



ROSWELL INFRASTRUCTURE COMMITTEE AGENDA

Monday, SEPTEMBER 21, 2026 AT 2:00 P.M.

City Hall - Mike Mathews Conference Room

425 N. Richardson Ave., Roswell, New Mexico 88201

Committee Chair: Darrell Johnson

Committee Vice Chair: Juan Oropesa

Committee Members: Bob Corn, Kurt Gass, and Carlos Marrujo, Jr.

Staff Coordinator: James MacCornack

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. Approval of the August 17, 2026, Infrastructure Committee Meeting Minutes.

REGULAR ITEMS

2. Consider recommending Resolution 26-XX for participation in FY 2027 TPF NMDOT funding program.
3. Consider sending to Finance Committee approval for Change Order #1 for White Rock Construction PO# 22700384 ITB-26-011 Restroom Remodel.
4. Consider recommending approval of a budget adjustment for flood recovery funds made available through NMFA loan PPRF-07035.

NON-ACTION ITEMS

5. Department Report — Special Electronics
6. Department Report - Streets
7. Department Report — Roswell Transit
8. Department Reports — Solid Waste & Fleet
9. Department Report — Facility Maintenance
10. Department Report — Utilities
11. Department Report — Engineering
12. Department Report — Cemetery
13. Department Report — Parks
14. Department Report — Recreation
15. Department Report — Zoo

TABLED ITEMS

16. Recommend Resolution 26-XX Regarding A New Multi-Generational Area, The Spring River Zoo, Roswell Adult Center, And Peppermint Park.

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 26-12.

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, September 18, 2026.

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Infrastructure Committee

Meeting Date: 09/21/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

ACTION REQUESTED:

Approval of the August 17, 2026, Infrastructure Committee Meeting Minutes.

Attachments

Minutes Draft 8/17/2026

Regular Meeting of the Infrastructure Committee
Held in the City Hall's Mike Mathews Conference Room
August 17, 2026

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4, NMSA 1978 and Resolution 26-12.

ROLL CALL:

The meeting convened at 2:00 p.m. with Chairman Darrell Johnson, Councilor Kurt Gass, Councilor Juan Orpesa, and Councilor Robert Corn, being present, and Councilor Carlos Marrujo being absent.

Staff Present:

Nathaniel Mascarenas, Debbie Reyer, Abraham Chaparro, Andrew Valadez, Naomi Steward, James MacCornack, Hess Yntema, Frank Rincon, Bobbi Thompson Louise Romero II, Valente Ruiz, Amalia Martinez, Mac Rogers, Angela Garcia, Mayor Tim Jennings, Councilor Cristina Arnold, Councilor Juliana Halvorson, Councilor Will Cavin, Ted Garcia, Stacey McGuigan

Guest(s) Present:

Rita Kane-Doerhoefer, Julius Smith, Vivian Moore, Brandi McClain, Brooke Marker, Del Journey, Greg Graves, Desiree Ratton

APPROVAL OF AGENDA:

Councilor Robert Corn moved to approve the agenda for August 17, 2026, as presented. Councilor Kurt Gass was the second. A voice vote of 4-0 was unanimous, and the motion passed with Councilor Carlos Marrujo being absent.

APPROVAL OF MINUTES:

1. Approval of the July 20, 2026 Minutes:

Councilor Gass moved to approve the minutes from the July 20, 2026 meeting as presented. Councilor Corn was the second. A voice vote of 4-0 was unanimous, and the motion passed with Councilor Carlos Marrujo being absent.

REGULAR ITEMS (ACTION ITEMS):

2. Consider recommending approval of a budget adjustment in the amount of \$55,757.83 for purchase of a new septic system from TLC in the amount of \$105,575.83 utilizing state contract 30-00000-23-00084BA to the Finance Committee.

Abraham Chaparro presented a recommendation for a budget adjustment in the amount of \$55,575.83. He explained that the project requires installation of a new line, a larger tank, new distribution lines, and removal of existing equipment. Mr. Chaparro reported that TLC submitted a quote exceeding the originally approved amount due to the additional work required. He further stated that no other local companies expressed interest in bidding on the project. ***Councilor Gass moved to recommend approval of a budget adjustment in the amount of \$55,757.83 for the purchase of a new septic system from TLC in the amount of \$105,575.83 utilizing state contract 30-00000-23-00084BA to the***

Finance Committee. Councilor Corn was the second. A voice vote of 4-0 was unanimous, and the motion passed with Councilor Marrujo being absent.

3. Recommending resolution 26-XX regarding a new multi-generational area, The Spring River Zoo, Roswell Adult Center, and Peppermint Park

City Manager Hess Yntema presented a preliminary overview of proposed improvements to enhance and maximize the use of the Spring River Zoo and Adult Center. He reported that the annual operating cost of the Spring River Zoo is approximately \$1,000,000, while the Adult Center's annual operating cost is approximately \$349,000. Mr. Yntema also discussed the potential opportunity to utilize FEMA funding and noted that the city would have an 18-month period to complete any approved project improvements.

Mr. Yntema outlined several conceptual options for the Adult Center and surrounding areas, including development of a community garden in partnership with the Roswell Garden Club, basketball and tennis courts, pickleball courts, soccer fields, a dog park with three separate runs, fishing pole and racket rentals, rentable event space, reconstruction of the carousel, a state-of-the-art children's gymnasium, and the construction of an ADA-accessible bridge and walking path around the pond.

During discussion, Rita Kane-Doerhoefer suggested relocating parking areas to improve accessibility to the classroom and workshop buildings. Staff noted that this item had also been referred to the Public Safety and Legal Committee for review and that no action taken at this time would interfere with consideration of the proposal by those committees. **Councilor Corn moved to table this item. Councilor Gass was the second. A voice vote of 4-0 was unanimous, and the motion passed with Councilor Marrujo being absent.**

NON-ACTION ITEMS:

4. Infrastructure Committee open to discussion on sewer rate structure

Councilor Cristina Arnold stated there are concerns about the sewer rates charged when issues are identified leaving some citizens to be billed at a higher rate until the sewer rates are averaged again after the winter months. Councilor Cristina Arnold provided an example of how customer should be able to keep the water on while seeking assistance and suggested raising funds for a case manager to assist with resolving these specific issues.

Councilor Corn stated it would be optimal to address the individual issues instead of reconstructing the billing system.

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

5. Fleet & Solid Waste Report
6. Roswell Transit Report:
7. Streets Report:

Frank Rincon stated that the contractor San Bar is scheduled to start the restriping 2nd St. later in the week of 08/17/2026.

James MacCornack reported he is working with the contractor to schedule the next big project of

Hot Recycle and Overlay this fall for the target area College to 2nd and Union to Main. Councilor Robert Corn inquired about the Atkinson project. James MacCornack responded the project has been submitted to NMDOT TPF project for funding and formal awards are done around October and November as the top project for District 2. Robert Corn Inquired about McGaffey from Main to Atkinson. James confirmed the project was submitted to NMDOT TPF list.

8. Special Electronics' Report:

9. Utilities Report:

Chairman Darrell Johnson inquired about the status of the emergency pump station on Hobson Road. James MacCornack reported that the project remains on schedule, with a target completion date of November 2027.

Andrew Valadez reported that the city has realized approximately \$200,000 in cost savings by performing line maintenance and servicing activities in-house through the Water Maintenance Division.

Chairman Johnson also requested an update on the reservoir tank project. Mr. MacCornack stated that a new package had been received from Tank Industry Consultants and that staff had begun the process of contacting contractors to move the project forward.

10. Engineering Report:

James MacCornack stated the CDBG project for \$2,000,000 for the Edgewood Subdivision was submitted to the state to address the water lines.

11. Cemetery Report: Report not submitted

12. Parks Report: Report not submitted

13. Zoo Report: Report not submitted

PUBLIC PARTICIPATION:

Ms. Rita Kane-Doerhoefer stated there will be a pollinator garden out at the cemetery and asked for volunteers.

Mr. Julius Smith commented on the zoo and if kept open would make a difference for children and rehabilitation to increase the engagement with the animals there.

ADJOURN:

The meeting adjourned at 2:59:17 PM

Infrastructure Committee

Meeting Date: 09/21/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

ACTION REQUESTED:

Consider recommending Resolution 26-XX for participation in FY 2027 TPF NMDOT funding program.

BACKGROUND:

Initiated by: James MacCornack

The City was notified that we have been awarded FY 2027 funding under the NMDOT TPF program. City was awarded a project for pavement rehab and ADA improvements on S. Atkinson Rd from McGaffey to Brasher in the amount of \$2,733,000 (\$2,596,350 NMDOT funds, \$136,650 City Match).

FINANCIAL CONSIDERATION:

Total award is \$2,733,000 (\$2,596,350 NMDOT funds, \$136,650 City Match).

LEGAL REVIEW:

Resolution has been submitted to City Attorney for review.

BOARD AND COMMITTEE ACTION:

Consider recommending Resolution 26-XX for participation in FY 2027 LGRF NMDOT funding program.

Attachments

TPF Funding Agreement
Draft Resolution 26-XX

Contract No. _____
Vendor No. 0000054357
Control No. HW2LP20084

TRANSPORTATION PROJECT FUND GRANT AGREEMENT

This Agreement is between the **New Mexico Department of Transportation** (Department) and **City of Roswell** (Public Entity). This Agreement is effective as of the date of the last party to sign it on the signature page below.

Pursuant to NMSA 1978, Sections 67-3-28 and 67-3-78 and 18.27.6 NMAC, the parties agree as follows:

1. Purpose.

The purpose of this Agreement is to provide Transportation Project Funds (TPF) to the Public Entity for the following project scope **S. Atkinson Ave. Pavement Rehabilitation & ADA-Rehabilitation of existing pavement, re-striping, and ADA improvements on S. Atkinson Avenue from McGaffey St to Basher St.** (Project or CN LP20084). This Agreement specifies and delineates the rights and duties of the parties.

2. Project Funding.

- a. The estimated total cost for the Project is Two Million Seven Hundred Thirty Three Thousand Dollars and No Cents (**\$2,733,000.00**) to be funded in proportional share by the parties as follows:

Project Funding	Department Share	Public Entity Share	Total Cost
Funding Source 1	95%	5%	
<u>FY 2027 Transportation Project Fund</u> For the purpose stated above in Section 1.	\$2,596,350.00	\$136,650.00	\$2,733,000.00
Total Transportation Project Funds			\$2,733,000.00

- b. The Public Entity is responsible for all costs that exceed Project funding.
c. All allocated funds must be spent by **June 30, 2029**.
d. The Public Entity represents that no federal funds will be used to finance the Project.
e. The Public Entity must repay Project funding to the Department if:
1. The Project is cancelled or partially performed.
2. A final audit conducted by the Department at Project completion determines the following: an overpayment, unexpended monies or ineligible expenses.

3. The Department:

- a. Shall distribute the funds, identified in Section 2a1, in a lump sum to the Public Entity after:
 1. The Department has received this Agreement fully executed with a Resolution of Sponsorship attached as Exhibit B.
 2. Receipt of a letter requesting funds, which includes the following Project documents: Notice of Award/Work Order and Notice to Proceed for the Project.
 3. If a department's or another entity's right-of-way is involved, a permit or letter of approval/authorization, from the entity with jurisdiction over the Project right-of-way.
- b. Will not:
 1. Perform any detailed technical reviews of Project scope, cost, budget, schedule, design or other related documents;
 2. Have any involvement in the construction phase;
 3. Be involved in permit preparation or the review or coordination with regulatory agencies.
 4. Conduct periodic assurance inspections or comparison material testing.
 5. Participate in resolving bidding and contract disputes between the Public Entity and contractors.
- c. May perform Project monitoring that might consist of the following:
 1. Review of Project status to ensure that project goals, objectives, performance requirements, timelines, milestone completion budgets and other guidelines are being met.
 2. Request written Project status reports.
 3. Conduct a review of the Local Entity's performance and administration of the Project funds identified in Section 2a.
- d. Reserves the right, upon receipt of the Public Entity's Certification of Completion, Exhibit A, to request additional documents that demonstrate Project completion.
- e. If required, the District Engineer or designee, will conduct a Project review to determine if permit is required from the Department. If there is a determination that a permit is not required, a letter of approval and authorization will be forwarded to the Public Entity.

4. The Public Entity Shall:

- a. Act in the capacity of lead agency for the purpose as described in Section 1.
- b. Procure and award any contract in accordance with applicable procurement law, rules, regulations and ordinances.
- c. Be responsible for all design activities necessary to advance the Project to construction and coordinate construction.
- d. Unless otherwise specified in a letter of authorization or permit, design and construct the Project in accordance with the Public Entity's established design standards.
- e. Have sole responsibility and control of all project phases and resulting quality of the completed work.
- f. If the Project is in full or on a portion of a state highway, on a department right of way or a National Highway System route:
 1. Obtain from the Department a permit in accordance with 18.31.6.14 NMAC, State Highway Access Management Requirements or a letter of authorization; and

2. Design and construct the Project in accordance with standards established by the Department.
- g. Adopt a written resolution of Project support that includes a commitment to funding, ownership, liability and maintenance. The resolution is attached to this Agreement as Exhibit B.
- h. Consider placing pedestrian, bicycle and equestrian facilities in the Project design in accordance with NMSA 1978, Section 67-3-62.
- i. Comply with any and all state, local and federal regulations including the Americans with Disabilities Act (ADA) and laws regarding noise ordinances, air quality, surface water quality, ground water quality, threatened and endangered species, hazardous materials, historic and cultural properties, and cultural resources.
- j. Be responsible for all permit preparation, review and coordination with regulatory agencies.
- k. Cause all designs, plans, specifications and estimates to be performed under the direct supervision of a Registered New Mexico Professional Engineer, in accordance with NMSA 1978 Section 61-23-26.
- l. Allow the Department to perform a final inspection of the Project and all related documentation to determine if the Project was constructed in accordance with the provisions of this Agreement. At the Department's request, provide additional documentation to demonstrate completion of the required terms and conditions.
- m. Meet with the Department, as needed, or provide Project status reports within thirty (30) days of request.
- n. Within 60 days after Project completion, provide the Certification of Completion, which is attached as Exhibit A, that it has complied with the requirements of 18.27.6 NMAC and this Agreement.
- o. Upon completion, maintain all the Public Entity's facilities constructed or reconstructed under this Agreement.

5. Both Parties Agree:

- a. Upon termination of this Agreement any remaining property, materials, or equipment belonging to the Department will be accounted for and disposed of by the Public Entity as directed by the Department.
- b. Unless otherwise indicated in a letter of authorization, the Project will not be incorporated into the State Highway System, and the Department is not assuming maintenance responsibility or liability.
- c. Pursuant to NMSA 1978, Section 67-3-78, Transportation Project Funds granted under this provision cannot be used by the Public Entity to meet a required match under any other program.
- d. The requirements of 18.27.6 NMAC are incorporated by reference.
- e. The inability to properly complete and administer the Project may result in the Public Entity being denied future grant funding.

6. Term.

This Agreement becomes effective upon signature of all parties. The effective date is the date when the last party signed the Agreement on the signature page below. This Agreement terminates on the earliest of the following dates: (a) Department receipt of the Certification of

Completion or (b) **June 30, 2029**. In the event an extension to the term is needed, the Public Entity shall provide written notice along with detailed justification to the Department sixty (60) days prior to the expiration date to ensure timely processing of an Amendment. Neither party shall have any obligation after said date except as stated in Sections 2e, 4l, 4n and 7.

7. Termination.

If the Public Entity fails to comply with any provision of this Agreement, the Department may terminate this Agreement by providing thirty (30) days written notice. This Agreement may also be terminated pursuant to Section 15. Neither party has any obligation after termination, except as stated in Sections 2e, 4l, 4n and 7.

8. Third Party Beneficiary.

It is not intended by any of the provisions of any part of this Agreement to create in the public or any member of the public a third party beneficiary or to authorize anyone not a party to the Agreement to maintain a suit(s) for wrongful death(s), bodily and/or personal injury(ies) to person(s), damage(s) to property(ies), and/or any other claim(s) whatsoever pursuant to the provisions of this Agreement.

9. New Mexico Tort Claims Act.

As between the Department and Public Entity, neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, Section 41-4-1, *et seq.*

10. Contractors Insurance Requirements.

The Public Entity shall require contractors and subcontractors hired for the Project to have a general liability insurance policy, with limits of liability of at least \$1,000,000 per occurrence. The Department is to be named as an additional insured on the contractors, and subcontractor's policy and a certificate of insurance must be provided to the Department and it must state that coverage provided under the policy is primary over any other valid insurance.

To the fullest extent permitted by law, the Public Entity shall require the contractor and subcontractors to defend, indemnify and hold harmless the Department from and against any liability, claims, damages, losses or expenses (including but not limited to attorney's fees, court costs, and the cost of appellate proceedings) arising out of or resulting from the negligence, act, error, or omission of the contractor and subcontractor in the performance of the Project, or anyone directly or indirectly employed by the contractor or anyone for whose acts they are liable in the performance of the Project.

11. Scope of Agreement.

This Agreement incorporates all the agreements, covenants, and understandings between the parties concerning the subject matter. All such covenants, agreements, and understandings have been merged into this written Agreement. No prior Agreement or understandings, verbal or otherwise, of the parties or their agents will be valid or enforceable unless embodied in this Agreement.

12. Terms of this Agreement.

The terms of this Agreement are lawful; performance of all duties and obligations must conform with and not contravene any state, local, or federal statutes, regulations, rules, or ordinances.

13. Legal Compliance.

The Public Entity shall comply with all applicable federal, state, local, and Department laws, regulations and policies in the performance of this Agreement, including, but not limited to laws governing civil right, equal opportunity compliance, environmental issue, workplace safety, employer-employee relations and all other laws governing operations of the workplace. The Public Entity shall include the requirements of this Section 13 in each contract and subcontract at all tiers.

14. Equal Opportunity Compliance.

The parties agree to abide by all federal and state laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, pertaining to equal employment opportunity. In accordance with all such laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, the parties agree to assure that no person in the United States will, on the grounds of race, color, national origin, ancestry, sex, sexual preference, age or handicap, be excluded from employment with, or participation in, any program or activity performed under this Agreement. If the parties are found to not be in compliance with these requirements during the term of this Agreement, the parties agree to take appropriate steps to correct these deficiencies.

15. Appropriations and Authorizations.

The terms of this Agreement are contingent upon sufficient appropriations and authorizations being made by the governing board of the Public Entity, the Legislature of New Mexico for performance of the Agreement. If sufficient appropriations and authorizations are not made by the Public Entity and the Legislature this Agreement will terminate upon written notice being given by one party to the other. The Department and Public Entity are expressly not committed to expenditure of any funds until such time as they are programmed, budgeted, encumbered, and approved for expenditure.

16. Accountability of Receipts and Disbursements.

There shall be strict accountability for all receipts and disbursements relating to this Agreement. The Public Entity shall maintain all records and documents relative to the Project for a minimum of five (5) years after completion of the Project. The Public Entity shall furnish the Department and State Auditor, upon demand, any and all such records relevant to this Agreement. If an audit finding determines that specific funding was inappropriate or not related to the Project, the Public Entity shall reimburse that portion to the Department within thirty (30) days of written notification. If documentation is insufficient to support an audit by customarily accepted accounting practices, the expense supported by such insufficient documentation must be reimbursed to the Department within thirty (30) days.

17. Severability.

In the event that any portion of this Agreement is determined to be void, unconstitutional or otherwise unenforceable, the remainder of this Agreement will remain in full force and effect.

18. Applicable Law.

The laws of the State of New Mexico shall govern this Agreement, without giving effect to its choice of law provisions. Venue is proper in a New Mexico Court of competent jurisdiction in accordance with NMSA 1978, Section 38-3-1(G).

19. Amendment.

This Agreement may be amended by an instrument in writing executed by the parties.

The remainder of this page is intentionally left blank.

In witness whereof, each party is signing this Agreement on the date stated opposite that party's signature.

NEW MEXICO DEPARTMENT OF TRANSPORTATION

By: _____
Cabinet Secretary or Designee

Date: _____

Approved as to form and legal sufficiency by the New Mexico Department of Transportation's Office of General Counsel

By: _____
Assistant General Counsel

Date: _____

City of Roswell

By: _____

Date: _____

Title: _____

Attest: _____

Title: _____

EXHIBIT A

CERTIFICATION OF PROJECT COMPLETION

Public Entity:

Control No. LP20084

I, _____, in my capacity as _____ of _____ certify in regard to Control No. **LP20084**:

1. That the Public Entity has complied with the terms and conditions of the requirements under this Agreement and 18.27.6 NMAC.
2. That all work in was performed in accordance with the Agreement.
3. That the total Project cost of _____, with New Mexico Department of Transportation 95% share of _____ and the Public Entity share of _____ is accurate, legitimate, and appropriate for the Project.
4. That the Project was completed on _____ of _____, 20_____

In Witness Whereof, _____ in his/her capacity as _____ of _____ certify that the matters stated above are true to his/her knowledge and belief.

City of Roswell

By: _____ Date: _____

Title: _____ Date: _____

ATTEST:

By: _____ Date: _____

Public Entity Clerk

When completed, send Certification of Project Completion to the District Coordinator, New Mexico Department of Transportation.

EXHIBIT B
RESOLUTION
City of Roswell

PARTICIPATION IN TRANSPORTATION PROJECT FUND PROGRAM ADMINISTERED BY
NEW MEXICO DEPARTMENT OF TRANSPORTATION

WHEREAS, the **City of Roswell** and the New Mexico Department of Transportation have entered into a grant agreement under the Transportation Fund Program for a local road project.

WHEREAS the total cost of the project will be \$2,733,000 to be funded in proportional share by the parties hereto as follows:

- a. New Mexico Department of Transportation's share shall be 95% or \$2,596,350.00

and

- b. **City of Roswell**'s proportional matching share shall be 5% or \$136,650.00

TOTAL PROJECT COST IS \$2,733,000.00

The **City of Roswell** shall pay all costs, which exceed the total amount of \$2,733,000.00.

Now therefore, be it resolved in official session that **City of Roswell** determines, resolves, and orders as follows:

That the project for this Cooperative agreement is adopted and has a priority standing.

The agreement terminates on June 30, 2029 and the **City of Roswell** incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.

Now therefore, be it resolved by the **City of Roswell** to enter into Cooperative Agreement for Project Control Number **LP20084** with the New Mexico Department of Transportation for the TPF Program for year 2027 for S. Atkinson Ave. Pavement Rehabilitation & ADA-Rehabilitation of existing pavement, re-striping, and ADA improvements on S. Atkinson Avenue from McGaffey St to Basher St.- within the control of the **City of Roswell** in New Mexico.

(Appropriate Signatures below (Council, Commission, School Board, Tribe, Pueblo, Nation, etc.)

(PRINTED NAME, POSITION)

DATE

(PRINTED NAME, POSITION)

DATE

**PARTICIPATION IN TRANSPORTATION PROJECT FUND PROGRAM
ADMINISTERED BY NEW MEXICO DEPARTMENT OF TRANSPORTATION**

WHEREAS, the total cost of the project will be **\$2,733,000** to be funded in proportional share by the parties hereto as follows:

And

TOTAL PROJECT COST IS \$2,733,000.00. and;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL IN OFFICIAL SESSION AS THE GOVERNING BODY OF THE CITY OF ROSWELL, NEW MEXICO, THAT CITY OF ROSWELL DETERMINES, RESOLVES, AND ORDERS AS FOLLOWS:

b. The agreement terminates on June 30, 2029 and the City of Roswell incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.

Enter into Cooperative Agreement for Project Control Number LP20084 with the New Mexico Department of Transportation for the TPF Program for year 2027 for S. Atkinson Ave. Pavement Rehabilitation & ADA-Rehabilitation of existing pavement, re-striping, and ADA improvements on S. Atkinson Avenue from McGaffey St to Basher St.- within the control of the City of Roswell in New Mexico

1
2 PASSED, ADOPTED, SIGNED and APPROVED _____, _____.
3

4 CITY SEAL
5

6
7 _____
8 Timothy Z. Jennings, Mayor

9
10 ATTEST

11 _____
12 Amalia Martinez, City Clerk

DRAFT

Infrastructure Committee

Meeting Date: 09/21/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

ACTION REQUESTED:

Consider sending to Finance Committee approval for Change Order #1 for White Rock Construction PO# 22700384 ITB-26-011 Restroom Remodel.

BACKGROUND:

Initiated by: Becky Hicks

ITB 26-011 was awarded to White Rock Construction and PO# 22700384 was issued on 7/27/26. Two companies responded to our request for bids. White Rock Construction was low bid and awarded the contract at \$139,030.83. Pluma, LLC also bid on the project, their estimate was \$288,808.53 plus GRT. Currently, White Rock has submitted a Project Change Order #1 at a cost of \$74,510.84 (including GRT). That brings the total estimate to \$213,541.67. The items on the change order are necessary to complete the project but were not originally included in the scope of work on ITB-26-011.

FINANCIAL CONSIDERATION:

Original funding for this project in FY26 was 281,296.36. However, for FY27 the budget was decreased to the \$139,030.83 awarded to White Rock Construction. A capital budget adjustment is necessary in the amount of \$74,510.84.

LEGAL REVIEW:

No legal review required at this time.

BOARD AND COMMITTEE ACTION:

Infrastructure is the first committee to hear this item.

STAFF RECOMMENDATION:

Proceed as presented.

Attachments

White Rock Construction Change Order #1

White Rock Construction & Services Inc.

306 1/2 N Richardson Ave

Roswell, NM 88201 US

5759104338

Ben@WRconst.net

**ADDRESS**

City of Roswell

SHIP TO

Transit Building Restrooms

CHANGE ORDER 1

515 N Mian St

Roswell, NM 88201

Estimate 2026-108**DATE** 08/17/2026

DATE		DESCRIPTION	QTY	RATE	AMOUNT
	White Rock Construction & Services, Inc	Scope of work: Remove and replace the west wall and the ceiling in the men's restroom. Remove and replace a 2' wide X 40' long section of asphalt in the parking area and remove and replace a 2' X 2' section of concrete in the new janitor sink location. Excludes: Removing and replacing of any other walls. Qualifications: The wall and the ceiling will be framed back with metal studs. Drywall will be 5/8" drywall.	1	0.00	0.00T
	electrical	Scope of work: Remove duplex receptacle and handy box. Install a deep 4sq and a GFCI outlet with a raised surface cover. Excludes: New circuit. Relocating outlet.	1		0.00T

DATE	DESCRIPTION	QTY	RATE	AMOUNT
Plumbing	Scope of work: Demo existing venting and water lines behind chase to make room for new installation. Install new underground line to feed the two lavatories, 2 urinals. 2 floor drains and 4 toilets. PVC pipe and fittings. Run new domestic water line from existing 2" drop, install new isolation valve and shock arrestors. Copper pipe and fittings for new water service lines. Run 4" sewer line for second story to exterior wall, drop down wall and exit building to new 4" main in parking area. Re locate mop sink to exterior wall in janitors' closet, move water across ceiling and route to new faucet. Excludes: Sink in the break area.	1		0.00T
Engineering Fees	Redesign the existing plans to only reflect the scope of work for the restroom remodel.	1	0.00	0.00T

DATE	DESCRIPTION	QTY	RATE	AMOUNT
project labor	White Rock Construction: Restroom Scope increase of \$3,388.35 Sewer Line Scope increase of \$5,200.73 Water Line Scope increase of \$630.39 J&S Mechanical and Plumbing: Restroom Scope increase \$1,188.69 Sewer Line Scope increase \$1,404.81 Water Line Scope increase \$778.05 River Flooring: Increase of \$3,175.00	1	15,766.02	15,766.02T
Bid Lot		1	53,052.94	53,052.94T
SUBTOTAL				68,818.96
TAX				5,691.88
TOTAL				\$74,510.84

Accepted By

Accepted Date

Infrastructure Committee

Meeting Date: 09/21/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

ACTION REQUESTED:

Consider recommending approval of a budget adjustment for flood recovery funds made available through NMFA loan PPRF-07035.

BACKGROUND:

Initiated by Mac Rogers:

\$25,000,000.00 was made available to the City with the closing of the flood recovery bonds completed on September 9, 2026. Principal and interest payments will commence on June 1, 2027 and the City has three years to spend the bond proceeds. Flood Recovery GRT revenues can only be spent on debt service. This request is for approval to budget funds for the following obligated/approved projects where FEMA has agreed to reimburse 75% of the total project costs:

FEMA Project 950946, Spring & Hondo Riverbank Slope Repairs
FEMA Project 951173, Walking & Bike Trails
FEMA Project 806261, Convention & Civic Center Damages
FEMA Project 951175, Spring River Golf Course Damages
FEMA Project 950953, Pks & Rec- River Fencing Damages
FEMA Project 806258, Roswell Adult Center 50% Rule Replacement
FEMA Project 950922, Parking Lot Repairs

FINANCIAL CONSIDERATION:

Financial Impact (Revenue & Expenses): **Budget Adjustment Needed**

Revenue - FEMA (2603-489100): \$18,218,869.24

Expense - FEMA Capital Outlay Infrastructure (26033005-817504): \$ 9,937,188.75
FEMA Capital Outlay Buildings (26033005-817506): \$ 5,890,334.72
FEMA Capital Outlay Land Improvement (26033005-817508): \$ 2,391,345.77

LEGAL REVIEW:

Not applicable for this agenda item

BOARD AND COMMITTEE ACTION:

This is the first Council consideration of this item

STAFF RECOMMENDATION:

Staff recommends approval

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 5.

Infrastructure Committee

Meeting Date: 09/21/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report — Special Electronics

Attachments

Department Report - Special Electronics

Project Focus

Locates:

Locates Cleared: 417

Emergency Locates: 32

Locates Marked: 8

Conference Attended: 1

Call Outs:

Pine Lodge & 285 Flash

McGaffey & Sunset Flash

3rd & 285 Power Out

Mescalero & 285 Green Ball Out

McGaffey & 285 Flash

Relief & Main Replace Mast Arm Damaged

Hobbs & Main Head Turned

Alameda & Union Flash

4th & 285 Not Changing

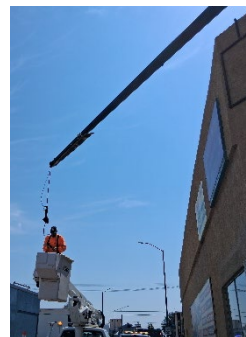
RPD Video:

Relief & S. Main



Damaged arm mast at Relief Route and S. Main St.

Country Club & 285



Damaged arm mast 2nd St. & 285



MONTHLY REPORT FOR AUGUST 2026

Special Electronics

Maintenance

North Bound Main St. Radar Not Working Replaced Battery and Charge Controller

South Bound Radar Replaced Battery

Alameda & Union Repaired Bad Neutral

Pulled Video For DA Office At 19th & 285

2nd & 285 Mast Arm Hit & Turned/ Turned Back and Replaced Damaged 5 Head

Repaired Pedestrian Light 400 Block N. Main

Replaced Red Ball at Lea & Hobbs

Changed Bad Radio Berrendo Elementary School

Mescalero & 285 Replaced Green Ball

Repaired Pedestrian Light 300 Block N. Main

Relief & S. Main Mast Arm Base Damaged/ Removed Mast Arm and Luminar Extension

Summit & 285 Replaced Yellow Arrow

Replaced 400amp Disconnect for Crusher

Checked All Intersection BBS

Replaced Bad BBS Batteries @ Poe & S. Main & Hobbs & 285

Replaced Bad Inverter at Poe & S. Main

Programmed Detection for Counts from Summit to Berrendo

Mall & 285 Replaced Red Ball

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 6.

Infrastructure Committee

Meeting Date: 09/21/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report - Streets

Attachments

Department Report



MONTHLY REPORT FOR AUGUST 2026

Streets

Department Summary

The Street Department continued preparing for the upcoming school year, National Championship Air Races, and preparing for the Hot-In-Place Recycling for various city streets.

All crews are working to clean up weeds, trim trees, and prepare three parking lots for the air races.

The Mill and fill project for 2nd street was complete the beginning of August, and restriping is now complete.

Dustrol will start working on the Hot-In-Place Recycling project beginning at Union between 19th and Country Club. Phase 1 of the resurfacing of several streets is estimated to be completed by October 16th. Once Phase 1 is complete IPR will then apply a sealant, followed shortly by San Bar who will begin re-striping.

Ten water cuts were patched for the Water Department, 6 loads of millings were used to level out alley ways, and 52 citizen requests were resolved.

Our Spray Crew is hard at work tackling weeds, clearing limbs, and removing obstructions across the city. Meanwhile, crews are weed eating at various locations to keep our community clean, safe, and looking its best.

The Sweeper Crew is keeping our streets clean, and clear of debris. Current focus is on clearing streets for the Hot-In Place Recycling Project.

The Sign Crew continues to provide valuable support with traffic control for the Water Department, Special Events, and various projects. In addition, we are working to replace worn and damaged signs throughout the city.

The Street Maintenance and Patch Crew stay responsive to request for repairs including potholes, low spots, water cuts, and other obstructions, in addition to flexing to assist with other projects and equipment maintenance.

Thank you to our entire Street Crew for being flexible while keeping our city streets beautiful and safe for the City of Roswell.

MONTHLY REPORT FOR AUGUST 2026

Streets

Projects



Regraded access road for residents behind the base for the air races



Ongoing work for the NCAR parking and RV lot



Crew removing overgrowth behind Peter Piper at the request of Code Enforcement



MONTHLY REPORT FOR AUGUST 2026

Projects



Crews demolishing building Styles Field at the request of Central Control



Clifford and the Special Electronics Team replacing the 400 amp disconnect switch at the city crusher site. Thank you, Special Electronics!



Service Anniversary



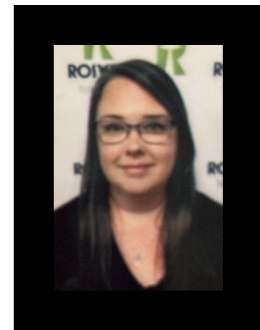
Operator – 3 Years

Thank you, Jose, for all you do and your commitment to the City of Roswell Street Department and Crusher Site!

August 2026 Employee Spotlight

Stacey McGuigan is a Senior Administrative Assistant supporting daily operations for the City of Roswell Street and Special Electronics Department for the past 8 months. In this role, Stacey assists management with project support and the community with a strong commitment to exceptional service. She enjoys finding ways to make processes more efficient and supporting her team's success.

Outside of work, Stacey enjoys spending time with family, exploring new interests. Colleagues appreciate her positive attitude, attention to detail, and willingness to help whenever needed. A fun fact about Stacey is that she loves discovering new ways to stay organized and productive.



MONTHLY REPORT FOR AUGUST 2026

August Materials Quantities

Patch and Street Maintenance Crews have used 58 tons of Cold mix.

Alley Crew has hauled 345 loads of millings for the RV parking lot, in addition to 48 loads of waste to the landfill.

Operator Crew crushed 1200 tons of gravel and continued to assist with the loading of material used in various projects.

All crews continued checking drains after rain, maintaining equipment, and assisting with loading of trucks for the transport of fines/millings to the RV Parking lot under construction for the air races.

The Spray crew sprayed a total of 1755 gallons of Round Up on city rights-of-way, medians, and city properties.

The Sweeper Crews daily sweepings totaled 177 loads of materials collected from city streets.

Projects Upcoming

Second Street Striping – Ongoing

RV Parking Lot – Done

Hot In Place Recycle Various Streets – 09/08/2026

Micro Sealing Various Streets following Hot in place Recycle – Tentative October 27th – November 13th

Plant Mix and Course Overlay on Washington from W. Country Club to W. 19th – Tentative dates 9/28/2026 – 10/30/2026

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 7.

Infrastructure Committee

Meeting Date: 09/21/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report — Roswell Transit

Attachments

Roswell Transit Monthly Report

Roswell Transit Bus Inventory



We believe

*in safe, affordable, and convenient
Public Transportation.*

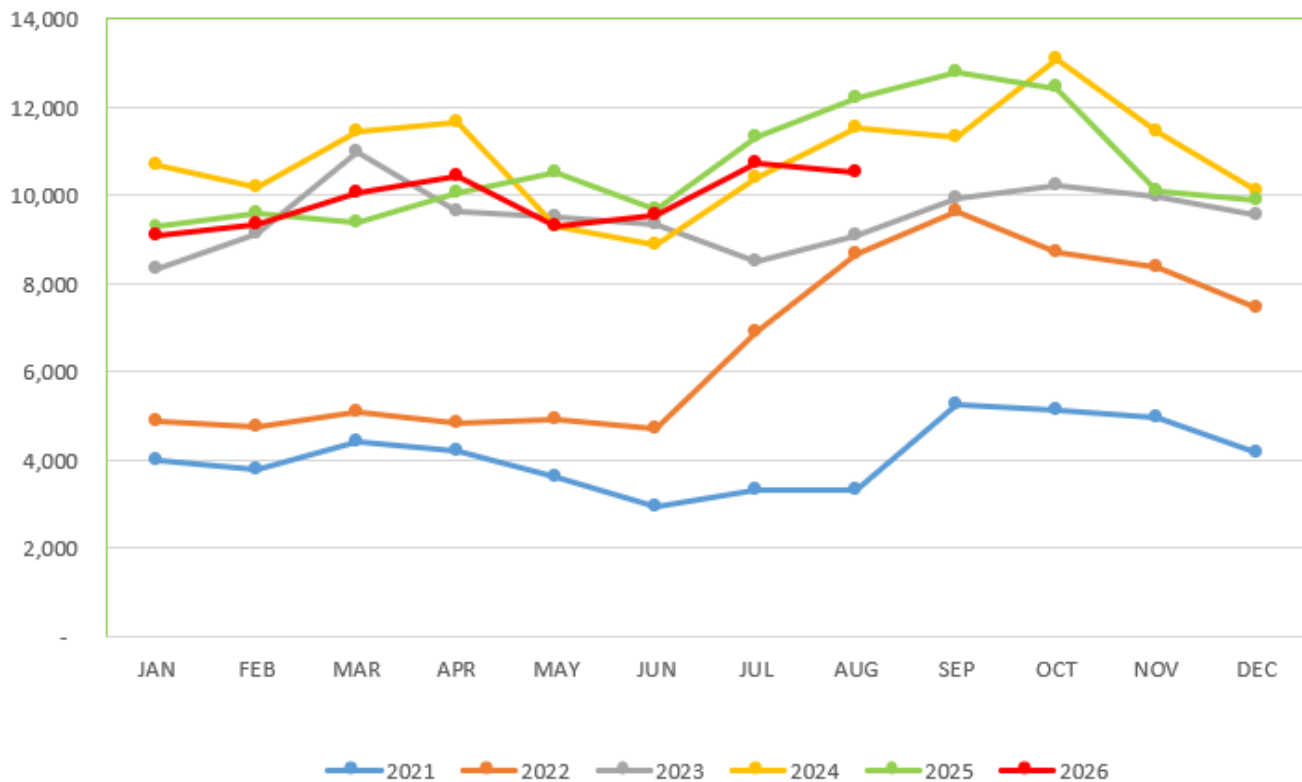
Connecting People to Places

BUS RIDERSHIP ----- AUG 2026: 10,531

YTD 2025 RIDERSHIP ---- 82,007

YTD 2026 RIDERSHIP ---- 79,043 -3.6%

Monthly Ridership



- Whiterock began construction on the sewer lines.
- We are continuing to hire new drivers that are seeking to spend a substantial amount of time with the city along with being customer service and safety driven.
- We received a quote from Tillery (Blue Bird) This quote is comparable to Model 1 but it is a all-around better product and safer for our staff and customers.
- The ridership has lowered from past years. We attribute the decrease due to the extended 100-degree weather.

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

BUS/VAN INVENTORY 09/01/2026

[illegible]

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 8.

Infrastructure Committee

Meeting Date: 09/21/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Reports — Solid Waste & Fleet

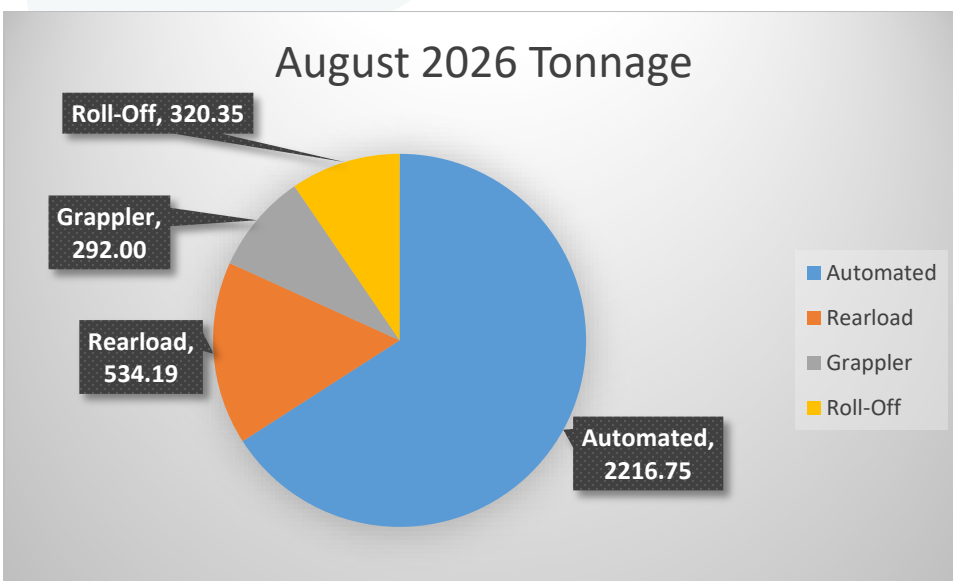
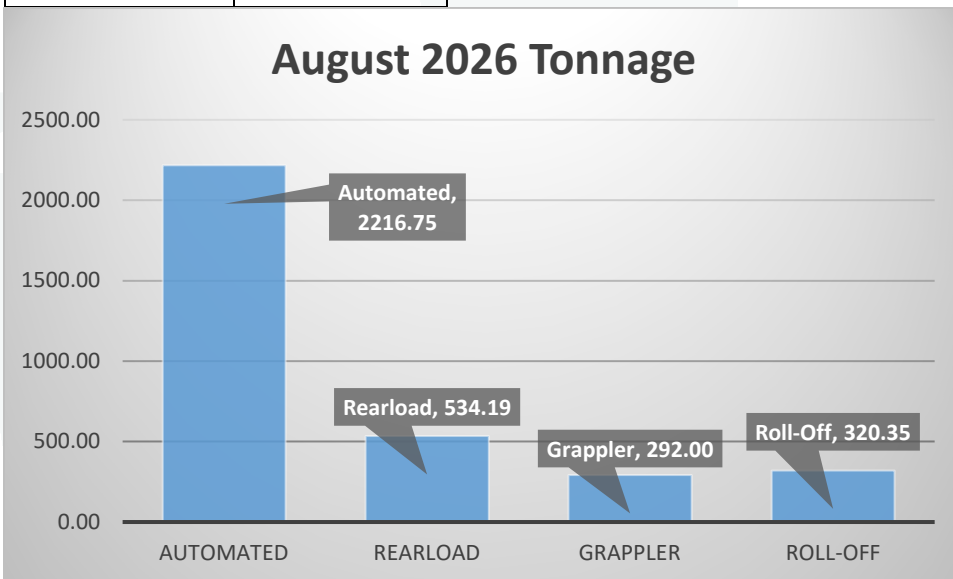
Attachments

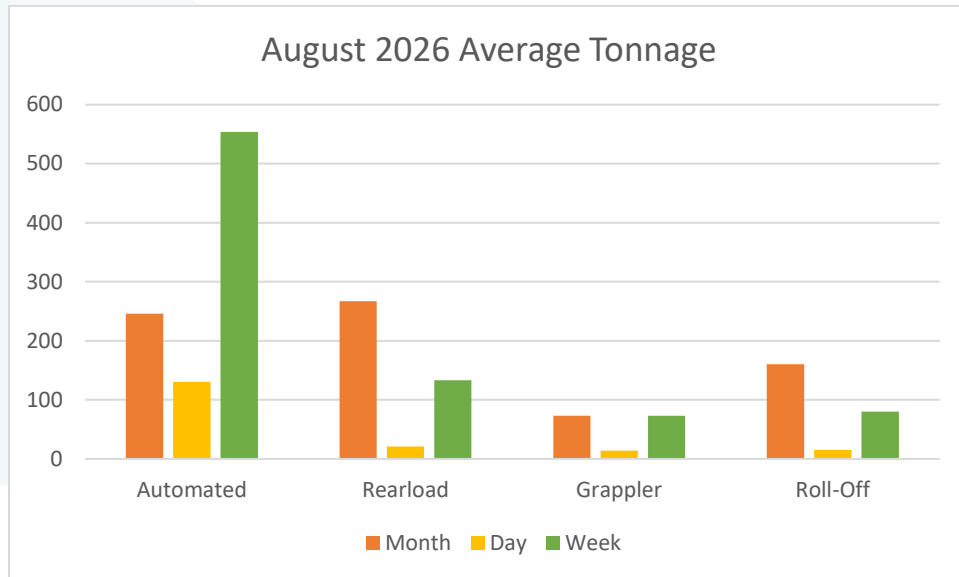
Solid Waste Monthly Report

Fleet Monthly Report

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

Service	Tons
Automated	2216.75
Rearload	534.19
Grappler	292.00
Roll-Off	320.35



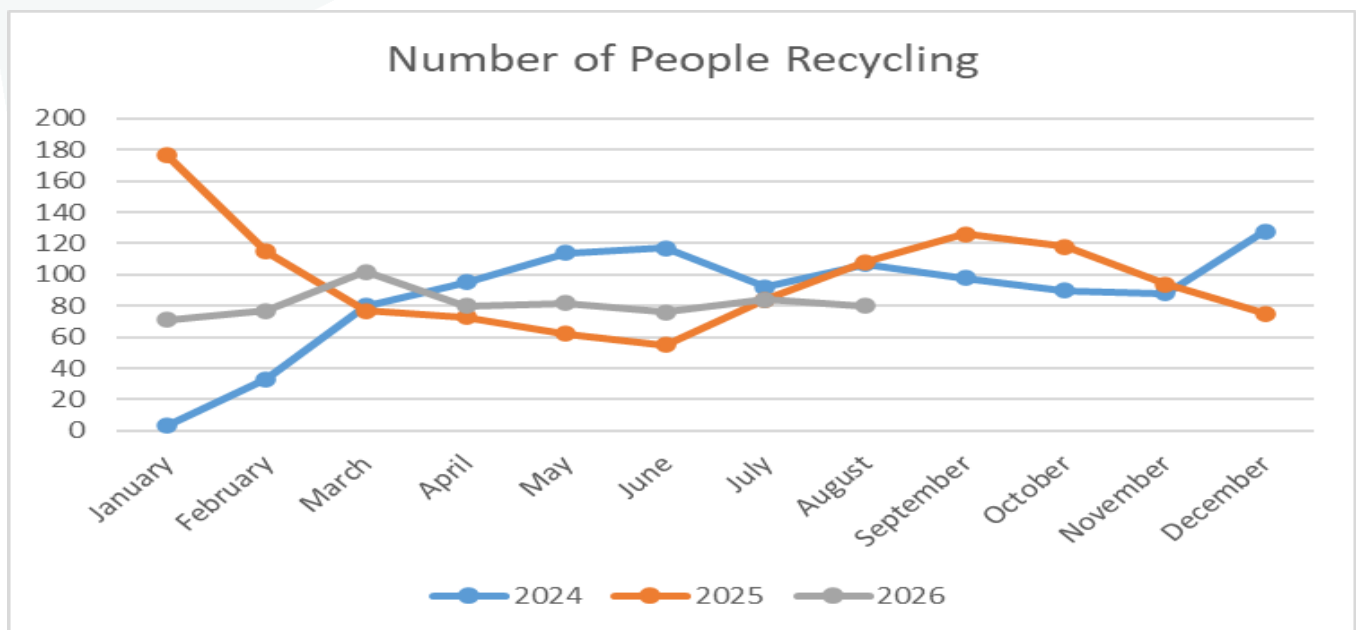


Waste Stream	Month	Week	Day
Automated	246	130	554
Rearload	267	21	134
Grappler	73	14	73
Roll-Off	160	15	80

Recycling

The Solid Waste Department Launched our Pilot program for Recycling. We currently take corrugated cardboard, 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	84	108	126	118	94	75	1164
2026	71	77	102	80	82	76	84	80					652



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	1332	9786.51
Trash - MSW	1332	9786.51
Totals	1332	9786.51

Disposal by Material		
Material	Loads	Tons
Trash - MSW	1332	9786.51
Totals	1332	9786.51

Disposal by Vehicle Type		
Vehicle Type	Loads	Tons
Front load	131	1681.33
Trash - MSW	131	1681.33
Residential	726	7745.02
Trash - MSW	726	7745.02
Roll off	475	360.16
Trash - MSW	475	360.16
Totals	1332	9786.51

Driver Productivity

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

Driver Productivity							
Driver Name	Route Count	Route Hours	Helping Hours	Homes/ Hour	Total Stops	Miles	Tons
SL-Route-Sub	9	118.52	12.06	65.07874	9032	804	545.92
CR-Route-Sub	4	31.99	0	16.321	526	236	130.68
RL-Route-South	5	139.16	0	15.84431	2229	965	571.07
SL-Route-6	15	188.85	5.57	64.99338	13149	1206	390.02
SL-Route-5	12	179.76	13.4	56.90154	10636	1438	1934.21
RL-Route-North	5	206.94	0	13.23991	2743	1060	787.41
RL-Route-Sub	3	91.87	0	2.71045	251	252	146.5
SL-Route-4	15	179.29	9.49	65.47179	13922	1208	1134.97
RO-Route-1	5	165.93	0	0.572519	104	2214	171.2
CR-Route	8	177.27	5.48	34.55811	6875	1192	991.36
SL-Route-Sub	2	21.68	0	52.15988	1625	100	112.05
SL-Route-Sub	1	7.12	7.12	19.25059	0	56	
SL-Route-3	7	52.15	0.53	52.55993	3424	364	653.49
SL-Route-7	12	180.91	9.92	53.16813	11652	1070	
RL-Route-Sub	19	144.53	81.93	26.6413	1778	543	144.43
SL-Route-2	8	165.48	8.37	52.38671	10637	897	919.83
SL-Route-1	16	170.23	12.82	52.15782	9305	1167	1075.5
RO-Route-2	7	172.57	0	0.770717	150	2355	99.07

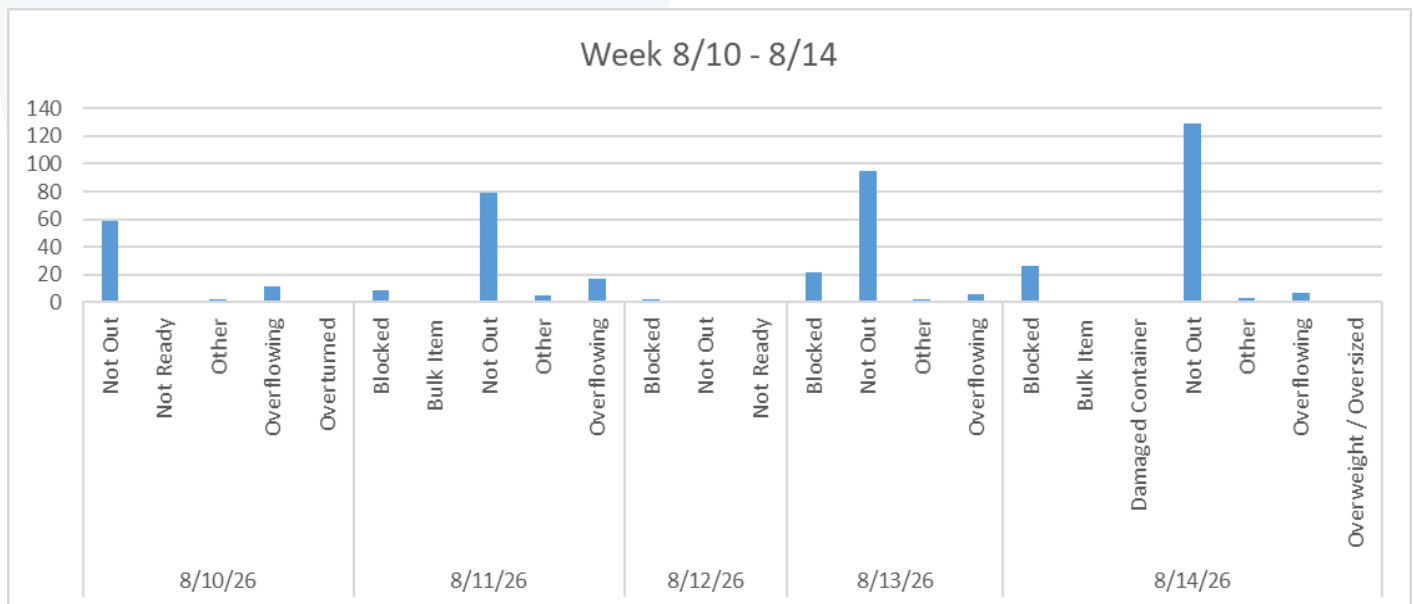
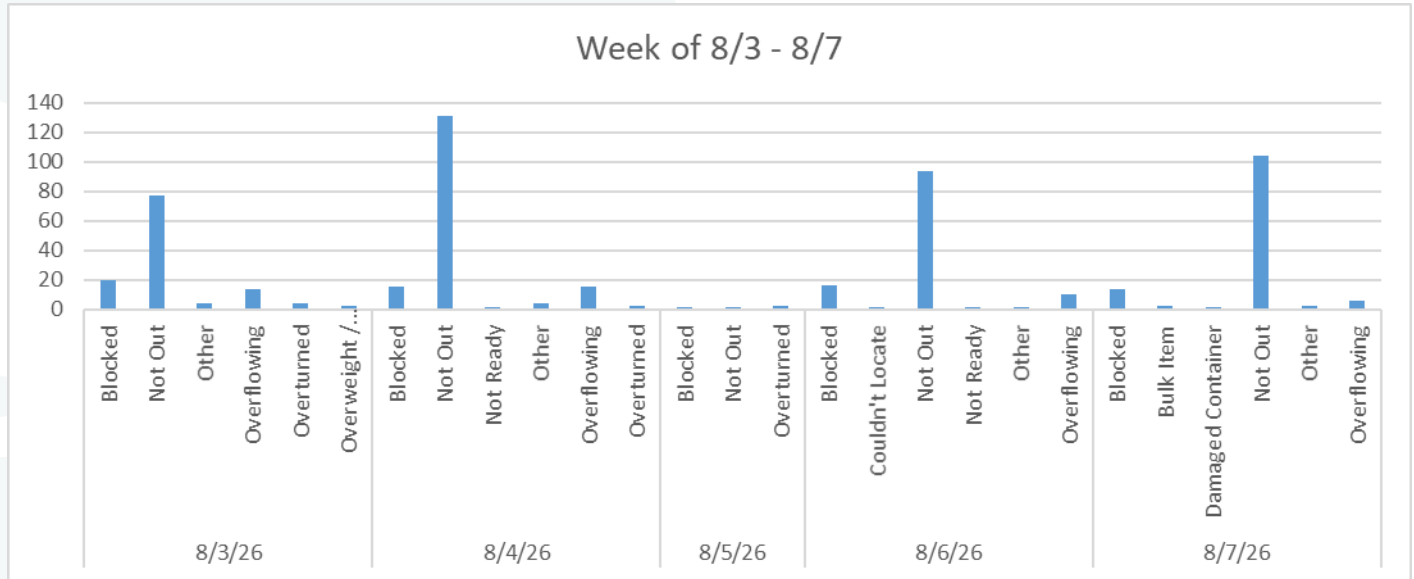
Fuel Log

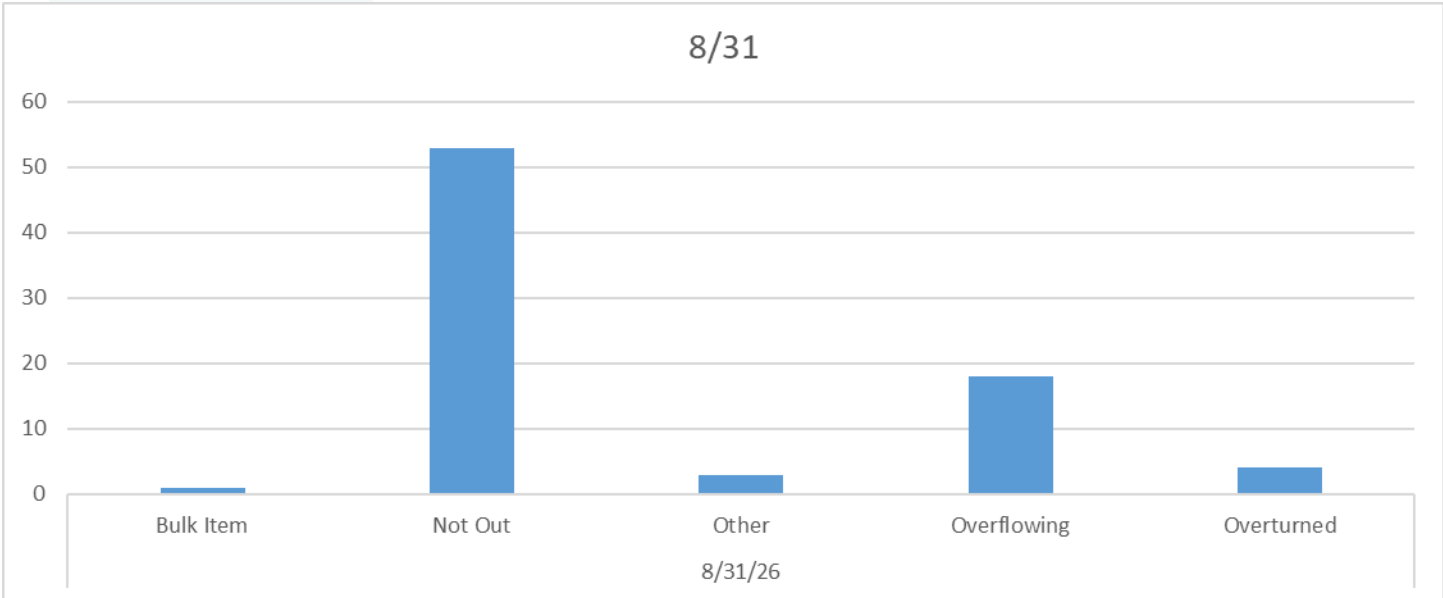
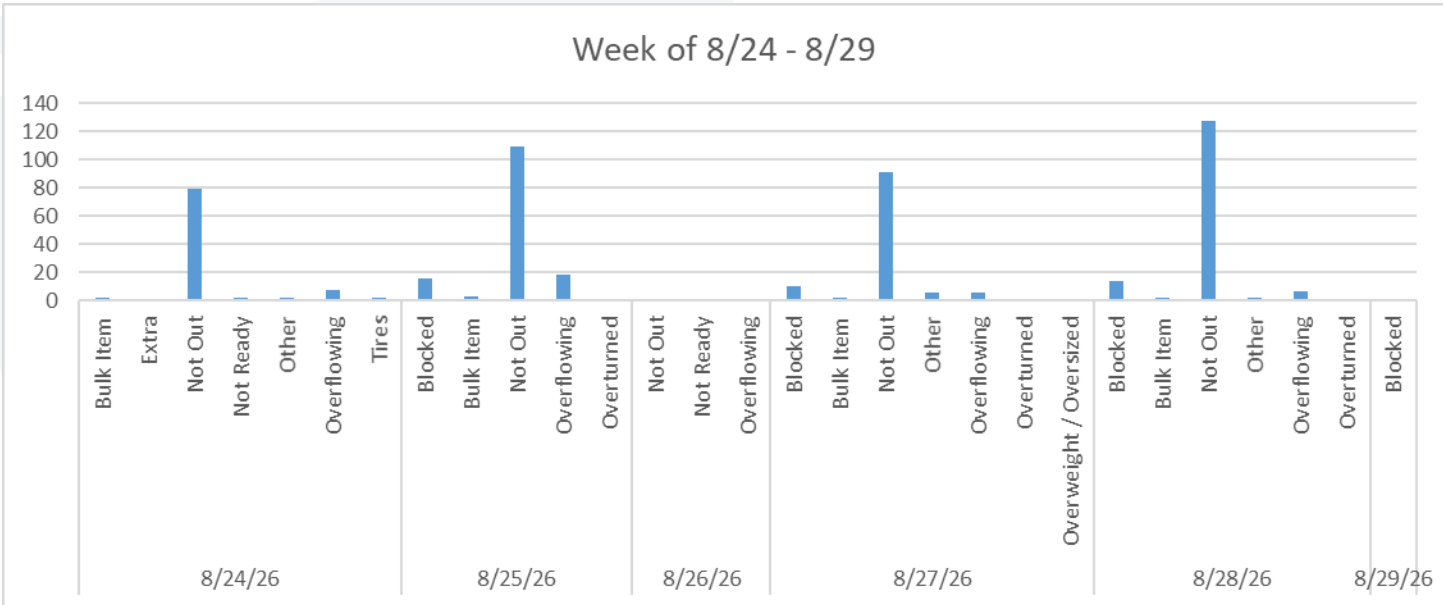
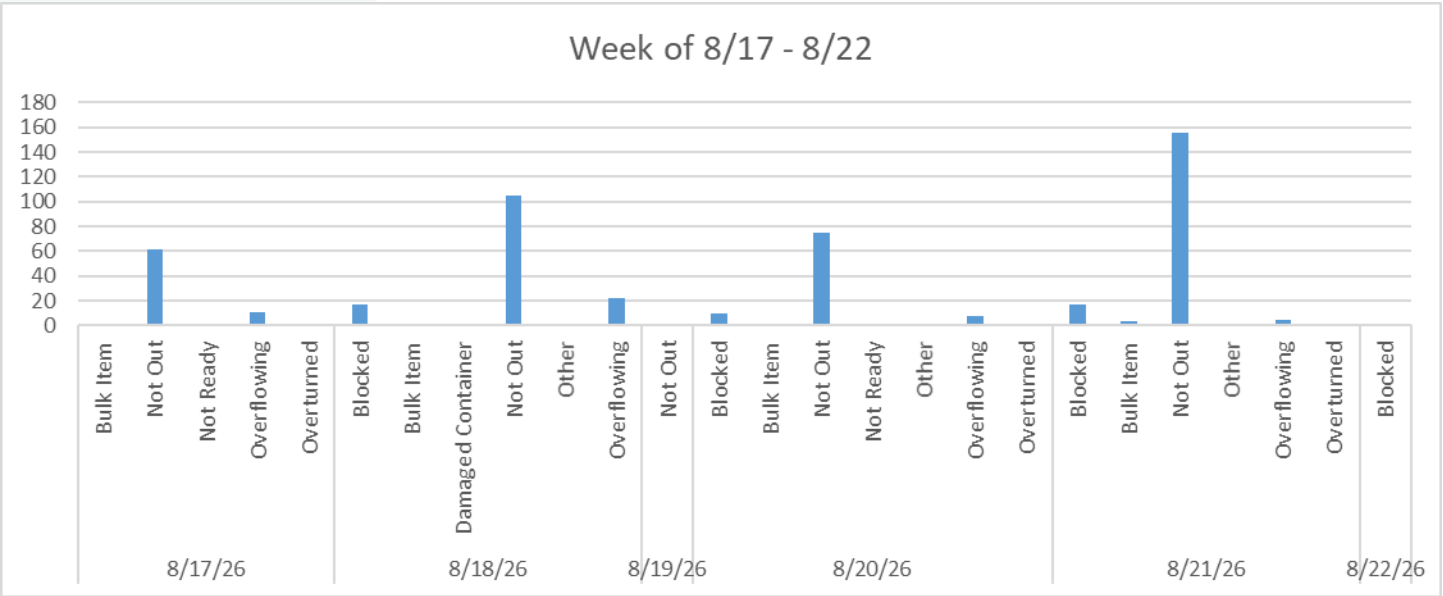
This shows how many miles are driven on our trucks along with their Fuel Efficiency.

Fuel Log					
Vehicle Name	# Fill ups	Fuel Efficiency (MPG)	Total Gallons Filled	Total Gallons Used	Total Miles Driven
308	8	4.2	57.3	155.2	657
262	4	3.7	131.6	116.9	417
SL 19-324	1	2.6	52.7	49.2	130
SL 20-305	1	3.3	27.1	26.2	85

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.





Current Project Updates

1. In House Projects / Infrastructure

- a. Bring Fire Suppression System up to Code
 - i. Jockey Pump replaced more work needed
 - ii. Pipes replaced
 - iii. New Valve Needed waiting on Vendor
- b. Update Grading around Landfill Pumphouse
 - i. Upcoming Scheduled Project
 - ii. Millings are included as a part of the project
 - iii. Pictures attached
- c. Roswell Municipal Landfill Permit Application
 - i. Submitted August 31st, 2026 in part
 - ii. Other phased permit item submittals planned
- d. Construction of new Roswell Municipal Landfill Employee Entrance Gate
 - i. Construction started September 1st, 2026
 - ii. All incoming and outgoing traffic has been routed to the main entrance
 - iii. Pictures attached
- e. Community Outreach Program
 - i. Pending City Council Approval

Update Grading around Landfill Pumphouse



Construction of new Roswell Municipal Landfill Employee Entrance Gates



Monthly M&R Vehicle Costs by Department						
Department	FY26 Original Budget	Transfers	Revised Budget	July	August	YTD Expended
Municipal Court	\$ 3,500.00	\$ -	\$ 3,500.00	\$ -	\$ -	\$ -
Human Resources	\$ 7,381.22	\$ -	\$ 7,381.22	\$ -	\$ -	\$ -
Facilities	\$ 32,500.00	\$ -	\$ 32,500.00	\$ -	\$ -	\$ -
Fleet Maintenance	\$ 200,000.00	\$ (1,390.00)	\$ 198,610.00	\$ 2,325.02	\$ 25,081.61	\$ 27,406.63
Police	\$ 250,000.00	\$ -	\$ 250,000.00	\$ 2,130.16	\$ 29,928.09	\$ 32,058.25
Fire	\$ 115,000.00	\$ -	\$ 115,000.00	\$ -	\$ 6,914.89	\$ 6,914.89
Planning	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ -	\$ -
Engineering	\$ 14,130.80	\$ -	\$ 14,130.80	\$ -	\$ -	\$ -
Code Enforcement	\$ 30,000.00	\$ -	\$ 30,000.00	\$ -	\$ 252.59	\$ 252.59
Animal Control	\$ 17,000.00	\$ -	\$ 17,000.00	\$ -	\$ 945.76	\$ 945.76
Emergency Management	\$ 1,500.00	\$ -	\$ 1,500.00	\$ -	\$ -	\$ -
Parks	\$ 40,000.00	\$ -	\$ 40,000.00	\$ -	\$ 340.11	\$ 340.11
Public Affairs	\$ -	\$ 2,500.00	\$ 2,500.00		\$ 976.95	\$ 976.95
IT	\$ 6,905.00	\$ -	\$ 6,905.00	\$ -	\$ 66.51	\$ 66.51
Fire Protection Grant	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -
Cemetery	\$ 15,500.00	\$ -	\$ 15,500.00	\$ -	\$ -	\$ -
Transit	\$ 130,000.00	\$ -	\$ 130,000.00	\$ 891.23	\$ 8,427.73	\$ 9,318.96
Zoo	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -
Golf Course	\$ 24,000.00	\$ -	\$ 24,000.00	\$ -	\$ -	\$ -
Recreation	\$ 2,000.00	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -
Streets	\$ 230,719.00	\$ (1,553.40)	\$ 229,165.60	\$ 8,753.88	\$ 15,580.03	\$ 24,333.91
Special Electronics	\$ 9,011.00	\$ (1,200.00)	\$ 7,811.00	\$ -	\$ 735.26	\$ 735.26
Air Center	\$ 128,445.00	\$ -	\$ 128,445.00	\$ 482.39	\$ 34,307.63	\$ 34,790.02
Collections	\$ 825,000.00	\$ -	\$ 825,000.00	\$ 32,350.88	\$ 89,814.48	\$ 122,165.36
Landfill	\$ 75,000.00	\$ -	\$ 75,000.00	\$ -	\$ -	\$ -
Water Administration	\$ -	\$ -	\$ -	\$ -	\$ (31.89)	\$ (31.89)
Water Customer Service	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 162.36	\$ 3,044.01	\$ 3,206.37
Water Source of Supply	\$ 23,000.00	\$ -	\$ 23,000.00	\$ 273.99	\$ 4,181.22	\$ 4,455.21
Water Maint & Transmission	\$ 66,528.48	\$ -	\$ 66,528.48	\$ 930.52	\$ 6,789.07	\$ 7,719.59
WWTP	\$ 30,577.00	\$ -	\$ 30,577.00	\$ 153.02	\$ 3,003.81	\$ 3,156.83
WW Sewer Maintenance	\$ 50,879.00	\$ -	\$ 50,879.00	\$ 860.17	\$ 6,920.75	\$ 7,780.92
WW Lab	\$ 900.00	\$ -	\$ 900.00	\$ -	\$ -	\$ -
Public Safety	\$ 75,000.00	\$ -	\$ 75,000.00	\$ -	\$ 129.56	\$ 129.56
Totals:	\$ 2,434,976.50		\$ 2,363,333.10	\$ 49,313.62	\$ 237,408.17	\$ 286,592.23

% of Budget	Remaining
0%	\$ 3,500.00
0%	\$ 7,381.22
0%	\$ 32,500.00
14%	\$ 171,203.37
13%	\$ 217,941.75
6%	\$ 108,085.11
0%	\$ 500.00
0%	\$ 14,130.80
1%	\$ 29,747.41
6%	\$ 16,054.24
0%	\$ 1,500.00
1%	\$ 39,659.89
#DIV/0!	\$ 1,523.05
1%	\$ 6,838.49
#DIV/0!	\$ 5,000.00
0%	\$ 15,500.00
7%	\$ 120,681.04
0%	\$ 10,000.00
0%	\$ 24,000.00
0%	\$ 2,000.00
11%	\$ 204,831.69
8%	\$ 7,075.74
27%	\$ 93,654.98
15%	\$ 702,834.64
0%	\$ 75,000.00
#DIV/0!	\$ 31.89
16%	\$ 16,793.63
19%	\$ 18,544.79
12%	\$ 58,808.89
10%	\$ 27,420.17
15%	\$ 43,098.08
0%	\$ 900.00
0%	\$ 74,870.44
12%	\$ 2,076,740.87

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 9.

Infrastructure Committee

Meeting Date: 09/21/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report — Facility Maintenance

Attachments

09 2026 Completed Work Orders

Work Category	Source Location	Work requested	Created On	WO Status
Electrical	Animal Control	puppy room light keeps flickering	9/1/2026 14:02	Completed
Electrical	Library	We have purchase order 22700177 at Home Depot We would like staff to order 410 HALCO 4' T8 Type B Dbl End BB DL 10P I have a copy of previous invoice and box. These bulbs are used in the public areas of the library.	8/19/2026 11:38	Completed
Electrical	Library	We would like to find out what type of light bulbs are needed for the staff area.	8/19/2026 11:28	Completed
Electrical	Reischman Park	Please unlock electrical outlets for use July 1-5, 2026, for UFO Festival. It will need to be relocked on July 6, 2026. Thank you!! :)	3/20/2026 14:28	Completed
Electrical	TASK FORCE	Vent fan in the men's restroom is not working	5/30/2026 16:22	Completed
Electrical	Transit	Replace ballasts in the Zia neon sign in lobby.	9/25/2025 9:26	Completed
General Facilities	Boys & Girls Club	Flag pole has been requested to be cut down	9/1/2026 11:20	Completed
General Facilities	CH Floor 2	Please obtain three quotes for flooring in the following areas: Administration offices Mayor's conference room Mayor's office City Manager's office Deputy City Manager's office Hall between the City Manager's and the Deputy City Manager's office	1/5/2026 14:19	Completed
General Facilities	CH Floor 3	White Board from mayor's conference room to Vanessa B office	8/6/2026 13:05	Completed
General Facilities	Cielo Grande Park	Per request, the Cielo Grande Hike it Spike it shed west door needs replacement. Looks like door is splitting and unable to close and lock it properly.	8/10/2026 12:21	Completed
General Facilities	Facilities Maintenance - shop/trucks	Clean out and re-organize trucks and HVAC Bay in Shop as well as break room	7/31/2026 15:18	Completed
General Facilities	Library	Filters need to be changed and cleaned out for all ErLab air purifiers in the building. Filters are on site.	9/1/2026 11:14	Completed
General Facilities	Rec/Aquatic Center - fill in for Larry	Change and clean strainers. Balance chemicals, and swap out acid tanks as needed at the beginning and end of the day	7/23/2026 14:04	Completed
General Facilities	Roswell Rec. and Aq. Center	At Cielo Grande In the Call box Room where elevator is located need some Sheetrock that needs to be patched up, prior to removal of side countertops. Please get with Larry for more info.	5/28/2026 9:46	Completed
General Facilities	Transit	Front ADA lobby door swing arm is bent and wont close. Please fix or replace. See pictures	8/10/2026 15:18	Completed
General Facilities	Waste Water Treatment Plant	check RO system at main building sick the filters need to be changed out	7/29/2026 8:23	Completed
General Facilities	Water Billing	Our front exterior door is broken again we are having to mess with the latch on top just to close and open it.	8/25/2026 16:16	Completed
Heating and Cooling	1166 MISTIC Headquarters	Has a portable swamp cooler, tenants are saying the pump is not working.	7/16/2026 11:21	Completed
Heating and Cooling	Airport	Escort contractors, specifically, Travers, mechanical services, and Box Crane, to building 1066 for bid on two new units and crane services	7/24/2026 14:03	Completed
Heating and Cooling	Animal Control	air up front is not working again	8/19/2026 15:10	Completed
Heating and Cooling	Animal Control	its 90 degrees in the back and its set at 70 degrees	8/14/2026 16:20	Completed
Heating and Cooling	Animal Control	the runs are saying 90 degrees with air set at 70 degrees	7/27/2026 16:58	Completed
Heating and Cooling	Animal Control	Troubleshoot, diagnose, repair, and replace any parts necessary	6/10/2026 15:49	Completed

Work Category	Source Location	Work requested	Created On	WO Status
Heating and Cooling	Cielo Grande Park	Mini split installed by HVAC is not working properly . Please check it out it's brand new located in score tower	8/19/2026 14:42	Completed
Heating and Cooling	City Hall	Perform preventative maintenance on all HVAC equipment and exhaust fans to include changing belts, coil cleaning and changing out the filters if needed before next PM filter change scheduled quarterly.	5/26/2026 8:31	Completed
Heating and Cooling	Fire 5	Verify units are cooling check, refrigerant levels, as well as filter quality as they are currently doing construction in the building	7/23/2026 14:07	Completed
Heating and Cooling	Fire Station 2	fire station two HVAC unit has bad compressor. Assist contractors in replacement of new compressor and follow up on progress as the unit is under warranty.	8/4/2026 16:10	Completed
Heating and Cooling	Library	Troubleshoot diagnose repair and replaced as needed.	8/20/2026 16:21	Completed
Heating and Cooling	Public affairs offices	Customer stated thermostat not functioning	5/11/2026 14:55	Completed
Heating and Cooling	Streets Barn	Please see urgent request A/C is not working at the Streets barn 300 N Walnut.	8/25/2026 10:58	Completed
Heating and Cooling	Waste Water Treatment Plant	The AC unit at the Lab on the water side does not seem to be cooling, please send someone.	8/13/2026 7:05	Completed
Heating and Cooling	Zoo - one of the Bear swamp cooling u	Troubleshoot diagnose, repair and replace as needed	8/3/2026 20:51	Completed
Plumbing	611 FEMA	Check to make sure no plumbing is leaking in rooms.	8/18/2026 12:31	Completed
Plumbing	93-AreSale	Float stuck on Toilet at our location on air center 39 Jennifer Lane	6/15/2026 7:49	Completed
Plumbing	Animal Control	big sink is leaking.	8/26/2026 11:45	Completed
Plumbing	Animal Control	run 2 water hose leaking from spout	7/16/2026 9:32	Completed
Plumbing	CH Annex Floor 2	Leak under sink in men's restroom.	6/15/2026 16:58	Completed
Plumbing	Fire Training Center	Toilet is backed up in women's restroom	8/9/2026 7:04	Completed
Plumbing	Inclusive Park	Splash pad.	7/24/2026 11:11	Completed
Plumbing	RFD Station 5	Shut of valve from the main to the sprinkler valve is leaking. CM231	6/14/2026 6:44	Completed
Plumbing	Roswell Rec. and Aq. Center	Change out to filters and concession stand	8/27/2026 8:04	Completed
Plumbing	Roswell Rec. and Aq. Center	Shower leak	8/17/2026 10:34	Completed
Plumbing	Waste Water Treatment Plant	we need the sink in the garage at wastewater building snaked out it is stopped up Pulled out slug black slug from there	7/23/2026 7:22	Completed
Safety	Convention Center	Reinforce fence mesh on chain link fence	9/3/2026 15:08	Completed
Safety	Library	drinking fountain at the library does not work. I believe it has to do with the power outage	8/19/2026 15:57	Completed
Safety	Library	handicapped button on the outside north door of the library does not work.	8/19/2026 11:39	Completed

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 10.

Infrastructure Committee

Meeting Date: 09/21/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report — Utilities

Attachments

Wastewater August 2026 Monthly Report
WM&T August 2026 Monthly Report
Central Control August 2026 Monthly Report



WWTP MONTHLY REPORT FOR August 2026

Sewer Crew (Collections)

PSU- STOP UPS-15

POINT REPAIR – 0

SHOT LINE DUE TO DEAD END - 0

SEWER ODOR - 2

MH LID BROKEN OR MISSING-1

TELEWISE LINE – 0

ASSIST WATER DEPT-7

SEWAGE SPILLAGE – 0

CUSTOMER REQUEST LINE TO BE SHOT-0

WKLY MAINTENANCE SOUTHSIDE UNIT 355

WKLY MAINTENANCE NORTHSIDE UNIT 356

Sewer Crew has been using the Vactor to jet rodding the sewer lines on sewer maps to clean and maintain lines in the city. Sewer Crew is maintaining RIAC, Kids Care, Mystec lift stations.

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

New Construction of Lift station began in March at RIAC lift station.

Kids Care and Mescalero lift station is serviced and maintained on weekly basis to ensure proper functionality.

PLANT OPERATORS

Monthly Plant flow – 107.37 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. WWTP operators conduct daily operations to be vital part of treatment of wastewater for the City of Roswell. Maintenance of the entire Wastewater system completed daily by plant operators.

Promoted both laborers to operator positions. One is currently training a new hire, while the other is completing operator training.

Groundskeeping and watering of lawns for facility has begun with repairs to sprinkler heads. Mowing, edging and weed eating are continuous for 23 acres.

Daily/Regular maintenance as needed on equipment

Weekly cleaning of irrigation screens.

Solids handling is being accomplished in drying beds to dry sludge. Solids handling is a priority for Class A sludge. Temping and turning sludge piles to release sludge to public after lab analyzed for ecoli.

Currently utilizing Water plant equipment to help move our drying solids and turn sludge piles. Purchase of new John Deere loader ETA in September.

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

Total Employees 8

(1) Sr Operator

(5) WWTP Operators plant operations

(2) Maintenance Worker I maintain grounds and buildings

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 completed. Quality Control daily analysis for wastewater operations.

23 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.

We have recently accepted other water systems to include Capitan Water System, Bonito Park Nazarene Camp, Hondo Valley School, Hondo Alsups, Wild Willys RV Park, Generation of Learning, Hobbs Country Club, Pine RV Park, RP RV Park, Morning Side Water, Eileen Acres Service Corps, Midway RV Park, Lone tree bible ranch ,Lincoln MOWCA, Ft.. Stanton Historic Site.

Our lab is a credentialed laboratory for state microbiological samples

Monthly intake of microbiological samples

16-Private Pay (Private Wells and Nice Ice, Artesia Soft Water, Culligan)

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)

(15) Monitoring Wells –2nd Quarter sampling completed in April. NMED removed 5 monitoring wells for new permit requirements with 3 on Country Club golf course and 2 wells scheduled to be abandoned/plugged by Coats Pump.MW #5,#7 plugged by coats in May.

Total employees – 3 (1) Lead Lab Technician (2) Asst. Lab Tech

Lab employees are actively seeking required certifications through NMED.

Pretreatment

Completed Domestic Sampling

Restaurants -90 **Industrial Users** -2

2x Wkly sampling for Covid

Odd months test for **503.13 Sludge Samples**

Restaurant sampling for surcharge billing – 2

Sampling of restaurants was done for: Little Caesars south & north, KFC, Ihop, Firehouse subs, Los Cerritos

Septic pumpers that were tested were, Johnsons, Demarees, Shiny Boys

Billing surcharge restaurants and Septic pumpers monthly and deposit of checks received. Do follow up on unpaid surcharge billing and also update all files and contact information for the septic pumpers.

Monthly billing septic pumpers total of 9 (new pumper Pauley Construction)

Flores Rentals, B&D Car Wash, G&A Trucking, Johnson Septic, Demaree, Shiny Boys, Fulkerson Plumbing, RV Village, Pauley Construction

Industrial User Inspections

Total employees - (1) Pretreatment coordinator



Water Maintenance and Transmission

Monthly Report for August 2026

By Danny De La Cerda & David Fierro

WORK ORDERS:

Work Orders by Category	This Month	Year to Date
<i>Main Break</i>	8	45
<i>Main Break - Unfounded</i>	0	0
<i>Turn On/Off</i>	27	308
<i>Replace Mainline Valve</i>	8	51
<i>Service Line - City Side Leak</i>	158	744
<i>Service Line - Customer Side Leak</i>	3	142
<i>No Water/Low PSI/Set Valve</i>	13	58
<i>Meter Box Repair</i>	2	469
<i>Meter Exchange</i>	6	47
<i>Meter Call Returned to Central Control</i>	0	0
<i>New Fire Line</i>	0	6
<i>New Install/Service</i>	9	78
<i>811 Utility Locates</i>	658	3907
<i>Abandon Service</i>	0	0
<i>Other- Misc.</i>	12	154
<i>Move Outs</i>	0	4
<i>Valve Maintenance</i>	8	41
<i>Valve Maintenance - Unfounded</i>	0	11

PROJECTS:

	<u>Current</u>	<u>Future</u>
1	<i>New Water Line for Cemetery (Final Stages)</i>	<i>Replace 36" Main 8th to 19th</i>
2	<i>Trenching Sewer Lines at Air Center (Part of Air Center Project)</i>	<i>Begin Replacing Water Mains</i>
3		
4		
5		
6		
7		
8		

Central Control Monthly Report for:

August 2026

-Central Control Operators-

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.

Lab

Doing weekly Bacteriological Sampling' for City's potable water system for compliance sampling required by {NMED}. Collecting and analyzing 15 samples every Tuesday to meet the 60 samples required by {NMED) monthly.

Running daily analysis on wastewater for quality control.

Running three weekly BODS tests that are required per NMED permit DP-281 to discharge reclaimed water to farmland.

Monthly Effluent sampling shipped out to Pace Analytical for analysis.

Running daily E.coli, TSS, MLSS, NH₃-N and NO₃ analysis

Every Monday running analysis on Digester %Vol. Solids, %Total Solids, Alkalinity and PH. This is to ensure proper digestion

Pretreatment

Industrial surcharge sampling inspection for the month of May

Maintenance the equipment to be used in May for sampling.

Billed septic haulers/deposited checks as they came in.

Inspection of following surcharge Pretreatment inspection list:

Sonic South <i>Inspected</i>	Farleys <i>Inspected</i>
Chelys <i>Inspected</i>	Fast Lane
Panda Express	Ameripride Linen <i>Inspected</i>
NMMI	Los Cerritos <i>Inspected</i>

Inspected Red Lobster	Inspected Gran Victoria
Burrito Express South Inspected	Todzilla
Farmers Country Market Hobbs St.	KIKS Inspected
Panda Express Inspected	Superfund Site { NMED) Inspected
IHOP Inspected	Golden Corral Inspected
ENMMC Inspected	Sam's club Inspected
Taqueria Jalisco	Chili's Inspected

BLACK Betty		Mi Casita	
El Toro Bravo		Dion's Inspected	
Buffalo Wild Wing		A&W	
Escondido Restaurant		Texas roadhouse Construction Inspection	
Antigua's Inspected		La Gran Victoria	
		Lota Burger	
Dean Baldwin Inspected	Bahama Bucks	Dunkin Doughnut Inspected	Christmas by Krebs
Black Betty _____ Wing Stop	Antigua	Pizza Hut North Main St. Roswell Doughnut Inspected	Los Novillos Inspected

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Glossary

Bacteriological Samples Method of collecting water samples and analyzing those samples to estimate the numbers of bacteria present.

Must be certified to sample

Bar Screen Mechanical filtration used to remove large objects such as rags, plastics and paper products. This is the first level of filtration.

Basin Rectangular tank that holds 850,000 gallons of wastewater that is aerated with fine air diffusers.

Clarifiers Wastewater is introduced into a sedimentation tank or **clarifier** and the solids are allowed to settle to the bottom once settled it is pumped to the digester for further treatment. The floatables rise to the top and are skimmed off to a scum box.

Clean Out Reduced access line in the main sewer line with a reduced 6" 90° sweep for inspection.

DWAS Tank Used to store Waste Activated Sludge {WAS} for solids separation.

Dead End Buried sewer line with no access for inspection.

Digester Three large tanks used to hold solids for anaerobic digestion. Two tanks used to heat and mix sludge one tank for extra storage. Combined gallons of tanks are 1,400,000 gallons.

GBT Gravity Belt Thickener is used for solids separation.

HAAS Halo acetic Acids samples are state required for drinking water {quarterly}.

Must be certified to sample.

Manhole Adjustments Realignment of manhole with the existing grade.

Monitoring Well Sample points to analyze ground water for quality assurance where reclaimed water is used to irrigate crops.

Reclaimed Water Wastewater that has been treated and disinfected for reuse.

PSU Possible Stop Up

Point Repair Realignment of main sewer lines or repair of broken main line.

RAS {Return Activated Sludge) settled activated sludge that is collected from the secondary clarifier and returned to the aeration basin to prevent loss of microorganisms. To help maintain a proper population for treatment.

RAS Pump Return Activated Sludge, this is the pump to pull wastewater from the final clarifiers and reintroduce it to the front of the aeration basin for reseeding the basin.

Stripping Cleaning the main sewer lines using the Vactor truck.

TTHM Total Tri halo methane samples are state required for drinking water.

Must be certified to sample.

UV Station Ultra violet lamps that disinfects processed water prior to being released to river or for irrigation of crops.

Vactor Large truck used to unplug main sewer stop ups and clean the main sewer lines.

WAS (Waste Activated Sludge) a process of removing microorganisms to help keep the biological system in balance.

WAS Pump Waste Activated Sludge, this pump is to pull wastewater from the final clarifiers and send to the DWAS tank so it can be taken out of the system and sent to the gravity belt for solids separation.

WWTP Wastewater Treatment Plant

Weekly Maintenance Stripping and cleaning main sewer lines in problem areas and lift stations.

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 11.

Infrastructure Committee

Meeting Date: 09/21/2026

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

9/11/2026

Street Projects & Other

FY 27 - Hot Recycling & Micro-surfacing Pavement Maintenance

In Progress

SCOPE: Hot Recycle & Micro-surfacing of various streets
BUDGET: \$ 1,774,361
FUNDING SOURCE: 100% City funds
EST. COMPLETION: Fall 2026
PROJECT STATUS: 0%

Streets to be selected by using Pavement Condition Survey and field review by Streets & City Engineer. Quote received using NMDOT statewide price agreement. Project started 9/1/2026

FY 27 - Nova Chip Pavement Maintenance

PO Issued

SCOPE: Overlay of various streets
BUDGET: \$ 613,976
FUNDING SOURCE: LGRF & City funds
EST. COMPLETION: Fall 2026
PROJECT STATUS: 0%

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

Hobson Road Flood Prevention Project

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: Water Trust Board Loan/Grant
EST. COMPLETION: 12/31/2026
PROJECT STATUS: 80%

In progress

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, recommended award to FNI. Design kickoff meeting held 7/26/2024. Design complete, bids received 5/13/2025, awarded to Constructors, Inc. Pre-Con held 8/12/2025. Start date 10/13/2025.

Brasher Drainage Project

In progress

SCOPE: Design & construct flood prevention measures and 4-lane roadway on Brasher from S. Main east to SE Main (US 285)
BUDGET: Legislative Grant \$800,000
City \$0
Other \$0
Total \$800,000
FUNDING SOURCE: Legis. Grant
EST. COMPLETION: 12/30/2026
PROJECT STATUS: Design 100%

RFQ issued to engineering vendors, Souder Miller selected. Design in progress. Stakeholder meeting held 2/14/2024. SUE and storm drain inspection complete. 90% plans received 3/6/2026. Phasing plan and updated cost estimates received 5/1/2026. Final stamped plans received 6/5/2026. Remaining grant funds to be utilized for pavement maintenance on W. Brasher Rd.

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: Summer 2026
PROJECT STATUS: 83%

In progress

This project will be awarded through NMDOT TPF funding. Funding agreement received. Waiting on final NMDOT clearance. Council approved PO. Paving operations complete, pending remaining striping and markings to be completed.

Projects coordinated with Utility Departments

Rehab Country Club Reservoirs

In progress

SCOPE: Repair and rehabilitate two 7.5 million gallon reservoirs located on West Country Club Rd
BUDGET: WTB Grant (45%) \$3,600,000
WTB Loan (55%) \$4,400,000
Other \$0
Total \$8,000,000
FUNDING SOURCE: Federal Grant & City Match
EST. COMPLETION: 5/22/2026
PROJECT STATUS: 83%

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. Scheduled completion first week of December. Change order proposed due to tank leakage. Contractor back on-site 3/2/2026. South tank placed back into service, additional leakage areas found. Additional coating work to be re-bid. TIC working on bid package and estimated cost. Awaiting quotes from on-call vendors.

Replace RAC Lift Station**In progress****SCOPE:** Design replacement lift station for RAC lift station located on Hobson Rd.**BUDGET:** \$3,003,307 Construction**FUNDING SOURCE:** LEDA Grant**EST. COMPLETION:** 9/1/2026**PROJECT STATUS:** 78% Construction

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. Due to deteriorating condition of lift station, emergency procurement utilized, materials ordered. Material delivery anticipated mid-February, construction scheduled to begin 3/9/2026.

RAC Sewer Extension**In progress****SCOPE:** Sewer service extension to SE area of RAC.**BUDGET:** \$3,274,145 Construction**FUNDING SOURCE:** LEDA Grant**EST. COMPLETION:** 9/1/2026**PROJECT STATUS:** 64% Construction

Project design awarded to HDR, project out to bid. Construction awarded to Enviroworks, LLC. Pre-construction meeting held 9/10/2025. Project start date 10/13/2025.

36" Waterline Project - N. Montana**Replace existing 36" concrete pipe
Design to support funding application****SCOPE:** Replace existing 36" water line from 19th to 8th on N. Montana**BUDGET:** \$10,000,000**FUNDING SOURCE:** WTB Funding Application**EST. COMPLETION:** Design 3/30/2026**PROJECT STATUS:** Design 95%

City Engineering to survey and prepare construction plans to support WTB funding application. Application submitted 1/22/2026. City was notified that we were not selected for this grant award. City can reapply for this funding in January 2027.

CDBG Water Application - Edgewood**Replace existing small diameter pipe
Design to support funding application****SCOPE:** Replace existing small diameter cast iron waterlines**BUDGET:** \$2,000,000**FUNDING SOURCE:** CDBG Funding Application**EST. COMPLETION:** Design 1/30/2027**PROJECT STATUS:** Design 30%

City Engineering to prepare construction plans to support CDBG funding application. Application submitted 8/11/2026.

NMED Water Main Replacement Application**Replace existing small diameter pipe
Design to support funding application****SCOPE:** Replace existing small diameter cast iron water lines**BUDGET:** \$8,000,000**FUNDING SOURCE:** Possible NMED DWSRF Application**EST. COMPLETION:** Design 3/1/2027**PROJECT STATUS:** Design 10%

City Engineering to prepare construction plans to support possible NMED DWSRF Funding application. Targeting areas identified in Water Master Plan.

WWTP Gate Valves Replacement**Design in progress****SCOPE:** Replace/repair existing gate valves at WWTP**BUDGET:** \$396,358 Design**FUNDING SOURCE:** Water Enterprise Fund**EST. COMPLETION:** Design 2/1/2027**PROJECT STATUS:** Design 16%

Design in progress to repair/replace existing gate valves at WWTP, and add SCADA integration and monitoring of valve status. Walk through meeting held with Molzen Corbin design team on 7/22/2026.

City Construction Crew Water Replacement Design**Replace existing small diameter pipe
Design in progress****SCOPE:** Replace existing small diameter water lines**BUDGET:** In-House Crew**FUNDING SOURCE:** In-House Crew-Water Enterprise**EST. COMPLETION:** Design 10/2/2027**PROJECT STATUS:** Design 10%

City Engineering to prepare construction plans to support City Water Construction Crew project. Currently designing ~7,200' replacement project.

Projects coordinated with Other Departments**Water Line Extension to Landfill****Water Extension to City Landfill****SCOPE:** Extend City water service to City Landfill**BUDGET:****FUNDING SOURCE:** Landfill Capital**EST. COMPLETION:** Design 9/30/2026**PROJECT STATUS:** Design 90%

City Engineering to prepare construction plans to support possible water extension to City Landfill.

Lions Hondo Improvements - Grant 24-I2885**In Progress****SCOPE:** Design and construct restroom improvements Lions Hondo**BUDGET:** Grant Amount Grant = \$990,000**FUNDING SOURCE:** DFA Grant**EST. COMPLETION:** Construction in Spring/Summer 2027**PROJECT STATUS:** Design 60%

Design of new restroom facility in progress

Stiles Park Improvements - Grant 24-I2884

SCOPE: Design and construct restroom and scoreboard improvement **In progress**

BUDGET: Grant Amount Grant = \$500,000

FUNDING SOURCE: DFA Grant

EST. COMPLETION: Construction in Spring/Summer 2026

PROJECT STATUS: 8%

Scoreboards replaced, bathroom rehab completed with City Facilities staff. Roof repair completed, A/C replacement completed. PO issued for score tower replacement

Convention Center Rebuild

SCOPE: Design and construction of repairs and flood mitigation **In progress**

BUDGET: \$235,928.00 Design Only

FUNDING SOURCE: City Funds - FEMA Reimbursable

EST. COMPLETION: Design Spring 2027

PROJECT STATUS: 10%

Huitt Zollars design team working on design and possible flood mitigation measures to rebuild City Convention Center



AUGUST 2026
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 (yd³)	Water Valve/Meter Box Adj. (each)	Manhole Adj. (each)	Manhole Replacement (each)	Structural Concrete (yd³)	Structural Steel (lbs.)	PMBP (tons)	Guardrail (per job)	Work order cost
		(yd³)	(L.F.)														
No Final Work Orders Paid For This Month																	
		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	\$ -

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

August 2026 Engineering Highlights Report

Community Development Support



Development Reviews

- 100 E. Brasher
- 3905 SE Main

Sewer/Utility Cuts

- 2005 SE Main
- 216 E. Hervey
- 2301 W. 2nd

Property/Plat Reviews

- College & Sycamore
- 200 S. Kansas
- 3502 W. Alameda
- 1406 N. Michigan
- 202 S. Sunset

Driveway, Sidewalk, Fence or Curb Reviews Inspections

- 821 N. Main
- 1325 E. Country Club

Zoning Site Reviews:

- None for August

ADA Reviews

- 212 S. Lea

Traffic/Speed Reviews & Complaints

- None for August

Infrastructure Acceptance

- None for August

Drainage Reviews

- 331 W. Brasher

Street Light Complaints/Concerns

- None for August

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 12.

Infrastructure Committee

Meeting Date: 09/21/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report — Cemetery

Attachments

Cemetery Report

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CEMETERY – August, 2026

Acres Maintained: 210

Staffing: 9 FTE

Number of Services for the Month: 28

- 11 Casket Burials
- 13 Cremation Burials
- 1 Veterans Cemetery Casket Burials
- 2 Veterans Cemetery Cremation Burials

Total Revenue for the Month: \$17,870.11

Vehicle Information:

UNIT#	MILEAGE
580	136,871
581	83,214
586	83,881
587	66,288
606	88,439

Routine Maintenance:

- Dug, set-up, covered, and tamped for all 28 services
- Installed 4 stones and 7 plaques at general Douglas McBride Veterans Cemetery.
- Aligned and raised sunken stone in section 39 (about 60 total stones).
- Repaired 4" water line in section 36.
- Replaced 3" water line and 3" valve at General Douglas McBride Veterans Cemetery.
- Replaced water heater at the maintenance shop.

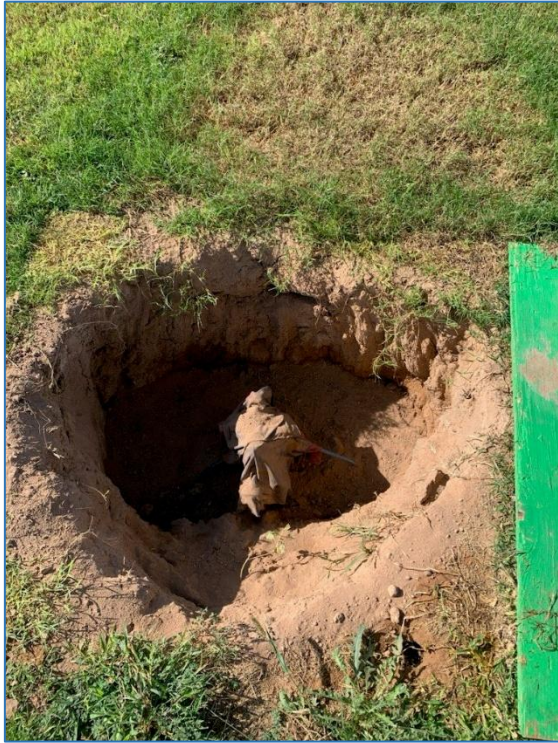
Submitted by: Ruben Esquivel, Cemetery Superintendent
Approved by: Jim Burruss, Special Services Director

Specific Maintenance:

- Conducted a total of 28 services for the month of August.
- Assisted with construction of columbarium in South Park Cemetery.



ROSWELL



ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 13.

Infrastructure Committee

Meeting Date: 09/21/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report — Parks

Attachments

Parks Report

PARKS – August, 2026

Acres Maintained: 685+

Staffing: 27 FTE

Routine Maintenance:

- Weed eating weeds.
- Repairing fencing & baseball backstops in all parks
- Trash pick-up
- Installing new tables, trash cans and BBQ grills throughout parks
- Tree trimming & transplanting

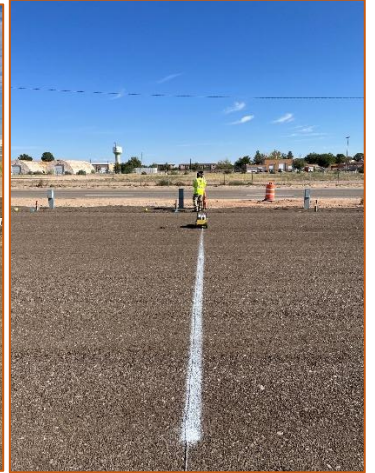
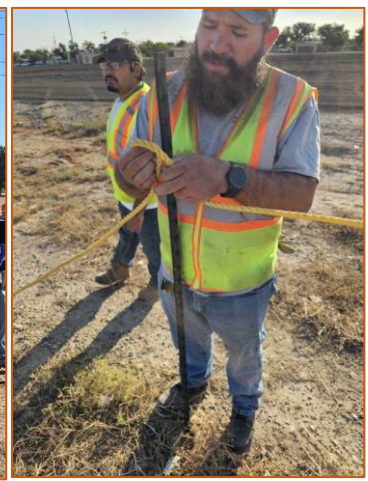


Specific Maintenance:

- Put out t-post and rope at the base to prepare for air show.
- Paint parking lots at base for air show.
- Roto tilling in parks.



parks department parks department parks department
t parks department parks department parks department
nt parks department **ROSELLE** department parks department





Vehicle Information:

UNIT#	LAST 5 OF VIN	MILEAGE
1115	59361	10,119
1043	30177	40,311
1335	31335	105,891
1171	05837	112,128
1110		86,048
1106	32089	120,319
1134	02128	81,929
1136	51161	96,955
1112	31411	144,100
1109	55800	174,630
1118	03155	102,288
1107	05501	197,667
1120	16661	102,554
1122	06799	44,706
1007	49647	58,764
1194	27335	141,952
1177	63424	35,968
1100	48327	83,893
N/A	31159	180,904
550	38512	136,509
503	87408	80,354

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

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 14.

Infrastructure Committee

Meeting Date: 09/21/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report — Recreation

Attachments

Rec Report



Revenue: \$33,537



Attendance: 8,490

FISCAL YEAR FIGURES

	2026 August	YTD
Revenue	33,537	101,327
Attendance	8,490	20,070

ATTENDANCE CONTRIBUTORS

Adult Center Classes & Scans	523
Rec & Aquatic Center Drop-In/Admissions	3051
Rec & Aquatic Center Member Scans	3667
Rec & Aquatic Center Programs	1249

TOP REVENUE CONTRIBUTORS

Recreation Memberships	\$8,042
Pool Admissions	\$7,390

Highlights

Roswell Recreation Center

- Memberships sold: 112
- Spectator Passes sold: 169
- Union/Fire Department memberships given: 2
- Volleyball games started this month, and for the first time, Saturday games were added.
- Homeschool PE resumed this month and has a strong turnout, with 28 kids registered.

Roswell Aquatic Center

- Lifeguards continue monthly Inservice under the direction of Lifeguard Instructor/Aquatic Specialist and included the 300-yard swim requirement.
- Afternoon water aerobics are going great.
- There were seven birthday party rentals, which included 10 or more swim passes each,

Roswell Adult Center

- The continued growing participation from our community in Recreation Adult Fitness classes demonstrates a commitment to staying active, healthy and connected through recreation and fitness programming.

Vehicle Mileage

- Unit 1004/09116 – VIN# 09116 - Mileage 13,550
- Unit 1101/00494 – VIN#00494 - Mileage 56,419
- Unit 15875 – VIN#15875 – Mileage 59,371

Upcoming:

- Youth Basketball Registration 8/1
- Roswell Runaround: Citywide Scavenger Hunt 10/10

Adult Yoga Class



Adult Aerobics Class



ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 15.

Infrastructure Committee

Meeting Date: 09/21/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report — Zoo

Attachments

Zoo Report

Highlights/Animal Care/Maintenance:

-



- DONATION LIST**
- BLANKETS/SHEETS/COMFORTERS (NO HOLES)
 - CARDBOARD BOXES (NO TAPE OR STAPLES)
 - CARDBOARD TUBES
 - NEWSPAPER/CRAFT PAPER
 - SPICES/DRIED HERBS -- NO SALT
 - ANIMAL LURES/SMELLS
 - ANIMAL DECOYS
 - PERFUMES/BODY SPRAY/LOTIONS
 - TOWELS (NO HOLES)
 - PUZZLE FEEDERS
 - SLOW FEEDERS
 - DOG TOYS
 - DURABLE BALLS
 - KONGS
 - RODENT TOYS/TUNNELS
 - PLANTS
 - PONY TOYS (BALLS, TREAT BALLS, LICK TREATS, YOGA BALLS etc..)
 - BUBBLE WANDS
 - WINDCHIMES (PLASTIC OR WOOD)
 - ANTLERS

- FOOD:**
- HONEY/MOLASSES/PEANUT BUTTER
 - NUTS -- PECANS, ALMONDS, CASHEWS, WALNUTS, PINE NUTS, PEANUTS -- NO SALT ADDED
 - BABY FOOD -- FRUIT OR SAVORY FLAVORS
 - CANNED FISH (IN WATER -- NOT OIL)
 - DOG TREATS
 - RODENT TREATS (GUINEA PIG)
 - PIG TREATS
 - PONY TREATS
 - BIRD TREATS -- MEALWORMS, DRIED CRICKETS, PARROT TREATS, SUNFLOWER SEEDS
 - PUMPKINS
 - ANY FRUITS/VEGGIES/GREENS
- MONITARY DONATIONS -- PLACE IN THE FOUR DONATION TUBES AROUND THE ZOO**
- THANK YOU FOR THE DONATION!**

Infrastructure Committee

16.

Meeting Date: 09/21/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

ACTION REQUESTED:

Recommend Resolution 26-XX Regarding A New Multi-Generational Area, The Spring River Zoo, Roswell Adult Center, And Peppermint Park.

BACKGROUND:

Initiated by: Councilor Halverson and Councilor Arnold

This resolution would provide direction to wind down operations of the Spring River Zoo by the end of FY27. In its place, the City Manager is instructed to provide a plan to the Governing Body for replacement of the Roswell Adult Center and other facilities at the location of the Spring River Zoo and old Peppermint Park utilizing available FEMA, state revolving loan funds, and Flood Bond funds, as necessary, for the betterment of Roswell consistent with, but not bound by the attached map.

FINANCIAL CONSIDERATION:

This project would be funded with a combination of FEMA reimbursements, state revolving loan funds, and Flood Bond funds.

LEGAL REVIEW:

The resolution has been submitted to City Attorney for review.

BOARD AND COMMITTEE ACTION:

This item was also presented to Public Safety Committee on 8/18/2026, Legal Committee on 8/31/2026, and Finance Committee on 9/3/2026. This item was also presented to City Council on 9/10/2026. City Council on 9/10/2026 voted to table this item until a public hearing can be held for public comment.

STAFF RECOMMENDATION:

Consider recommendation of Resolution 26-XX Regarding A New Multi-Generational Area, The Spring River Zoo, Roswell Adult Center, And Peppermint Park.

Attachments

Draft Resolution 26-XX
Draft Adult Center Complex Map

RESOLUTION 26-XX

A RESOLUTION REGARDING A NEW MULTI-GENERATIONAL AREA, THE SPRING RIVER ZOO, ROSWELL ADULT CENTER, AND PEPPERMINT PARK

WHEREAS, the governing body of the City of Roswell, is duly elected to represent and address the needs of its residents; and

WHEREAS, a goal of the governing body is to sustain and enhance the public welfare through parks and other recreational facilities; and

WHEREAS, the City suffered catastrophic flooding in October 2024; and

WHEREAS, this flood caused the damage or destruction of numerous public facilities including, but not limited to:

- The Adult Center,
- The Roswell Convention Center,
- The Roswell Museum,
- The Parks Department administrative building,
- The Boy Scout Building,
- The Ponds at the Spring River Zoo and the Smith Bird Sanctuary; and

WHEREAS, it would be irresponsible to replace most of these facilities at their current locations as they are well within the flood plain; and

WHEREAS, the City lacks the financial capacity to replace all damaged or destroyed facilities and also fund the long staffing term and maintenance necessary for each facility; and

WHEREAS, the Spring River Zoo is constantly subject to increased regulation, aging facilities, and increasing costs for limited the remaining animals' care; and

WHEREAS, the City wishes all of its animals to live in more humane facilities; and

WHEREAS, the City finds it financially advantageous and desirable to combine multiple FEMA reimbursable projects in order to create a new Multi-Generational Facility that will enhance the public welfare and provide for new state of the art facilities on the east side of the City;

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

The City Manager is instructed to wind down operations of the Spring River Zoo by the end of FY27. In its place, the City Manager is instructed to provide a plan to the Governing Body for replacement of the Roswell Adult Center and other facilities at the location of the Spring River Zoo and old Peppermint Park utilizing available FEMA, state revolving loan funds, and Flood Bond funds, as necessary, for the betterment of Roswell consistent with, but not bound by Exhibit A.

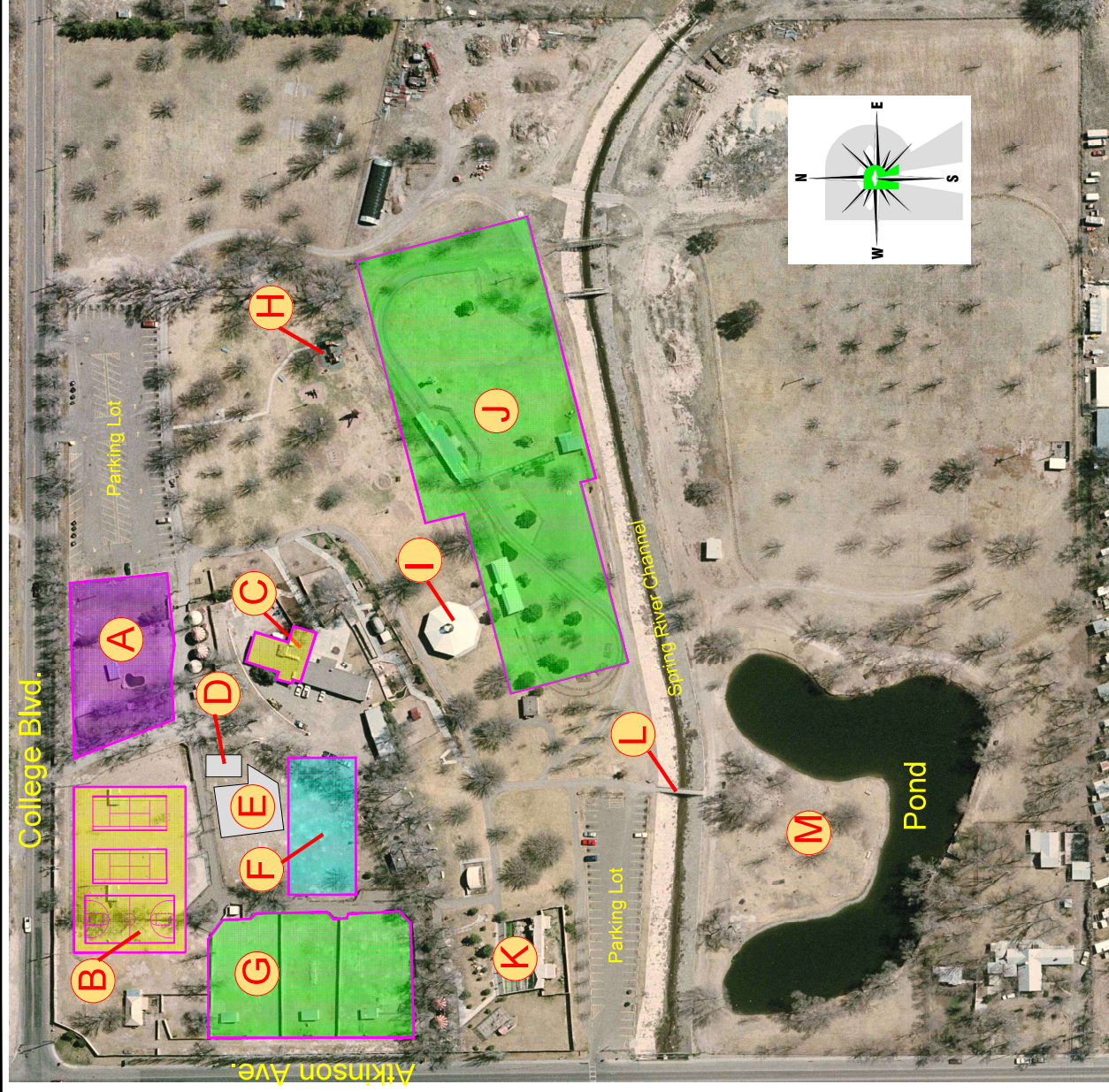
PASSED, ADOPTED, SIGNED, and APPROVED _____, _____.

CITY SEAL

ATTEST

Timothy Z. Jennings, Mayor

Amalia Martinez, City Clerk



LEGEND

- A** - Community Garden
- B** - Basketball/ Tennis Courts
- C** - Dining Hall & Banquet Room (Existing)
- D** - Pro Shop/ Fishing Pole Rental
- E** - Pickleball Court
- F** - New Classrooms/ Workshop Building
- G** - Dog Park
- H** - New/ Replace Playground Equipment
- I** - Repair/ Keep Carousel & Concession
- J** - Soccer Field/ Detention area
- K** - Detention Area
- L** - New ADA Bridge Access
- M** - Repair Pond - add Walking Path

Possible New Adult Center Recreation Complex

At Existing Zoo Location