 MILES
11	957	2023	FORD	TRANSIT	1FDEU6PG3PKB23964	11000	21054G	13	51,760	FY2032 OR 240,000 MILES
12	958	2023	FORD	TRANSIT	1FDEU6PG3PKA98371	11000	20932G	13	53,412	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

Free Rides for Veterans on Roswell Transit

made possible with funds from

Together with Veterans and Chaves County Health Council



ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 7.

Infrastructure Committee
Meeting Date: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Solid Waste

Attachments

Monthly Report - May

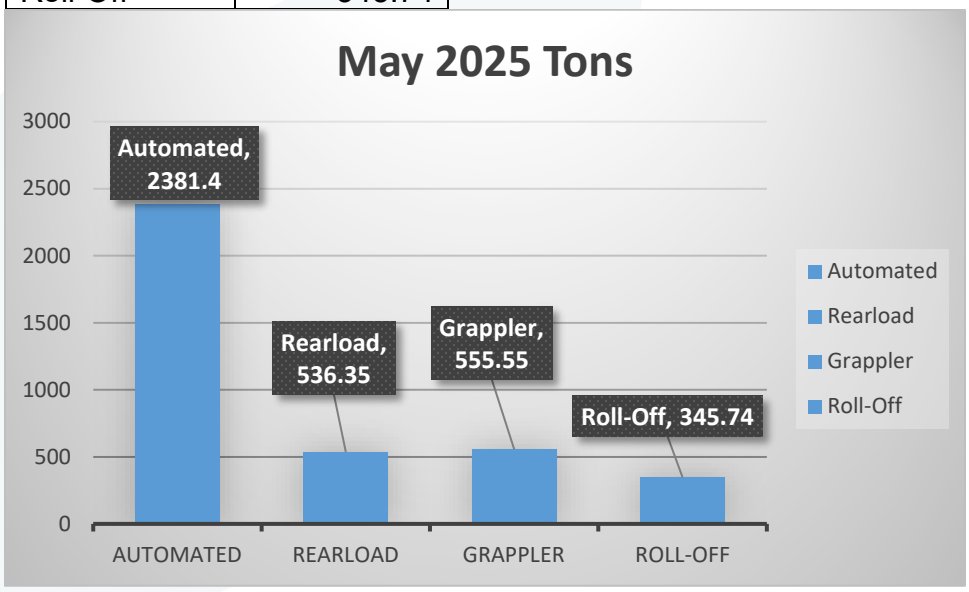
ROSWELL
New Mexico

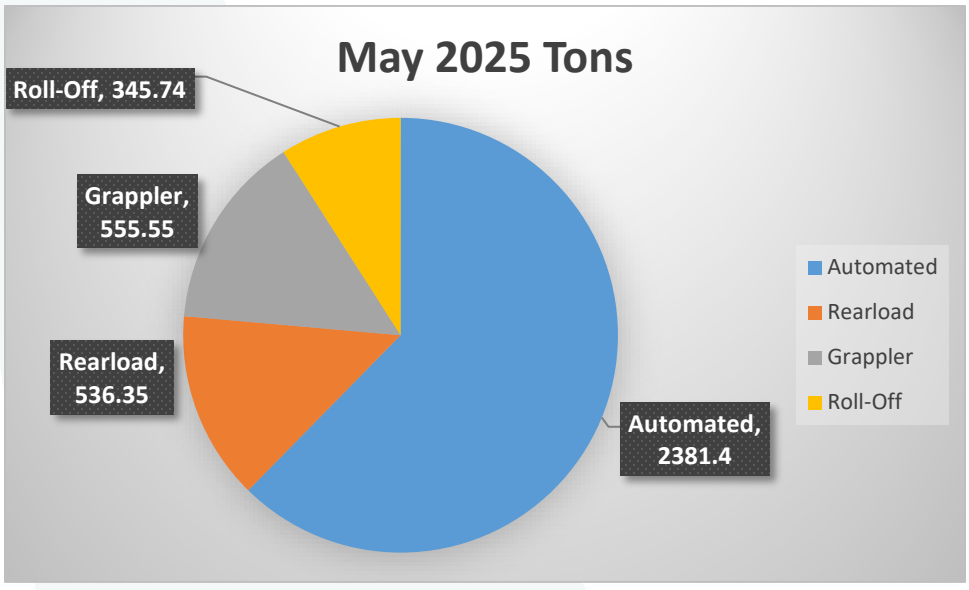
Sanitation

Monthly Solid Waste Department
May 2025 Tonnage Report

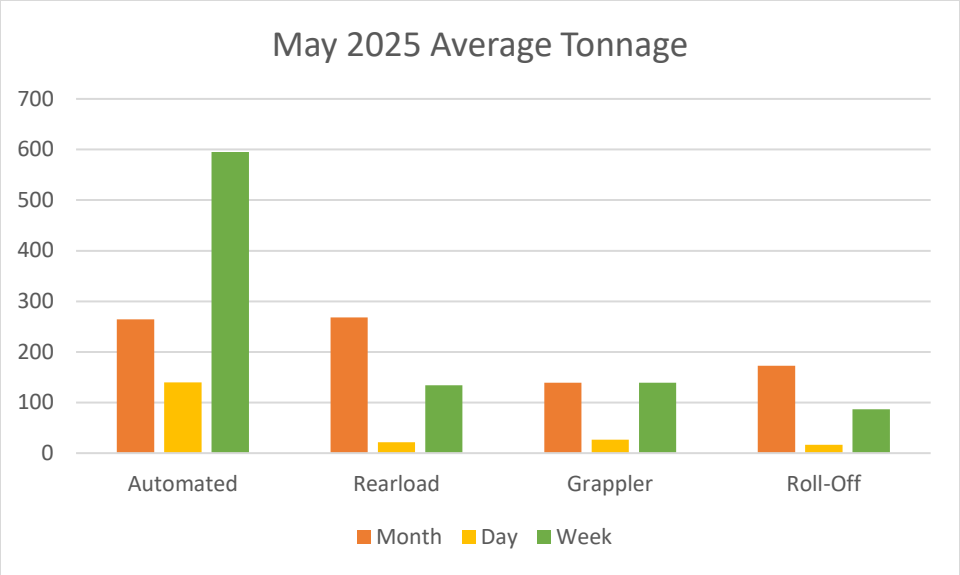
Roswell Municipal Landfill (RML). Report includes tonnage from May 1st to May 31st. Landfill tonnage received is a good gauge of the overall health of the Landfill Operations. Attached are the tonnages for the following Operations: Automated Collections, Bulk Trash, Commercial, and Roll Off.

Service	Tons
Automated	2381.4
Rearload	536.35
Grappler	555.55
Roll-Off	345.74





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

Automated Average Tons:

- Daily: 140
- Weekly: 595
- Per Truck this Month: 265

Rearload Average Tons:

- Daily: 21
- Weekly: 134
- Per Truck This Month: 268

Grappler Average Tons:

- Daily: 26
- Weekly: 139
- Per Truck this Month: 139

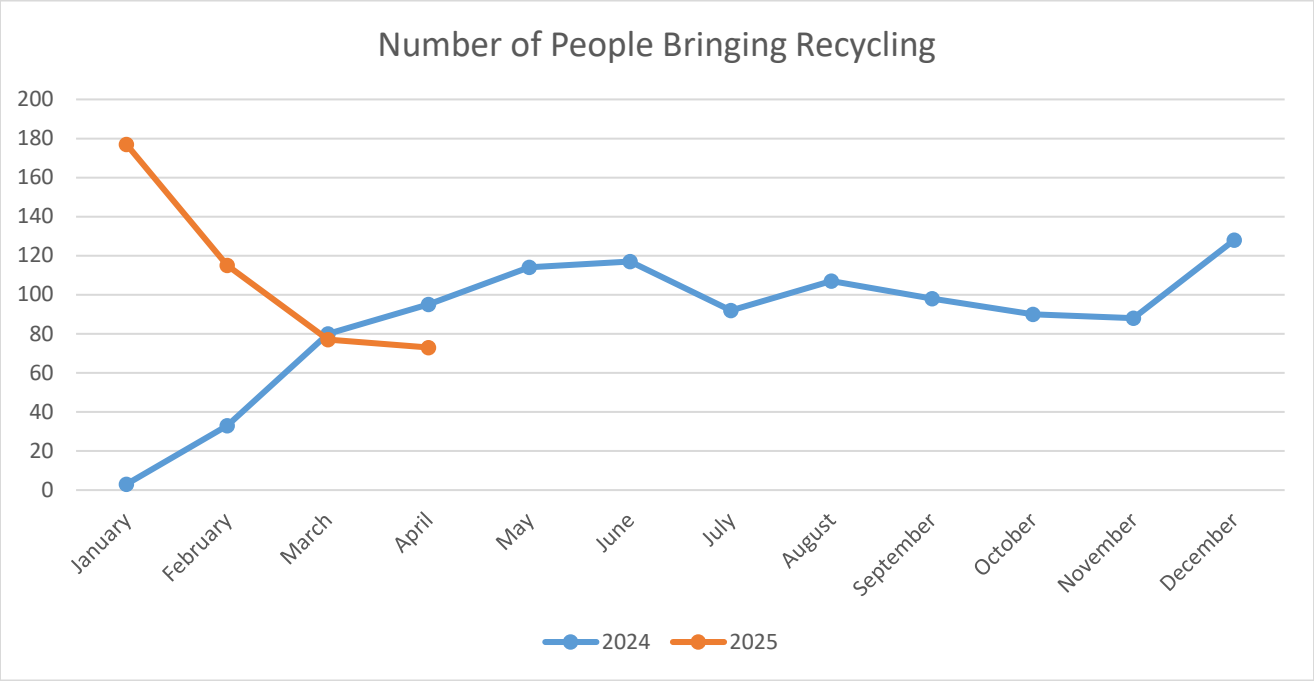
Roll-Off Average Tons:

- Daily: 16
- Weekly: 86
- Per Truck this Month: 173

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	73									504



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	**836**	**9153.62**
Trash - MSW	827	9153.62
Unknown	9	0.00
Totals	**9**	**9153.62**

Disposal by Material		
Material	**Loads**	**Tons**
Trash - MSW	827	9153.62
Unknown	9	0.00
Totals	**836**	**9153.62**

Disposal by Vehicle Type		
Vehicle Type	**Loads**	**Tons**
Front load	**97**	**1283.33**
Trash - MSW	97	1283.33
Residential	**544**	**7585.23**
Trash - MSW	535	7585.23
Unknown	9	0.00
Roll off	**195**	**285.06**
Trash - MSW	195	285.06
Totals	**836**	**9153.62**

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	12	102.5	63.7	29.21951	2281	665	115.53
RO-Route-1	5	147.88	0	0.6085879	115	2177	139.71
RL-Route-South	5	67.81	0	9.997542	1086	433	205.54
SL-Route-6	11	200.83	6.98	56.88299	11834	1379	486.25
RL-Route-South	1	7.98	0	16.28392	131	56	30.69
SL-Route-3	14	194.59	11.65	71.66595	13702	1426	2407
SL-Route-5	8	138.97	0.98	40.95946	10543	972	890.39
RL-Route-Sub	6	67.17	0	14.14392	1040	492	249.91
SL-Route-4	11	153.96	14.7	57.93439	10267	1118	939.18
RO-Route-2	7	116.62	0.47	1.089038	756	1360	101.16
SL-Route-Sub	1	0	0	0	6	0	
SL-Route-Sub	3	17.5	7.65	16.4	1132	72	23.89
RL-Route-North	5	183.59	0	12.17431	2619	1031	689.94
CR-Route	4	76.77	0	31.10725	3312	463	417.21
SL-Route-7	10	168.04	9.46	54.23386	10728	1128	
RO-Route-Sub	6	80.11	37.09	30.94881	1772	637	218.12
SL-Route-2	12	215.35	13.15	48.25905	12531	1495	1290.69
RO-Route-Sub	2	16.27	0	0.4918033	13	183	11.19
RL-Route-Sub	5	36.63	0	0.7643312	33	474	62.26
SL-Route-1	9	191.96	4.82	47.33524	10394	1270	884.12

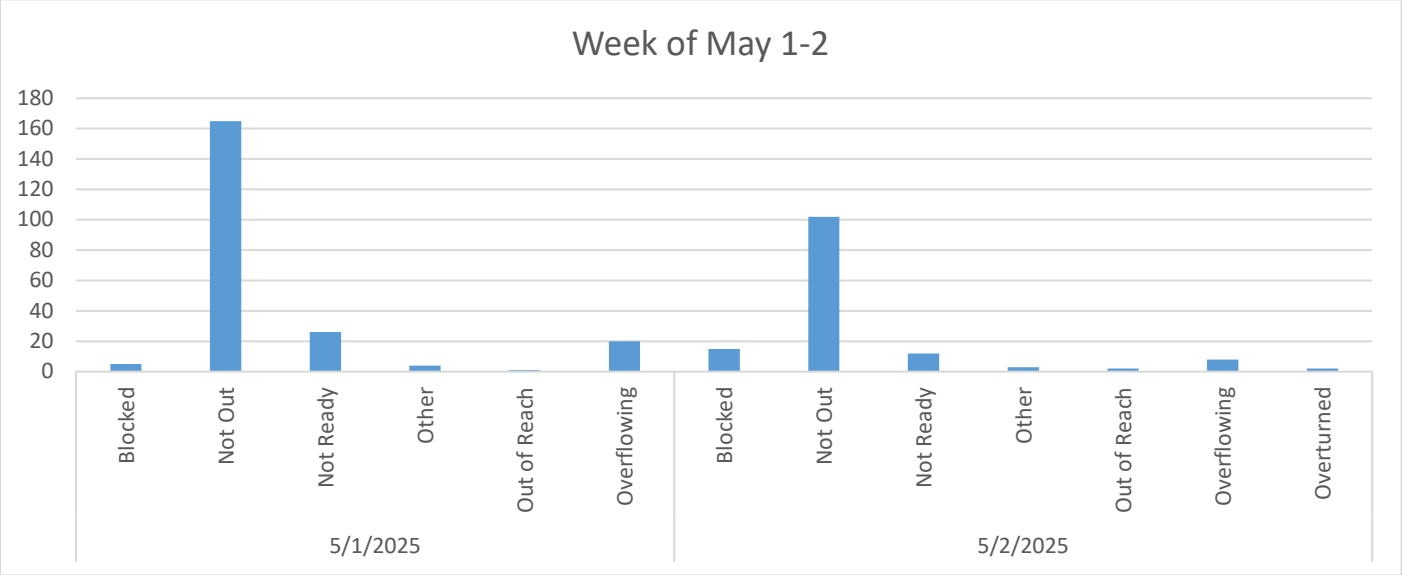
Fuel Log

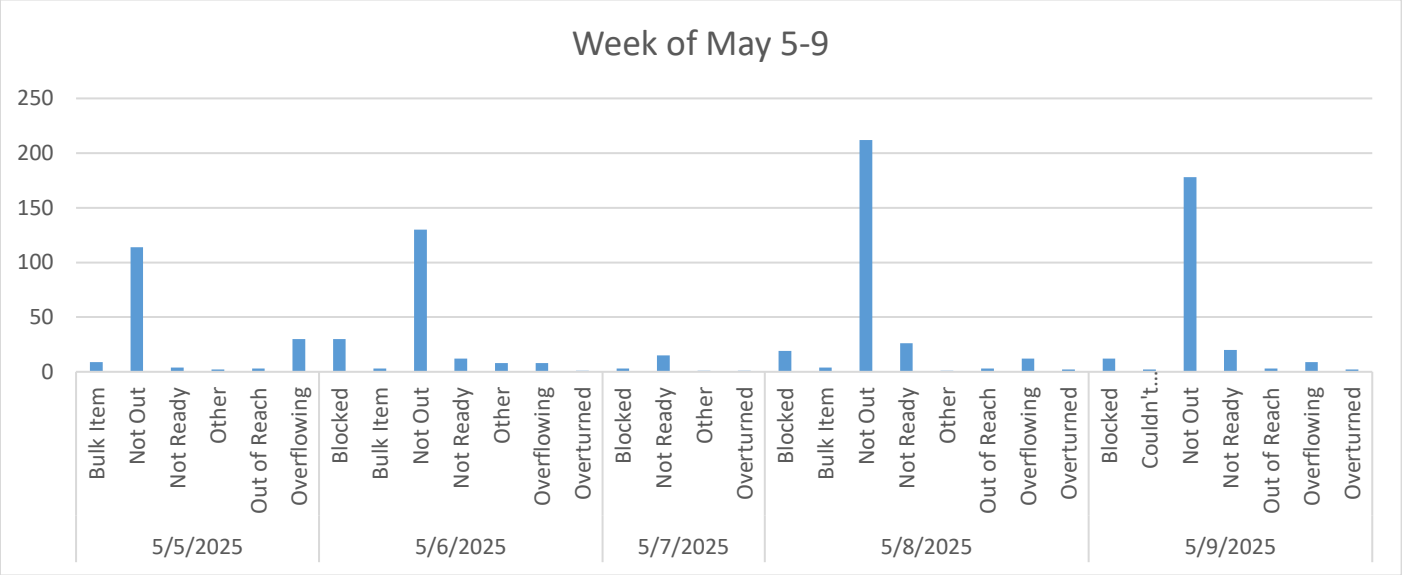
This shows how many miles are driven on our trucks along with their Fuel Efficiency.

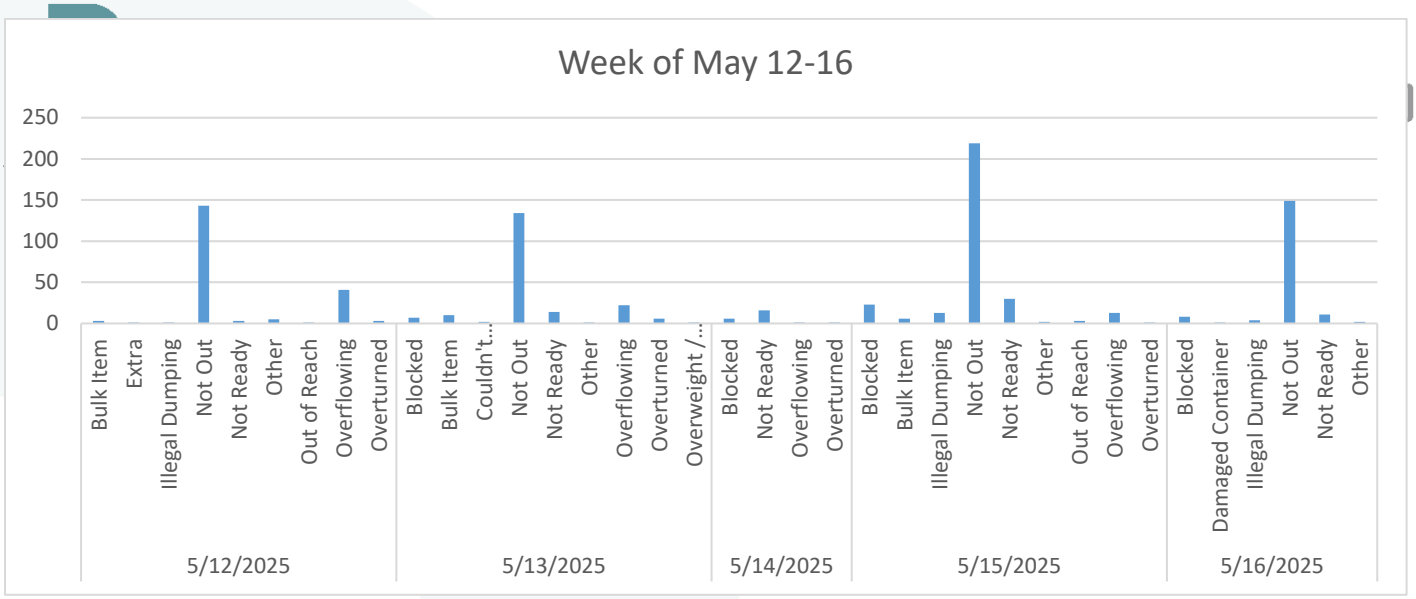
Fuel Log					
Vehicle Name	# Fill ups	Fuel Efficiency (MPG)	Total Gallons Filled	Total Gallons Used	Total Miles Driven
SL 19-324	11	3.1	241.4	346.4	1066
SL 20-305	15	2.8	430.6	433.1	1229
SL 19-315	2	3.5	49.3	75.7	256
316	11	2.6	351	491.3	1307
262	22	3.1	751.3	663.9	2053
303	8	2.6	227	462.1	1253
309	1	1.8	3.5	21.8	38
SL 321	13	2.5	266.8	324.7	795
307	6	2.4	52.7	82.2	86

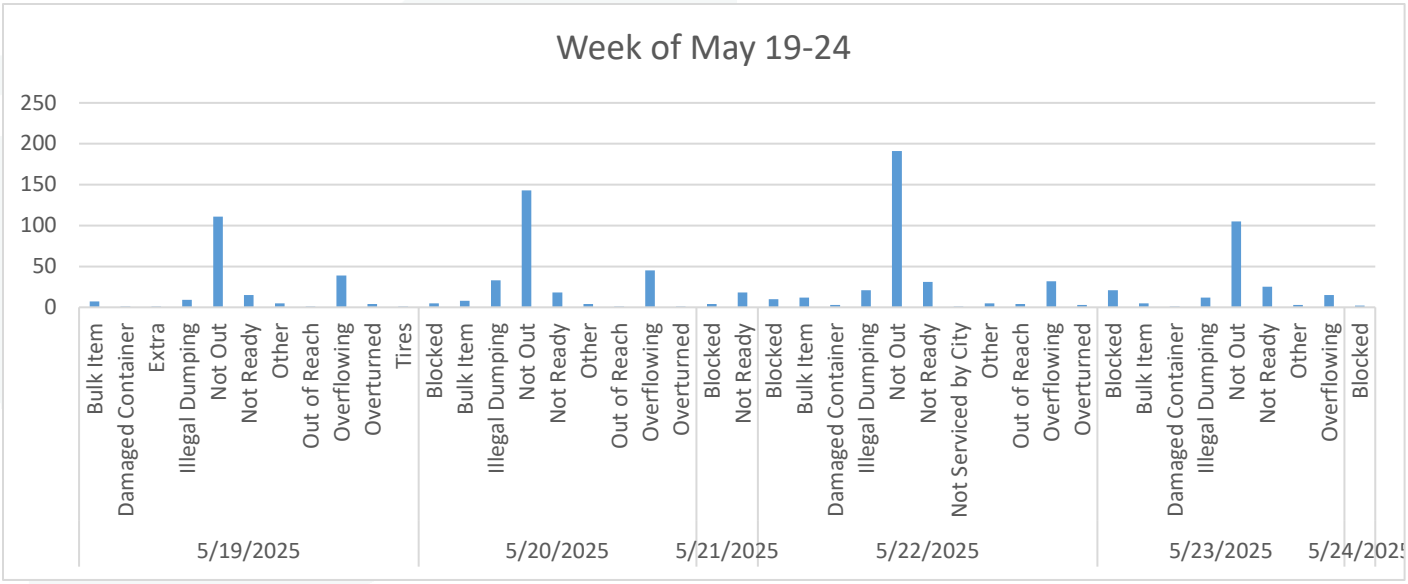
Pickup Reports

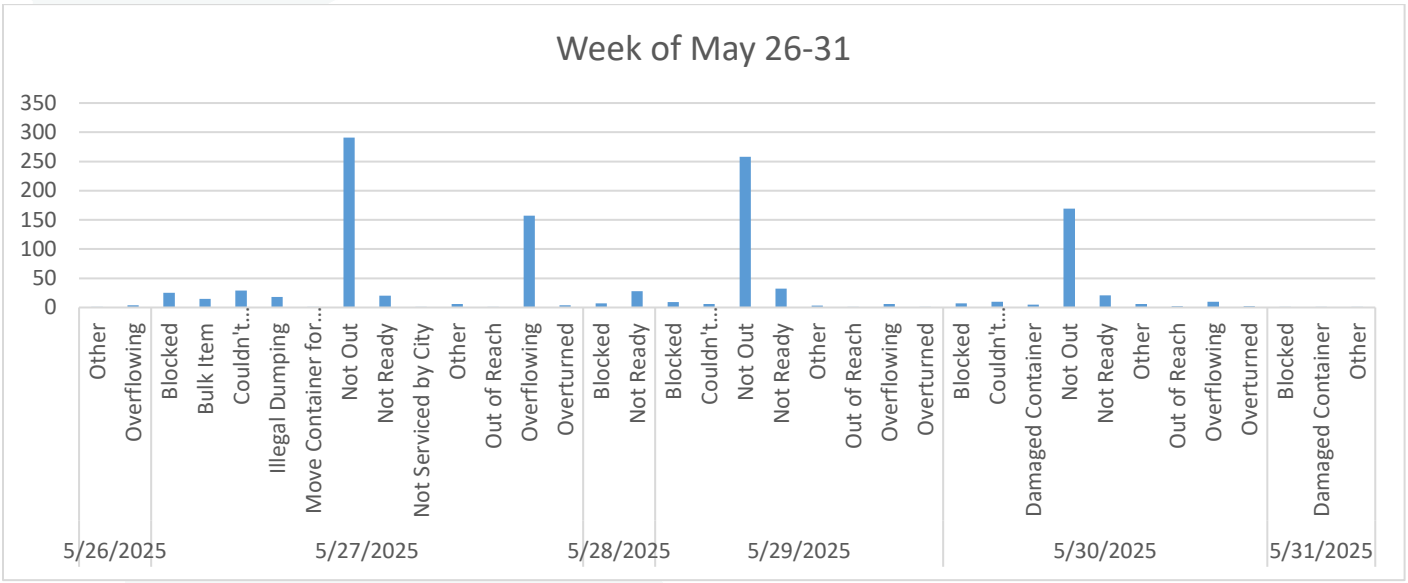
Pickup Reports are broken down by week to week. They show the number of Issues the drivers run into every day. To better view the data we split it into weeks.






Week of May 12-16
250
200
150
100
50
0
Bulk Item
Extra
Illegal Dumping
Not Out
Not Ready
Other
Out of Reach
Overflowing
Overturned
Blocked
Bulk Item
Couldn't...
Not Out
Not Ready
Other
Overflowing
Overturned
Overweight /...
Blocked
Not Ready
Overflowing
Overturned
Blocked
Bulk Item
Illegal Dumping
Not Out
Not Ready
Other
Out of Reach
Overflowing
Overturned
Blocked
Damaged Container
Illegal Dumping
Not Out
Not Ready
Other
5/12/2025
5/13/2025
5/14/2025
5/15/2025
5/16/2025


Week of May 19-24
250
200
150
100
50
0
Bulk Item
Damaged Container
Extra
Illegal Dumping
Not Out
Not Ready
Other
Out of Reach
Overflowing
Overturned
Tires
Blocked
Bulk Item
Illegal Dumping
Not Out
Not Ready
Other
Out of Reach
Overflowing
Overturned
Blocked
Not Ready
Blocked
Bulk Item
Damaged Container
Illegal Dumping
Not Out
Not Ready
Not Serviced by City
Other
Out of Reach
Overflowing
Overturned
Blocked
Bulk Item
Damaged Container
Illegal Dumping
Not Out
Not Ready
Other
Overflowing
Blocked
5/19/2025
5/20/2025
5/21/2025
5/22/2025
5/23/2025
5/24/2025


Week of May 26-31
350
300
250
200
150
100
50
0
Other
Overflowing
Blocked
Bulk Item
Couldn't...
Illegal Dumping
Move Container for...
Not Out
Not Ready
Not Serviced by City
Other
Out of Reach
Overflowing
Overturned
Blocked
Not Ready
Blocked
Couldn't...
Not Out
Not Ready
Other
Out of Reach
Overflowing
Overturned
Blocked
Couldn't...
Damaged Container
Not Out
Not Ready
Other
Out of Reach
Overflowing
Overturned
Blocked
Damaged Container
Other
5/26/2025
5/27/2025
5/28/2025
5/29/2025
5/30/2025
5/31/2025

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. New cover for Cell 1,2,4 & partial on 5 slopes
    ii. Road Maintenance within Landfill
    iii. Repair Leachate Pond (Geomembrane & Liner)
    iv. Re-Establish Entire Landfill stormwater drainage system
    v. Pump out all leachate from Cell 1,2,3,4 & 5 (Over 200,000 gallons)
c. Rotochopper working on wood pile

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 8.

Infrastructure Committee
Meeting Date: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:

Department Report - Zoo

Attachments

Zoo May Report

ROSWELL

ZOO – May, 2025

Highlights/Animal Care/Maintenance:

- Routine upkeep done on all animal enclosures, the park, and the non-animal areas.
- Routine animal care, including feeding, cleaning, medical care, and enrichment. Beak and talon trims were done on all birds.
- One of the Zookeepers and the grounds maintenance lead resigned.
- USDA came to do a focused inspection due to a complaint regarding the flooring in October. We didn't receive any citations.
- Our green iguana, Smaug, moved into his new enclosure. Now that the weather is warmer, he is outside in his enclosure full-time for the public to view.
- A cement pad was poured for the grain shed with the expertise of the Parks Department and help from our grounds team.
- We started giving tours to the public, Mon-Wed-Fri at 10:30am as an effort to increase the educational aspect of the zoo.
- We had two school field trips visit the zoo, which included a guided tour and animal encounter with two of our snakes.





ROSWELL







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

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 9.

Infrastructure Committee
Meeting Date: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Parks

Attachments

Parks May Report

ROSWELL

PARKS – MAY, 2025

Acres Maintained: 685+

Staffing: 27 FTE

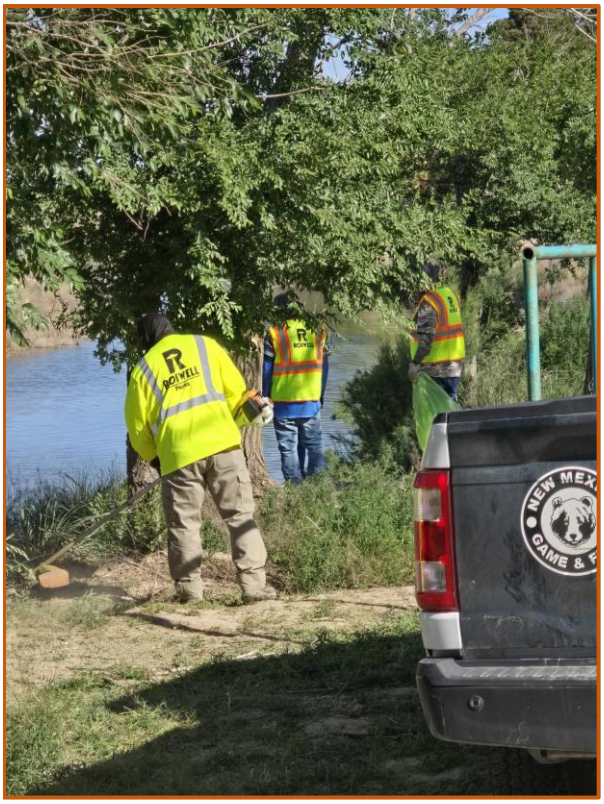
Routine Maintenance:

- Mowing weekly as needed
- Watering parks 3x a week
- Spraying weeds weekly
- Repairing fencing & baseball backstops in all parks
- Trash pick-up
- Installing new tables, trash cans and BBQ grills throughout parks



Specific Maintenance:

- Park staff assisted Game & Fish dept with clean-up on Red Bridge Rd.
- Ran sticker picker and roto tilled baselines at the Coke field for Invaders opening.
- Painted over graffiti at the Skate Park.
- Welding repair on the fence at Cielo Grande.



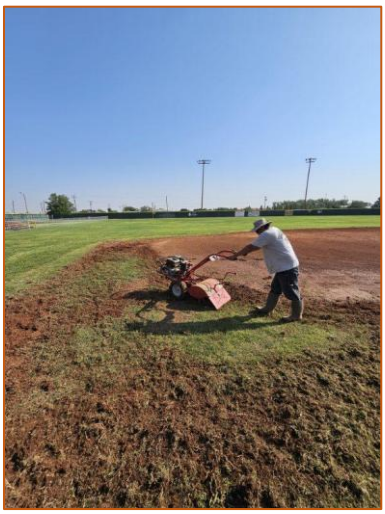






ROSWELL









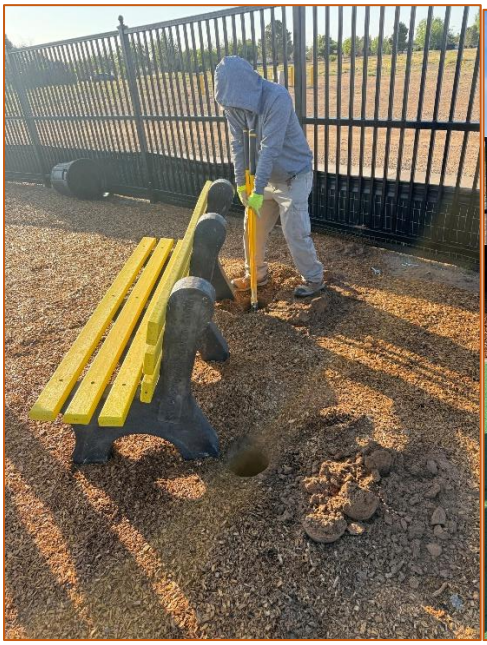

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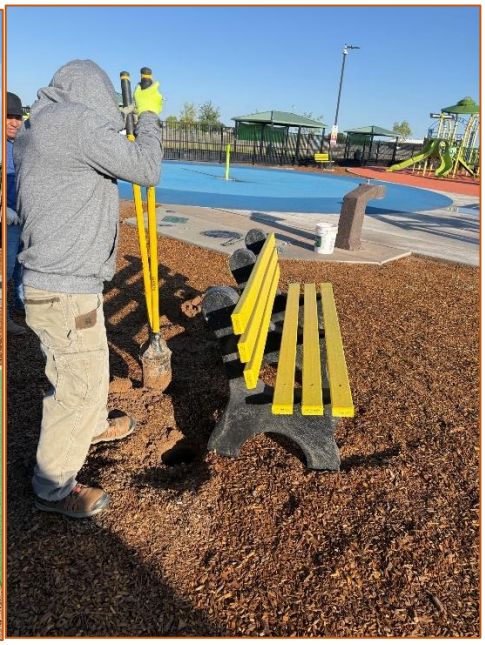












ROSWELL

Vehicle Information:

UNIT#	LAST 5 OF VIN	MILEAGE
1115	59361	9,904
1043	30177	32,911
1110	11787	85,735
1335	31335	101,140
1171	05837	107,242
1106	32089	109,773
1134	02128	77,130
1136	51161	88,446
1112	31411	137,488
1109	55800	168,957
1118	03155	94,738
1107	05501	50,886
1120	16661	94,790
1122	06799	41,323
1007	49647	50,420
1194	27335	140,400
1177	63424	35,394
1113	13373	Totaled (flood)
1100	48327	72,241
(N/A)	31159	
550	38512	129,370
503	87408	176,025

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

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 10.

Infrastructure Committee
Meeting Date: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Recreation

Attachments

Rec May Report

ROSWELL
New Mexico

May 2025
Recreation Monthly Report

Recreation





FISCAL YEAR FIGURES		
	2025 May	YTD
Revenue	60,087	$351,354
Attendance	9,467	94,154

ATTENDANCE CONTRIBUTORS	
Adult Center Classes & Scans	430
Rec & Aquatic Center Classes	1335
Rec & Aquatic Center Drop-In/Admissions	4798
Rec & Aquatic Center Member Scans	2860
Special Events	44

TOP REVENUE CONTRIBUTORS	
Recreation Memberships	$13,232
Pool Admission	$13,919

Highlights

Roswell Recreation Center

- Memberships sold: 135
- Homeschool PE wrapped up with an end-of-year swim party.
- Staff is preparing for Summer Camps.

Roswell Aquatic Center

- Lifeguards continue their monthly in-service training, led by the Lifeguard Instructor/Aquatic Specialist. This session covered zone coverage, rotation procedures, the purpose and use of sample stands, and the weekly requirement of completing 300 swim yards.
- There was no incident to report this month.
- Six party rentals, including swim passes, were held.
- Nine RISD end-of-year field trip rentals took place.

Roswell Adult Center

- Adult classes continue to remain successful
- Yoga class moved from the poolside to Cahoon Park on Saturday mornings.
- Adult Center had a booth at the Senior Expo and distributed flyers and calendars.

Vehicle Mileage

- Unit 1004/09116 – VIN# 09116 - Mileage 13,495
- Unit 1101/00494 – VIN#00494 - Mileage 55,659
- Unit 15875 – VIN#15875 – Mileage 55,152

Upcoming:

- Summer Camps 6/9

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FAX: 575.624.6889
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ROSWELL
New Mexico

Recreation

Yoga at Cahoon



Booth at Senior Expo



Homeschool PE Pool Party



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 11.

Infrastructure Committee
Meeting Date: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Cemetery

Attachments

Cemetery May Report

ROSWELL

CEMETERY – May, 2025

Acres Maintained: 210

Staffing: 10 FTE

Number of Services for the Month: 23

- 14 Casket Burials
- 7 Cremation Burials
- 2 Veterans Cemetery Casket Burials
- 0 Veterans Cemetery Cremation Burials

Total Revenue for the Month: $25,440

Routine Maintenance:

- Dug, set-up, covered, and tamped for all 23 services
- 4 plaques installed at General Douglas McBride Veterans Cemetery.
- Irrigation line repair at General Douglas McBride Veterans Cemetery.
- Completed 9 work orders request to level headstones.
- Trimmed 4 elm trees (behind office) and raised tree limbs throughout cemetery before Memorial Day.
- Re-routed pipe at the General Douglas McBride Veterans Cemetery Committal Shelter.
- Removed 1 elm tree (behind office) and 1 spruce (block 5).
- Set rebar in-ground (main line) for Memorial Day flag placement.



south park cemetery south park cemetery south park c
emetery south park cemetery south park cemetery sout
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Specific Maintenance:

- Conducted total of 23 services for the month of May.
- Prepared cemetery for Memorial Day Celebration.
- Held a planting class for the Boys & Girls Club.

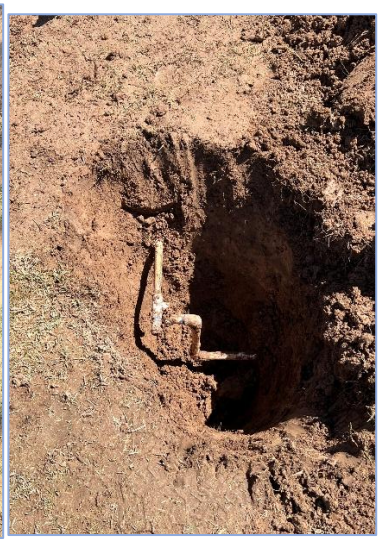
Vehicle Information:

UNIT#	MILEAGE
580	125,746
581	79,124
587	59,593
606	86,371









Submitted by: Ruben Esquivel, South Park Cemetery Superintendent
Approved by: Jim Burress, Parks & Recreation Director

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 12.

Infrastructure Committee
Meeting Date: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **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 May 2025

By Andrew Valadez

WORK ORDERS:

Work Orders by Category	This Month	Year to Date
Main Break	4	19
Main Break - Unfounded	0	2
Replace Mainline Valve	4	15
Service Line City Side Leak	110	407
Service Line Customer Side Leak	24	75
Service Line Break Unfounded	0	2
Meter Box Repair	9	24
Customer No Water - Unfounded	10	58
Hydrant Repair	0	20
Meter Call Returned to Central Control	0	27
New Service	3	20
New Fire Line	0	0
Abandon Service	0	1
811 Utility Locate	469	2790
Other- Misc.	14	90
Move Outs	0	2

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: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:

Department Report - Waste Water Treatment Plant & Sewer

Attachments

ATT 1 - Waste Water Treatment Plant Monthly Report

WWTP MONTHLY REPORT FOR MAY 2025

Sewer Crew (Collections)

PSU- 14 STOP UPS-2 SHOT LINE TO SATISFY CUSTOMER-8

POINT REPAIR – 0

SHOT LINE DUE TO DEAD END - 1

SEWER ODOR - 6

MANHOLE LID MISSING- 1

TELEVISE LINE – 0

ASSIST WATER DEPT-1

SEWAGE SPILLAGE – 1 SSO map 11-12 manhole 223

Raw Sewage -0

WKLY MAINTENANCE SOUTHSIDE UNIT 355

WKLY MAINTENANCE NORTHSIDE UNIT 356

Sewer Crew maintenance of line (Map 11-12) in Tierra Berrenda area 3 times a week

Total of 6 in Department to include (**2**) Sr. Equipment Operators (3) Equipment Operators Positions requires CDL class B with tank and air brake endorsements

(1) New Hire on 5/5/25 Antjuan Mcghee
(2) Vacant position

Sewer line at Air Center for the RV discharge station in complete. Streets department completed the signage for the grey water dump station for **ENTER AND EXIT SIGNS** to the RV to the grey water discharge station and have been installed. Bollards are lining both sides of dump station.

PLANT OPERATORS

Monthly Plant flow – 92.08 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.

Dewatering building Punch list is being worked on to get operational units in place.

Aeration Basin 2 was dropped and cleaned over 1000 diffusors are cleaned to bring basin up to max efficiency Aeration Basin 1 was brought online 5/23/25.

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.

Plant Operators are currently seeking certifications through UOCP (New Mexico Utility Operator Certification Program)

Total Employees 8 - fully staffed to include

(1) Sr Operator

(5) WWTP Operators plant operations

(2) Maintenance Worker I maintain grounds and buildings

LAB

Monthly Bact Sampling – 60 samples required for NMED compliance City of Roswell potable water. (15) Wkly sampling for total of 4 routes for month. 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

Monthly intake of microbiological samples

2-Private Pay (private wells)

Artesia Soft Water System-4

NICE ICE-5

Culligan -2

Permit Requirements - DP-281

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 was conducted on 4-10-25 and pending results of the audit.

BIOMONITORING 3rd Quarter scheduled for July

(20) Monitoring Wells 3rd quarter scheduled for July

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 May

Bill surcharge to restaurants monthly and deposit of checks received

Monthly billing septic haulers

A total of 7 Septic Pumpers to include

B&D Car Wash, G&A Trucking, Johnson Septic, Demaree , Shiny Boys, RV Village, Flores Rentals.

Industrial User Inspection

Vestis (Ameripride) 5/14/25

Dean Baldwin 5/28/25

Restaurant sampling for surcharge billing - 6

Total employees - (1)

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 14.

Infrastructure Committee
Meeting Date: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Central Control

Attachments

ATT 1 - Central Control Monthly Report

Central Control Monthly Report for

May 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. Maverick has installed the new C6 wire from Kerr booster station to central and we are able to see the reservoir level now. Still working on programming to have wells run in auto.
- 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.

- We have building exhaust fans out at some of the wells will need motors replaced and/or rebuild.
- Started working on grounds area by Kerr booster pump station removing rock to replace with grass in its place.

Infrastructure Committee
Meeting Date: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

ACTION REQUESTED:

Department Report - Facilities

Attachments

ATT 1 - Facilities Project Dashboard Report

City of Roswell Projects Status

update 6-11-2025

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. Electrical block has not been shipped yet

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:

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	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:**

BUDGET:

Total Budget:	$ -
Total Payments:	$ -
Encumbered	$ 14,264.03
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	May-25

Notes:
project is 60% complete and will be wrapped up by 6-3-2025

Year

2025

SCOPE: Stiles Field upgrade

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	Rhoads
Estimated Completion	25-Aug

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:	**$**	**-**

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	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 16.

Infrastructure Committee
Meeting Date: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Street Monthly Report

Attachments

2025-May Monthly Report

Monthly Report for May 2025

Streets

Projects Focus

The potholes continue to get repaired with two crews working to fix the problem areas in the streets. Mower crews are also active in keeping the weeds under control. The weed spraying crew is working the right of ways, and when the wind curtails spraying, they are picking up trash, preventing unsightly roadsides and driving hazards. The Alley crew continues to maintain the graveled alleys by leveling out the ruts and adding fresh gravel when needed. The sign crew has been keeping up with faded signs that need to be replaced and helping set up material for special events as needed.

Projects Continued

RV sewer dump pad for Airport Air races, Crusher, and Alley crew



PO Box 1838
Roswell, NM 88202-1838

TEL: 575.624.6730
FAX: 575.624.6709

Built a ramp at the new gate to enter into Airport for the air race. Crusher, Patch crews



Fixing the road around Cielo Grande



Pecan St Drainage Project





Stop Bar at Lea Ave & Poe St on both sides



Traffic Control set up on W. McGaffey St



Installing new street and stop sign



Quantities of Materials for the Month

The patch and street maintenance crews used 56 tons of cold, 122 bags of Poly patch material, and 23.08 tons of hot mix.

The alley crews have used 56 loads of gravel, 14 loads of road base, 47 loads of millings & 65 loads of sweeping waste taken to the landfill, and 79 loads of water.

The crusher crew loaded 4 loads of millings, 3 loads of gravel & 21 tons of road base.

The sweeper crew had 273.5 loads of daily sweeping waste this month.

The herbicide crew has sprayed 2410 gallons of weed killer to control weeds on City property.

The sign shop personnel have replaced or added 19 signs, 7 sign posts, and 7 studs.

Projects Upcoming

All projects are complete for FY2025

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 17.

Infrastructure Committee
Meeting Date: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Engineering

Attachments

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

ROSWELL
Engineering

City of Roswell Engineering Department Projects Status

6/11/2025

Street Projects & Other

FY 25 - Hot Recycling & Micro-surfacing Pavement Maintenance — **$1.5 million approved for budget FY 25**

SCOPE: Hot Recycle & Micro-surfacing of various streets — **Project Complete!**
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**

SCOPE: Only Micro-surfacing of various streets — **Project Canceled to Fund Flood Repairs**
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**

SCOPE: Construct a trail connection between the two trails. — **Project awarded to Constructors, Inc.**
BUDGET: $325,000 — **Project Complete!**
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**

SCOPE: Mill/Fill and ADA Improvements Hobbs St from SE Main to Sunset. — **At it's August 24 2023 meeting**
BUDGET: $2,410,000 — **Awarded to Constructors Inc.**
FUNDING SOURCE: NMDOT 95%; City 5% — **Project Complete!**
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 — **Project Complete!**
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, bids recieved 5/13/2025, recomended award to Constructors, Inc.

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 46%

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

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.**

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	$2,440,000

In Progress - Project started 1/21/25

FUNDING SOURCE: NMDOT $2,440,000

EST. COMPLETION: 6/30/2025

PROJECT STATUS: 44%

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 6/10 for additional troubleshooting

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

SCOPE: Repair and rehabilitate two 7.5 million gallon reservoirs located on West Country Club Rd

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: 26%

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. — **Design Awarded to Freese & Nichols, Inc.**

BUDGET: $251,000

FUNDING SOURCE: City Funds

EST. COMPLETION: 6/30/2025

PROJECT STATUS: Design 60%

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 resumed, work in progress**

FUNDING SOURCE: State appropriation

EST. COMPLETION: 9/30/2025

PROJECT STATUS: 10%

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. Contractor has resumed work, in progress

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. Reccomended award to Enviroworks, LLC.

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 awarded to Abraham's Construction**
BUDGET: Grant Amount — Grant = $342,172.76
FUNDING SOURCE: DFA Grant
EST. COMPLETION: Construction in Summer/Fall 2025
PROJECT STATUS: 0%

This is the 2022 Legislative Grant to help fund Inclusive Park Construction. Bid received 4/8/25, awarded 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 — **Project Complete!**
EST. COMPLETION: Construction in Spring/Summer 2025
PROJECT STATUS: 100%

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 fence and roof repairs.

May 2025 Engineering Highlights Report

Community Development Support

Development Reviews
- 4101 S. Sunset
- 315 N. Main
- 2801 N. Main

Sewer/Utility Cuts,
- 300 S. Lea
- 700 Canoncito

Property Reviews
- 624 S. Atkinson

Driveway, Sidewalk, Fence or Curb Reviews Inspections

Zoning Site Reviews:

ADA Reviews –

Traffic/Speed Reviews & Complaints
- All Way Stop Warrant Study – Briarwood/Bent Tree

Infrastructure Acceptance

Drainage Reviews

Street Light Complaints/Concerns
- 608 E. 6th St.

May 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**	**$ -**

Sidewalk	SWK
Curb & Gutter	C&G
Valley Gutter	VG
ADA Detector Plate	ADA-P
ADA Ramps	ADA-R
FILLET	FIL
Drive Pad	DP
10" Reinforced Concrete	PCCP

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 18.

Infrastructure Committee
Meeting Date: 06/16/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:

Department Report - Special Electronics

Attachments

ATT 1 - Special Electronics Monthly Report

SPECIAL ELECTRONICS

MONTHLY REPORT FOR MAY 2025

LOCATES

LOCATES CLEARED: 279

LOCATES MARKED:12

EMERGENCY LOCATES: 38

CONFRENCE ATTENDED: 0

CALL OUTS

GREEN BALL OUT POE & 285

HOBBS & 285 FLASH

RELIEF RT & MAIN FLASH

PINE LODGE & 285 FLASH X2

RPD VIDEO

POE & 285

MESCALERO & 285

MAINTENANCE

PULLED WIRE FOR WAVETRONIX, PROGRAMED DETECTORS RELIEF RT

PULLED CAT-6 FOR CAMERAS RELIEF RT

INSTALLED CAMERAS AT RELIEF RT

TRENCHED AND RAN CONDUIT FOR SKATE PARK LIGHTS

PULLED WIRE, INSTALLED POLE AND LIGHTS FOR SKATE PARK

CLEANED CABINETS AND BBS'S AT VARIOUS INTERSECTIONS

REPAIRED PED LIGHTS ON MAIN ST