ROSWELL INFRASTRUCTURE COMMITTEE AGENDA

Monday, JULY 21, 2025 AT 2:00 P.M.
City Hall Large Conference Room
425 N. Richardson Ave., Roswell, New Mexico 88201
Committee Chair: Darrell Johnson
Committee Vice Chair: Juan Oropesa
Committee Members: Cristina Arnold, Chris Cortez, Angela Moore
Staff Coordinator: James MacCornack

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. Approval of minutes from Infrastructure Committee Meeting on June 16, 2025

REGULAR ITEMS

2. Consider sending Resolution 25-XX to Finance Committee for approval of financial support for FY2027.

3. Consider approval to purchase two CDL buses in City of Roswell FY2026, Federal FY2025 at a cost to the City of $8,088.07 to be transferred from the budget already approved by City Council.

4. Consider recommending approval of FY 26 Solid Waste Purchasing Authorization Request.

5. Consider recommendation of Resolution 25-XX for support of application to the New Mexico Water Trust Board for large diameter water line replacement project.

NON-ACTION ITEMS

6. Infrastructure Committee open discussion on Main Street Portland Loo

7. Infrastructure Committee open discussion on S. Sunset Traffic Study.

8. Department Report - Roswell Transit

9. Department Report - Fleet Maintenance

10. Department report - Zoo

11. Department Report - Parks

12. Department Report - Recreation

13. Department Report - Cemetery

14. Department Report - Solid Waste

15. Department Report - Water Maintenance & Transmission

16. Department Report - Central Control

17. Department Report - Waste Water Treatment Plant & Sewer

18. Department Report - Streets

19. Department Report - Special Electronics

20. Department Report - Engineering

21. Department Report - Facility Maintenance

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 25-28.

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, July 18, 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: 07/21/2025

COMMITTEE: Infrastructure

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

ACTION REQUESTED:

Approval of minutes from Infrastructure Committee Meeting on June 16, 2025

Attachments

Draft June 16, 2025 Minutes

Regular Meeting of the Infrastructure Committee
Held in the City Hall's Large Conference Room
June 16, 2025

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

ROLL CALL:

The meeting convened at 2:00 p.m. with Chairman Johnson and Councilor Oropesa, Councilor Cortez, and Councilor Arnold being present, and Councilor Moore participating via GoToMeeting.

Staff Present:

Amalia Martinez, Mike Mathews, James MacCornack, Andrew Valadez, Hess Yntema, George Peterson, Toni Gomez, Abraham Chaparro, Andrew Valadez, Naomi Steward, Chad Cole, Frank Rincon, Becky Hicks, Councilor Ed Heldenbrand, Nathan Saverance, Jessica Parham, Angela Garcia, Aaron Wilder, Bobbi Thompson, RFD Chief Steve Chavez, RFD Deputy Chief Derek Washicheck, RPD Chief Lance Bateman, Katy Litt, Monica Barraza, Councilor Will Calvin and Bernadette Lopez

Guest(s) Present:

Rita Kane-Doerhoefer, Elizabeth Prichard, and Mike Espino

Debbie Reyer, Zach (No Last Name provided), and Nathaniel Mascarenas participated via GoToMeeting.

APPROVAL OF AGENDA:

Councilor Arnold moved to approve the agenda for June 16, 2025 as presented. Councilor Oropesa was the second. A voice vote of 5-0 was unanimous, and the motion passed with Councilor Moore participating via GoToMeeting.

APPROVAL OF MINUTES:

1. May 19, 2025:

Councilor Arnold moved to approve the minutes from May 19, 2025 meeting as presented. Councilor Oropesa was the second. A voice vote of 5-0 was unanimous, and the motion passed with Councilor Moore participating via GoToMeeting.

REGULAR ITEMS (ACTION ITEMS):

2. Recommend award of ITB 25-006, RAC Wastewater Extension Project to Enviroworks, LLC in the amount of $3,274.145.18:

Mr. MacCornack discussed this item. ***Councilor Cortez moved to recommend award of ITB 25-006, RAC Wastewater Extension Project to Enviroworks, LLC, in the amount of $3,274.145.18, inclusive of GRT. Councilor Arnold was the second.*** **Councilor Cortez amended his motion**

to include sending this item to the Finance Committee. A voice vote of 5-0 was unanimous, and the motion passed with Councilor Moore participating via GoToMeeting.

3. Consider recommendation of Resolution 25-XX for support of application to the New Mexico Department of Finance; possible CDBG funding application:

Mr. MacCornack discussed this item. ***Councilor Oropesa moved to send to the Finance Committee, the recommendation of Resolution 25-XX for support of application to the New Department of Finance for possible Community Development (CDBG) funding application. Councilor Moore was the second. A voice vote of 5-0 was unanimous, and the motion passed with Councilor Moore participating via GoToMeeting.***

4. Review and ranking of the FY 2027-2031 Infrastructure Capital Improvement Plan:

The following departments discussed their ICIP projects by rank: Engineering, Transit, Solid Waste, Wastewater, Water & Central Control, Facilities, Animal Control, IT, Emergency Management, Fire, Police, and the Air Center***. It was the consensus of the Infrastructure Committee, to move this item forward to the next committee meeting.***

5. Discussion of Main Street Portland Loo:

Councilor Arnold discussed this item.

NON-ACTION ITEMS:

Discussion took place for the following department report(s):

6. Roswell Transit Report:

Mrs. Hicks discussed the report.

7. Solid Waste Report:
8. Zoo Report:
9. Parks Report:
10. Recreation Report:
11. Cemetery Report:
12. Water Maintenance & Transmission Report:
13. Waste water Treatment Plant & Sewer Report:
14. Central Control Report:
15. Facilities Report:
16. Streets Report***:***

DRAFT

Councilor Heldenbrand inquired if the Air Center was reimbursing the Streets and other Departments for material and labor. Mr. Cole responded for materials; labor was not discussed. Councilor Heldenbrand stated the city made a commitment some time ago to keep the Enterprise Fund and General Fund separate. He further stated, any departments performing work at the Air Center, funds should be directly funded back to either the General Fund or the Enterprise Fund to keep them whole.

17. Engineering Report:

PUBLIC PARTICIPATION:

None.

ADJOURN:

The meeting adjourned at 3:28 p.m.

DRAFT

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Consider sending Resolution 25-XX to Finance Committee for approval of financial support for FY2027.

BACKGROUND:
NMDOT requires a resolution of financial support every year in August for the following fiscal year. The budget that we are submitting to NMDOT for FY2027 includes $952,171.12 in financial support from the City of Roswell.

FINANCIAL CONSIDERATION:
FY2027 financial support from the City of Roswell in the amount of $952,171.12.

LEGAL REVIEW:
Legal has reviewed the resolution from prior years.

BOARD AND COMMITTEE ACTION:
Consider sending Resolution 25-XX to Finance Committee on August 7, 2025 for their review and approval.

STAFF RECOMMENDATION:
Staff recommends sending Resolution 25-XX to Finance Committee on August 7, 2025 for their review and approval.

Attachments
Resolution 25-XX Financial Support FY2027
FY2027 Summary Budget Worksheet

RESOLUTION 25-XX

A RESOLUTION OF THE CITY OF ROSWELL, NEW MEXICO AUTHORIZING THE FILING OF AN APPLICATION TO THE NEW MEXICO DEPARTMENT OF TRANSPORTATION FOR FUNDING ASSISTANCE FOR PUBLIC TRANSPORTATION FOR THE FEDERAL FISCAL YEAR OCTOBER 1, 2026 TO SEPTEMBER 30, 2027.

WHEREAS, the State of New Mexico receives federal funding through the New Mexico Department of Transportation from the Federal Transit Administration (FTA) under U.S.C. 5311; and

WHEREAS, the New Mexico Department of Transportation is authorized to administer this program and provide funding assistance for local transportation programs; and

WHEREAS, the City of Roswell is interested in maintaining present public transportation services needed by residents of the City; and

WHEREAS, the City of Roswell supports this program and proposes to provide local matching funds in the amount of $952,171.12.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROSWELL, NEW MEXICO, that Roswell Transit is authorized to file an application to the New Mexico Department of Transportation for funding assistance to continue local public transportation services for the federal fiscal year 2026-2027. The City Manager is hereby authorized to act as the representative of the City of Roswell in the execution of this program.

PASSED, ADOPTED, SIGNED and APPROVED the ____ day of August 2025.

CITY SEAL

_____
Timothy Z. Jennings, Mayor

ATTEST:

_____
Amalia Martinez, City Clerk

ROSWELL TRANSIT

FEDERAL TRANSIT ADMINISTRATION 5311 FUND GRANT REQUEST

Fiscal Year Ending September 30, 2027

ADMINISTRATION EXPENSES		
Federal Share (80%)	$	281,142.08
Local Share (20%]	$	70,285.52
Total Administration Expenses	**$**	**351,427.60**
OPERATING EXPENSES		
Federal Share (50%)	$	829,200.00
Local Share (50%)	$	829,200.00
Total Operating Expenses	**$**	**1,658,400.00**
CAPITAL EXPENSES		
Federal Share (80%)	$	210,742.40
Local Share (20%]	$	52,685.60
Total Capital Expenses	**$**	**263,428.00**
SUMMARY OF REQUESTED FY2027 EXPENSES		
FEDERAL SHARE	**$**	**1,321,084.48**
LOCAL SHARE	**$**	**952,171.12**
TOTAL	**$**	**2,273,255.60**
REVENUES		
Projected Passenger Fares Revenue	$	25,000.00
NMDOT Reimbursement	$	1,308,584.48
TOTAL REVENUE	**$**	**1,333,584.48**

Infrastructure Committee

Meeting Date: 07/21/2025

COMMITTEE: Infrastructure

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

ACTION REQUESTED:

Consider approval to purchase two CDL buses in City of Roswell FY2026, Federal FY2025 at a cost to the City of $8,088.07 to be transferred from the budget already approved by City Council.

BACKGROUND:

The NMDOT has been saving insurance funds for the City of Roswell from wrecked buses. At this time, they are holding $114,837.33 in insurance funds that they are willing to apply to our portion of new buses. They have already agreed to pay our portion of the FY2025 non-CDL bus that was ordered last year in the amount of $39,638.60. The balance remaining of the extra funds is $75,198.73. This year we need to order two new CDL class buses. Our portion for both is $83,286.80. This leaves us owing $8,088.07 which we are willing to transfer from our Fuel and Fluids account to cover the cost of the buses.

FINANCIAL CONSIDERATION:

$8,088.07 will be transferred from our Fluids and Fuel account to our Capital Vehicle account to cover our cost of the two buses.

LEGAL REVIEW:

Not required.

BOARD AND COMMITTEE ACTION:

Consider approval of the purchase of two new CDL buses from Creative Bus Sales/Model 1 through State of Oklahoma Contract SW0797C. City will need to pay the entire cost of the two buses in the amount of $416,434.00 and will be reimbursed by NMDOT for $408,345.93 leaving a balance of $8,088.07 that will be the net cost to the City of Roswell. A budget adjustment will be required and requested from Finance Committee at the August 7, 2025.

STAFF RECOMMENDATION:

Staff recommends approval of the purchase of two new CDL buses from Creative Bus Sales/Model 1 in the amount of $416,434.00 with a net cost to the City, after NMDOT reimbursement of $408,345.93, of $8,088.07 to be transferred from the fuel account of the already approved FY26 Transit budget.

Attachments

Buyer's Order Contract #1
Buyer's Order Contract #2
State of OK Contract

MODEL 1

Model 1 Commercial Vehicles, Inc.
5760 Pino Ave NE
Albuquerque, NM 87109

Phone: (505) 508-5944
Fax: (909) 645-5529
model1.com

BUYER'S ORDER CONTRACT

Date:	June 19, 2025	**Unit #(s):**	TBD
Buyer Name:	City of Roswell		
Contact:	Becky Hicks	**Phone:**	575-626-2294
Address:	425 Richardson Ave.	**Fax:**	
City, State, Zip:	Roswell, NM 88201	**E-Mail:**	b.hicks@roswell-nm.gov
Buyer ID:		**Salesperson:**	Casey Gaskins
Ship To Address:	Attn: Becky Hicks - City of Roswell - 425 Richardson Ave.		
Ship To Address Cont'd:	Roswell, NM 88201		
Ship To Phone:	575-626-2294	**Ship To Email:**	b.hicks@roswell-nm.gov
Finance Source:		**Contact:**	
Address:		**Phone:**	
City, State, Zip:		**County:**	
Description of Vehicle:	Arboc Spirit of Freedom		
NMDOT Portion: 100% $208,217			
Roswell Portion: 0%			
VIN #:	TBD		
Engine Type:	Gas	**Shipping Terms:**	CPT Shipping
Number of Passengers:	23	**Wheelchair Positions:**	2
Estimated Delivery Date:	July 19, 2025	**Payment Terms:**	Net 30

		Unit Price	$ 208,217.00
		Delivery	$ -
Possession State:	**NM**	Incentive (Non-Taxable)	$ -
		Rebates (Taxable)	$ -
		Doc Prep Fee (Taxable)	$ -
		Base Selling Price	$ 208,217.00
			$ -
		Total Taxable Amount	$ 208,217.00
		Sales Tax* (Estimated)	$ -
0.000%			$ -
Notes:			$ -
*** The tax and fees reflected on this agreement are based on the regulations applicable at the time of drafting this contract. The actual amounts due will be based on the regulations applicable at the time title for each vehicle transfer.**			$ -
		DMV Fees* (Estimated)	$ -
All rebates and incentives will be signed over to Dealer.		DMV Electronic Filing Fee	$ -
		Tire Fee	$ -
		Fees Sub-Total	$ -
		Total Price Per Unit	$ 208,217.00
		Quantity	1
		Contract Total	$ 208,217.00
		0.00	
		Customer Net Trade	$ -
		Customer Deposit	$ -
			$ -
		Balance Due	$ 208,217.00

Remit To: PO Box 713176, Chicago, IL 60677-0376

General Terms and Conditions of Dealer Vehicle Sale

1. Applicability. These General Terms and Conditions of Dealer Vehicle Sale (these "**Terms**") are the only terms that govern the sale of all vehicles and any services thereto ("**Vehicle**") by Model 1 Commercial Vehicles, Inc. ("**Dealer**") to the buyer named on the Buyer's Order Contract (as defined below) to which these Terms are attached ("**Buyer**" or "**You**"). Collectively Buyer and Dealer are referred to as the "**Parties**" and individually as "**Party**." The accompanying Buyer's Order Contract setting forth the Vehicle to be purchased (the "BOC") and these Terms (collectively, this "**Agreement**") comprise the entire agreement between the parties, and supersede all prior or contemporaneous understandings, agreements, negotiations, representations and warranties, and communications, both written and oral. This Agreement supersedes any of Buyer's general terms and conditions of purchase regardless of whether or when Buyer has submitted a purchase order or such terms. Dealer expressly rejects Buyer's general terms and conditions of purchase, and fulfillment of Buyer's order does not constitute acceptance of any of Buyer's terms and conditions or serve to modify or amend these Terms. Acceptance of this Agreement by Buyer shall be deemed as the earlier of (i) Buyer's signature to the BOC and (ii) Buyer's acceptance of the Vehicle. Notwithstanding anything herein to the contrary, if a written contract signed by both Parties is in existence covering the sale of the Vehicle ("**Master Agreement**"), then the Master Agreement shall prevail to the extent of any inconsistency with these Terms.

2. DEALER MAKES NO GUARANTEE OR WARRANTY, EXPRESS OR IMPLIED. This Vehicle is sold by Dealer "AS-IS" with no Dealer guarantee or warranty, implied or express, except as noted in Section 3. All warranties on this Vehicle are made by the manufacturer, and not the Dealer. DEALER HEREBY DISCLAIMS AND EXCLUDES FROM THIS SALE ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTY OF MERCHANTABILITY AND THE IMPLIED WARRANTY OF FITNESS FOR A PURPOSE; OR WARRANTY AGAINST INFRINGEMENT OF INTELLECTUAL PROPERTY RIGHTS OF A THIRD PARTY; WHETHER EXPRESS OR IMPLIED BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE, OR OTHERWISE. Buyer understands Dealer does not warrant the year of this Vehicle, the year of the chassis, or the year of any of its component parts, and that the manufacturer(s) of the Vehicle chassis or component is solely responsible for the year assigned to this Vehicle to the extent its year is referenced in the Agreement. If Buyer is purchasing a "new" Vehicle as indicated above, Buyer acknowledges that "new" means that the Vehicle has not been previously titled to an end user although the Vehicle may have been used in a demo or a show. Buyer understands and agrees that manufacturer(s)' written warranties, if any are applicable to this Vehicle, will be provided by Dealer at the time of Vehicle delivery, or made available earlier upon Buyer's request. Buyer acknowledges that Dealer is not an agent of the manufacturer and that Dealer has not represented or misrepresented the terms of any applicable manufacturer(s)' written warranties. Buyer understands and agrees that if either of Buyer or Dealer should breach this Agreement or if Buyer institutes any claim arising out of the purchase of the Vehicle, the statute of limitations for any such claim is limited to one (1) year from the date of sale

3. LIMITED SERVICE WARRANTY. Dealer represents and warrants to Buyer that it shall perform any services performed to the Vehicle using personnel of required skill, experience, and qualifications and in a professional and workmanlike manner in accordance with generally recognized industry standards for similar services and shall devote adequate resources to meet its obligations under this Agreement. Dealer shall not be liable for a breach of this Section 3 unless Buyer gives written notice of the defective services, reasonably described, to Dealer within seven (7) days of the time when Buyer discovers or ought to have discovered that the services were defective, and in no event shall Dealer be responsible for any defective services later than sixty (60) days following Notification (as set forth in Section 8). Dealer shall, in its sole discretion, either (a) repair or re-perform such services; or (b) credit or refund the price of such services at the pro rata contract rate. THE REMEDIES SET FORTH IN THIS SECTION 3 SHALL BE THE CUSTOMER'S SOLE AND EXCLUSIVE REMEDY AND DEALER'S ENTIRE LIABILITY FOR ANY BREACH OF THE LIMITED SERVICE WARRANTY SET FORTH IN THIS SECTION 3. If the services include the installation of accessories, parts or components manufactured by third parties, Dealer makes no warranty whatsoever regarding such third-party accessories, parts and components. Dealer will pass through any third-party warranties on such accessories, parts and components.

4. DEALER NOT AGENT OF MANUFACTURER. Dealer is not the agent of the manufacturer. Dealer is not responsible for changes by the manufacturer in the price, available rebate, design or accessories of specially ordered vehicles. If Dealer's price increases on a Vehicle, or if a rebate to be received by Dealer is reduced or eliminated, or the Vehicle becomes subject to a tariff, the Buyer's price will be increased by a like amount. If the Vehicle price increases by more than 10% (excluding price increases due to tariffs) and Buyer is dissatisfied with the increase, Buyer may cancel this order and Buyer's deposit and trade-in or the actual cash value of the trade-in, if sold, minus any loan, will be refunded. Buyer understands that manufacturer may, from time to time, change the model, design, or other elements, including the parts and accessories, in the Vehicle and at any time a manufacturer makes such changes, neither Dealer nor manufacturer are obligated to make the same changes to Buyer's Vehicle, even if such changes are made prior to delivery of the Vehicle.

5. DEPOSIT; PAYMENT. Unless otherwise other payment terms are indicated on the BOC, (i) a deposit is due at the time of signing this Agreement and before the Vehicle will be ordered or prepared for delivery by Dealer, and (ii) the balance due shall be paid in full within 48 hours of Notification (as set forth in Section 8) and before the Vehicle will be released to the Buyer. For any payment terms, in the event Buyer does not make timely payment in full, Dealer may charge Buyer interest on any overdue amount at a rate of 10% per annum or the maximum allowable rate under applicable law, whichever is less, until the overdue amount is paid in full. The Vehicle will not be titled to the Buyer until the contract total for such Vehicle plus any interest charges indicated herein are paid in full.

6. CANCELLATION; CHANGE FEES. There is no "cooling off" or other cancellation period for vehicle sales or services. Therefore, Buyer cannot later cancel this Agreement without the agreement of Dealer, or for legal cause. Further, if either party wishes to change any term of this Agreement or the details of the Vehicle set forth on the BOC after acceptance of this Agreement, neither party shall be bound by such changes after the date of this Agreement unless mutually agreed upon in writing. If Buyer wishes to change any detail of the BOC related to the Vehicle being purchased, Buyer shall submit details of the requested change to the Dealer in writing. Dealer shall, within a reasonable time after such request, respond to Buyer's request indicating (i) the acceptance or denial of the change, (ii) the likely impact to timing of the Vehicle's delivery, and (iii) any necessary variations to the fees (including any change fees that may be charged by Dealer). Promptly after receipt of the written estimate, the parties shall negotiate and agree in writing on the terms of the change.

7. DELAYS. Buyer will not hold Dealer liable for any failure or delay in performing this Agreement if such failure or delay is caused by any event outside of Dealer's reasonable control, including, without limitation, (a) any act or omission of the Vehicle manufacturer or any component part manufacturer; (b) Buyer's delay to respond promptly to any Dealer request to provide direction, information, approvals, authorizations, or decisions that are reasonably necessary for Dealer to perform services in accordance with the BOC, (c) acts of God, natural disasters, flood, fire, earthquake, or explosion; (d) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (e) government order, law, or action; (f) embargoes or blockades in effect on or after the date of this Agreement; (g) national or regional emergency; (h) telecommunication breakdowns or power outages or shortages; (i) epidemics, pandemics, or acts of quarantine; and (j) other similar events beyond the reasonable control of Dealer.

8. DELIVERY; INSPECTION; RISK OF LOSS. The method of delivering the Vehicle ("Delivery") shall be set forth in the BOC and if no such method is defined, then Buyer is responsible for picking up the Vehicle at the Dealer location within forty-eight (48) hours after being notified that the Vehicle is ready for delivery ("Notification"). Unless otherwise set forth in the BOC, the Vehicle will be delivered ExWorks (Dealer location) and full risk of loss will pass upon Notification that the Vehicle is ready for Delivery. If the Buyer delays Delivery of the Vehicle more than five (5) days after Notification, Dealer will have the right to charge a storage fee of $50 per day for storage of the Vehicle.

9. BUYER'S INSPECTION. If the Vehicle is delivered via a transportation carrier, Buyer shall immediately inspect the Vehicle upon arrival and report any defects resulting from transportation of the Vehicle directly to the transportation carrier through such carrier's reporting processes. Separately, within forty-eight (48) hours after Delivery, Buyer shall inspect the Vehicle for conformance to the BOC and report any issues to Dealer ("Inspection"). Upon Delivery and Inspection, Buyer acknowledges: (i) having received ample opportunity for, and actually inspecting the Vehicle as fully as Buyer desires and (ii) utilizing and relying solely upon Buyer's own judgment to inspect and determine that the Vehicle is of adequate quality, merchantable, and otherwise fit for the purposes intended by Buyer. Buyer further acknowledges that Buyer did not make Dealer aware, and that Dealer was unaware, implicitly or expressly, of any particular purpose intended by Buyer for the Vehicle. Consequently, Buyer has not relied upon Dealer's skill or judgment in the selection or delivery of the Vehicle. Buyer acknowledges that Dealer has not made any representation regarding the Vehicle's condition, history, status, prior usage, quality of or regularity of care or servicing, nor the existence of prior damage and/or repair of damage except as required by law.

10. FINANCING OR INSTALLMENT SALES CONTRACTS. IF YOU ARE FINANCING THIS VEHICLE, PLEASE READ THIS NOTICE: YOU ARE PROPOSING TO ENTER INTO A RETAIL INSTALLMENT SALES CONTRACT WITH THE DEALER. PART OF YOUR CONTRACT INVOLVES FINANCING THE PURCHASE OF YOUR VEHICLE. IF YOU ARE FINANCING THIS VEHICLE AND THE DEALER INTENDS TO TRANSFER YOUR FINANCING TO A FINANCE PROVIDER SUCH AS A BANK, CREDIT UNION OR OTHER LENDER, YOUR VEHICLE PURCHASE DEPENDS ON THE FINANCE PROVIDER'S APPROVAL OF YOUR PROPOSED RETAIL INSTALLMENT SALES CONTRACT. IF YOUR RETAIL INSTALLMENT SALES CONTRACT IS APPROVED WITHOUT A CHANGE THAT INCREASES THE COST OR RISK TO YOU OR THE DEALER, YOUR PURCHASE CANNOT BE CANCELLED. IF YOUR RETAIL INSTALLMENT SALES CONTRACT IS NOT APPROVED, THE DEALER WILL NOTIFY YOU VERBALLY OR IN WRITING. YOU CAN THEN DECIDE TO PAY FOR THE VEHICLE IN SOME OTHER WAY OR YOU OR THE DEALER CAN CANCEL YOUR PURCHASE. IF THE SALE IS CANCELLED, YOUNEED TO RETURN THE VEHICLE TO THE DEALER WITHIN 24 HOURS OF VERBAL OR WRITTEN NOTICE IN THE SAME CONDITION IT WAS GIVEN TO YOU, EXCEPT FOR NORMAL WEAR AND TEAR. ANY DOWN PAYMENT OR TRADE-IN YOU GAVE THE DEALER WILL BE RETURNED TO YOU. IF YOU DO NOT RETURN THE VEHICLE WITHIN 24 HOURS OF VERBAL OR WRITTEN NOTICE OF CANCELLATION, THE DEALER MAY LOCATE THE VEHICLE AND TAKE IT BACK WITHOUT FURTHER NOTICE TO YOU AS LONG AS THE DEALER FOLLOWS THE LAW AND DOES NOT CAUSE A BREACH OF THE PEACE WHEN TAKING THE VEHICLE BACK.

11. TITLE; ODOMETER STATEMENT. Title to the Vehicle will remain with Dealer until the agreed upon purchase price is paid in full in cash or Buyer has signed a retail installment contract and it has been accepted by a bank or finance company, at which time title shall pass to Buyer even though the actual delivery of the Vehicle may be made at a later date. Buyer agrees that no statement has been made as to the number of miles on any new, used, or demo vehicles, except as set forth in the odometer mileage statement as provided by the Federal Odometer Law and on the face of this Agreement as required under state law which does not constitute a warranty, express or implied, or a contractual term of this Agreement as required under state law which does not constitute a warranty, express or implied, or a contractual team of this Agreement. Buyer acknowledges receipt of such Federal Odometer Statement.

12. TRADE-IN. If Buyer is trading in a vehicle, Buyer will give Dealer the original bill of sale or the title to the trade-in. Buyer promises that any trade-in which Buyer gives in this purchase transaction is owned by Buyer free of any lien or other claim except as noted on the other side of this Agreement. Buyer promises that all taxes of every kind levied against the trade-in have been fully paid. If any government agency makes a levy or claims a tax lien or demand against the trade-in, Dealer may, at Dealer's option, either pay it and Buyer will reimburse Dealer on demand, or Dealer may add that amount to this Agreement as if it had been originally included. Any trade-in delivered by Buyer to Dealer in connection with this Agreement shall be accompanied by documents sufficient to enable the Dealer to obtain a title to the trade-in in accordance with applicable state law. Buyer warrants that the trade-in is or will be properly titled to Buyer and/or Buyer has the right to sell or otherwise convey the trade-in and the trade-in has never been a salvaged, reconditioned or rebuilt, flooded or a lemon buyback, and the trade-in is free and clear of all liens or encumbrances except as may be noted on the front of this Agreement. If Buyer's initial trade-in value is determined by anything other than a physical appraisal by Dealer, Dealer may later reappraise and amend the value of the trade-in allowance at such time Dealer has the opportunity to perform a physical appraisal of the trade-in. This physical appraisal will then determine the actual trade-in allowance provided on the front side of this Agreement.

13. FAILURE TO COMPLETE PURCHASE. Failure to timely accept Delivery by Buyer shall give Dealer the right to dispose of any trade-in, trading any cash consideration received as a deposit and retaining the same, and at Dealer's option, the right to retain any deposit and pursue any other remedy available under the law to adequately compensate Dealer's damages, costs, expenses, or losses incurred by Dealer because Buyer failed to complete this purchase; further, Dealer may make the Vehicle available for sale to other customers. If Dealer paid any negative equity balance on the trade-in, Buyer shall pay to Dealer the amount paid on Buyer's behalf. If Dealer brings an action or involves an attorney to enforce the terms of this section, Buyer agrees to pay Dealer's reasonable attorneys' fees, court costs, and other expenses incurred in pursuing such action.

14. EXCLUSION OF CERTAIN DAMAGES. IN NO EVENT SHALL DEALER OR ANY OF ITS REPRESENTATIVES BE LIABLE FOR CONSEQUENTIAL, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, PUNITIVE, OR ENHANCED DAMAGES, LOST PROFITS OR REVENUES OR DIMINUTION IN VALUE, ARISING OUT OF OR RELATING TO THIS AGREEMENT, REGARDLESS OF (A) WHETHER SUCH DAMAGES WERE FORESEEABLE, (B) WHETHER BUYER WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND (C) THE LEGAL OR EQUITABLE THEORY (CONTRACT, TORT, OR OTHERWISE) UPON WHICH THE CLAIM IS BASED. Such excluded damages may include, but are not limited to, any loss of use, loss of time, inconvenience, aggravation, loss of wages/earnings/income, fuel/transportation expenses, hotel/motel costs, insurance, storage, rental or replacement, altered or cancelled trips/vacations, the cost of any food/meals and any other consequential, indirect, incidental, special, exemplary, punitive or enhanced damages. Buyer acknowledges that Buyer shall not seek or recover such damages from Dealer. Buyer acknowledges this disclaimer of damages is independent of and shall survive any failure of the essential purpose of any warranty or remedy. DEALER'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, SHALL NOT EXCEED TOTAL CONTRACT PRICE OF THE VEHICLE BEING SOLD UNDER THIS AGREEMENT.

15. PATENT LIABILITY. Where Dealer supplies goods to Buyer's specifications and/or manufactured or fabricated from Buyer's blueprint, sketch, specifications, or tooling Buyer, at its own expense, shall defend any suit or proceeding of any kind whatsoever brought against Dealer in any capacity if such suit or proceeding involves a claim that any goods or any part thereof constitutes an infringement of any patent, copyright or trademark and Buyer shall pay or indemnify any and all judgments, expenses and costs which may be awarded against or incurred by Dealer related to such legal action.

16. TAXES, INSURANCE. Buyer shall be liable for all sales, use, or other taxes of a similar nature applicable to the transaction unless such payment is otherwise prohibited by law. Buyer assumes responsibility to cover the Vehicle described on the front of this Agreement with necessary and proper insurance coverage and assumes all legal liability arising from the operation of the Vehicle from the time of Delivery. Buyer understands that Buyer is not covered by insurance on the Vehicle until Buyer's insurance company accepts coverage on the Vehicle. Buyer agrees to hold Dealer harmless from any and all claims due to loss or damage prior to Buyer's insurance company accepting coverage on the Vehicle.

17. CHOICE OF LAW AND VENUE, FEES. Any controversy, dispute or claim arising out of or relating to this Agreement or breach thereof shall be interpreted under the laws of the state in which Dealer is located and venue will be in the state and county in which Dealer is located or the applicable federal court. If Dealer brings a legal action to enforce or interpret this Agreement and prevails, Buyer shall pay Dealer's reasonable attorneys' fees and costs incurred in such action. If Buyer brings an action based on this Agreement and does not prevail, Buyer shall pay Dealer's reasonable attorneys' fees and costs incurred in the defense of such action or any part thereof.

18. WAIVER OF JURY TRIAL; CLASS ACTIONS. Buyer agrees that any controversy, dispute or claim arising out of or relating to this Agreement or breach thereof will be decided by a judge, rather than a jury. Buyer further agrees in connection with this purchase to waive Buyer's right to participate as a class member in any class action lawsuit that might be brought against Dealer.

19. SEVERABILITY. Buyer and Dealer agree that each portion of this Agreement is such that if any term, provision or paragraph is found to be invalid, voidable, or unenforceable for any reason, such provision or paragraph may be severed and all other portions of this Agreement shall remain valid and enforceable.

Authorized Customer's Representative

Signature: Rebecka A Hicks

Name: Rebecka A. Hicks

Title: Transit Director

Date: 7/2/2025

Model 1 Commercial Vehicles, Inc.

Signature: Casey Gaskins

Name: Casey Gaskins

Title: Public Sector Sales

Date: 06.19.2025

NMDOT Signature: _____

Model 1 Commercial Vehicles, Inc.
5760 Pino Ave NE
Albuquerque, NM 87109

Phone: (505) 508-5944
Fax: (909) 645-5529
model1.com

BUYER'S ORDER CONTRACT

Date:	July 1, 2025	**Unit #(s):**	TBD
Buyer Name:	City of Roswell		
Contact:	Becky Hicks	**Phone:**	575-626-2294
Address:	425 Richardson Ave.	**Fax:**	
City, State, Zip:	Roswell, NM 88201	**E-Mail:**	b.hicks@roswell-nm.gov
Buyer ID:		**Salesperson:**	Casey Gaskins
Ship To Address:	Attn: Becky Hicks - City of Roswell - 425 Richardson Ave.		
Ship To Address Cont'd:	Roswell, NM 88201		
Ship To Phone:	575-626-2294	**Ship To Email:**	b.hicks@roswell-nm.gov
Finance Source:		**Contact:**	
Address:		**Phone:**	
City, State, Zip:		**County:**	
Description of Vehicle:	Arboc Spirit of Freedom		
NMDOT Portion: (80%) $166,573.60			
NMDOT Portion (Insurance) $33,555.33			
Roswell Portion: $8,088.07			
VIN #:	TBD		
Engine Type:	Gas	**Shipping Terms:**	CPT Shipping
Number of Passengers:	23	**Wheelchair Positions:**	2
Estimated Delivery Date:	July 19, 2025	**Payment Terms:**	Net 30

		Unit Price	$ 208,217.00
		Delivery	$ -
Possession State:	**NM**	Incentive (Non-Taxable)	$ -
		Rebates (Taxable)	$ -
		Doc Prep Fee (Taxable)	$ -
		Base Selling Price	$ 208,217.00
			$ -
		Total Taxable Amount	$ 208,217.00
0.000%		*Sales Tax* (Estimated)*	$ -
			$ -
			$ -
			$ -
		DMV Fees* (Estimated)	$ -
		DMV Electronic Filing Fee	$ -
		Tire Fee	$ -
		Fees Sub-Total	$ -
		Total Price Per Unit	$ 208,217.00
		Quantity	1
		Contract Total	$ 208,217.00
		0.00	
		Customer Net Trade	$ -
		Customer Deposit	$ -
			$ -
		Balance Due	$ 208,217.00

Notes:
*** The tax and fees reflected on this agreement are based on the regulations applicable at the time of drafting this contract. The actual amounts due will be based on the regulations applicable at the time title for each vehicle transfer.**

All rebates and incentives will be signed over to Dealer.

Remit To: PO Box 713176, Chicago, IL 60677-0376

General Terms and Conditions of Dealer Vehicle Sale

1. Applicability. These General Terms and Conditions of Dealer Vehicle Sale (these "**Terms**") are the only terms that govern the sale of all vehicles and any services thereto ("**Vehicle**") by Model 1 Commercial Vehicles, Inc. ("**Dealer**") to the buyer named on the Buyer's Order Contract (as defined below) to which these Terms are attached ("**Buyer**" or "**You**"). Collectively Buyer and Dealer are referred to as the "**Parties**" and individually as "**Party**." The accompanying Buyer's Order Contract setting forth the Vehicle to be purchased (the "BOC") and these Terms (collectively, this "**Agreement**") comprise the entire agreement between the parties, and supersede all prior or contemporaneous understandings, agreements, negotiations, representations and warranties, and communications, both written and oral. This Agreement supersedes any of Buyer's general terms and conditions of purchase regardless of whether or when Buyer has submitted a purchase order or such terms. Dealer expressly rejects Buyer's general terms and conditions of purchase, and fulfillment of Buyer's order does not constitute acceptance of any of Buyer's terms and conditions or serve to modify or amend these Terms. Acceptance of this Agreement by Buyer shall be deemed as the earlier of (i) Buyer's signature to the BOC and (ii) Buyer's acceptance of the Vehicle. Notwithstanding anything herein to the contrary, if a written contract signed by both Parties is in existence covering the sale of the Vehicle ("**Master Agreement**"), then the Master Agreement shall prevail to the extent of any inconsistency with these Terms.

2. DEALER MAKES NO GUARANTEE OR WARRANTY, EXPRESS OR IMPLIED. This Vehicle is sold by Dealer "AS-IS" with no Dealer guarantee or warranty, implied or express, except as noted in Section 3. All warranties on this Vehicle are made by the manufacturer, and not the Dealer. DEALER HEREBY DISCLAIMS AND EXCLUDES FROM THIS SALE ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTY OF MERCHANTABILITY AND THE IMPLIED WARRANTY OF FITNESS FOR A PURPOSE; OR WARRANTY AGAINST INFRINGEMENT OF INTELLECTUAL PROPERTY RIGHTS OF A THIRD PARTY; WHETHER EXPRESS OR IMPLIED BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE, OR OTHERWISE. Buyer understands Dealer does not warrant the year of this Vehicle, the year of the chassis, or the year of any of its component parts, and that the manufacturer(s) of the Vehicle chassis or component is solely responsible for the year assigned to this Vehicle to the extent its year is referenced in the Agreement. If Buyer is purchasing a "new" Vehicle as indicated above, Buyer acknowledges that "new" means that the Vehicle has not been previously titled to an end user although the Vehicle may have been used in a demo or a show. Buyer understands and agrees that manufacturer(s)' written warranties, if any are applicable to this Vehicle, will be provided by Dealer at the time of Vehicle delivery, or made available earlier upon Buyer's request. Buyer acknowledges that Dealer is not an agent of the manufacturer and that Dealer has not represented or misrepresented the terms of any applicable manufacturer(s)' written warranties. Buyer understands and agrees that if either of Buyer or Dealer should breach this Agreement or if Buyer institutes any claim arising out of the purchase of the Vehicle, the statute of limitations for any such claim is limited to one (1) year from the date of sale

3. LIMITED SERVICE WARRANTY. Dealer represents and warrants to Buyer that it shall perform any services performed to the Vehicle using personnel of required skill, experience, and qualifications and in a professional and workmanlike manner in accordance with generally recognized industry standards for similar services and shall devote adequate resources to meet its obligations under this Agreement. Dealer shall not be liable for a breach of this Section 3 unless Buyer gives written notice of the defective services, reasonably described, to Dealer within seven (7) days of the time when Buyer discovers or ought to have discovered that the services were defective, and in no event shall Dealer be responsible for any defective services later than sixty (60) days following Notification (as set forth in Section 8). Dealer shall, in its sole discretion, either (a) repair or re-perform such services; or (b) credit or refund the price of such services at the pro rata contract rate. THE REMEDIES SET FORTH IN THIS SECTION 3 SHALL BE THE CUSTOMER'S SOLE AND EXCLUSIVE REMEDY AND DEALER'S ENTIRE LIABILITY FOR ANY BREACH OF THE LIMITED SERVICE WARRANTY SET FORTH IN THIS SECTION 3. If the services include the installation of accessories, parts or components manufactured by third parties, Dealer makes no warranty whatsoever regarding such third-party accessories, parts and components. Dealer will pass through any third-party warranties on such accessories, parts and components.

4. DEALER NOT AGENT OF MANUFACTURER. Dealer is not the agent of the manufacturer. Dealer is not responsible for changes by the manufacturer in the price, available rebate, design or accessories of specially ordered vehicles. If Dealer's price increases on a Vehicle, or if a rebate to be received by Dealer is reduced or eliminated, or the Vehicle becomes subject to a tariff, the Buyer's price will be increased by a like amount. If the Vehicle price increases by more than 10% (excluding price increases due to tariffs) and Buyer is dissatisfied with the increase, Buyer may cancel this order and Buyer's deposit and trade-in or the actual cash value of the trade-in, if sold, minus any loan, will be refunded. Buyer understands that manufacturer may, from time to time, change the model, design, or other elements, including the parts and accessories, in the Vehicle and at any time a manufacturer makes such changes, neither Dealer nor manufacturer are obligated to make the same changes to Buyer's Vehicle, even if such changes are made prior to delivery of the Vehicle.

5. DEPOSIT; PAYMENT. Unless otherwise other payment terms are indicated on the BOC, (i) a deposit is due at the time of signing this Agreement and before the Vehicle will be ordered or prepared for delivery by Dealer, and (ii) the balance due shall be paid in full within 48 hours of Notification (as set forth in Section 8) and before the Vehicle will be released to the Buyer. For any payment terms, in the event Buyer does not make timely payment in full, Dealer may charge Buyer interest on any overdue amount at a rate of 10% per annum or the maximum allowable rate under applicable law, whichever is less, until the overdue amount is paid in full. The Vehicle will not be titled to the Buyer until the contract total for such Vehicle plus any interest charges indicated herein are paid in full.

6. CANCELLATION; CHANGE FEES. There is no "cooling off" or other cancellation period for vehicle sales or services. Therefore, Buyer cannot later cancel this Agreement without the agreement of Dealer, or for legal cause. Further, if either party wishes to change any term of this Agreement or the details of the Vehicle set forth on the BOC after acceptance of this Agreement, neither party shall be bound by such changes after the date of this Agreement unless mutually agreed upon in writing. If Buyer wishes to change any detail of the BOC related to the Vehicle being purchased, Buyer shall submit details of the requested change to the Dealer in writing. Dealer shall, within a reasonable time after such request, respond to Buyer's request indicating (i) the acceptance or denial of the change, (ii) the likely impact to timing of the Vehicle's delivery, and (iii) any necessary variations to the fees (including any change fees that may be charged by Dealer). Promptly after receipt of the written estimate, the parties shall negotiate and agree in writing on the terms of the change.

7. DELAYS. Buyer will not hold Dealer liable for any failure or delay in performing this Agreement if such failure or delay is caused by any event outside of Dealer's reasonable control, including, without limitation, (a) any act or omission of the Vehicle manufacturer or any component part manufacturer; (b) Buyer's delay to respond promptly to any Dealer request to provide direction, information, approvals, authorizations, or decisions that are reasonably necessary for Dealer to perform services in accordance with the BOC, (c) acts of God, natural disasters, flood, fire, earthquake, or explosion; (d) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (e) government order, law, or action; (f) embargoes or blockades in effect on or after the date of this Agreement; (g) national or regional emergency; (h) telecommunication breakdowns or power outages or shortages; (i) epidemics, pandemics, or acts of quarantine; and (j) other similar events beyond the reasonable control of Dealer.

8. DELIVERY; INSPECTION; RISK OF LOSS. The method of delivering the Vehicle ("Delivery") shall be set forth in the BOC and if no such method is defined, then Buyer is responsible for picking up the Vehicle at the Dealer location within forty-eight (48) hours after being notified that the Vehicle is ready for delivery ("Notification"). Unless otherwise set forth in the BOC, the Vehicle will be delivered ExWorks (Dealer location) and full risk of loss will pass upon Notification that the Vehicle is ready for Delivery. If the Buyer delays Delivery of the Vehicle more than five (5) days after Notification, Dealer will have the right to charge a storage fee of $50 per day for storage of the Vehicle.

9. BUYER'S INSPECTION. If the Vehicle is delivered via a transportation carrier, Buyer shall immediately inspect the Vehicle upon arrival and report any defects resulting from transportation of the Vehicle directly to the transportation carrier through such carrier's reporting processes. Separately, within forty-eight (48) hours after Delivery, Buyer shall inspect the Vehicle for conformance to the BOC and report any issues to Dealer ("Inspection"). Upon Delivery and Inspection, Buyer acknowledges: (i) having received ample opportunity for, and actually inspecting the Vehicle as fully as Buyer desires and (ii) utilizing and relying solely upon Buyer's own judgment to inspect and determine that the Vehicle is of adequate quality, merchantable, and otherwise fit for the purposes intended by Buyer. Buyer further acknowledges that Buyer did not make Dealer aware, and that Dealer was unaware, implicitly or expressly, of any particular purpose intended by Buyer for the Vehicle. Consequently, Buyer has not relied upon Dealer's skill or judgment in the selection or delivery of the Vehicle. Buyer acknowledges that Dealer has not made any representation regarding the Vehicle's condition, history, status, prior usage, quality of or regularity of care or servicing, nor the existence of prior damage and/or repair of damage except as required by law.

10. FINANCING OR INSTALLMENT SALES CONTRACTS. IF YOU ARE FINANCING THIS VEHICLE, PLEASE READ THIS NOTICE: YOU ARE PROPOSING TO ENTER INTO A RETAIL INSTALLMENT SALES CONTRACT WITH THE DEALER. PART OF YOUR CONTRACT INVOLVES FINANCING THE PURCHASE OF YOUR VEHICLE. IF YOU ARE FINANCING THIS VEHICLE AND THE DEALER INTENDS TO TRANSFER YOUR FINANCING TO A FINANCE PROVIDER SUCH AS A BANK, CREDIT UNION OR OTHER LENDER, YOUR VEHICLE PURCHASE DEPENDS ON THE FINANCE PROVIDER'S APPROVAL OF YOUR PROPOSED RETAIL INSTALLMENT SALES CONTRACT. IF YOUR RETAIL INSTALLMENT SALES CONTRACT IS APPROVED WITHOUT A CHANGE THAT INCREASES THE COST OR RISK TO YOU OR THE DEALER, YOUR PURCHASE CANNOT BE CANCELLED. IF YOUR RETAIL INSTALLMENT SALES CONTRACT IS NOT APPROVED, THE DEALER WILL NOTIFY YOU VERBALLY OR IN WRITING. YOU CAN THEN DECIDE TO PAY FOR THE VEHICLE IN SOME OTHER WAY OR YOU OR THE DEALER CAN CANCEL YOUR PURCHASE. IF THE SALE IS CANCELLED, YOUNEED TO RETURN THE VEHICLE TO THE DEALER WITHIN 24 HOURS OF VERBAL OR WRITTEN NOTICE IN THE SAME CONDITION IT WAS GIVEN TO YOU, EXCEPT FOR NORMAL WEAR AND TEAR. ANY DOWN PAYMENT OR TRADE-IN YOU GAVE THE DEALER WILL BE RETURNED TO YOU. IF YOU DO NOT RETURN THE VEHICLE WITHIN 24 HOURS OF VERBAL OR WRITTEN NOTICE OF CANCELLATION, THE DEALER MAY LOCATE THE VEHICLE AND TAKE IT BACK WITHOUT FURTHER NOTICE TO YOU AS LONG AS THE DEALER FOLLOWS THE LAW AND DOES NOT CAUSE A BREACH OF THE PEACE WHEN TAKING THE VEHICLE BACK.

11. TITLE; ODOMETER STATEMENT. Title to the Vehicle will remain with Dealer until the agreed upon purchase price is paid in full in cash or Buyer has signed a retail installment contract and it has been accepted by a bank or finance company, at which time title shall pass to Buyer even though the actual delivery of the Vehicle may be made at a later date. Buyer agrees that no statement has been made as to the number of miles on any new, used, or demo vehicles, except as set forth in the odometer mileage statement as provided by the Federal Odometer Law and on the face of this Agreement as required under state law which does not constitute a warranty, express or implied, or a contractual term of this Agreement as required under state law which does not constitute a warranty, express or implied, or a contractual team of this Agreement. Buyer acknowledges receipt of such Federal Odometer Statement.

12. TRADE-IN. If Buyer is trading in a vehicle, Buyer will give Dealer the original bill of sale or the title to the trade-in. Buyer promises that any trade-in which Buyer gives in this purchase transaction is owned by Buyer free of any lien or other claim except as noted on the other side of this Agreement. Buyer promises that all taxes of every kind levied against the trade-in have been fully paid. If any government agency makes a levy or claims a tax lien or demand against the trade-in, Dealer may, at Dealer's option, either pay it and Buyer will reimburse Dealer on demand, or Dealer may add that amount to this Agreement as if it had been originally included. Any trade-in delivered by Buyer to Dealer in connection with this Agreement shall be accompanied by documents sufficient to enable the Dealer to obtain a title to the trade-in in accordance with applicable state law. Buyer warrants that the trade-in is or will be properly titled to Buyer and/or Buyer has the right to sell or otherwise convey the trade-in and the trade-in has never been a salvaged, reconditioned or rebuilt, flooded or a lemon buyback, and the trade-in is free and clear of all liens or encumbrances except as may be noted on the front of this Agreement. If Buyer's initial trade-in value is determined by anything other than a physical appraisal by Dealer, Dealer may later reappraise and amend the value of the trade-in allowance at such time Dealer has the opportunity to perform a physical appraisal of the trade-in. This physical appraisal will then determine the actual trade-in allowance provided on the front side of this Agreement.

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19. SEVERABILITY. Buyer and Dealer agree that each portion of this Agreement is such that if any term, provision or paragraph is found to be invalid, voidable, or unenforceable for any reason, such provision or paragraph may be severed and all other portions of this Agreement shall remain valid and enforceable.

Authorized Customer's Representative

Signature: Rebecka Hicks

Name: Rebecka A. Hicks

Title: Transit Director

Date: 7/2/2025

Model 1 Commercial Vehicles, Inc.

Signature: Casey Gaskins

Name: Casey Gaskins

Title: Public Sector Sales

Date: 07/1/2025

NMDOT Signature: _____

Creative Bus Sales

State of Oklahoma Contract

SW0797C

FY 2025

Preparer: Casey Gaskins

Base Model

ARBOC Spirit of Mobility 6.0L 210" WB 14,200 GVWR

ARBOC Specialty Vehicles

Base Model Price:	$	190,737.00
Options:	$	14,451.00
Other Available Options:	$	(17,509.00)
Unpublished Options:	$	20,538.00

Vehicle Length	Lift Position	WC Positions	Total # Passengers	CDL Required
28'	Side	2	23	YES

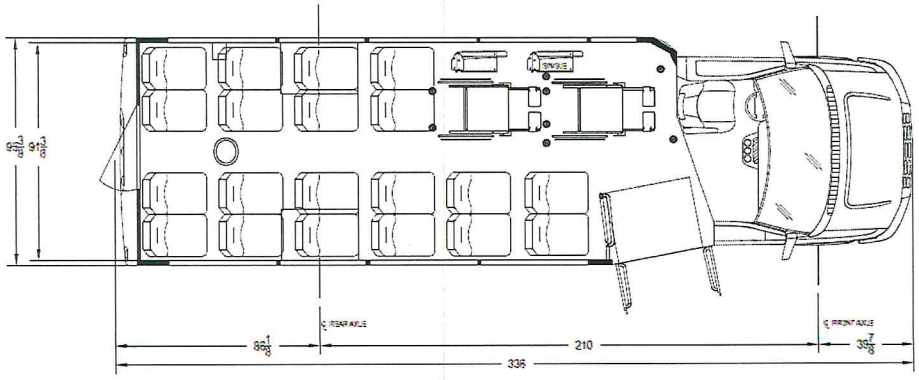
QTY Vehices: 2 **Total Contract Price:** $ 416,434.00

Per Vehicle Price: $ 208,217.00

Customer Info

Customer:	City of Roswell
Address:	425 Richardson Ave. Roswell, NM 88201
Contact:	Chris Moore
Office Phone:	575-416-7229
Mobile Phone:	575-624-6766
E-Mail:	c.moore@roswell-nm.gov

Floorplan



Chassis

Chevrolet Express Commercial Cutaway 4500 chassis - 14,200 GVWR
6.0L V8 gasoline engine
6-Speed Automatic Transmission
Front axle - 4,600 lbs.
Rear axle - 9,600 lbs.
Power-assisted hydraulic front & rear disc brakes
4-wheel anti-lock brake system
220 Amp Alternator
Dual, maintenance-free batteries
57 Gallon Fuel Tank
Power steering with tilt wheel
HD gas shock absorbers
Front stabilizer bar
LT225/75Rx16E All Season Tires
Dual rear wheels
Cruise control
Driver sun visor
Power door locks
OEM chassis dash heater, A/C, and defroster
Chrome front bumper

Body

Arboc Spirit of Mobility 28' body
~~Full air ride suspension with kneeling electronic control~~
~~12V Electric Air Suspension Compressor System~~
Tubular steel cage construction with one-piece exterior FRP wall/skirt
Fiberglass front and rear caps
One-piece seamless FRP roof
95K BTU rear A/C system
FRP interior walls & ceiling
Coved flooring on sidewall to seat track
Altro gray flooring
Gloss blackout window paint
Driver running board
Rear tow hooks
Heated/Remote-controlled side mirrors
Romeo Rim rear bumper
Stainless steel wheel inserts
Valve stem extender for dual rear wheels
Front and rear mud flaps
65K BTU rear heater
~~Double T-slider passenger windows~~
Window ajar alarms for egress windows
Stainless steel battery tray
Hourmeter
Rotary disconnect switch
LED interior and exterior lights
Rear center brake light
Midship turn/marker lights
Independent red brake & amber turn signal lights
AM/FM/CD with four (4) speakers

Electrically actuated passenger entry door with full length glass
Roof hatch
~~CNG rear storage compartment - Non-locking doors with fuel fill access door curbside~~
Ceiling grab rails (both sides of aisle) - yellow powder coated
Entry grab rails - yellow powder coated
Stanchion and modesty panel behind driver - yellow powder coated
~~Power driver seat pedestal~~
USSC G2E Evolution driver seat
Mid High rigid passenger seats
Level 5 seat covers for passenger seats
Anti-vandal grab handles on aisle seats
~~Armrests on aisle side seats~~
Freedman USR retractable seat belts

ADA

Front wheelchair ramp (main entry door)
Braun 34" wide wheelchair ramp (800# capacity)
ADA interlock/fast idle
Four (4) Q'Straint QRT-MAX Slide 'N Click wheelchair securements with combo lap/shoulder belt
Priority seating signs
Four (4) wheelchair decals (International Symbol of Accessiblility)

Safety

3.5 lb. fire extinguisher
First aid kit
Emergency triangle kit
Backup alarm
Interior convex mirror
Interior lights on when entry door opens
Red lights over emergency egress locations

Options

Qty	Description	FY 2023 List Price	QTY Total
1	LED Front and Side Destination Signs	$ 9,833.00	$ 9,833.00
1	Bicycle Rack	$ 3,623.00	$ 3,623.00
1	Rear View Camera System	$ 995.00	$ 995.00
-	**Subtotal Manufacturer Options**		**$ 14,451.00**

Other Available Options

Qty	Description	FY 2023 List Price	QTY Total
1	OEM spring suspension in lieu of air	$ (17,509.00)	$ (17,509.00)
-	**Subtotal Manufacturer Options:**		**$ (17,509.00)**

CBS Unpublished Options

Qty	Description	FY 2023 List Price	QTY Total
1	Increase for Hanover AVA Destination Signs	$ 3,067.00	$ 3,067.00
1	Diamond Fair Box XV w/ 2 Vaults	$ 2,894.00	$ 2,894.00
1	NMDOT 3rd Party Inspection	$ 300.00	$ 300.00
1	2025 Arboc Price Increase	$ 5,435.00	$ 5,435.00
1	Graphics Package 'D' 24' Bus	$ 6,804.00	$ 6,804.00
1	PlasmaAir Ionization System	$ 1,290.00	$ 1,290.00
1	Passenger Counter	$ 145.00	$ 145.00
1	Double Flip Seat Over WC Position	$ 1,585.00	$ 1,585.00
1	Single Flip Seat	$ 984.00	$ 984.00
1	Remove Power Seat Pedistal & Power Locks	$ (889.00)	$ (889.00)
1	Remove CNG Storage Compartment	$ (1,255.00)	$ (1,255.00)
1	Additional Q'Straint MAX Tie Down Kit	$ 934.00	$ 934.00
1	Ramp Activation Warning Light and Buzzer	$ 204.00	$ 204.00
1	Credit for Level 1 Vinyl Seat Cover	$ (720.00)	$ (720.00)
1	Remove Aisle Side Armrests	$ (240.00)	$ (240.00)
1	Solid Windows in Lieu of T Sliders		$ -
-	**Subtotal CBS Unpublished Options:**		**$ 20,538.00**

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Consider recommending approval of FY 26 Solid Waste Purchasing Authorization Request.

BACKGROUND:
This request covers proposed purchasing authorizations for Solid Waste. The purchasing authorization is a "not to exceed" number for each vendor. This will allow us to streamline the purchasing process and make purchases in a more timely manner. If we get close to the "not to exceed" amount, a change order will come back to the Committee/City Council for approval.
The Finance Officer has approved this concept and will continue to be the check and balance with all purchase orders issued under this authorization.

FINANCIAL CONSIDERATION:
Total request for authorization is $771,362.00. This is based on purchases made last 2 fiscal years and anticipated purchases this fiscal year. Please see attached list for breakdown by vendor. All of these purchases will still receive quotes and are purchased off a statewide price agreement.

LEGAL REVIEW:
Not Applicable for this agenda item.

BOARD AND COMMITTEE ACTION:
Consider recommending approval of Solid Waste Purchasing Authorization Request and forwarding to the Finance Committee.

STAFF RECOMMENDATION:
Proceed as presented.

Attachments
Solid Waste Purchasing Authorization Request

Solid Waste Purchasing Authorization Request FY 26

Vendor	Purchasing Authorization not to Exceed	FY 24 Purchase Total	FY 2025 Purchase Total	Contract
Bond Equipment	**$ 471,362.00**	$ 830,867.34	$ 1,236,318.12	Sourcewell
Snyder/Tank Holding	**$ 200,000.00**	$ 194,300.00	$ 54,800.51	ITB-21-007
REHRIG	**$ 100,000.00**	$ 83,846.66*	$ -	Sourcewell
	$ 771,362.00			

*Not the original Vendor

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Consider recommendation of Resolution 25-XX for support of application to the New Mexico Water Trust Board for large diameter water line replacement project.

BACKGROUND:
Initiated by: Andrew Valadez

City of Roswell Utility department has identified a potential large diameter replacement project for the 36 inch diameter transmission line on Montana from 19th Street to 8th Street. This line has had multiple leaks in the past few years, and is also identified in the current Water Master Plan as a priority replacement project. It is proposed to apply to the Water Trust Board for a $10,000,000 project to replace this line.

FINANCIAL CONSIDERATION:
This is for project application support. If awarded, Water Trust Board would provide funding proposal details. If approved and awarded, project would be included in FY 27 budget.

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 Water Trust Board for large diameter water line replacement project to July Finance Committee.

Attachments
Draft Resolution 25-XX WTB Project Application Support
Project Location Map
36in Water Transmission Line Project Engineer Estimate

RESOLUTION 25-XX

A RESOLUTION FOR THE SUBMITTAL OF AN APPLICATION TO THE WATER TRUST BOARD FUNDING PROGRAM

WHEREAS, the City of Roswell intends to pursue funding under the New Mexico Water Trust Board funding program for a water storage, conveyance and delivery project for construction of replacement water transmission facilities within the city of Roswell; and

WHEREAS, the City of Roswell has previously completed a Water Master Plan and there are identified projects on the plan to improve water transmission quality and resiliency within the City of Roswell; and

WHEREAS, the City of Roswell intends to apply for up to $10,000,000 in funding under the Water Trust Board program for the replacement of a 36" water transmission line on Montana from 19th Street to 8th Street; 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, New Mexico desires to submit an application under the Water Trust Board funding program for a water storage, conveyance and delivery project totaling a cost of up to $10,000,000, for the replacement of a 36" water transmission line on Montana from 19th Street to 8th Street.

PASSED, ADOPTED, SIGNED and APPROVED ________, _____.

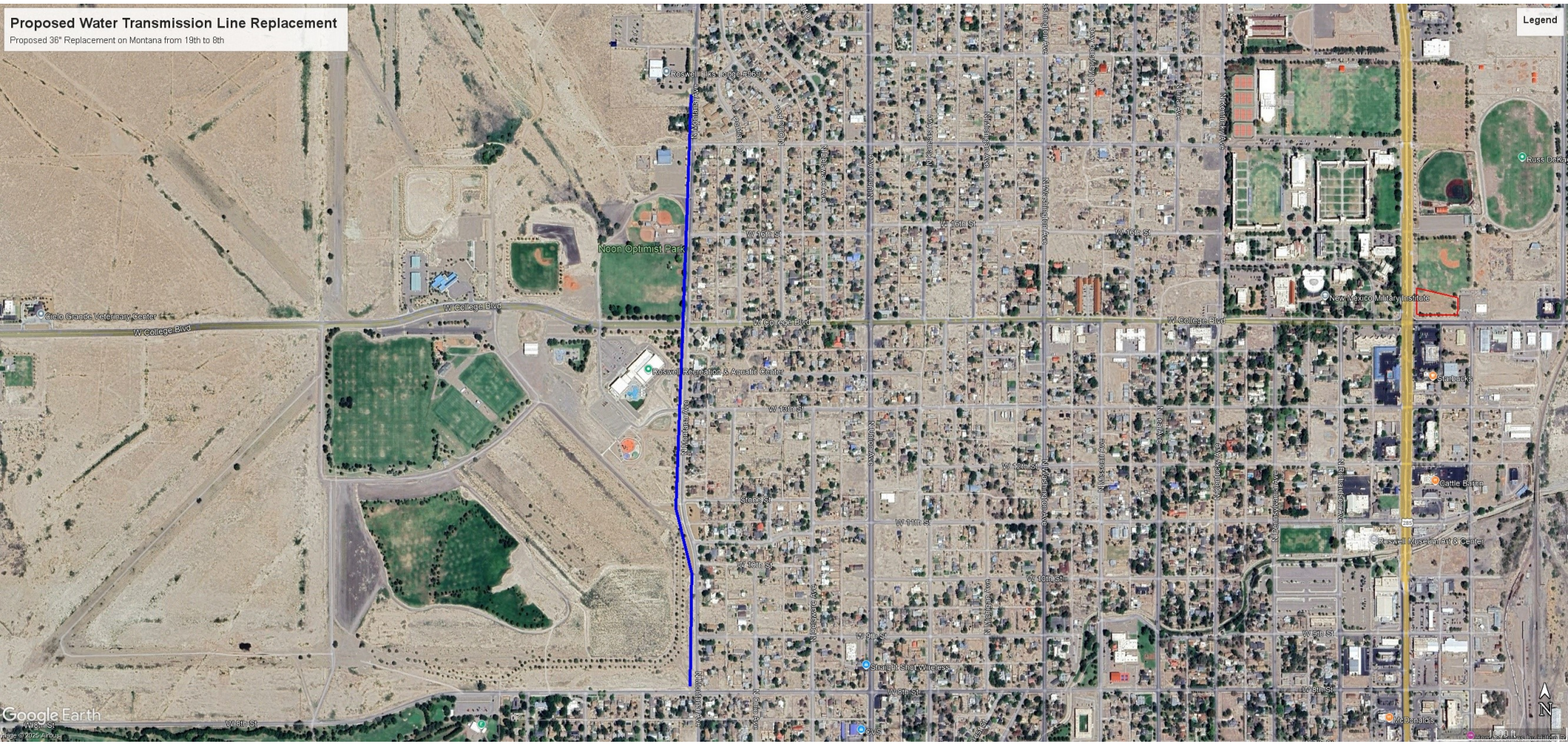
CITY SEAL

_____
Timothy Z. Jennings, Mayor

ATTEST

_____
Amalia Martinez, City Clerk

DRAFT


Proposed Water Transmission Line Replacement
Proposed 36" Replacement on Montana from 19th to 8th
Legend
Noon Optimist Park
Roswell Recreation & Aquatic Center
Cielo Grande Veterinary Center
New Mexico Military Institute
Roswell Museum & Art Center
Cattle Baron
Starbucks
McDonald's
W College Blvd
W 19th St
W 16th St
W 13th St
W 11th St
W 10th St
W 9th St
W 8th St
N Main St
N Virginia Ave
N Kentucky Ave
N Missouri Ave
N Washington Ave
N Richardson Ave
N Atkinson Ave
N Pennsylvania Ave
N Delaware Ave
N Union Ave
N Lea Ave
N Grand Ave
Stone St
Google Earth

CITY OF ROSWELL
NEW MEXICO

Project Estimate
36" Water Line Replacement Project 2025
N Montana Ave, 19th St to 8th St
James MacCornack

5/2/2025

Engineer's Estimate

ITEM NO.	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT COST	COST		
303160	BASE COURSE, 6"	S.Y.	1000.00	$25.00	$25,000.00		
416000	MINOR PAVING SP IV, 3"	S.Y.	8750.00	$80.00	$700,000.00		
570413	12" STORM DRAIN CULVERT PIPE	L.F.	90.00	$250.00	$22,500.00		
601000	REMOVAL OF STRUCT. AND OBSTRUCTIONS	L.S.	1.00	$50,000.00	$50,000.00		
608004	CONCRETE SIDEWALK, 4"	S.Y.	780.00	$250.00	$195,000.00		
608106	DRIVE PAD (INCLUDES FILLETS)	S.Y.	160.00	$200.00	32,000.00		
609424	CONCRETE VERTICAL CURB AND GUTTER TYP	L.F.	2100.00	$100.00	$210,000.00		
609200	12"X 6" HEADER CURB	L.F.	120.00	$100.00	$12,000.00		
621000	MOBILIZATION	L.S.	1.00	$400,000.00	$400,000.00		
663100	FIRE HYDRANT	Each	2.00	$15,000.00	$30,000.00		
663192	AIR RELEASE VALVE & VALVE BOX	Each	2.00	$8,000.00	$16,000.00		
663606	6" PVC C-900 WATERLINE	L.F.	20.00	$50.00	$1,000.00		
663608	8" PVC C-900 WATERLINE	L.F.	120.00	$80.00	$9,600.00		
663612	12" PVC C-900 WATERLINE	L.F.	120.00	$100.00	$12,000.00		
663636	36" PVC C-900 WATERLINE	L.F.	5200.00	$800.00	$4,160,000.00		
663704	2" WATER SERVICE LATERAL	Each	1.00	$3,300.00	$3,300.00		
663709	4" WATER SERVICE LATERAL	Each	1.00	$5,000.00	$5,000.00		
663779	CONNECT TO EXISTING WATERLINE, 8"	Each	4.00	$30,000.00	$120,000.00		
663780	CONNECT TO EXISTING WATERLINE, 12"	Each	4.00	$35,000.00	$140,000.00		
663782	CONNECT TO EXISTING WATERLINE, 36"	Each	4.00	$45,000.00	$180,000.00		
663788	36" BUTTERFLY VALVE & VALVE BOX	Each	8.00	$220,000.00	$1,760,000.00		
663790	36" LINE STOP	Each	4.00	$150,000.00	$600,000.00		
663791	36" X 36" X 8" X 8" CROSS	Each	2.00	$40,000.00	$80,000.00		
663791	36" X 36" X 12" X 12" CROSS	Each	2.00	$40,000.00	$80,000.00		
663793	8" VALVE INSERTION	Each	2.00	$14,500.00	$29,000.00		
663794	12" VALVE INSERTION	Each	3.00	$22,750.00	$68,250.00		
663897	12" GATE VALVE AND VALVE BOX	Each	4.00	$12,000.00	$48,000.00		
663898	8" GATE VALVE AND VALVE BOX	Each	3.00	$5,000.00	$15,000.00		
667500	6" STEEL & CONCRETE BOLLARD	Each	12.00	$500.00	$6,000.00		
702810	TRAFFIC CONTROL DEVICES FOR CONSTRUC	L.S.	1.00	$80,000.00	$80,000.00		
801000	CONSTRUCTION STAKING BY THE CONTRACT	L.S.	1.00	$40,000.00	$40,000.00		
999999	LANDFILL TIPPING FEES FOR DISPOSAL OF 36" CONC. PIPE	Ton	2100.00	$50.00	$105,000.00		
			Sub-Total		$9,234,650.00		
			G.R.Tax 8.2708%		$763,779.43		
	TOTAL COST				$9,998,429.43		

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

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

BACKGROUND:
Initiated by: James MacCornack

Councilor Arnold requested discussion item on Portland Loo for Main Street. Updated pricing has been received from the Portland Loo Vendor.

FINANCIAL CONSIDERATION:
Not applicable for this agenda item.

LEGAL REVIEW:
Not applicable for this agenda item.

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

Attachments
Portland Loo - Updated Quote

The Portland Loo | A Unique Solution to a Universal Problem

QUOTE

Date: July 16, 2025
Invoice #: [1561]
Customer ID: Roswell, NM
Expires: 8/16/2025

To: **Name:** James MacCornack **Ship to:** Zip Code 88201
City: Roswell, NM

Salesperson	Shipping Method	Shipping Terms	Delivery Date	Payment Terms
Caleb Larsen	Freight	FOB Shipping Point	TBD	see attached

Item #	QTY	Description	Unit Price	Line Total
1	2	**Portland Loo:** Single occupant public toilet. **304** stainless steel posts, panels, louvers and roof. Chase doors including latch gaurds. Aluminum front door with mortise lock assemble and latch gaurd plate. Polycarbinate Skylight. Stainless steel Dura-Ware toilet. Incl, interior Black Op hand sanitizer/soap dispenser and lockable vandal guard 2-roll toilet paper dispenser. **AC power** option. 40W heat trace, interior & exterior LED lighting with roof top photoeye, motion sensor control and occupancy counter. **Loo Template, Foundation Mounting Hardware, and As Built Drawings Included.** (LH/RH door swing and hand wash basin to be determined later)	$154,000.00	$308,000.00
2	1	Engineered Drawings	$2,500.00	$2,500.00
3	2	Add Hand Wash Basin and Vandal Resistent Soap Dispensor	$2,300.00	$4,600.00
4	2	Add Baby Changing Table	$2,140.00	$4,280.00
5	2	Add Vandal Guard Trash Can	$250.00	$500.00
6	2	Add Fully Enclosed Sharps Container	$2,100.00	$4,200.00
7	2	Add Cold Weather Toilet Upgrade (Tempurature Range as Low as 20 F)	$5,200.00	$10,400.00
8	2	Add Extreme Cold Weather Upgrade (Tempurature Range as low as -5 F)	$8,350.00	$16,700.00
9	2	Add Flush Volume Assist Upgrade	$3,500.00	$7,000.00
10	2	Add Recessed Hand Wash With Cold Air Hand Dryer, Tempered Water, and Black Op Soap Dispenser.	$7,100.00	$14,200.00
11	1	Shipping & Handling of 2 Restrooms on 1 Truck	$6,570.00	$6,570.00

Total (USD)	See Above
Tax	
Revised Total	

Tax dependant on reseller permit or economic threshold

Make all checks payable to Madden Fabrication

Thank you for your business!

1800 NW 169th Place Suite A200 Beaverton OR 97006 (503)226-4990

Proposal good for 30 days. Madden reserves the right to pass on any material price escalation beyond 30 days.

TERMS AND CONDITIONS FOR MADDEN FABRICATION
(PORTLAND LOO)

1. As used herein, "Agreement" refers to these Terms and Conditions and accompanying Standard Exclusions and Proposal, collectively; and "Madden" or "Madden Fabrication" means Madden Fabrication, Inc. The accompanying Proposal and Standard Exclusions and these Terms and Conditions comprise the entire agreement between the parties, and supersede all prior or contemporaneous understandings, agreements, negotiations, representations and warranties, and communications, both written and oral. Fulfillment of Customer's order does not constitute acceptance of any of Customer's terms and conditions and does not serve to modify or amend these Terms and Conditions.

2. The terms set forth in this Agreement are the sole terms for the sale of goods and services ("Goods", "Portland Loo" and "Services") by Madden Fabrication, unless otherwise specifically provided for by Madden Fabrication in this document and shall apply to the exclusion of any inconsistent or additional terms contained in the Customer's order or acknowledgment or otherwise proposed by Customer. Customer's acceptance of these terms shall be conclusively presumed by Customer's request for delivery of Goods and Services, or by Customer's acceptance of delivery of, or payment for, the Goods and Services.

3. Madden Fabrication may, but shall not be obligated to, grant credit terms to Customer. Madden Fabrication reserves the right to refuse or cancel any order without liability if Madden Fabrication deems Customer unable to pay for any Goods or Services. Madden Fabrication reserves the right, in its sole discretion and without prior notice, to deny, change or limit the amount or duration of credit to be allowed Customer, either generally or with respect to a particular order. Customer hereby authorizes Madden Fabrication to apply any payment made by or on behalf of Customer to any account or accounts then outstanding between Customer and Madden Fabrication and Customer hereby waives any right to require any application of such payment to a particular account.

4. All shipments of Goods will be transported to Customer's designated address. Customer agrees that Customer is responsible for unloading the Goods.

5. Unless otherwise specified in Madden Fabrication's Proposal, Madden Fabrication may ship the Goods at any time after the Goods are ready for shipment. Further, Customer agrees to accept the Goods when delivered to Customer.

6. If Customer delays shipment, regardless of the reason for delay, Customer shall pay Madden Fabrication (a) for storage, drayage, shipping and any other costs incurred due to Customer's delay plus reasonable overhead and profit as determined by Madden Fabrication; (b) the remaining balance of the purchase price; and (c) $2,500 per month storage fee for each Portland Loo each month that delivery is delayed. Any of Customer's costs, damages or difficulties arising from the Customer's delay in shipment or receipt of the Goods are Customer's responsibility.

7. Madden Fabrication makes and sells the Portland Loo under license from the City of Portland, Oregon. Customer's purchase of the Portland Loo shall not transfer any intellectual property rights related to the Portland Loo, including but not limited to licenses, patent rights, copyrights, moral rights, trademark rights, trade name rights, service mark rights, trade dress rights, trade secret rights, proprietary rights, privacy rights, and publicity rights, whether or not those rights have been filed or registered under any statute or are protected or protectable under applicable law. All such intellectual property rights are reserved by the City of Portland and Madden Fabrication (as licensee). Customer shall have no right to make copies of the Portland Loo, or to sublicense or otherwise commercially use any intellectual property right related to the Portland Loo, including but not limited to the "Portland Loo" name.

8. Madden Fabrication may agree to make changes in the Goods or Services, or both. However, Madden Fabrication will not be required to proceed with such changes until Madden Fabrication and Customer agree on a price adjustment. No changes shall be made to the Goods or Services, or both, without Madden Fabrication's consent.

9. The Goods will be delivered within a reasonable time after the receipt of Customer's order, subject to delays permitted under this Agreement. Where required by applicable law, Madden Fabrication will calculate, collect, and remit applicable national, state, or local sales and use taxes, goods, and services taxes (GST), or value added taxes (VAT) to the applicable Government or Government Agency on the sale or delivery of Goods or Services within that specific jurisdiction. In the absence of such calculation, collection, and remittance requirement by applicable law, Customer shall pay all applicable national, state, or local sales and use taxes, goods, and services taxes (GST), or value added taxes (VAT) to the applicable Government or Government Agency on the sale or delivery of Goods or Services within that specific jurisdiction.

10. Customer shall ensure that all unloading and handling of the Goods complies with the following: (a) All Goods (including but not limited to the Portland Loo), whether palletized or separated from a pallet, must be handled in accordance with the Portland Loo Installation Procedures; (b) all material received from, but not manufactured by Madden Fabrication, must be handled in accordance with the handling instructions of the manufacturer of the material; and (c) use of proper handling equipment and its supply and operation are strictly the responsibility of Customer. Failure to properly unload and handle the Goods (including but not limited to the Portland Loo), voids Madden Fabrication's warranties hereunder.

11. Unless accepted by Customer, Madden Fabrication's Proposal will expire and shall be of no effect thirty (30) days after the Customer receives the Proposal. Madden Fabrication reserves the right to pass on any material price escalation to Customer beyond the thirty (30) day period.

12. Madden Fabrication will invoice Customer as follows: Thirty percent (30%) at the time of receipt of Customer's acceptance of Madden Fabrication's Proposal; fifty percent (50%) when the Goods are ready for shipment; and twenty percent (20%) after the Goods

have left Madden Fabrication's facility in Portland, Oregon. Customer must make payments no later than thirty (30) days from the billing date specified on each invoice. Time is of the essence of Customer's performance of its payment obligations, and Customer's failure to remit payment in full within thirty (30) days of the billing date specified on the invoice shall constitute a material breach of this Agreement. Madden Fabrication does not accept partial payments, any offsets, credit card merchant fees and/or retainage against the purchase price.

13. Customer agrees that any late payment is subject to a late fee of 1.5% per month (18% per annum). If a late fee is assessed, it must be paid together with all delinquent amounts, at Madden Fabrication's option, in order to maintain an open account with Madden Fabrication. If Customer fails to make payment as set forth herein, Madden Fabrication shall not be obligated to make any further deliveries to Customer, may elect at any time to cancel all or part of any order, and proceed to enforce all legal rights and remedies for collection of any delinquent amount.

14. If Madden Fabrication considers itself insecure with respect to Customer's performance of its obligations under this Agreement, Madden Fabrication shall have and may exercise all remedies available to it under law and at equity and may, at its option, declare all sums then unpaid immediately due and payable. Customer agrees that Madden Fabrication may file a construction, mechanic's or labor lien, payment bond claim, or other claim or action to enforce Madden Fabrication's right to payment. If Madden Fabrication files a lien or claim, Customer agrees to pay all costs necessary to satisfy and discharge the lien or claim, including, without limitation, attorney fees, filing fees, and costs. If Madden Fabrication incurs collection costs or attorney fees due to failure of Customer to pay when due or timely perform any obligation, Customer shall pay, immediately on demand, Madden Fabrication's costs, reasonable attorney fees, collection costs, and all expenses incurred by Madden Fabrication in collection of sums due, even though no suit or action is filed.

15. **Disclaimer of Warranty:**

a. **MADDEN FABRICATION WARRANTS SOLELY THAT IT WILL PROVIDE GOODS AND/OR SERVICES IN CONFORMANCE WITH THIS AGREEMENT AND SPECIFICALLY DISCLAIMS ANY AND ALL OTHER WARRANTIES WITH REGARD TO SUCH GOODS AND/OR SERVICES PROVIDED BY MADDEN FABRICATION. CUSTOMER ACKNOWLEDGES THAT CUSTOMER IS NOT RELYING ON MADDEN FABRICATION IN ANY WAY FOR DESIGN OR ENGINEERING WITH RESPECT TO THE GOODS AND/OR SERVICES.**

b. CUSTOMER ACKNOWLEDGES THAT ANY WARRANTY FOR PRODUCTS OR GOODS ACQUIRED BY MADDEN FABRICATION THROUGH A THIRD PARTY MANUFACTURER IS LIMITED TO THE WARRANTY PROVIDED BY THE MANUFACTURER OF THE PRODUCTS OR GOODS ACQUIRED. CUSTOMER AGREES THAT ALL CLAIMS BY CUSTOMER WITH RESPECT

TO THE CONDITION OR PERFORMANCE OF SUCH PRODUCTS OR GOODS SHALL BE MADE DIRECTLY BY CUSTOMER AGAINST SUCH MANUFACTURERS. MADDEN FABRICATION HEREBY DISCLAIMS ALL WARRANTIES WITH REGARDS TO SUCH PRODUCTS OR GOODS. IN THE EVENT THAT CUSTOMER HAS SUCH A CLAIM, CUSTOMER SHALL CONTACT MANUFACTURER DIRECTLY.

c. NOTWITHSTANDING ANY OTHER PROVISION IN THIS DOCUMENT, MADDEN FABRICATION EXPRESSLY DISCLAIMS AND EXCLUDES ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

16. Madden Fabrication shall not be liable for correcting or replacing any nonconforming or defective Goods or Services unless Customer promptly notifies Madden Fabrication of the nonconformity or defect. Madden Fabrication shall not be liable for any special, direct, indirect or consequential damages cause by reason of said Goods' or Services' failure, defect or nonconformity. Any claim for nonconforming or defective Goods or Services shall be deemed waived and released by Customer unless a claim is asserted against Madden Fabrication within one (1) year after the date of delivery. Madden Fabrication shall have a reasonable opportunity to investigate all claims. Madden Fabrication reserves the right to correct any defects by either repair or replacement. Unless Madden elects to correct defects by repair or replacement, it is expressly understood that Madden Fabrication's sole obligation and Customer's sole remedy for any claimed defects is returning the purchase price paid by Customer for any defective Goods or Services.

17. Madden Fabrication shall not be liable for delays in performance and/or delivery from any cause beyond Madden Fabrication's control, including but not limited to, acts of God, governmental actions, terrorist acts, utility interruptions, strikes, riots, fires, war, assertions by third parties of infringement claims, pandemics, epidemics, late or non-delivery by suppliers to Madden Fabrication, and all other contingencies beyond the reasonable control of Madden Fabrication.

18. **TO THE FULLEST EXTENT PERMITTED BY LAW, CUSTOMER AGREES THAT UNDER NO CIRCUMSTANCES WHATSOEVER SHALL MADDEN FABRICATION BE LIABLE FOR ANY INDIRECT, SPECIAL, OR CONSEQUENTIAL DAMAGES, WHETHER FORESEEABLE OR UNFORESEEABLE AND WHETHER ARISING OUT OF BREACH OF WARRANTY, BREACH OF CONTRACT, STRICT LIABILITY IN TORT, NEGLIGENCE, MISREPRESENTATION, OR OTHERWISE.**

19. If any arbitration or litigation is instituted to interpret or enforce this Agreement, including any proceeding brought under the United States Bankruptcy Code, the prevailing party shall be entitled to recover as determined by the arbitrator or court, in addition to any other relief awarded: (a) the prevailing party's reasonable attorney fees

and all other fees, costs, and expenses of every kind incurred in connection with the arbitration or litigation or any appeal or petition for review; and (b) costs incurred in the collection of the award or the enforcement of the order. For purposes of this provision, the prevailing party is the party succeeding either affirmatively or defensively on the claim or claims, not limited to monetary claims, having the greatest value or importance as reasonably determined by the arbitrator or court.

20. This Agreement shall be construed and enforced in accordance with the laws of Oregon, with venue exclusively in Multnomah County. The parties hereby consent to the personal jurisdiction over them of the courts for the aforementioned jurisdiction (including any appeals courts), for any suit, action, or claim over which those courts have subject matter jurisdiction, and waive any objection to litigating in those courts based on lack of personal jurisdiction or forum *non conveniens*.

21. Customer acknowledges that Customer is not relying on Madden Fabrication in any way with respect to the suitability of the Goods or Services, or both. Customer agrees that Madden Fabrication is not responsible for obtaining any permits, licenses, regulatory approvals, system development charges, or other approvals or charges of the authority having jurisdiction over the installation of the Goods.

22. To the fullest extent permitted by law, Customer shall indemnify, defend, reimburse and hold Madden Fabrication and its officers, employees and agents harmless from, for and against all claims, liabilities, costs, penalties and expenses, including but not limited to attorneys' fees and expert witness' fees, arising out of or related to the Goods and Services, but only to the extent caused by Customer and Customer's designers, architects, engineers, contractors, consultants and any other person or entity for whom any of them is responsible.

    To the fullest extent permitted by law, Customer shall also indemnify, defend, reimburse and hold Madden Fabrication and its and its officers, employees and agents harmless from, for and against all claims, liabilities, costs, penalties and expenses, including but not limited to attorneys' fees and expert witness' fees, arising out of any claim of infringement of a patent, copyright, trademark, trade name, or other proprietary right, or claim of unfair trade or of unfair competition in connection with the manufacture, sale, or use of the Goods or Services, except to the extent that any claim, liability, or expense was caused by Madden Fabrication.

23. A party's failure or delay to insist upon or enforce strict performance of any provision of this Agreement or to exercise any right under it shall not constitute a waiver or relinquishment of the right.

24. Customer shall not assign its rights or delegate its duties under this Agreement in whole or in part without Madden Fabrication's prior written consent. Madden Fabrication may assign to any third party its rights and obligations with respect to Customer.

25. This Agreement binds the parties and their legal representatives, successors, and assigns. "Successor" includes any person or entity that by merger, purchase, or otherwise acquires substantially all the assets or business of a party, or a majority of its stock or shares.

26. If any provision of this Agreement is determined by a court of competent jurisdiction to be illegal or unenforceable, the validity of the remaining provisions hereof shall not be affected thereby. Further, it is the intention of the parties that the court modify any illegal or unenforceable provision to the minimum extent necessary to make it consistent with applicable law and enforce the provision in its modified form.

27. This Agreement may be executed in counterparts, each of which shall be deemed an original, both or all of which together shall constitute one and the same instrument. A scanned or electronic signature on this Agreement shall have the same effect as an original signature.

MADDEN FABRICATION, INC.

By:_____

Title:_____

Date:_____

CUSTOMER: _____

By:_____

Title:_____

Date:_____

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

ACTION REQUESTED:
Infrastructure Committee open discussion on S. Sunset Traffic Study.

BACKGROUND:
Initiated by: James MacCornack

Councilor Johnson requested an update on the traffic study that was completed on S. Sunset between McGaffey St. and Brasher St.

FINANCIAL CONSIDERATION:
Not applicable for this agenda item.

LEGAL REVIEW:
Not applicable for this agenda item.

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

Attachments
City Speed Study Report
Lee Engineering Intersection Study Report

City of Roswell, New Mexico
Traffic Engineering
Speed Study
S. Sunset from McGaffey to Brasher

Date: ..... April 27, 2025 – May 2, 2025
Time of Day: ..... 24 hour study
Speed (posted or 85%): .. 35 MPH
Traffic Controls Present: . Two Way Stop Control On Side Streets
Intersection Maneuver : .. Left/Right Turn/Through (Straight)
Weather: ..... Clear
Horizontal Curve: ..... None
Vertical Curve: ..... None
Study Conducted by:…….Clifford Boehms & James MacCornack

Major Roadway Width: .... 41 Feet
Number of Lanes: 4
Minor Roadway Width: .... Varies
Number of Lanes: 2

Conclusion: A study was conducted to examine and document vehicle speed on S. Sunset between McGaffey & Brasher. City Special Electronics department placed radar speed detection units to measure speed.

The results of this study showed that the 85th percentile speed was measured to be approximately 46 MPH, approximately 11 MPH over the posted speed limit of 35 MPH.

Traffic count data from NMDOT was also reviewed, this data showed that the Average Daily Traffic (ADT) ranges from approximately 8,755 vehicles per day on Sunset between McGaffey and Hobbs to approximately 4,579 vehicles per day between Jaffa and Brasher.

Traffic Volume Characteristics

The New Mexico Department of Transportation Traffic Count Data System (NMDOT TCDS) was reviewed to determine the approximate daily traffic volume on S. Sunset between McGaffey and Brasher. There were three data records available for this road segment.

The first data set was from a count conducted on S. Sunset near the intersection with Hobbs St. This count indicated an approximately ADT of 8,755 vehicles per day on S. Sunset in this area. This traffic was split roughly equally between northbound and southbound directions of travel (4,565 northbound and 4,190 southbound).

The second data set was from a count conducted on S. Sunset near the intersection with Poe St. This count indicated an approximately ADT of 6,635 vehicles per day on S. Sunset in this area. This traffic was split roughly equally between northbound and southbound directions of travel (3,409 northbound and 3,226 southbound).

The third data set was from a count conducted on S. Sunset near the intersection with Jaffa St. This count indicated an approximately ADT of 5,365 vehicles per day on S. Sunset in this area. This traffic was split roughly equally between northbound and southbound directions of travel (2,690 northbound and 2,675 southbound).

Speed Study Results

A study was conducted to examine and document vehicle speed on S. Sunset between McGaffey & Brasher. City Special Electronics placed radar speed detection units to measure speed from April 27th, 2025 to May 2nd, 2025. There was a total of 40,043 vehicles whose speed was detected during this study period. Of these, 79.74% were exceeding the speed limit of 35 MPH. The average speed was approximately 40 MPH and the 85th percentile speed was determined to be 46 MPH. This indicates that the normal traffic flow speed is approximately 46 MPH, or 11 MPH over the posted speed limit.

Traffic Speed Data S. Sunset

SPECIAL ELECTRONICS

Survey Summary

Survey Description		
Survey Location	NB SUNSET	
Survey GPS Coordinates	+33.37396,-104.54105	
Survey Dates	**Start**	**Stop**
	Sunday, 4/27/2025 3:59 PM	Friday, 5/2/2025 9:22 AM
Posted Speed Limit	35 mph	
Traffic Zone	Normal	

Survey Result			
Total Vehicle Count		40043	
Traffic Direction	**Closing North**	**Away South**	**Combined**
Vehicle Count	21654	18389	40043
Posted Speed Limit		35 mph	
Vehicles Under the Speed Limit Count	4398	3716	8114
Vehicles Under the Speed Limit Percentage	20.31%	20.21%	20.26%
Vehicles Over the Speed Limit Count	17256	14673	31929
Vehicles Over the Speed Limit Percentage	79.69%	79.79%	79.74%
Excessive Speed Threshold		35 mph	
Vehicles Over the Excessive Speed Count	18360	15648	34008
Vehicles Over the Excessive Speed Percentage	84.79%	85.09%	84.93%
Average Violation Speed	42.03 mph	42.15 mph	42.09 mph
Speed Profile			
Average Speed	40.01 mph	40.01 mph	40.01 mph
Minimum Speed	10 mph	6 mph	6 mph
Maximum Speed	79 mph	83 mph	83 mph
Standard Deviation	6 mph	6 mph	6 mph
85 % Percentile Speed - Free Flow	45 mph	46 mph	46 mph
10 mph Pace - Free Flow	35-44 mph	36-45 mph	36-45 mph
In Pace Count - Free Flow	5722	5369	11091

SPECIAL ELECTRONICS

Survey Description

Survey Location	NB SUNSET	
Survey GPS Coordinates	+33.37396,-104.54105	
Survey Dates	**Start**	**Stop**
	Sunday, 4/27/2025 3:59 PM	Friday, 5/2/2025 9:22 AM
Posted Speed Limit	35 mph	
Traffic Zone	Normal	

Speed - Volume Matrix

Date Range: 2025-04-27 - 2025-05-02

Direction: Both

Date Span	Total	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81-85	86+
00:00 - 00:59	220				1	2	41	107	42	11	7	4	2	1		2		
01:00 - 01:59	155	4			3	2	37	58	29	17	3		1			1		
02:00 - 02:59	128				1	6	22	46	34	11	4	1	1		1	1		
03:00 - 03:59	199				1	2	38	60	58	25	5	6	3	1				
04:00 - 04:59	445	2	1	2	2	4	63	164	115	57	21	9	4			1		
05:00 - 05:59	878			2	6	15	124	361	240	92	24	11	2		1			
06:00 - 06:59	1474			1	4	29	168	506	441	235	63	20	6	1				
07:00 - 07:59	3871		8	13	54	127	472	1194	1221	560	161	48	9	2	1	1		
08:00 - 08:59	2886		2	13	45	109	435	973	815	341	94	47	9	3				
09:00 - 09:59	1785	1	6	12	28	63	329	615	464	189	63	13	2					
10:00 - 10:59	1588		5	9	38	67	257	591	377	180	48	13	3					
11:00 - 11:59	1861	3	6	15	28	79	329	605	508	216	58	12	2					
12:00 - 12:59	2060		1	6	20	54	312	722	591	253	80	17	2	2				
13:00 - 13:59	2134		3	6	22	87	377	741	581	221	75	14	4	2	1			
14:00 - 14:59	2378		3	2	21	66	376	852	648	288	85	25	8	2	1	1		
15:00 - 15:59	2747		7	7	37	100	442	1001	762	291	79	15	5		1			
16:00 - 16:59	3003		2	9	30	99	383	1025	949	363	108	24	6	2	1	1	1	
17:00 - 17:59	3332		2	3	27	68	351	1113	1124	456	139	37	7	4	1			
18:00 - 18:59	2627		4	9	24	65	301	860	854	374	92	33	5	2	3		1	
19:00 - 19:59	2180	2	1	3	26	63	370	817	575	246	55	16	4	2				
20:00 - 20:59	1733			3	18	63	441	685	382	105	26	4	3	2	1			
21:00 - 21:59	1245				6	52	280	539	268	78	14	8						
22:00 - 22:59	696		1	1	9	26	165	273	156	39	20	4	1		1			
23:00 - 23:59	418		1	3	1	18	99	158	97	29	8		1	1		1	1	

TECHNICAL MEMORANDUM

DATE: July 15, 2025

TO: James McCornack
Senior Engineer
City of Roswell

FROM: Willie E. Roman, P.E., PTOE



RE: Sunset Ave Traffic Analysis - Roswell, NM

INTRODUCTION

This report documents an all-way stop control warrant study, capacity analysis, and crash analysis of Sunset Ave in Roswell, New Mexico. The City requested that Lee Engineering evaluate traffic operations on the following intersections:

- Sunset Ave & Hobbs St
- Sunset Ave & Poe St
- Sunset Ave & Brasher St

Data collection includes existing roadway condition, current traffic counts, vehicle travel speeds, and pedestrian volumes. This study aims to evaluate traffic operations and pedestrian usage along the study area. This report documents project proceedings and findings.

ROADWAY CHARACTERISTICS AND EXISTING CONDITIONS

Sunset Ave is a four-lane undivided minor arterial running north to south, the study area focus is between Brasher Rd and Hobbs St with a posted speed limit of 35 MPH. Figure 1 shows the location of the project area and data collection, Figure 2 shows the existing volumes. This segment of road provides access to residential and institutional land uses.

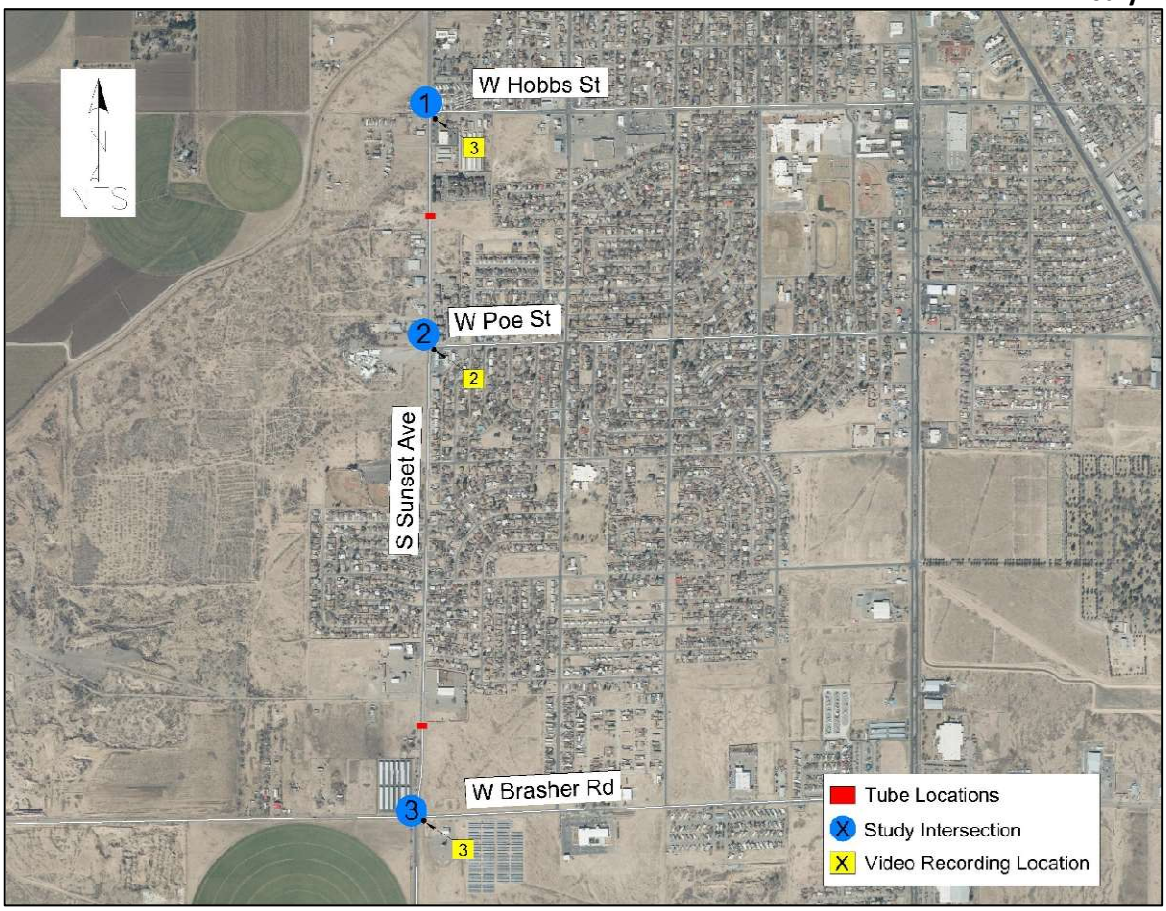


Figure 1: Study Area and Traffic Counter Locations

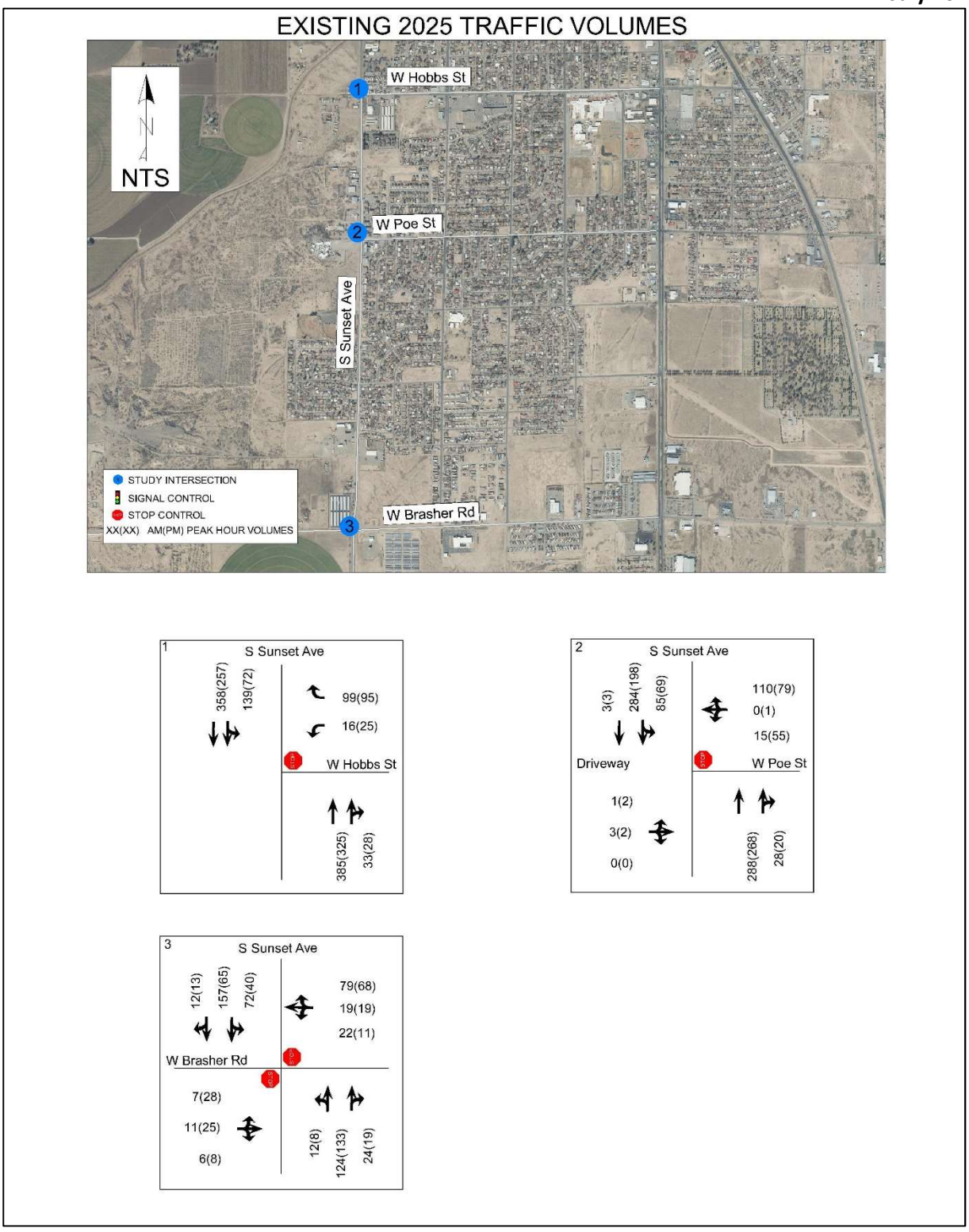


Figure 2: Existing Volumes 2025

CRASH SUMMARY

Crash data was obtained for the study area from the NMDOT database agency for the most recently available years of data. This included the years 2018 to 2022. Crashes were then summarized by year, type, severity, and cause. To compare and summarize trends, crashes were grouped by study intersection. The crash summary is shown below in Table 1.

Table 1: Crash Summary

Crash Summary		Sunset Ave & Hobbs St	Sunset Ave & Poe St	Sunset Ave & Brasher Rd
	Total Crashes	13	11	10
By Year	2018	3	2	1
	2019	3	1	2
	2020	0	2	3
	2021	5	2	4
	2022	2	4	0
CONTRIBUTING FACTORS	Avoid No Contact Vehicle		1	
	Driver Inattention	4	1	1
	Excessive Speed	1	1	
	Failed To Yield Right Of Way	2	3	3
	Following Too Closely	1	1	
	Improper Overtaking	2		
	Made Improper Turn	1		1
	None	1	2	5
	Other, No Driver Error		1	
	Speed Too Fast For Conditions	1		
	Under The Influence Of Drugs or Medication		1	
SEVERITY	Visible Injury (B)	5	4	3
	Property Damage Only (O)	8	7	7
LIGHTING CONDITION	Daylight	11	7	8
	Dark-Lighted	0	3	2
	Dark-Not Lighted	2	1	0
CRASH TYPE	Fixed Object	3	2	0
	Left Blank	0	0	1
	Other Vehicle - From Same Direction/One Left Turn	1	0	0
	Other Vehicle - From Same Direction/Sideswipe Collision	1	0	0
	Other Vehicle - From Same Direction/Both Going Straight	3	2	1
	Other Vehicle - One Left Turn/Entering At Angle	1	1	1
	Other Vehicle - One Right Turn/Entering At Angle	0	1	0
	Other Vehicle - One Vehicle/Backing From Driveway Access	1	0	0
	Other Vehicle - Both Going Straight/Entering At Angle	0	3	1
	Other Vehicle - From Opposite Direction/Both Going Straight	1	0	1
	Other Vehicle - From Opposite Direction/One Left Turn	1	0	0
	Other Vehicle - From Opposite Direction/Sideswipe Collision	0	0	1
	Other Vehicle - From Opposite Direction	0	2	4
	Pedestrian	1	0	0

From the above table, the following observations were made for the study intersections:

- Sunset Ave & Hobbs St
  - From 2018 to 2022, 13 crashes were reported.
  - The most common contributing factor for vehicle crashes was driver inattention.
  - Most of the vehicle crashes were reported as property damage only, and there were no fatal injured (killed) crashes.
  - The most common lighting condition was daylight.
  - Based on the crash type, most of the vehicle crashes were from same direction/both going straight and fixed object.

- Sunset Ave & Poe St
    - From 2018 to 2022, 11 crashes were reported.
    - The most common contributing factor for vehicle crashes was failed to yield right of way.
    - Most of the vehicle crashes were reported as property damage only, and there were no fatal injured (killed) crashes.
    - The most common lighting condition was daylight.
    - Based on the crash type, most of the vehicle crashes were from both going straight/entering at angle.

- Sunset Ave & Poe St
    - From 2018 to 2022, 10 crashes were reported.
    - The most common contributing factor for vehicle crashes was failed to yield right of way.
    - Most of the vehicle crashes were reported as property damage only, and there were no fatal injured (killed) crashes.
    - The most common lighting condition was daylight.
    - Based on the crash type, most of the vehicle crashes were from opposite direction.

SIGHT DISTANCE

The following presents a narrative detailing the development's recommended intersection sight distance requirements. Intersection sight distance requirements were calculated using the 2018 AASHTO "Green Book" chapter 9.5. Three sight distance cases were used for this analysis:

- Case B1 – A stopped vehicle turning left from a minor street approach onto a major road
- Case B2 – A stopped vehicle turning right from a minor street approach onto a major road
- Case F – Left turns from the major road into a minor road

Intersection sight distances were calculated based on the following assumptions:

- The required intersection sight distance for Case B1 was calculated based on the design vehicle turning left across the intersection
- The required intersection sight distance for Case B2 was calculated based on the design vehicle crossing into the nearest traffic lane
- The required intersection sight distance for Case F at the intersection was calculated based on the design vehicle turning left from the major road into the minor road

A passenger vehicle was used as the design vehicle. The required sight distance values for S Sunset Ave & W Hobbs St, S Sunset Ave & W Poe St and S Sunset Ave & W Brasher Rd are provided in Table 2, Table 3, and Table 4 respectively, which are rounded up to the nearest 5-foot increment. The formulas, values, and calculations used in the sight distance analysis are in Appendix D.

Table 2: Required and Available Sight Distance Values for S Sunset Ave/W Hobbs St

Vehicles Exiting W Hobbs St onto S Sunset Ave (Passenger Car)					
Making a Left (Case B1)				Making a Right (Case B2)	
Required Sight Distance to the Right (ft)	Approximate Available Sight Distance to the Right (ft)	Required Sight Distance to the Left (ft)	Approximate Available Sight Distance to the Left (ft)	Required Sight Distance to the Left (ft)	Approximate Available Sight Distance to the Left (ft)
415	550	415	840	335	840
Sight Distance Available > Required					
To the Right		To the Left		To the Left	
Yes		Yes		Yes	

Vehicles Entering W Hobbs St from S Sunset Ave (Passenger Car)	
Making a Left (Case F)	
Required Sight Distance to Opposing Traffic (ft)	Approximate Available Sight Distance to Opposing Traffic (ft)
310	Approximately 2900
Sight Distance Available > Required	
To Opposing Traffic	
Yes	

Table 3: Required and Available Sight Distance Values for S Sunset Ave/W Poe St

Vehicles Exiting W Poe St onto S Sunset Ave (Passenger Car)					
Making a Left (Case B1)				Making a Right (Case B2)	
Required Sight Distance to the Right (ft)	Approximate Available Sight Distance to the Right (ft)	Required Sight Distance to the Left (ft)	Approximate Available Sight Distance to the Left (ft)	Required Sight Distance to the Left (ft)	Approximate Available Sight Distance to the Left (ft)
415	1940	415	1140	335	1140
Sight Distance Available > Required					
To the Right		To the Left		To the Left	
Yes		Yes		Yes	

Vehicles Entering W Poe St from S Sunset Ave (Passenger Car)	
Making a Left (Case F)	
Required Sight Distance to Opposing Traffic (ft)	Approximate Available Sight Distance to Opposing Traffic (ft)
310	Approximately 2830
Sight Distance Available > Required	
To Opposing Traffic	
Yes	

Table 4: Required and Available Sight Distance Values for S Sunset Ave/W Brasher Rd

Vehicles Exiting W Brasher Rd onto S Sunset Ave (Passenger Car)					
Making a Left (Case B1)				Making a Right (Case B2)	
Required Sight Distance to the Right (ft)	Approximate Available Sight Distance to the Right (ft)	Required Sight Distance to the Left (ft)	Approximate Available Sight Distance to the Left (ft)	Required Sight Distance to the Left (ft)	Approximate Available Sight Distance to the Left (ft)
415	1820	415	4000	335	4000
Sight Distance Available > Required					
To the Right		To the Left		To the Left	
Yes		Yes		Yes	

Vehicles Entering W Brasher Rd from S Sunset Ave (Passenger Car)	
Making a Left (Case F)	
Required Sight Distance to Opposing Traffic (ft)	Approximate Available Sight Distance to Opposing Traffic (ft)
310	Approximately 2920
Sight Distance Available > Required	
To Opposing Traffic	
Yes	

Based on the conditions that existed in the field at the time of the site visit, the estimated available sight distance appears to exceed the required intersection sight distances at the study intersections.

ALL-WAY STOP CONTROL WARRANT

The intersections were evaluated to determine if a multi-way stop would be appropriate in lieu of a two-way stop control. The MUTCD contains four multi-way stop conditions outlining specific criteria to justify a multi-way stop at an intersection. The criteria considered to warrant a multi-way stop are:

A. *Crash Experience*
   - *For a four-leg intersection, there are five or more reported crashes in a 12-month period or six or more reported crashes in a 36-month period that were of a type susceptible to correction by the installation of all-way stop control.*
   - *For a three-leg intersection, there are four or more reported crashes in a 12-month period or five or more reported crashes in a 36-month period that were of a type susceptible to correction by the installation of all-way stop control.*

B. *Sight Distance*
   - *All-way stop control may be installed at an intersection where an engineering study indicates that sight distance on the minor-road approaches controlled by a STOP sign is not adequate for a vehicle to turn onto or cross the major (uncontrolled) road.*

C. *Transition to Signal Control or Transition to Yield Control at a Circular Intersection*
   - *All-way stop control may be installed at locations where all-way stop control is an interim measure that can be installed to control traffic while arrangements are being made for the installation of a traffic control signal at the intersection or for the installation of yield control at a circular intersection.*

D. *8-Hour Volume*
   - *The combined motor vehicle, bicycle, and pedestrian volume entering the intersection from the major street approaches is at least 300 units per hour for each of any 8 hours of a typical day.*
   - *The combined motor vehicle, bicycle, and pedestrian volume entering the intersection from the minor street approaches is at least 200 units per hour for each of any of the same 8 hours.*

E. *Other Factors*
   - *The need to control left-turn conflicts.*
   - *An intersection of two residential neighborhood collectors (through) streets of similar design and operating characteristics where all-way stop control would improve traffic operational characteristics of the intersection.*
   - *Where pedestrian and/or bicyclist movements support the installation of all-way stop control.*

Each criterion is evaluated at the study intersections under current conditions of a single lane for the northbound and southbound westbound approaches, one through lane, and one left-turn lane for the east- and westbound approach.

Criterion A

Crashes subject to correction from an all-way stop installation include crashes occurring during right and left turns and right-angle crashes. Using the same crash data from Table 1 it was determined that:

- For Sunset Ave and Hobbs St, **Criteria A is NOT SATISFIED** because the intersection did not experience four or more crashes in 12 months or five or more crashes in 36 months that may be correctable by installing an all-way stop.
- For Sunset Ave and Poe St, **Criteria A is SATISFIED** because the intersection experienced five or more crashes in 36 months that may be correctable by installing an all-way stop.
- For Sunset Ave and Brasher Rd, **Criteria A is NOT SATISFIED** because the intersection did not experience five or more crashes in 12 months or six or more crashes in 36 months that may be correctable by installing an all-way stop.

Criterion B

- For Sunset Ave and Hobbs St, **Criteria B is NOT SATISFIED** because the estimated available sight distance appears to exceed the required intersection sight distance.
- For Sunset Ave and Poe St, **Criteria B is NOT SATISFIED** because the estimated available sight distance appears to exceed the required intersection sight distance.
- For Sunset Ave and Brasher Rd, **Criteria B is NOT SATISFIED** because the estimated available sight distance appears to exceed the required intersection sight distance.

Criterion C

A Traffic Control Signal was not warranted at this intersection; thus, **Criterion C DOES NOT apply.**

Criterion D

Data Collection

13-hour intersection turning movement counts were collected on Wednesday, May 21, 2025, using portable video recording equipment between 6:00 AM and 7:00 PM. Table 5 summarizes the hourly vehicle volume at all study intersections.

Table 5: Total Volumes

Time	Intersection Volume (Veh/hr)		
	Intersections		
	S Sunset Ave & W Hobbs St	S Sunset Ave & W Poe St	S Sunset Ave & W Brasher St
6:00 AM	335	267	277
7:00 AM	867	726	473
8:00 AM	651	496	355
9:00 AM	460	352	277
10:00 AM	499	372	278
11:00 AM	542	433	317
12:00 PM	669	519	375
1:00 PM	706	550	371
2:00 PM	633	507	365
3:00 PM	744	605	435
4:00 PM	772	606	402
5:00 PM	791	698	416
6:00 PM	726	586	345

Existing Conditions

When analyzing the existing intersection configuration, 100% of the vehicular volumes were used as well as the combined vehicular, pedestrian, and bicycle volumes for the warrant analysis criteria. The relevant threshold values are 300 vehicles per hour (vph) on the major street and 200 vph on the minor street. Figure 3 through Figure 5 below summarize 13 hours of intersection approach volume data collected.

Figure 3: Sunset Ave and Hobbs St Criteria D Summary

Sunset Ave & Hobbs St

M. U. T. C. D. MULTIWAY STOP - Criterion D
Minimum Volume and Average Delay

Required Average Volume on Major Street	300	**Criteria D Not Met**
Required Average Volume on Minor Street	200	
Observed Average 8-hour Volume on Major Street	635	
Observed Average 8-hour Volume on Minor Street	106	

CRITERION D:	**NOT SATISFIED**

RANKING BY MAJOR STREET HOURLY VOLUMES

HOURLY VOLUME				AVERAGE OF EIGHT HOURLY VOLUMES			
RANK	BEGIN TIME	MAJOR STREET	MINOR STREET	RANKED HOURS	MAJOR STREET	MINOR STREET	CRITERIA MET?
1	7:00 AM	780	87	1 to 8	635	106	No
2	5:00 PM	687	104	2 to 9	604	108	No
3	4:00 PM	651	121	3 to 10	577	104	No
4	3:00 PM	641	103	4 to 11	546	100	No
5	6:00 PM	611	115	5 to 12	514	97	No
6	NOON	578	91	6 to 13	474	88	No
7	8:00 AM	571	80	7 to 14	402	77	No
8	1:00 PM	562	144	8 to 15	330	67	No
9	2:00 PM	530	103	9 to 16	260	49	No
10	11:00 AM	470	72	10 to 17	194	36	No
11	10:00 AM	406	93	11 to 18	135	27	No
12	9:00 AM	384	76	12 to 19	84	15	No
13	6:00 AM	291	44	13 to 20	36	6	No
14	1:00 AM	0	0	14 to 21	0	0	No
15	2:00 AM	0	0	15 to 22	0	0	No
16	3:00 AM	0	0	16 to 23	0	0	No
17	4:00 AM	0	0	17 to 24	0	0	No
18	5:00 AM	0	0				
19	7:00 PM	0	0				
20	8:00 PM	0	0				
21	9:00 PM	0	0				
22	10:00 PM	0	0				
23	11:00 PM	0	0				
24	MIDNITE	0	0				

1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day, and

2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour, but

3. If the 85th-percentile approach speed of the major-street vehicular traffic exceeds 65 km/h or exceeds 40 mph, the minimum vehicular volume warrants are 70% of the above values.

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Figure 4: Sunset Ave and Poe St Criteria D Summary

Sunset Ave & Poe St

M. U. T. C. D. MULTIWAY STOP - Criterion C
Minimum Volume and Average Delay

Required Average Volume on Major Street	300	**Criteria D Not Met**
Required Average Volume on Minor Street	200	
Observed Average 8-hour Volume on Major Street	492	
Observed Average 8-hour Volume on Minor Street	106	

CRITERION D:	**NOT SATISFIED**

RANKING BY MAJOR STREET HOURLY VOLUMES

HOURLY VOLUME			
RANK	BEGIN TIME	MAJOR STREET	MINOR STREET
1	7:00 AM	607	119
2	5:00 PM	558	140
3	3:00 PM	502	103
4	4:00 PM	502	104
5	6:00 PM	485	101
6	1:00 PM	454	96
7	NOON	420	99
8	8:00 AM	411	85
9	2:00 PM	408	99
10	11:00 AM	367	66
11	10:00 AM	308	64
12	9:00 AM	298	54
13	6:00 AM	241	26
14	1:00 AM	0	0
15	2:00 AM	0	0
16	3:00 AM	0	0
17	4:00 AM	0	0
18	5:00 AM	0	0
19	7:00 PM	0	0
20	8:00 PM	0	0
21	9:00 PM	0	0
22	10:00 PM	0	0
23	11:00 PM	0	0
24	MIDNITE	0	0

AVERAGE OF EIGHT HOURLY VOLUMES			
RANKED HOURS	MAJOR STREET	MINOR STREET	CRITERIA MET?
1 to 8	492	106	No
2 to 9	468	103	No
3 to 10	444	94	No
4 to 11	419	89	No
5 to 12	394	83	No
6 to 13	363	74	No
7 to 14	307	62	No
8 to 15	254	49	No
9 to 16	203	39	No
10 to 17	152	26	No
11 to 18	106	18	No
12 to 19	67	10	No
13 to 20	30	3	No
14 to 21	0	0	No
15 to 22	0	0	No
16 to 23	0	0	No
17 to 24	0	0	No

1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day, and

2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour, but

3. If the 85th-percentile approach speed of the major-street vehicular traffic exceeds 65 km/h or exceeds 40 mph, the minimum vehicular volume warrants are 70% of the above values.

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Figure 5: Sunset Ave and Brasher Rd Criteria D Summary

Sunset Ave & Brasher Rd

M. U. T. C. D. MULTIWAY STOP - Criterion D
Minimum Volume and Average Delay

Required Average Volume on Major Street	300	**Criteria D Not Met**
Required Average Volume on Minor Street	200	
Observed Average 8-hour Volume on Major Street	284	
Observed Average 8-hour Volume on Minor Street	114	

CRITERION D:	**NOT SATISFIED**

RANKING BY MAJOR STREET HOURLY VOLUMES

HOURLY VOLUME			
RANK	BEGIN TIME	MAJOR STREET	MINOR STREET
1	7:00 AM	365	108
2	5:00 PM	318	98
3	3:00 PM	277	158
4	4:00 PM	274	128
5	6:00 PM	269	76
6	NOON	262	113
7	1:00 PM	256	115
8	2:00 PM	248	117
9	8:00 AM	230	125
10	6:00 AM	215	62
11	11:00 AM	214	103
12	9:00 AM	184	93
13	10:00 AM	179	99
14	1:00 AM	0	0
15	2:00 AM	0	0
16	3:00 AM	0	0
17	4:00 AM	0	0
18	5:00 AM	0	0
19	7:00 PM	0	0
20	8:00 PM	0	0
21	9:00 PM	0	0
22	10:00 PM	0	0
23	11:00 PM	0	0
24	MIDNITE	0	0

AVERAGE OF EIGHT HOURLY VOLUMES			
RANKED HOURS	MAJOR STREET	MINOR STREET	CRITERIA MET?
1 to 8	284	114	No
2 to 9	267	116	No
3 to 10	254	112	No
4 to 11	246	105	No
5 to 12	235	101	No
6 to 13	224	103	No
7 to 14	191	89	No
8 to 15	159	75	No
9 to 16	128	60	No
10 to 17	99	45	No
11 to 18	72	37	No
12 to 19	45	24	No
13 to 20	22	12	No
14 to 21	0	0	No
15 to 22	0	0	No
16 to 23	0	0	No
17 to 24	0	0	No

1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day, and
2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour, but
3. If the 85th-percentile approach speed of the major-street vehicular traffic exceeds 65 km/h or exceeds 40 mph, the minimum vehicular volume warrants are 70% of the above values.

LEE ENGINEERING

- For Sunset Ave and Hobbs St, **Criteria D is <u>NOT SATISFIED</u>** for vehicle volumes entering the intersection.
- For Sunset Ave and Poe St, **Criteria D is <u>NOT SATISFIED</u>** for vehicle volumes entering the intersection.
- For Sunset Ave and Brasher Rd, **Criteria D is <u>NOT SATISFIED</u>** for vehicle volumes entering the intersection.

LOS, CAPACITY, AND QUEUEING ANALYSIS

Per the HCM, LOS is presented as a letter grade (A through F) based on the calculated average delay for an intersection or movement. Delay is calculated as a function of several variables, including signal phasing operations, cycle length, traffic volumes, and opposing traffic volumes, but it is a measurement of the average wait time a driver can expect when moving through an intersection. Factors such as total cycle time (for all movements), queueing restrictions, and vehicle volumes can affect measurements of delay, especially for lower-volume movements and side streets. Generally, these factors are only realized when delays reach or exceed LOS E thresholds. In such cases, a narrative is offered in subsequent sections specific to the individual movement in question.

Table 6 below, reproduced from the HCM, show delay thresholds and the associated Level of service assigned to delay ranges for stop-controlled intersections, respectively. Generally, a LOS of D or better is considered an acceptable level of service.

Table 6: LOS Criteria for Unsignalized Intersections

Level of service	Average Control Delay (sec/vehicle)
A	≤10
B	>10 – 15
C	>15 – 25
D	>25 – 35
E	>35 – 50
F	>50

Queueing is reported in vehicles for all intersections. Queues are reported for queue measurements falling within the 95th percentile. It should be noted that 95th percentile queues are statistically expected to occur during only 5% of the peak hour's sign cycles. It is also noted that unreported average queueing at an intersection would statistically be much shorter than 95th-percentile queueing.

The volume-to-capacity (V/C) ratio is a performance measure that shows the ratio of traffic volume to the lane group capacity. A V/C ratio greater than 1.00 indicates that demand creates a residual queue for the analysis period.

For the purposes of this analysis, acceptable levels of service (LOS) are defined to be a LOS D or better. Based on procedures outlined in the HCM, intersection delay and level of service for stop-controlled intersections are reported as the delay and level of service for the worst-case movement at each intersection. For all other control types, they are taken for the whole intersection. Detailed output sheets can be found in Appendix A.

Existing Year 2025 Conditions

Table 7 summarizes the intersection delay, level of service, and queueing under Existing Year 2025 conditions. The following conclusions are made from the Existing Conditions analysis shown in Figure 2:

Delay and LOS Results

At all intersections where LOS results are present, all movements operate at acceptable LOS during the AM and PM peak hours.

Queuing Results

At all intersections where queue length results are present, existing storage lengths are sufficient to accommodate 95th percentile queue lengths.

Table 7: HCS Results for Existing 2025 Year Conditions

Sunset Ave & Hobbs St (Unsignalized)															
AM Peak	Movement	95% Queue Length (veh)	V/C	Delay (s/veh)	LOS	Intersection Delay	Intersection LOS	PM Peak	Movement	95% Queue Length (veh)	V/C	Delay (s/veh)	LOS	Intersection Delay	Intersection LOS
	WBL	0.4	0.13	30.9	D	---	---		WBL	0.2	0.07	15.1	C	---	---
	WBR	0.6	0.18	11.0	B				WBR	0.4	0.12	9.9	A		
	SBL	0.6	0.18	9.3	A				SBL	0.2	0.06	8.2	A		
Sunset Ave & Poe St (Unsignalized)															
AM Peak	Movement	95% Queue Length (veh)	V/C	Delay (s/veh)	LOS	Intersection Delay	Intersection LOS	PM Peak	Movement	95% Queue Length (veh)	V/C	Delay (s/veh)	LOS	Intersection Delay	Intersection LOS
	WBT	1.1	0.27	12.7	B	---	---		WBT	0.8	0.22	12.4	B	---	---
	SBL	0.3	0.10	8.6	A				SBL	0.2	0.06	8.0	A		
Sunset Ave & Brasher Rd (Unsignalized)															
AM Peak	Movement	95% Queue Length (veh)	V/C	Delay (s/veh)	LOS	Intersection Delay	Intersection LOS	PM Peak	Movement	95% Queue Length (veh)	V/C	Delay (s/veh)	LOS	Intersection Delay	Intersection LOS
	EBT	0.3	0.09	15.6	C	---	---		EBT	0.4	0.12	12.1	B	---	---
	WBT	1.2	0.29	13.7	B				WBT	0.5	0.14	10.4	B		
	NBL	0.0	0.01	7.8	A				NBL	0.0	0.01	7.4	A		
	SBL	0.2	0.08	7.9	A				SBL	0.1	0.03	7.7	A		

FINDINGS AND CONCLUSIONS

Based on the analysis, the following conclusion can be made:

- Sunset Ave & Hobbs St
  - Capacity issues were not observed for this intersection under Existing 2025 Conditions, all the approaches presented were acceptable LOS D or better. Queuing issues were not observed for any movements during the AM and PM peak hours.
- Sunset Ave & Poe St
  - Capacity issues were not observed for this intersection under Existing 2025 Conditions, all the approaches presented were acceptable LOS D or better. Queuing issues were not observed for any movements during the AM and PM peak hours.
- Sunset Ave & Brasher Rd
  - Capacity issues were not observed for this intersection under Existing 2025 Conditions, all the approaches presented were acceptable LOS D or better. Queuing issues were not observed for any movements during the AM and PM peak hours.

<u>Crash Summary</u>

- Sunset Ave & Hobbs St

  From 2018 to 2022, 13 crashes were reported. The most common contributing factor for vehicle crashes was driver inattention. Most of the vehicle crashes were reported as property damage only, and there were no fatal injured (killed) crashes. The most common lighting condition was daylight. Based on the crash type, most of the vehicle crashes were from same direction/both going straight and fixed object.

- Sunset Ave & Poe St

  From 2018 to 2022, 11 crashes were reported. The most common contributing factor for vehicle crashes was failed to yield right of way. Most of the vehicle crashes were reported as property damage only, and there were no fatal injured (killed) crashes. The most common lighting condition was daylight. Based on the crash type, most of the vehicle crashes were from both going straight/entering at angle.

- Sunset Ave & Poe St

  From 2018 to 2022, 10 crashes were reported. The most common contributing factor for vehicle crashes was failed to yield right of way. Most of the vehicle crashes were reported as property damage only, and there were no fatal injured (killed) crashes. The most common lighting condition was daylight. Based on the crash type, most of the vehicle crashes were from opposite direction.

All-Way Stop Control Warrant

- Sunset Ave & Hobbs St
  None of the criteria required for an all-way stop control were satisfied for this intersection. Therefore, an all-way stop is **NOT WARRANTED.**

- Sunset Ave & Poe St
  Criteria A (Crash Summary) was satisfied for this intersection. Therefore, an all-way stop is **WARRANTED.**

- Sunset Ave & Poe St
  None of the criteria required for an all-way stop control were satisfied for this intersection. Therefore, an all-way stop is **NOT WARRANTED.**

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 8.

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Roswell Transit

Attachments

Transit June 2025
Transit Bus Inventory July 2025

ROSWELL Transit

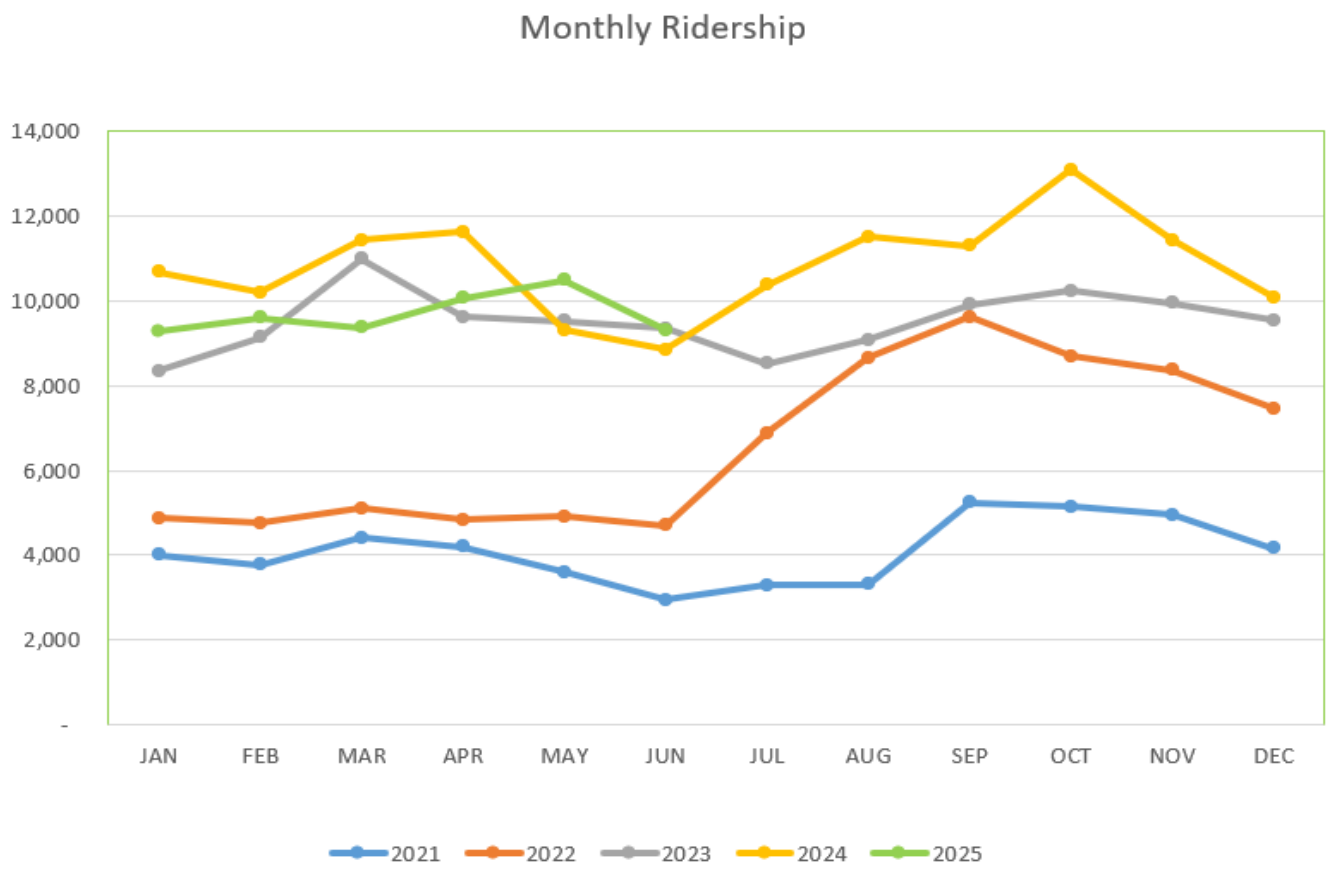
We believe in safe, affordable, and convenient Public Transportation.

Connecting People to Places

BUS RIDERSHIP ---- June 2025: 9,324

YTD 2024 Ridership ---- 62,135

YTD 2025 Ridership ---- 58,160 **-6.4%**



- Main Street is running 2 routes daily with a mid-shift 3rd route when possible.
- BNX Electric's estimate was received and greenlighted by Excel and the state inspector. We are waiting to get a PO to start the repairs.
- Due to the age and condition of our sewer lines, we need a remodel of the downstairs bathrooms. Major repairs require us to complete ADA compliance. Waiting for ICIP and NMDOT approval.
- Due to all the precipitation of the last month, we had to restrict certain areas of service caused by flooding. Yet, our monthly ridership has increased from the past two years; this takes us closer to closing the negative gap of our YTD by 2%.

Respectfully submitted by Chris Moore and Ray Mendoza. Approved by Becky Hicks, Transit Director

BUS/VAN INVENTORY 07/01/2025

	BUS #	YEAR	MAKE	MODEL	VIN	GVWR	LIC PLATE	SEATS	MILEAGE	WHEN TO REPLACE
1	950	2015	CHEV	ARBOC C4500	1GB6G5BG9F1206700	14200	04872G	23	201,721	FY2026 OR 240,000 MILES
2	951	2019	CHEV	ARBOC C4500	1HA6GUBB6KN002736	14200	06100G	24	216,941	FY2027 OR 240,000 MILES
3	952	2019	CHEV	ARBOC C4500	1HA6GUBB8LN003873	14200	13167G	21	132,826	FY2028 OR 240,000 MILES
4	953	2019	CHEV	ARBOC C4500	1HA6GUBB5LN003751	14200	13166G	21	177,608	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	131,719	FY2025 OR 175,000 MILES
7	PT11	2018	DODGE	GRAND CARAVAN	2C4RDGBG7JR256562	6050	05617G	5	125,388	FY2026 OR 175,000 MILES
8	954	2023	FORD	TRANSIT	1FDEU6PG3PKA02173	11000	20366G	13	72,728	FY2032 OR 240,000 MILES
9	955	2023	FORD	TRANSIT	1FDEU6PG1PKA02222	11000	20365G	13	76,492	FY2032 OR 240,000 MILES
10	956	2023	FORD	TRANSIT	1FDEU6PG5PKA98355	11000	21060G	13	56,423	FY2032 OR 240,000 MILES
11	957	2023	FORD	TRANSIT	1FDEU6PG3PKB23964	11000	21054G	13	55,104	FY2032 OR 240,000 MILES
12	958	2023	FORD	TRANSIT	1FDEU6PG3PKA98371	11000	20932G	13	54,947	FY2032 OR 240,000 MILES
13	959	2023	FORD	TRANSIT	1FDEU6PG7PKB24017	11000	20931G	13	25,920	FY2032 OR 240,000 MILES

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

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 9.

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Fleet Maintenance

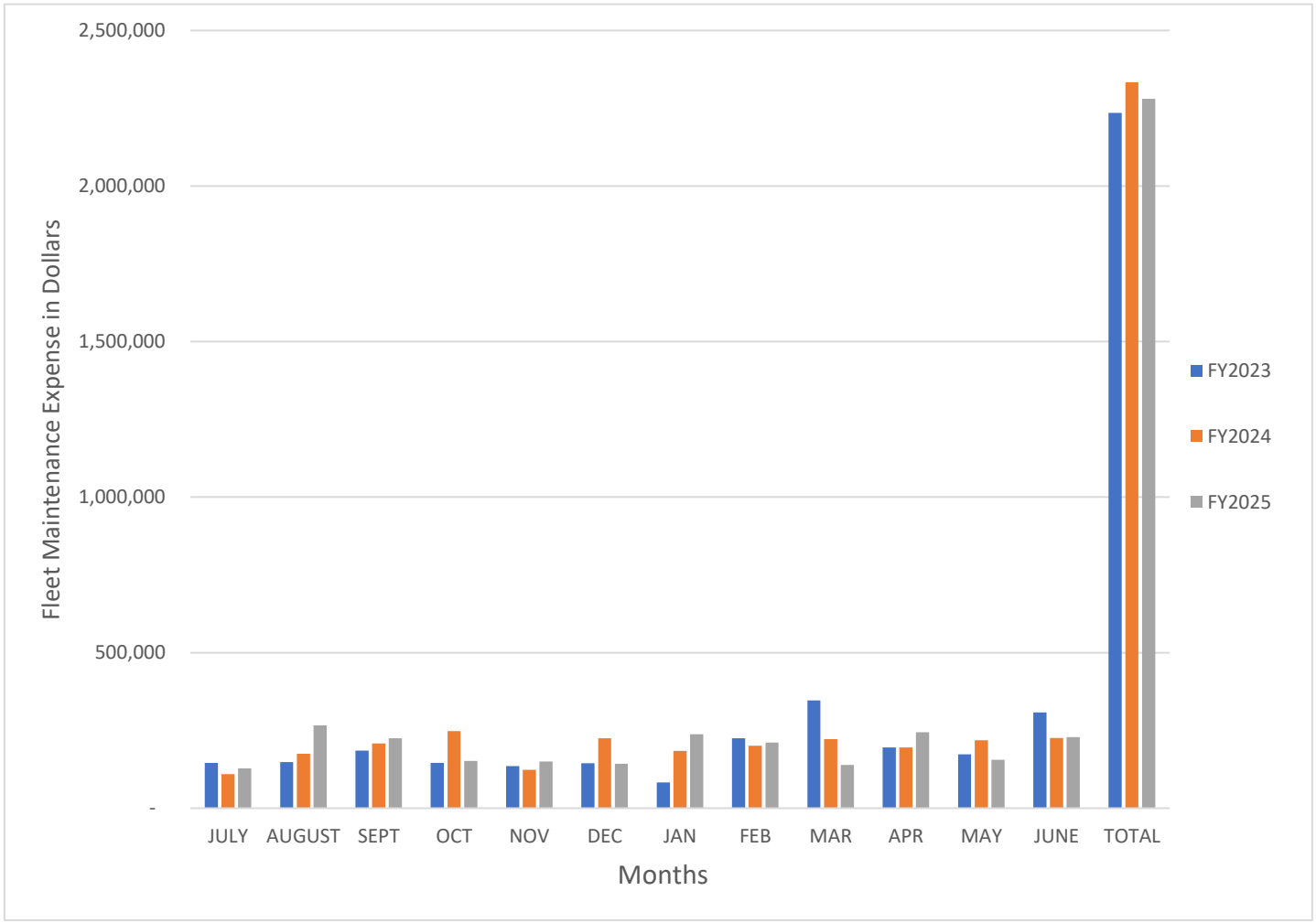
Attachments

Fleet Maint June 2025
Fleet Maint Graph
Fleet Maint Auction Results

CITY OF ROSWELL
MONTHLY FLEET MAINTENANCE COSTS BY DEPARTMENT
FOR FY2025

PERCENT OF BUDGET			8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%		
DEPARTMENT	FY2025 ORIGINAL BUDGET	FY2025 REVISED BUDGET	JUL 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	FY2025 TOTAL ACTUAL	SPENT PERCENT OF BUDGET
AIR CENTER	81,446	73,043	60	10,493	7,700	1,461	-	1,250	1,603	7,598	3,305	13,354	5,247	10,892	62,961	86%
ANIMAL CONTROL	13,926	15,462	299	7,799	448	273	707	-	588	543	91	2,623	433	339	14,144	91%
CEMETERY	15,494	12,694	3,073	241	1,415	440	140	351	188	3,981	652	317	315	1,232	12,345	97%
CENTRAL CONTROL	12,537	16,537	732	1,683	1,194	2,807	1,590	1,189	1,402	2,105	1,118	891	743	509	15,961	97%
CODE ENFORCEMENT	5,590	29,590	-	2,665	653	1,942	4,551	151	347	-	36	1,838	5,905	3,889	21,977	74%
COMMUNITY ENHANCEMENT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
CONSOLIDATED DISPATCH	1,446	1,446	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
CONVENTION CENTER	100	100	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
EMERGENCY MANAGEMENT	1,000	1,000	-	-	-	-	-	-	-	-	244	-	-	-	244	24%
ENGINEERING	9,086	10,050	-	9	2,437	1,611	2,973	-	151	57	-	-	572	612	8,423	84%
FACILITIES MAINTENANCE	12,734	26,044	291	1,861	3,409	1,253	2,640	2,321	1,076	4,707	160	2,010	1,281	1,314	22,324	86%
FINANCE	165	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
FIRE	5,775	315,744	2,779	46,888	59,686	859	8,448	4,489	62,508	9,942	827	32,133	48,168	16,632	293,360	93%
FLEET MAINTENANCE	3,307	4,752	-	35	-	3,653	74	484	686	(318)	53	-	75	-	4,741	100%
GOLF	40,537	52,327	4,975	6,417	2,492	2,032	645	275	1,143	10,288	4,870	2,347	58	8,630	44,173	84%
HUMAN RESOURCES/SAFETY	-	2,332	-	-	-	-	20	-	-	-	-	-	-	138	158	7%
IT	1,706	6,906	-	-	-		248	-	-	-	-	990	1,192	-	2,431	35%
LANDFILL	120,845	50,679	-	-	5,441	7,661	14,032	10,461	6,690	4,355	-	-	-	-	48,640	96%
MUNICIPAL COURT	-	2,932	-	432	102	-	-	-	-	-	-	-	-	1,773	2,307	79%
PARKS	54,091	42,686	193	2,771	2,005	399	1,063	1,610	3,429	5,758	1,084	4,792	236	9,697	33,037	77%
PLANNING & ZONING	101	101	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
POLICE	228,407	262,907	27,544	9,536	26,914	17,331	9,910	27,922	19,752	44,752	12,461	11,725	13,136	16,415	237,396	90%
RECREATION	2,000	2,000	-	-	-	362	74	-	172	-	-	802	-	-	1,410	70%
RECYCLING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
SANITATION-VEHICLE MAINT	550,330	772,425	44,776	71,960	45,422	38,839	40,515	39,472	54,119	43,559	30,254	65,748	25,472	78,122	578,256	128%
SANITATION-PAYROLL	INCL	INCL	26,332	47,397	32,267	32,320	32,913	32,119	47,189	32,154	32,052	32,695	32,302	32,341	412,081	INCL
SEWER MAINTENANCE	56,879	38,187	1,015	2,146	7,212	135	2,450	354	149	2,194	9,347	2,946	1,583	1,000	30,531	80%
SPECIAL ELECTRONICS	4,564	10,334	84	169	-	5,675	169	593	84	217	-	1,773	-	170	8,934	86%
STREETS	197,396	227,396	4,772	33,092	9,285	18,479	18,616	11,818	17,864	27,609	4,806	49,343	9,817	4,206	209,706	92%
TRANSIT	115,072	129,283	6,764	8,639	9,753	11,618	5,257	5,263	15,739	6,519	3,217	11,561	5,992	33,476	123,798	96%
WWTP	29,978	16,405	524	5,183	1,932	108	504	1,897	1,270	1,513	377	777	1,263	766	16,113	98%
WATER MAINT & TRANS	65,177	103,687	4,011	6,311	4,533	2,400	752	735	1,210	3,382	32,395	4,966	1,992	5,972	68,658	66%
WWTP LAB	545	545	-	63	55	22	-	-	-	-	-	-	-	49	188	35%
ZOO	10,000	9,695	53	85	-	530	2,015	94	72	219	1,941	734	-	40	5,781	60%
	1,640,234	2,237,289	128,276	265,875	224,355	152,209	150,307	142,846	237,431	211,133	139,289	244,365	155,780	228,214	2,280,079	

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



CITY OF ROSWELL
YEAR-TO-DATE AUCTION RESULTS
FY2025 and FY2026

NO. OF UNITS SOLD	SALE DATE	AMOUNT COLLECTED	DEPARTMENT
8	3/17/2025	$ 21,550	Police Vehicles
1	5/5/2025	12,500	WWTP Flood Salvage Equipment
1	5/6/2025	5,600	Police Vehicle
1	5/7/2025	4,000	Police Salvage Vehicle
3	5/14/2025	8,650	Police Vehicles
2	5/15/2025	9,500	Police Vehicles
1	5/22/2025	4,000	Transit Bus
3	5/30/2025	6,900	Police Vehicles
1	5/30/2025	2,125	Landfill Vehicles
1	5/30/2025	11,210	Airport Tractor
1	6/6/2025	4,600	Police Vehicle
2	6/12/2025	4,777	Police Vehicles
1	6/12/2025	2,275	Airport Pickup
1	6/13/2025	153	Fire Camper Shell
1	6/13/2025	16	Scrap Scaffolding
1	6/22/2025	4,000	Streets Paving Truck
5	6/27/2025	11,776	Police Vehicles
1	6/30/2025	3,000	Police Vehicle
1	6/30/2025	1,575	Park Vehicle
1	7/2/2025	2,100	Airport Dump Truck
3	7/3/2025	371	Sanitation Parts
2	7/4/2025	11,228	Police Vehicles
2	7/4/2025	1,146	Equipment Parts
		$ 133,051	
	Police	$ 91,581	

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 10.

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:

Department report - Zoo

Attachments

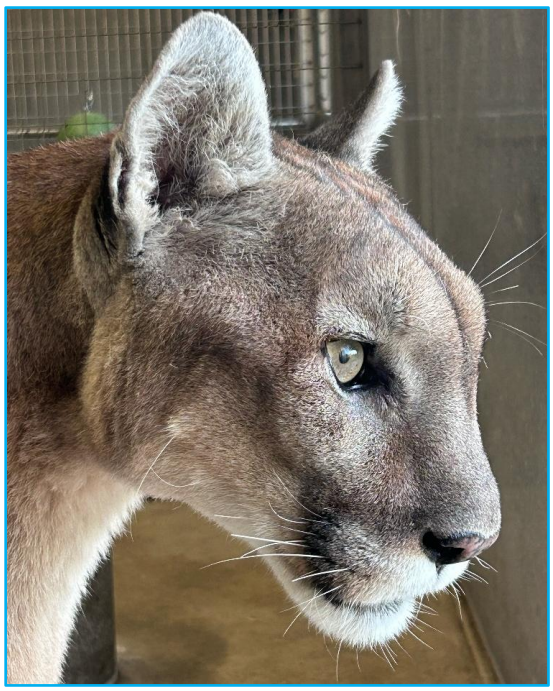
Zoo June Report

ROSWELL

ZOO – June, 2025

Highlights/Animal Care/Maintenance:

- Routine upkeep done on all animal enclosures, the park, and non-animal areas.
- Routine animal care, including feeding, cleaning, medical care, and enrichment.
- One of the zookeepers resigned.
- Interviews were conducted for vacant zookeeper positions, and applications have continued to be reviewed for the vacant grounds lead position.
- Guided tours to the public continued Mon-Wed-Fri at 10:30AM as part of an effort to increase the educational aspect of the zoo.
- Three animals sadly passed. Louis, our ring-tailed lemur, and Tax, one of our great-horned owls, both 19 years old. Louis passed at the vet during a diagnostic procedure; he had organ failure and other underlying issues. Tax's cause of death was stress related due to ongoing care for his broken wing. Our mountain lion, Bret, passed from issues related to kidney disease. He was going to be 19 this year.
- Mango, our eclectus parrot, did a program at Gateway School. The students enjoyed seeing one of our most colorful, social animals, and Mango got to help the students learn about animals and the zoo.



ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 11.

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Parks

Attachments

Parks June Report

ROSWELL

PARKS – June, 2025

Acres Maintained: 685+

Staffing: 27 FTE

Routine Maintenance:

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



Specific Maintenance:

- Work on & repair flower pots on Main St.
- Repair Dangerous tripping hazard on brickwork on Main St.
- Cut up and haul off large tree that had fallen on Alameda and Lea St.
- Removed dead tree on the bike trail.
- Extended concrete so we could install a new bench at Delta West.



ROSWELL







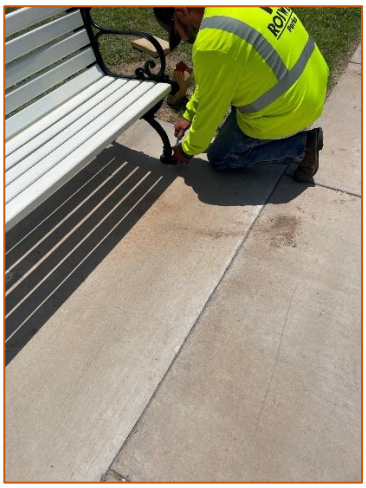










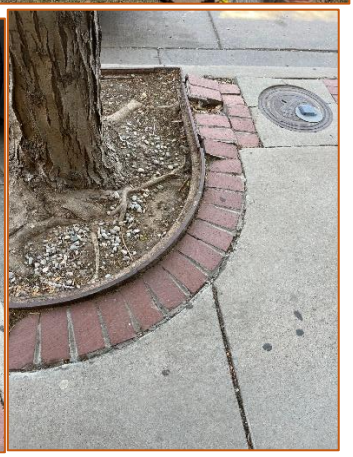






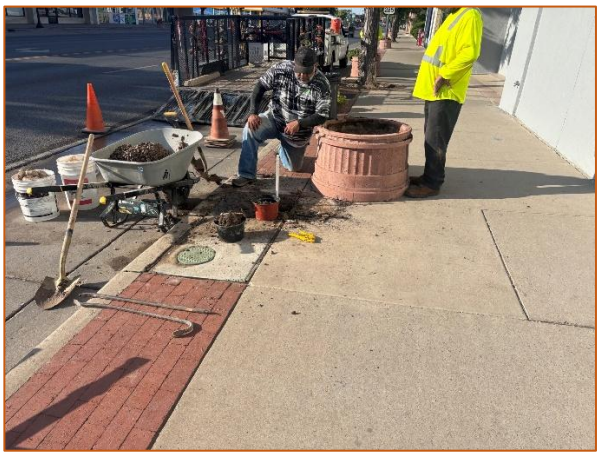
















Vehicle Information:

UNIT#	LAST 5 OF VIN	MILEAGE
1115	59361	9,984
1043	30177	33,265
1110	11787	86,048
1335	31335	101,417
1171	05837	107,347
1106	32089	110,354
1134	02128	75,023
1136	51161	89,209
1112	31411	137,963
1109	55800	169,385
1118	03155	95,216
1107	05501	191,315
1120	16661	95,431
1122	06799	41,917
1007	49647	51,203
1194	27335	140,531
1177	63424	35,640
1113	13373	Flooded (Totaled)
1100	48327	73,006
(N/A)	31159	176,311
550	38512	129,913
503	87408	77,162

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

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 12.

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Recreation

Attachments

Recreation June Report

ROSWELL
New Mexico

June 2025
Recreation Monthly Report

Recreation





FISCAL YEAR FIGURES		
	2025 June	YTD
Revenue	85,115	436,469
Attendance	14,003	108,157

ATTENDANCE CONTRIBUTORS	
Adult Center Classes & Scans	406
Rec & Aquatic Center Classes	618
Rec & Aquatic Center Drop-In/Admissions	9184
Rec & Aquatic Center Member Scans	3447
Special Events	348

TOP REVENUE CONTRIBUTORS	
Pool Admissions	$28,361
Recreation Concession	$23,664

Highlights

Roswell Recreation Center

- Memberships sold: 149
- The Adult Volleyball tournament had a great turnout with 16 teams.
- Summer Camps kicked off this month, with each week fully booked.

Roswell Aquatic Center

- Lifeguards continue their monthly in-service training, led by the Lifeguard Instructor/Aquatic Specialist, and the weekly requirement of completing 300 swim yards.
- This summer marked the return of group swim lessons after a four-year hiatus, with both sessions fully booked.
- There was one incident to report this month.
- Eight party rentals, including swim passes, and one private party were held.

Roswell Adult Center

- Adult classes continue to remain successful
- The Saturday morning Yoga class at Cahoon Park continues to grow in popularity, with participants starting a post-class breakfast potluck.
- Due to the summer kids' camp, adult classes have been relocated to the fitness room. Participant feedback has been unexpectedly positive regarding the new space.
-

Vehicle Mileage

- Unit 1004/09116 – VIN# 09116 - Mileage 13,504
- Unit 1101/00494 – VIN#00494 - Mileage 55,723
- Unit 15875 – VIN#15875 – Mileage 55,297

Upcoming:

- Alien Chase 7/5

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ROSWELL
New Mexico

Recreation

Rec Division Winners



Experienced Division Winners



Adult Volleyball Tournament





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Submitted by April Hunter

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 13.

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Cemetery

Attachments

Cemetery June Report

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ROSWELL

CEMETERY – June, 2025

Acres Maintained: 210

Staffing: 10 FTE

Number of Services for the Month: 32

- 17 Casket Burials
- 13 Cremation Burials
- 1 Veterans Cemetery Casket Burials
- 1 Veterans Cemetery Cremation Burials

Total Revenue for the Month: $26,035.00

Vehicle Information:

UNIT#	MILEAGE
580	126,369
581	79,285
582	24,037
583	81,696

Routine Maintenance:

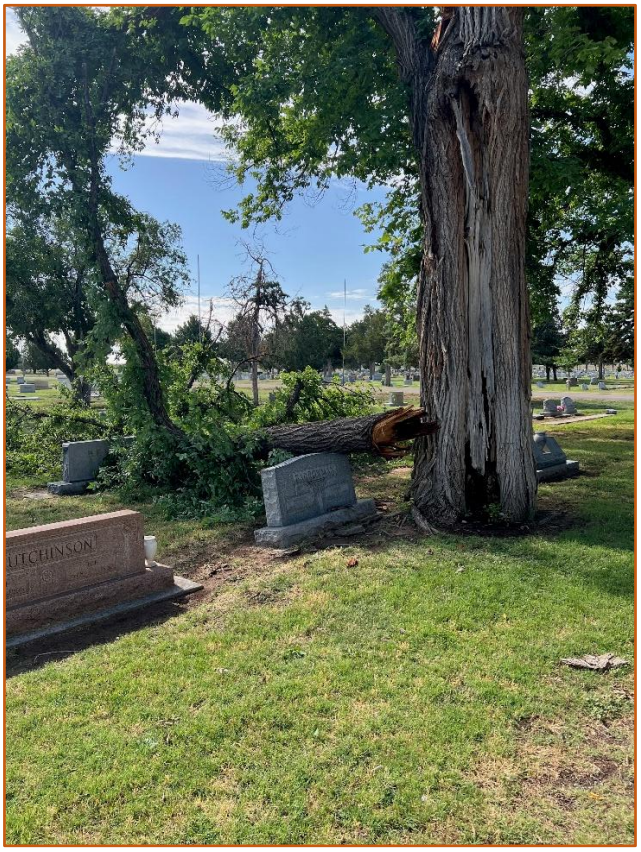
- Dug, set-up, covered, and tamped for all 32 services
- Moved waterline at General Douglas McBride Veterans Cemetery to place Gold Star Memorial.
- Helped contractor with construction at General Douglas McBride Veterans Cemetery.
- Helped streets department with the irrigation loop in South Park.
- Reset 2 headstones after fallen branch moved them.
- Total of 5 speed bumps added (2 along M street and 3 along 1st).
- Steering repairs done in house on mower unit 595.

Specific Maintenance:

- Conducted total of 32 services for the month of June.
- Prepared and held Gold Star Memorial at General Douglas McBride Veterans Cemetery on June 26, 2015.
- Held a double casket disinter/reinter in South Park Cemetery.

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




LITCHINSON





ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 14.

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Solid Waste

Attachments

Monthly Report - June

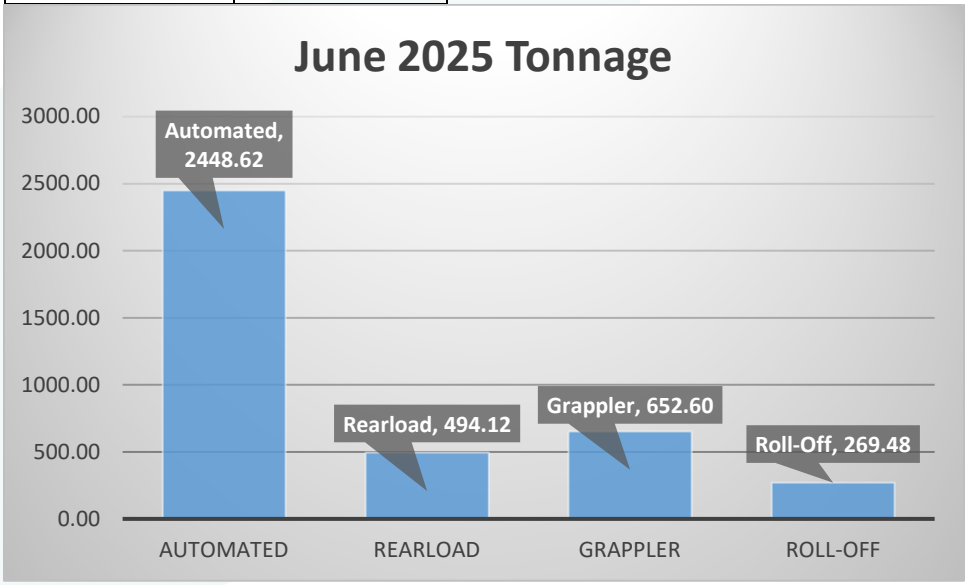
ROSWELL
New Mexico

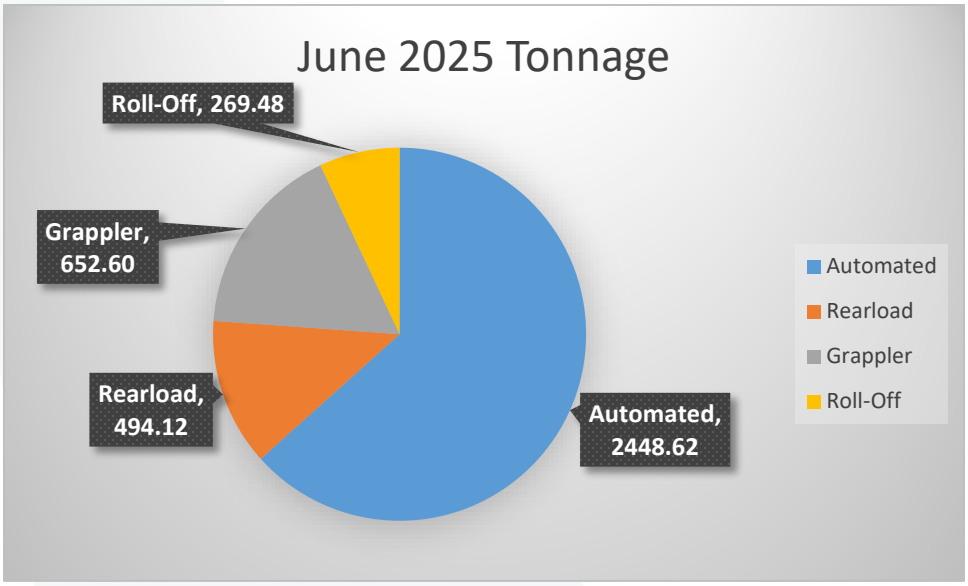
Sanitation

Monthly Solid Waste Department
June 2025 Tonnage Report

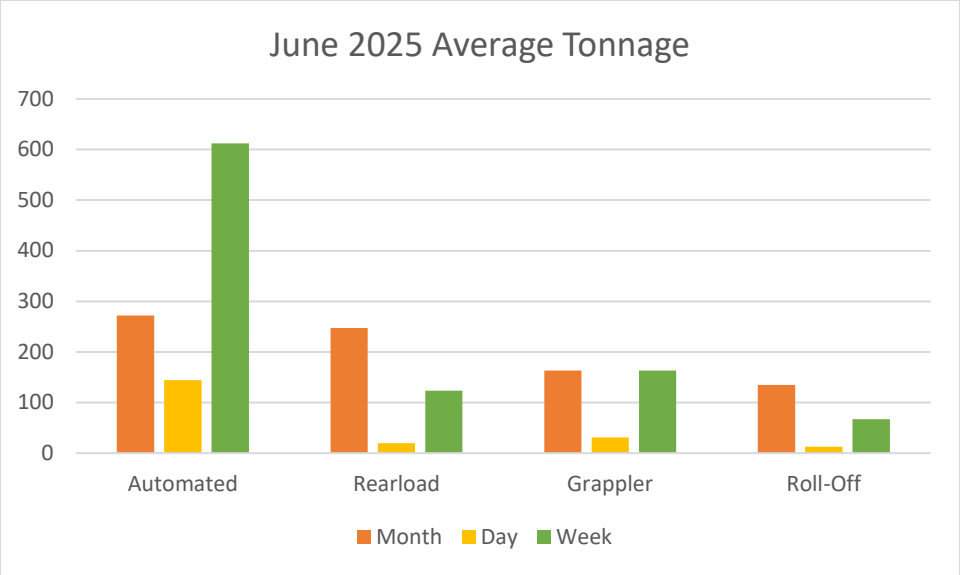
Roswell Municipal Landfill (RML). Report includes tonnage from June 1st to June 30th. Landfill tonnage received is a good gauge of the overall health of the Landfill Operations. Attached are the tonnages for the following Operations: Automated Collections, Bulk Trash, Commercial, and Roll Off.

Service	Tons
Automated	2448.62
Rearload	494.12
Grappler	652.60
Roll-Off	269.48





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

Automated Average Tons:

- Daily: 144
- Weekly: 612
- Per Truck this Month: 272

Rearload Average Tons:

- Daily: 20
- Weekly: 124
- Per Truck This Month: 247

Grappler Average Tons:

- Daily: 31
- Weekly: 163
- Per Truck this Month: 163

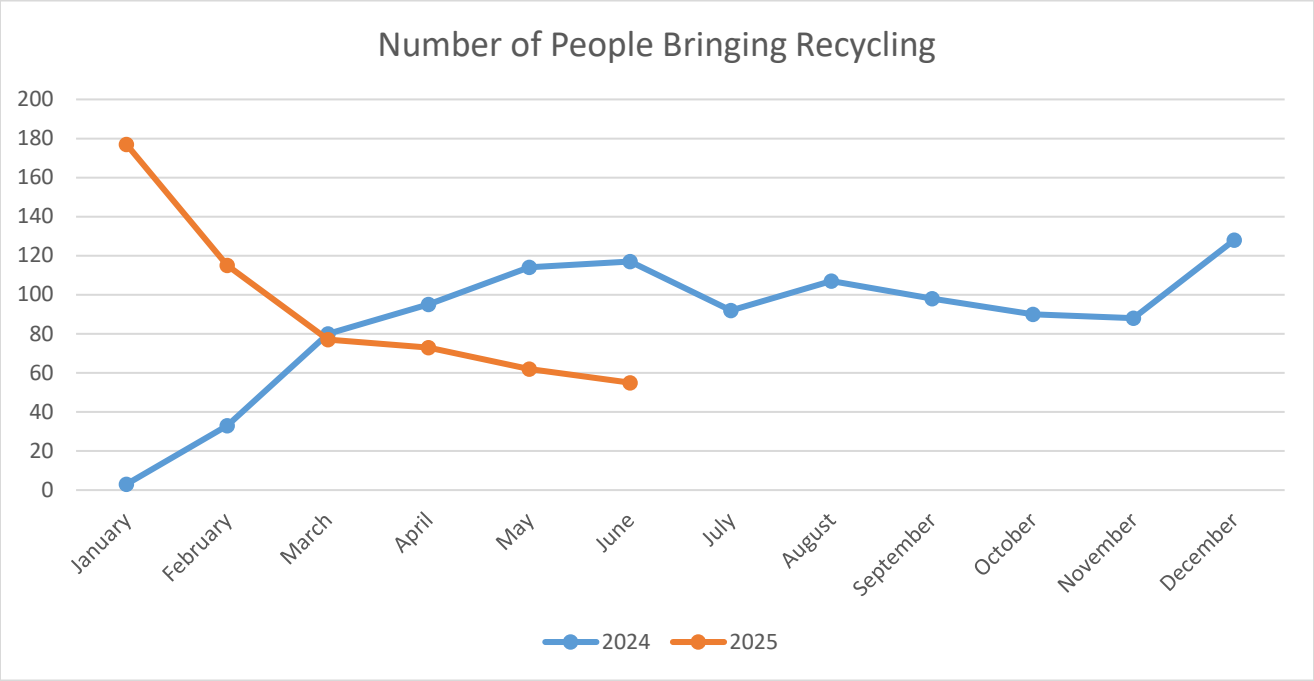
Roll-Off Average Tons:

- Daily: 13
- Weekly: 67
- Per Truck this Month: 135

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	62	55							559



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	**784**	**9030.36**
Trash - MSW	784	9030.36
Totals	**0**	**9030.36**

Disposal by Material		
Material	**Loads**	**Tons**
Trash - MSW	784	9030.36
Totals	**784**	**9030.36**

Disposal by Vehicle Type		
Vehicle Type	**Loads**	**Tons**
Front load	**74**	**992.64**
Trash - MSW	74	992.64
Residential	**531**	**7798.44**
Trash - MSW	531	7798.44
Roll off	**179**	**239.28**
Trash - MSW	179	239.28
Totals	**710**	**9030.36**

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
RO-Route-1	5	151.73	0	0.5997364	113	2147	171.65
RL-Route-South	6	131.96	0	12.63955	2138	844	397.3
SL-Route-6	12	177.8	9.27	56.01275	10345	1146	351.99
SL-Route-3	11	171.26	9.52	72.2219	13050	1273	2018.51
SL-Route-5	3	20.61	5.25	17.51011	748	140	155.09
SL-Route-4	18	179.34	16.28	58.56147	11313	1324	1059.73
RO-Route-2	5	135.41	0	0.4800591	100	1506	62.44
SL-Route-Sub	9	108.18	16.39	24.84671	4195	682	754.89
SL-Route-Sub	5	27.99	8.07	35.09232	1887	167	143.45
RL-Route-North	6	132.15	0	13.1004	2120	818	567.34
CR-Route	5	143.95	1.55	45.84067	8794	842	889.81
SL-Route-7	9	154.52	6.95	51.56078	9425	982	
RO-Route-Sub	8	101.62	60.18	30.31983	1506	753	285.06
SL-Route-2	11	173.94	8.4	52.97432	10055	1087	1052.91
RL-Route-Sub	3	21.55	0	0.3712297	15	236	5.19
SL-Route-1	12	169.37	9.86	54.44991	9104	1184	1115

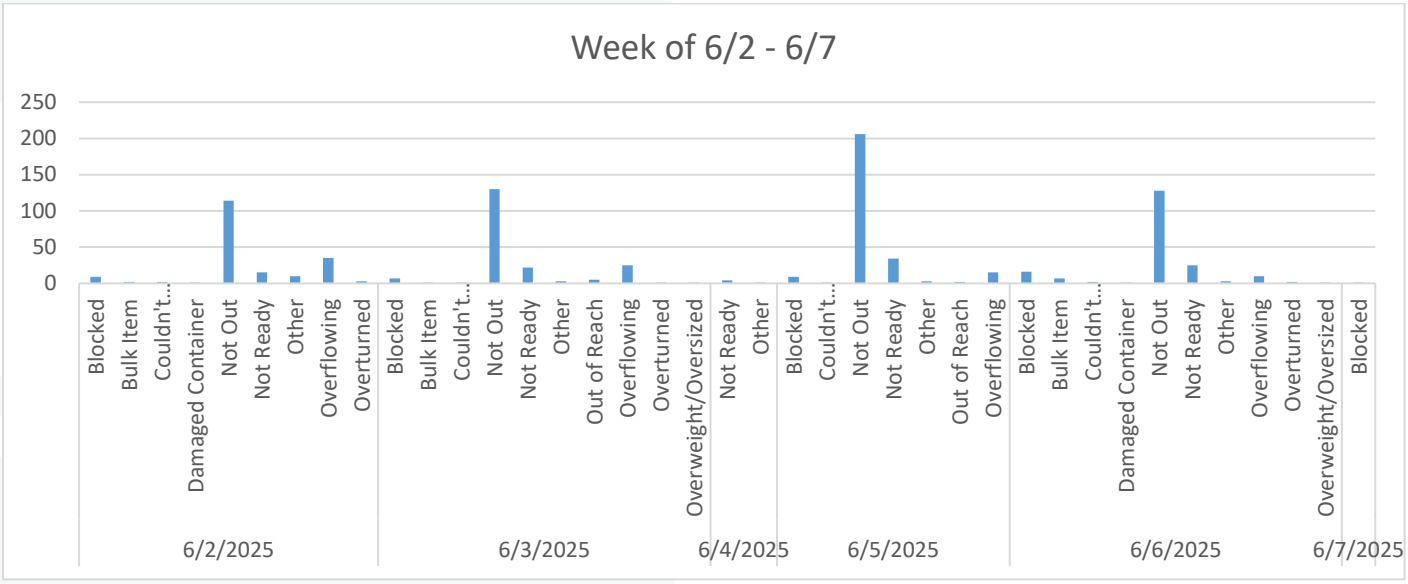
Fuel Log

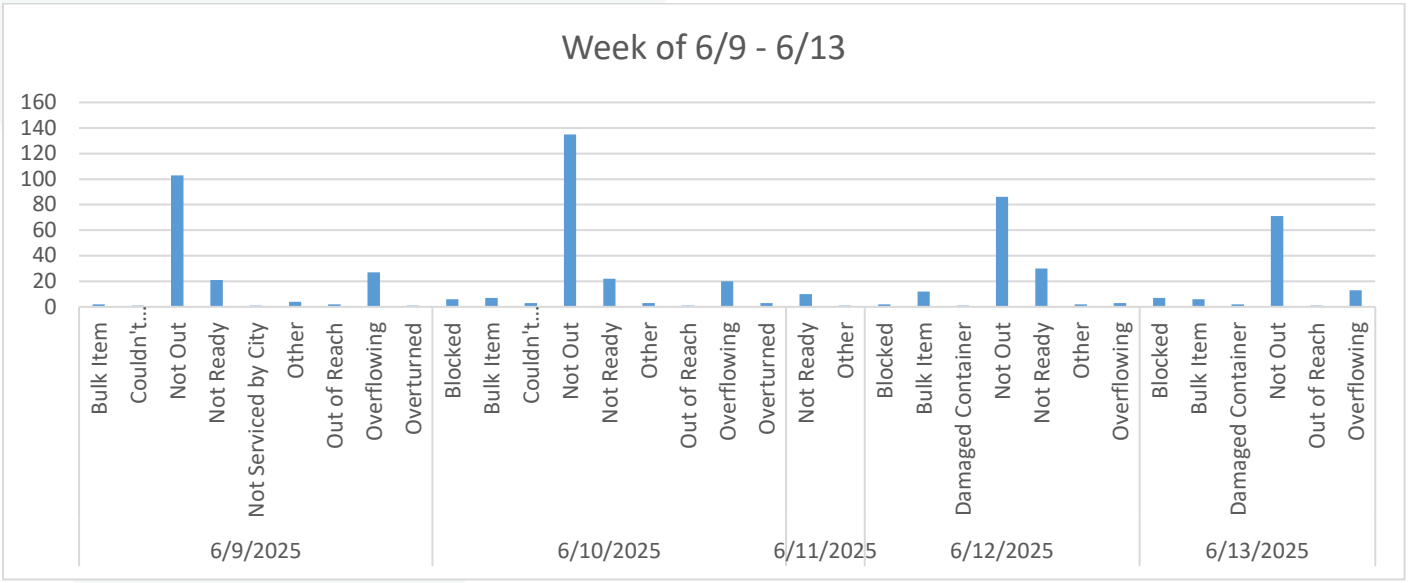
This shows how many miles are driven on our trucks along with their Fuel Efficiency.

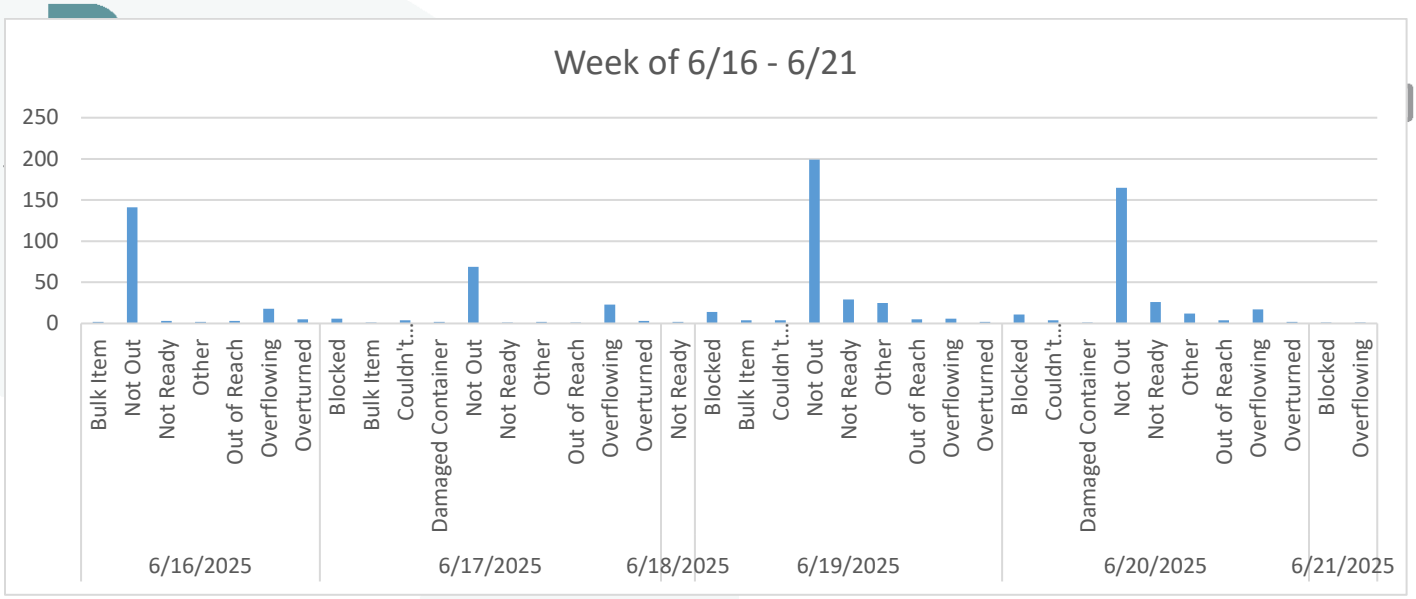
Fuel Log					
Vehicle Name	# Fill ups	Fuel Efficiency (MPG)	Total Gallons Filled	Total Gallons Used	Total Miles Driven
SL 19-324	13	3	339.8	441.4	1290
SL 20-305	10	2.7	393.9	354.1	975
316	11	2.6	255.4	478.8	1245
261	12	2.6	207.8	442.9	1164
262	22	3.1	675.4	558.3	1739
307	10	3.5	138.7	205.6	647
SL 321	12	2.3	310.4	362.7	863
309	2	1.1	12.8	45.7	52
303	7	2.6	361.6	336	877
SL 19-315	1	2	53.4	58.1	116

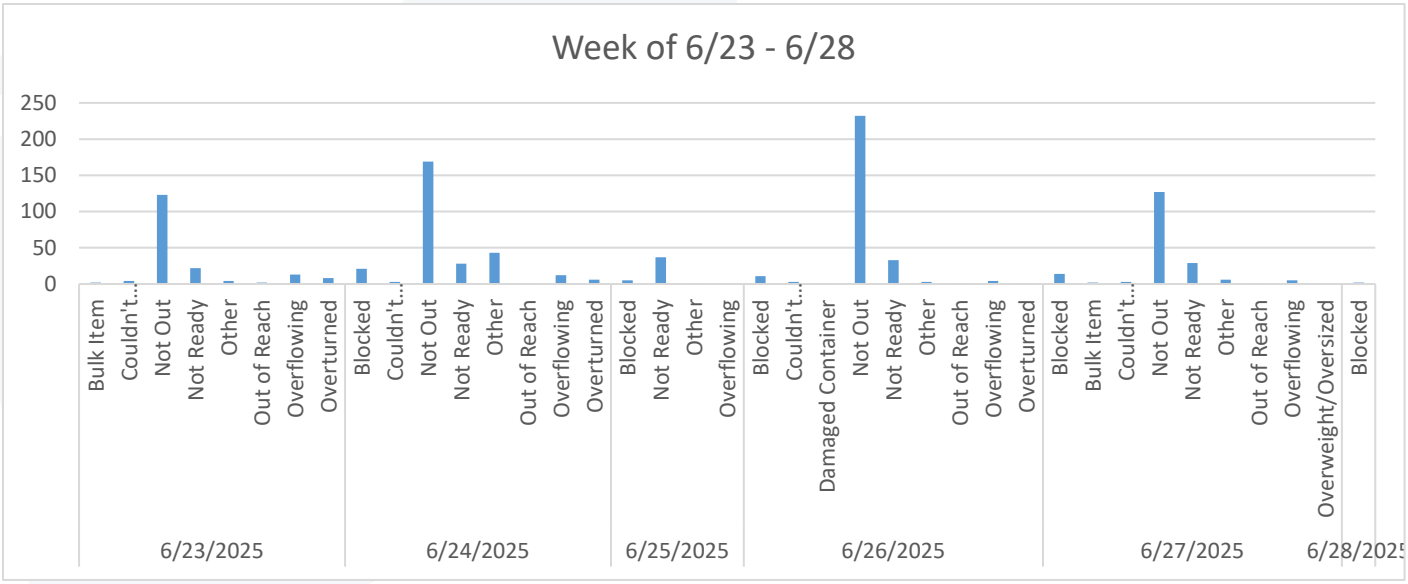
Pickup Reports

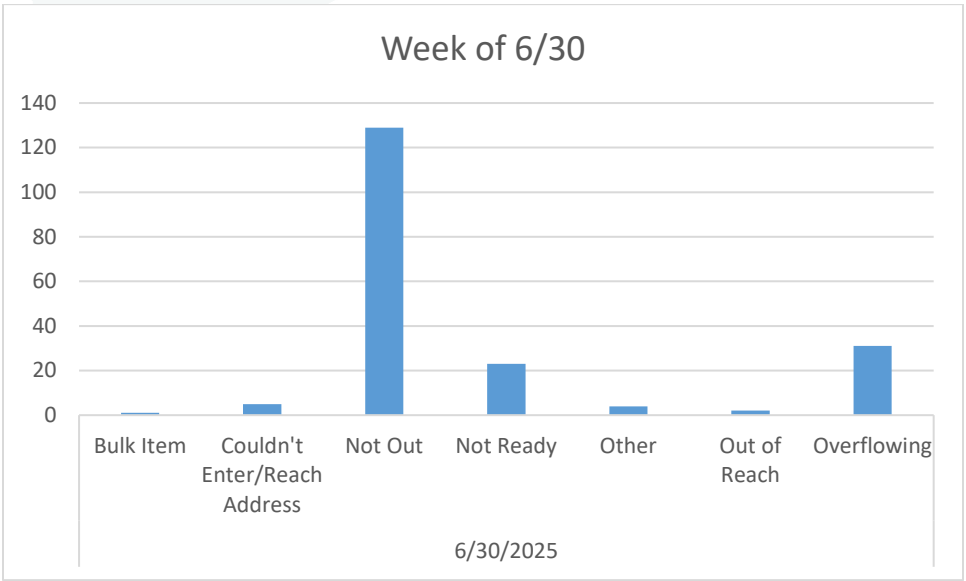
Pickup Reports are broken down by week to week. They show the number of Issues the drivers run into every day. To better view the data we split it into weeks.











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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)

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 15.

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:

Department Report - Water Maintenance & Transmission

Attachments

Water Maintenance & Transmission Monthly Report

Water Maintenance and Transmission

Monthly Report for June 2025

By Andrew Valadez

WORK ORDERS:

Work Orders by Category	This Month	Year to Date
Main Break	11	30
Main Break - Unfounded	3	5
Replace Mainline Valve	3	18
Service Line City Side Leak	123	530
Service Line Customer Side Leak	16	91
Service Line Break Unfounded	0	2
Meter Box Repair	10	34
Customer No Water - Unfounded	11	69
Hydrant Repair	0	20
Meter Call Returned to Central Control	0	27
New Service	2	22
New Fire Line	0	0
Abandon Service	2	3
811 Utility Locate	466	3256
Other- Misc.	22	112
Move Outs	0	2

PROJECTS:

	Current	Future
1		
2		
3		
4		
5		
6		
7		
8		

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 16.

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Central Control

Attachments

Central Control Monthly Report

Central Control Monthly Report for

June 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 the program installed for the Kerr wells and they are running in auto. Still working on programming for the RIAC wells and the intown wells.
- RIAC well 4 has the new building done and new well set up waiting for Electrical to be installed.
- Kerr well 3 is tripping the main line link when trying to start up will have electrician check for issue.
- 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.

- Kerr well 1 has to replace the air vent float broke leaking water to drain.
- Landfill well discharge line broke flooded room burnt out the Stenner pump control module had to replace.

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 17.

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:

Department Report - Waste Water Treatment Plant & Sewer

Attachments

Waste Water Treatment Plant Monthly Report

ROSWELL
Waste Water

WWTP MONTHLY REPORT FOR JUNE 2025

Sewer Crew (Collections)

PSU- STOP UPS-10 SHOT LINE TO SATISFY CUSTOMER-4

POINT REPAIR – 0

SHOT LINE DUE TO DEAD END - 0

SEWER ODOR - 2

MANHOLE LID MISSING- 0

TELEVISE LINE – 0

ASSIST WATER DEPT-2

SEWAGE SPILLAGE – 0 SSO

Raw Sewage 0

WKLY MAINTENANCE SOUTHSIDE UNIT 355

WKLY MAINTENANCE NORTHSIDE UNIT 356

Sewer Crew is assisting Frank with Streets Dept. with storm drains to help clear them from debris mud and grit and will be a continuous project total of 30

Total of 6 in Department to include (2) Sr. Equipment Operators (4) Equipment Operators Positions requires CDL class B with tank and air brake endorsements

New line excavated and replaced old clay pipe at RIAC. A major pipeline that feeds into RIAC lift station.

Sewer crew monitored the sewer line by Tierra Berrenda closely during recent heavy rainfall event. The sewer crews work tirelessly around the clock to maintain any sewer areas the might flood with rain water during flood type events in Roswell.

PLANT OPERATORS

Monthly Plant flow – 98.08 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 south screw press has reached its 120 hours and north screw press is not operational as technicians bring in replacement parts and trouble shoot screw presses are ongoing. Air handler not operational due to some electrical issues and electricians are needing to do additional work and the new ordered electrical bucket and has been installed by Corbins electric on 6/27/25. Rhoads did come out on site to replace a VFD for the AHU. (Air Handler Unit)

Continuous repairs are being done to our UTV mules which are utilized to help transport equipment to and from buildings. Currently down to only 2 that is fully operational. Unit 366 and Unit 368 are needing further repairs and placed on hold. Repairs will be completed in new fiscal year if possible.

Daily/Regular maintenance as needed on equipment

Wkly cleaning of irrigation screens

Drying Beds at max capacity.

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

Case Loader for our facility information was given to safety and fleet mngr Becky Hicks on 2/12/25 has been submitted to remove from Asset Inventory.

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

Total Employees 8 – partially staffed to include

(1) Sr Operator

(5) WWTP Operators plant operations

(1) Maintenance Worker I maintain grounds and buildings

1 **VACANT** Maintenance Worker

LAB

Monthly Bac -T 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

8-Private Pay (private wells)

Artesia Soft Water System-4

NICE ICE-3

Rob Jagger-0

Floyd Lard -1

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)

(20) Monitoring Wells – 2nd Quarter sampling completed on 4/7-8/25

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

Odd months test for **503.13 Sludge Samples**

Industrial surcharge sampling inspection for month of April

Bill surcharge to restaurants monthly and deposit of checks received

Monthly billing septic haulers

Total of 7 to include

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

Industrial User Inspection

Vestis 6/9/25

Dean Baldwin 6/16/25

Restaurant sampling for surcharge billing - 6

Total employees - (1) Pretreatment coordinator

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 18.

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Streets

Attachments

June Monthly Report

Monthly Report for June 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

Before the drain clean-up after the storm



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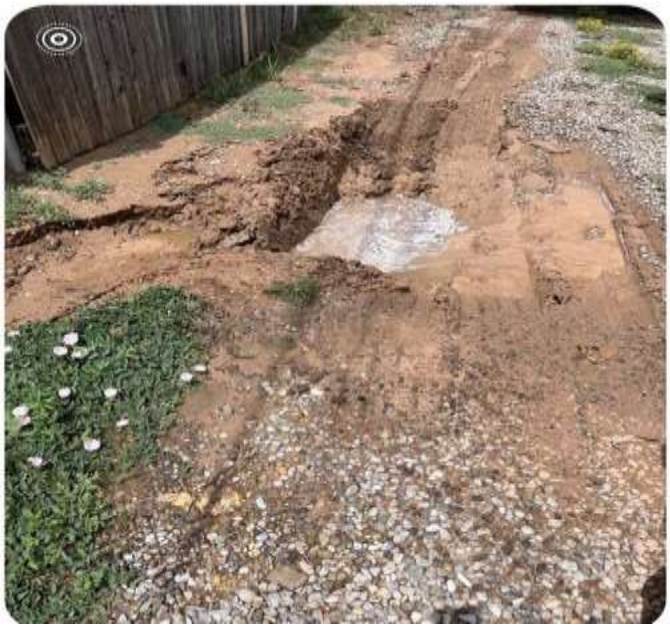
After the drain cleanout



Sinkhole on N Ohio Mid Alley



Robins Dr Alley



Monthly Report for June 2025

Cahoon Sinkhole Alley



E Cherry Alley Repair



Fallen Tree after the storm



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TEL: 575.624.6730
FAX: 575.624.6709

Quantities of Materials for the Month

The patch and street maintenance crews used 38.5 tons of cold mix, 108 bags of Poly patch material, and 11.14 tons of hot mix.

The alley crews have used 36 loads of gravel, 13 loads of road base, 6 loads of millings & 23 loads of sweeping waste taken to the landfill, and 63 loads of water.

The crusher crew loaded 9 loads of millings & crushed 250tons of gravel. They also had 24 loads of trees, tree branches.

The sweeper crew had 257 loads of daily sweeping waste this month.

The herbicide crew has sprayed 630 gallons of weed killer to control weeds on City property.

The sign shop personnel have replaced or added 27 signs, 6 sign posts, and 6 studs.

Projects Upcoming

All projects completed for FY2025

Equipment Brief

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

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 19.

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Special Electronics

Attachments

Special Electronics' Department Monthly Report

SPECIAL ELECTRONICS

MONTHLY REPORT FOR JUNE 2025

LOCATES

LOCATES CLEARED: 248

LOCATES MARKED: 9

EMERGENCY LOCATES: 43

CONFRENCE ATTENDED: 2

CALL OUTS

PINE LODGE & 285 FLASH X2

MCGAFFEY & SUNSET FLASH

ALAMEDA & 285 POWER OUT

BERRENDO & MAIN POWER OUT

2ND & RICHARDSON FLASH

BRASHER & 285 POWER OUT

RPD VIDEO

COLLEGE & 285X2

MCGAFFEY MAIN

3RD & MAIN

4TH & 285

5TH & 285

COUNTRY CLUB & 285

MAINTAINANCE

PUT UP FLAGS FOR FLAG DAY

PUT UP BANNERS FOR UFO FESTIVAL

REPAIRED AND INSTALLED TWO PEDESTRIAN LIGHTS

REINSTALLED MOTOR ON CRUSHER PLANT

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 20.

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:** Darrell Johnson

DEPARTMENT NAME:
Department Report - Engineering

Attachments

Engineering Project Dashboard
Monthly Annual Maintenance Report
Community Development Support - Monthly Report

City of Roswell Engineering Department Projects Status

7/15/2025

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
BUDGET: $ 1,500,000
FUNDING SOURCE: 100% City funds
EST. COMPLETION: Fall 2025
PROJECT STATUS: 0%

Streets to be selected by using Pavement Condition Survey and field review by Streets & City Engineer.

FY 25 - Nova Chip Pavement Maintenance — **$800,000 approved for budget FY 25**

SCOPE: Only Micro-surfacing of various streets
BUDGET: $ 800,000
FUNDING SOURCE: 100% City funds
EST. COMPLETION: Fall 2025
PROJECT STATUS: 0%

Streets selected by using Pavement Condition Survey and field review by Streets & City Engineer. Quote received utilizing NMDOT statewide price agreement

Hobson Road Flood Prevention Project — **Construction awarded to Constructors, 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: 0%

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, awarded 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 — **Kick off Meeting Held 12/6/2023**
City $0
Other $0
Total $800,000
FUNDING SOURCE: Legis. Grant
EST. COMPLETION: 12.31.24 Design Only
PROJECT STATUS: Design 65%

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

2025 CDBG 6th, 7th, 8th sidewalks Railroad to Garden

SCOPE: Design & construct sidewalk & ADA improvements 6th, 7th, & 8th Railroad to Garden
BUDGET: CDBG Grant $1,300,000
City $130,000
Other $0
Total $0
FUNDING SOURCE: CDBG Grant
EST. COMPLETION: 1.31.26 Design Only
PROJECT STATUS: Design 0%

CDBG Grant application paperwork in progress. Local COG staff supporting application preparation. Design to be completed in house pending funding award

2nd Street Overlay Pavement Maintenance

SCOPE: Overlay and restriping 2nd Street from Sunset to East City Limits
BUDGET: NMDOT Grant $1,444,000
City $76,000
Total $1,520,000
FUNDING SOURCE: NMDOT TPF
EST. COMPLETION: Spring 2026 Estimated
PROJECT STATUS: 0%

It is anticpiated that this project will be awarded through NMDOT TPF funding. Tentative official award Fall 2025

Elm St. Bridge (Rio Hondo south of 2nd St.) — **NMDOT Agreement approved by September Council.** **Reccomended Award to Abraham's Construction** **In Progress - Project started 1/21/25**

SCOPE: Remove & replace existing bridge with CBC bridge
BUDGET: Survey/Hydrology City Engr. Dept.
Plans/Permits City Engr. Dept.
Right of Way $0
Construction $2,440,000
FUNDING SOURCE: NMDOT $2,440,000
EST. COMPLETION: 6/30/2025
PROJECT STATUS: 67%

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

SCOPE: Design replacement lift station for RAC lift station located on Hobson Rd. — **Design complete**

BUDGET: $251,000

FUNDING SOURCE: City Funds

EST. COMPLETION: 6/30/2025

PROJECT STATUS: Design 100%

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 complete

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: 26%

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 awarded**

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. Construction awarded to Enviroworks, LLC. Tentative start Fall 2025

36" Waterline Project - N. Montana — **Replace existing 36" concrete pipe**

SCOPE: Replace existing 36" water line from 19th to 8th on N. Montana — **Design to support funding application**

BUDGET: Potential Funding Application

FUNDING SOURCE:

EST. COMPLETION: Design 12/31/2025

PROJECT STATUS: Design 20%

City Engineering to survey and prepare construction plans to support possible funding application.

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.

Portalnd Loo Design

SCOPE: Design Portland Loo Mainstreet Roswell
BUDGET:
FUNDING SOURCE: N/A
EST. COMPLETION:
PROJECT STATUS: Design 50%
Updated quote requested from Portalnd Loo manufacturer for double installation

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.

ROSWELL
Engineering

June 2025

ANNUAL MAINTENANCE MONTHLY REPORT

ITB-24-005

Location	Work Performed	Sidewalk		Curb & Gutter (Linear feet)	Header Curb (Linear feet)	ADA Detector Plate (per job)	ADA Ramps (per job)	Drive Pad/Fillet (per job)	PCCP (yd^2)	Water Valve/Meter Box Adj. (each)	Manhole Adj. (each)	Manhole Replacement (each)	Structural Concrete (yd^3)	Structural Steel (lbs.)	PMBP (tons)	Guardrail (per job)	Work order cost
		(yd^2)	(L.F.)														
#4 STEPHENS CIR.	SWK,DP,PMBP AND C&G		24.0	31.0				1							2.1		$8,801.92
912 DAVIDSON	PM;BP,DP AND SWK		15.5	54.8				1							30.4		$25,974.83
612 W 8TH ST	MH-ADJ									1.0							$4,833.73
612 W 7TH ST	MH-ADJ									1.0							
917 N MAIN ST	MH-ADJ									2.0							
411 TIERRA BERRENDA	MH-ADJ									1.0							
BIRD SANCTUARY	DP							1									$10,637.45
1005-1007 W 2ND ST	SWK		32.3														$5,582.10
20 W ENTERPRISE ST-RV GREY WATER DUMP	WV-ADJ,MH-ADJ, HC AND DP				68.0					2.0	2.0						$10,226.80
#1 HOLLY LOOP	PMBP														6.7		$3,614.51
#37 HOLLY LOOP	PMBP														6.7		
NW COR. OF ORANGE & ORCHARD	PMBP, SWK, C&G, DP AND WV-ADJ		19.5	36.8		1.0	2.0	1		1.0					1.8		$22,483.00
SW COR. OF ORANGE & ORCHARD	PMBP, SWK, C&G, DP AND WV-ADJ		11.0	33.3		1.0	2.0	1							2.3		
500 N. MAIN ST (5TH ST SIDE)	C&G, SWK AND WB-ADJ		26.4	26.8						1.0							$10,235.32
1429 W 2ND ST	PMBP, C&G AND SWK		30.0	35.0		1.0		1							1.5		$10,596.23
400 N RICHARDSON	SC												1				836.19
3402 HIGHLAND RD	SWK & WV-ADJ		17.2							1.0							$13,628.97
ALAMEDA & SEQUOIA	SWK & WV-ADJ		11.3							1.0							
608 S. SYCAMORE(W. BLAND SIDE)	C&G AND PMBP			55.2											5.5		
2215 S. UNION	SWK & ADA-R		11			1	1										
1212 GARDEN & PETRO	PMBP,SWK AND C&G		21	26											2.8		$5,723.98
3105 FUTURA	C&G SWK AND DP		15.8	32.2				1									$8,409.18
1107 N KENTUCKY	C&G			12.5													$3,344.66
2904 N DIAMOND	SWK		5														
612 LA FONDA	SWK		12														
2400 N GRAND	SWK		13.7														
100 S UNION	SWK,C&G AND DP		58.3	48				1		1							
HINKLE RD TO BLAND	SWK,FIL ,PMBP,C&G, AND WV-ADJ		546	35		1	2	1		1					0.8		$53,038.88
NE CORNER OF HENDRICKS	ADA-R,PMBP,SWK AND C&G		26	33.2		1	2	1							0.8		
709 N MISSOURI	DP							1									$3,206.77
SW CORNER OF LA PALOMA DR AND N GARDEN	SWK,C&G AND ADA-R		11.5	9		1	2										$3,990.84
NW COR. OF HERMOSA DR. AND N. GARDEN AVE	SWK,C&G AND ADA-R		39.8	13		2	2										
SW COR. OF E. HERMOSA DR. AND N. GARDEN AVE	SWK,C&G AND ADA-R		36.4	13		2	2										
NW COR. OF W. MIMOSA DR. AND N. GARDEN AVE	SWK,C&G, WV-ADJ AND ADA-R		40.7	13		2	2			1							
CROSSING AT MIMOSA DR. AND N. GARDEN AVE	SWK,C&G AND ADA-R		10	6.5		1	1										
NW CORNER OF DEL NORTE DR (N) AND N GARDEN AVE	SWK,C&G AND ADA-R		26	7		1	2										
SW CORNER OF DEL NORTE DR (N) AND N. GARDEN	SWK,C&G AND ADA-R		23			1	2										
(S) NW. COR. OF DEL NORTE DR. AND N. GARDEN AVE	SWK,C&G AND ADA-R		28.3	7.5		1	2										
613 N MISSOURI	SWK,C&G AND PMBP		40.5	65											2.6		$15,259.70
N GARDEN DEL NORTE	SWK,C&G AND DP		25	30.2				1									$12,646.04
N. GARDEN DEL NORTE - MIMOSA	SWK,C&G AND DP		18	28.7				1									
SE COR. HERMOSA DR. AND N. GARDEN AVE	SWK,C&G AND ADA-R		40.5	20.7		1	2										$44,032.60
NE COR. HERMOSA DR. AND N. GARDENAVE	SWK,C&G, WV-ADJ AND ADA-R		36.2			1	2			1							
G.H.S. N. ENTRANCE FROM N GARDEN AVE	SWK,C&G AND ADA-R		20.5	42		2	2										
G.H.S. MIDDLE ENTRANCE FROM N GARDEN AVE	SWK,C&G AND ADA-R		28.5	40		2	2			1							
G.H.S. S. ENTRANCE FROM N GARDEN AVE	SWK,C&G AND ADA-R		58.6	44.5		2	2										
		0.0	**983.7**	**494.8**	**68.0**	**11.0**	**15.0**	**11.0**	**0.0**	**13.0**	**2.0**	**0.0**	**1.0**	**0.0**	**61.4**	**0.0**	**$277,103.70**

Sidewalk	SWK
Curb & Gutter	C&G
Header Curb	HC
Valley Gutter	VG
ADA Ramps	ADA-R
Drive Pad	DP
Parking Lot	PL
Plant Mix Bitumunious Pavement	PMBP
Structural Concrete	SC

Water Valve/Meter Box Adjustment	WV-ADJ or MB-ADJ
Manhole Adjustment	MH-ADJ

June 2025 Engineering Highlights Report

Community Development Support

Development Reviews
- 611 E Albuquerque
- 5 Petro Drive

Sewer/Utility Cuts,
- 2400 N. Prarie
- 2408 S. Emerald
- 3008 Purdue
- 416 S. Birch
- 1206 N. Richardson

Property Reviews

Driveway, Sidewalk, Fence or Curb Reviews Inspections

Zoning Site Reviews:

ADA Reviews –

Traffic/Speed Reviews & Complaints
- S. Sunset Traffic Study

Infrastructure Acceptance

Drainage Reviews

Street Light Complaints/Concerns
- 706 E. 5th St.

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 21.

Infrastructure Committee
Meeting Date: 07/21/2025
COMMITTEE: Infrastructure
CONTACT: James MacCornack **CHAIR:**

DEPARTMENT NAME:
Department Report - Facility Maintenance

Attachments

Facilities Monthly Report

City of Roswell Projects Status

update 7-15-2025

Facilities Maintenance Department Projects

Year

2025 landfill pressure washer shed

SCOPE: Waiting on Manufacturer

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 wiring

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

SCOPE: lighting projet at fire prevention with rebate
ESTIMATED COST:
FUNDING SOURCE: Unknown — **CITY SHARE:**
$ - **DFA/GRANT #:**
Insurance Claim **OTHER:**

BUDGET:

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

PROJECT CODE NO.:
PURCHASE ORDER NO. — **GL #:**
PROJECT SCHEDULE:
EST. COMPLETION:
PROJECT STATUS:

Phase	% Complete
Conceptual, Design	100%
Schematic Phase	100%
Design Development Phase	100%
RFP, ITB, CES, Proposal	100%
Construction	95%
Substantial Completion	0%
Project Closeout	0%
Vendor	Vendor
Estimated Completeion	Aug-25

Notes:

Year
2025

SCOPE:
ESTIMATED COST:
FUNDING SOURCE:
$ - **CITY SHARE:** $0
$ - **DFA/GRANT #:**
$ - **OTHER:**

BUDGET:

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

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

EST. COMPLETION:
PROJECT STATUS:

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

Notes:

2025

SCOPE:
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	
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