



ROSWELL INFRASTRUCTURE COMMITTEE AGENDA

Monday, JUNE 15, 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 May 18, 2026 Infrastructure Committee Meeting Minutes. [pg. 1](#)

REGULAR ITEMS

2. Consider recommendation of Resolution 26-XX for support of application to the New Mexico Department of Finance for possible Community Development Block Grant (CDBG) funding application. [pg. 6](#)

NON-ACTION ITEMS

3. Department Report - Facilities Maintenance [pg. 14](#)
4. Department Report - Utilities [pg. 18](#)
5. Department Report - Special Electronics [pg. 25](#)
6. Department Report - Streets [pg. 28](#)
7. Department Report - Solid Waste & Fleet [pg. 33](#)
8. Department Report - Cemetery [pg. 53](#)
9. Department Report - Parks [pg. 56](#)
10. Department Report - Recreation [pg. 59](#)
11. Department Report - Zoo [pg. 62](#)
12. Department Report - Engineering [pg. 65](#)
13. Department Report - Roswell Transit (*Report was not submitted.*)

PUBLIC PARTICIPATION

ADJOURN

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1975 and Resolution 26-12.

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Friday, June 12, 2026.

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Infrastructure Committee

Meeting Date: 06/15/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

ACTION REQUESTED:

Approval of the May 18, 2026 Infrastructure Committee Meeting Minutes.

Attachments

Draft May 18, 2026 Infrastructure Comm. Mtg Minutes

Regular Meeting of the Infrastructure Committee
Held in the City Hall's Mike Mathews Conference Room
May 18, 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 Johnson, Councilor Gass, Councilor Oropesa, Councilor Marrujo, and Councilor Corn being present.

Staff Present:

James MacCornack, Abraham Chaparro, Valente Reyes, Andrew Valadez, Stacey McGuigan, Hess Yntema, Becky Hicks, Bobbi Thompson, Jim Buress, Amalia Martinez, Frank Rincon, Naomi Steward, Nathaniel Mascarenas, Mayor Tim Jennings, and Bernadette Lopez
Debbie Reyer via GoToMeeting

Guest(s) Present:

Vanessa B. (No Last Name provided) via GoToMeeting

APPROVAL OF AGENDA:

Councilor Gass moved to approve the agenda for May 18, 2026 as presented. Councilor Marrujo was the second. A voice vote of 5-0 was unanimous, and the motion passed.

APPROVAL OF MINUTES:

1. Approval of the April 20, 2026 Minutes:

Councilor Marrujo moved to approve the minutes from the April 20, 2026 meeting as presented. Councilor Corn was the second. A voice vote of 5-0 was unanimous, and the motion passed.

2. Approval of revised March 16, 2026; March 20, 2026; and March 23, 2026 Minutes:

Councilor Oropesa moved to approve the minutes from the March 16th, March 20th, and March 23rd, 2026 meetings as presented. Councilor Marrujo was the second. A voice vote of 5-0 was unanimous, and the motion passed.

REGULAR ITEMS (ACTION ITEMS):

3. Consider recommending Resolution 26-XX for closing Asset Management Plan Grant from New Mexico Finance Authority:

Councilor Gass moved to recommend Resolution 26-XX for closing Asset Management Plant Grant from New Mexico Finance Authority to be placed on the consent agenda. Councilor Corn was the second. A voice vote of 5-0 was unanimous, and the motion passed.

4. Review and ranking of the FY2028 – 2032 Infrastructure Capital Improvement Plan (ICIP):

Hess Yntema discussed ICIP and how the state utilizes it; asking for the top five ranking projects from each community. Discussion was held on the Roswell Police Department building. Hess Yntema stated the building is obsolete. His suggestion is to put it up for auction, and if no one purchased it, he would like it to be demolished and become a park for tourists. Several other projects on the list were also discussed.

FOR THE RECORD:

Councilor Marrujo left the meeting at 2:43 p.m.

The Councilors gave their top five projects:

Councilor Oropesa's:

1. #1 -Cell 5B Construction, Only (Solid Waste)
2. #16 - Water Transmission Pipes Replacement
3. #15-WW Replace Flow Gates at Headworks SB1, SB2 & SB3
4. #18-Small Pipe Replacement
5. #68-Flood Damage Repairs – City Wide

Councilor Gass':

1. #19-Large Pipe Replacement
2. #18-Small Pipe Replacement
3. #68-Flood Damage Repairs – City Wide
4. #16-Water Transmission Pipes Replacement
5. Left up for Discussion

Councilor Corn's:

1. #68-Flood Damage Repairs- City Wide
2. #16-Water Transmission Pipes Replacement
3. #15-WW Replace Flow Gates at Headworks SB1, SB2 & SB3
4. #18-Small Pipe Replacement
5. #79-City Hall Deferred Maintenance

Councilor Johnson's:

1. #18-Small Pipe Replacement
2. #19-Large Pipe Replacement
3. #68-Flood Damage Repairs- City Wide
4. #16-Water Transmission Pipes Replacement
5. #79- City Hall Deferred Maintenance

Councilor Corn moved to approve the ICIP Priority Projects as listed, No. 1 through No. 86, be included with our priorities of:

1. (#16 on FY2027 ICIP Priority Projects List) Water Transmission Pipes Replacement;
2. (#18 on FY2027 ICIP Priority Projects List) Small Pipe Replacement;
3. (#19 on FY2027 ICIP Priority Projects List) Large Pipe Replacement;

4. (#68 on FY2027 ICIP Priority Projects List) Flood Damage Repairs- City Wide; and
5. (#79 on FY2027 ICIP Priority Projects List) City Hall Deferred Maintenance

To be our top five priority projects for FY2027, and go before full City Council. Councilor Oropesa was the second. A voice vote of 4-0 was unanimous, and the motion passed with Councilor Marrujo being absent.

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

NON-ACTION ITEMS:

5. Roswell Transit Report:

6. Streets Report:

Frank Rincon stated the Mill & Fill Project will begin on June 22, 2026.

7. Special Electronics Report:

8. Facilities Maintenance Report:

Nathaniel Mascarenas stated the City Hall roof will be done by end of next week, and the floor installation will begin on Thursday, May 21, 2026.

9. Utilities Report:

Andrew Valadez discussed the disconnection issue with the water meters, the accuracy on the meters is 99.7%, so the issue is with the Antenna and ERT; having trouble receiving it through Itron. Hess Yntema stated Chris Cortez is currently working on this issue. Chairman Johnson inquired about a resolution to the problem. Andrew Valadez responded, in his opinion, cellular would be the best way to go. He added, he would like to run a pilot test on approximately 20 meters where issues are occurring, in the Fiscal 2027.

10. Solid Waste & Fleet Report:

11. Cemetery Report:

Jim Buress stated the Cemetery will be hosting an event for Veterans and their families on Memorial Day.

12. Parks Report:

Jim Buress stated the splash pads will open on Memorial Day.

13. Recreation Report:

14. Zoo Report:

15. Engineering Report:

PUBLIC PARTICIPATION:

None

ADJOURN:

The meeting adjourned at 3:52 p.m.

DRAFT

Infrastructure Committee

Meeting Date: 06/15/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

ACTION REQUESTED:

Consider recommendation of Resolution 26-XX for support of application to the New Mexico Department of Finance for possible Community Development Block Grant (CDBG) funding application.

BACKGROUND:

Initiated by: James MacCornack

City of Roswell has begun the initial steps of an application to the New Mexico Department of Finance for a possible Community Development Block Grant project. Two public meetings will be held. The intent is to seek funding for small diameter water line replacements. Proposed project budget is up to \$2,000,000 total project cost, with a 10% match requirement.

FINANCIAL CONSIDERATION:

This is for project application support. If awarded, a budget adjustment would be required. Proposed project budget would require a 10% match of up to \$200,000

LEGAL REVIEW:

Resolution has been submitted to City Attorney for review.

BOARD AND COMMITTEE ACTION:

Consider recommendation of Resolution 26-XX for support of application to the New Mexico Department of Finance for possible Community Development Block Grant (CDBG) funding application.

Attachments

Draft Resolution 26-XX CDBG Project Application
Draft CDBG Project Budget Estimate
CDBG Application Checklist

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RESOLUTION 26-XX

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

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

WHEREAS, the City Council will hold 2 public hearings for public input and comment (6/25/2026 and 6/26/2026) during the 2026 application process; and

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

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

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

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

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

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

4. That the full application amount be up to \$1,800,000 of grant funds to carry out small diameter water line replacements in Roswell, New Mexico;

5. That it further be stated that the City of Roswell is committing up to \$200,000 from its Water Enterprise Fund as a cash contribution toward small diameter water line replacements

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2 PASSED, ADOPTED, SIGNED and APPROVED _____, _____.
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4 CITY SEAL
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7 _____
8 Timothy Z. Jennings, Mayor
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10 ATTEST
11

12 _____
Amalia Martinez, City Clerk

DRAFT

**CITY OF ROSWELL
NEW MEXICO**

Project Estimate

CDBG Water Line Project
Replacement of Small Diameter Water Lines
James MacCormack, PE

6/1/2026

Page 1 of 1

Engineer's Estimate

ITEM NO.	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT COST	COST
601000	Removal of Structures and Obstructions	L.S.	1.00	\$35,000.00	\$35,000.00
603000	NPDES Permitting & SWPPP	L.S.	1.00	\$20,000.00	\$20,000.00
621000	Mobilization	L.S.	1.00	\$100,000.00	\$100,000.00
663100	Install Fire Hydrant	EACH	16.00	\$5,500.00	\$88,000.00
663726	6" Waterline Installed	LIN.FT.	2,100.00	\$70.00	\$147,000.00
663728	8" Waterline Installed	LIN.FT.	7000.00	\$85.00	\$595,000.00
663898	8" Gate Valve and Valve Box Installed	EACH	10.00	\$5,000.00	\$50,000.00
702800	Traffic Control Plan	L.S.	1.00	\$15,000.00	\$15,000.00
999003	Water/Meter Service and Service Connection	EACH	189.00	\$800.00	\$151,200.00
807000	Construction Staking by the Contractor	L.S.	1.00	\$10,000.00	\$10,000.00
999002	Connection to Existing Waterline, All Sizes, All Piping, Fittings, Joint Restraint & Blocking	EACH	7.00	\$20,000.00	\$140,000.00
999001	Removal and Repair of Roadway, Curb, Sidewalk and Other. (Permanent Repair)	LIN.FT.	9100.00	\$50.00	\$455,000.00
					Sub-Total Construction
					\$1,806,200.00
					GRT Tax 8.2708%
					\$149,387.19
					Total Construction
					\$1,955,587.19
999000	Project Contract Administration	L.S.	1.00	\$40,000.00	\$40,000.00
					Sub-Total Administration
					\$40,000.00
					GRT Tax 8.2708%
					\$3,308.32
					Total Administration Cost
					\$43,308.32
					Total Project Cost
					\$1,998,895.51



CDBG Application Checklist (2026)

Organize your application materials into 11 folders, shown in bold blue caps. Each folder should contain the applicable documents listed under each heading. For additional items not named on the checklist, you can include in the folder that seems appropriate or in the “other” folder. Please follow the numbering and naming protocols shown below. Be sure to use the exact file names shown – based on name of your entity.

1. TRANSMITTAL LETTER *(Application Instructions, page 38)*

a. **Transmittal Letter**

Yes ☐ No ☐ File Name: Transmittal Letter_Municipality/County_2026

b. **Certifications of Passed Application Tests**

Yes ☐ No ☐ File Name: Test-Applying Entity Municipality/County_2026

Yes ☐ No ☐ File Name: Test-Project Administrator_Municipality/County_2026

2. CERTIFICATION AND ASSURANCES *(Application Instructions, page 43)*

a. **HUD Applicant Disclosure Report (Exhibit 1-F)**

Yes ☐ No ☐ File Name: 1-F_Municipality/County_2026

b. **Certifications & Federal Assurances**

Yes ☐ No ☐ File Name: Certifications and Assurances_Municipality/County_2026

3. PUBLIC PARTICIPATION *(Application Instructions, pages 13-14)*

a. **Public Hearing Notice - English & Spanish (Exhibit 1-Q)**

Yes ☐ No ☐ File Name: 1-Q_Municipality/County_2026

b. **Evidence of Publication / Posted Notice (Exhibit A)** (if applicable)

Yes ☐ No ☐ N/A ☐ File Name: A_Municipality/County_2026

c. **Affidavit of Publication** (if applicable)

Yes ☐ No ☐ N/A ☐ File Name: Affidavit_Municipality/County_2026

d. **Pre-selection Public Meeting Agenda/Minutes (Exhibit 1-Q-1)**

Yes ☐ No ☐ File Name: 1-Q-1_Municipality/County_2026

e. **Pre-selection Sign-in Sheet(s)**

Yes ☐ No ☐ File Name: Pre-selection Sign-in_Municipality/County_2026

f. **Post-selection Public Meeting Agenda/Minutes (Exhibit 1-Q-2)**

Yes ☐ No ☐ File Name: 1-Q-2_Municipality/County_2026

g. **Post-selection Sign-in Sheet(s)**

Yes ☐ No ☐ File Name: Post-selection Sign-in_Municipality/County_2026

4. **LOW-TO-MODERATE INCOME (LMI)** (*Application Instructions, pages 15-22*)
LMI Type: American Community Survey (ACS), Limited Clientele (LMC), Survey

ACS

- a. **Request for ACS Methodology Approval**
Yes ☐ No ☐ N/A ☐ File Name: ACS Request_Municipality/County_2026
- b. **DFA-CDBG Approval of ACS Methodology**
Yes ☐ No ☐ N/A ☐ File Name: ACS Approval_Municipality/County_2026
- c. **Census Data used to meet low/moderate income requirements**
Yes ☐ No ☐ N/A ☐ File Name: Census_Municipality/County_2026
- d. **Correspondence/Back up Data relevant to the application** (if applicable)
Yes ☐ No ☐ N/A ☐ File Name: LMI Back up_Municipality/County_2026

LIMITED CLIENTELE (LMC)

- e. **Request for Limited Clientele Methodology Approval**
Yes ☐ No ☐ N/A ☐ File Name: LMC Request_Municipality/County_2026
- f. **DFA-CDBG Approval of Limited Clientele Methodology**
Yes ☐ No ☐ N/A ☐ File Name: LMC Approval_Municipality/County_2026
- g. **Correspondence/Back up Data relevant to the application**
Yes ☐ No ☐ N/A ☐ File Name: LMC Back up_Municipality/County_2026

SURVEY

- h. **Request for Survey Methodology Approval**
Yes ☐ No ☐ N/A ☐ File Name: Methodology Request_Municipality/County_2026
- i. **DFA-CDBG Approval of Survey Methodology**
Yes ☐ No ☐ N/A ☐ File Name: Survey Methodology Approval_Municipality/County_2026
- j. **Methodology Materials**
Yes ☐ No ☐ N/A ☐ File Name: Methodology Materials_Municipality/County_2026
- k. **Completed Surveys (Exhibit C)**
Yes ☐ No ☐ N/A ☐ File Name: Completed Survey_Municipality/County_2026
- l. **Income Survey Certification (Exhibit D)**
Yes ☐ No ☐ N/A ☐ File Name: D_Municipality/County_2026
- m. **LMI Worksheet (Exhibit E)**
Yes ☐ No ☐ N/A ☐ File Name: E_Municipality/County_2026
- n. **Spreadsheet Summarizing Survey Results**
Yes ☐ No ☐ N/A ☐ File Name: Spreadsheet Summary Municipality/County_2026
- o. **DFA-CDBG Completed Survey Approval**
Yes ☐ No ☐ N/A ☐ File Name: ACS Request_Municipality/County_2026

5. SITE CONTROL *(Application Instructions, page 37)*

a. **CDBG Site Certificate (Exhibit F)**

Yes ☐ No ☐ File Name: F_Municipality/County_2026

b. **Deed of Trust or other legal document proving ownership, access, right of way**

Yes ☐ No ☐ N/A ☐ File Name: Deed of Trust_Municipality/County_2026

c. **Map/s**

Yes ☐ No ☐ N/A ☐ File Name: Map_Municipality/County_2026

6. APPLICATION FORM *(Application Instructions, pages 44-47)*

a. **Application Form (Exhibit G)**

Yes ☐ No ☐ File Name: Application-Exhibit G_Municipality/County_2026

b. **SAMs Government Clearance (Exhibit 1-X)**

Yes ☐ No ☐ File Name: 1-X_Municipality/County_2026

7. CASH MATCH/LEVERAGING *(Application Instructions, pages 23-25)*

a. **Resolution for Matching Funds (Exhibit H)**

Yes ☐ No ☐ File Name: Matching Funds Resolution_Municipality/County_2026

b. **Cash Match - supporting documentation proof**

Yes ☐ No ☐ File Name: Cash Match_Municipality/County_2026

c. **Leveraging - supporting documentation proof**

Yes ☐ No ☐ File Name: Leverage_Municipality/County_2026

8. PROJECT NARRATIVE & SCOPE OF WORK *(Application Instructions, pages 39-42)*

Project Type: Water, Wastewater, Public Facility, Street/Drainage

a. **Questions & Answers - for project type(s)**

Yes ☐ No ☐ N/A ☐ File Name: QA for Municipality/County_2026

b. **Full Scope of work (Exhibit 1-A)**

Yes ☐ No ☐ N/A ☐ File Name: Full 1-A_Municipality/County_2026

9. COST ESTIMATES *(Application Instructions, pages 26-28)*

a. **Certified Cost Estimates (for applications exceeding \$500,000)**

Yes ☐ No ☐ N/A ☐ File Name: Certified Costs_Municipality/County_2026

b. **Cost Estimates (for applications at or below \$500,000)**

Yes ☐ No ☐ N/A ☐ File Name: Uncertified Costs_Municipality/County_2026

c. **Project Cost Financing Summary, full project (Exhibit 1-C)**

Yes ☐ No ☐ File Name: Full 1-C_Municipality/County_2026

10. PLANNING AND READINESS *(Application Instructions, pages 29-37)*

a. **Infrastructure Capital Improvement Plan (ICIP)**

Yes ☐ No ☐ N/A ☐ File Name: ICIP_Municipality/County_2026

b. **Asset Management Plan**

Yes ☐ No ☐ File Name: Asset Management Plan_Municipality/County_2026

c. **Project Schedule (Exhibit 1-B)**

Yes ☐ No ☐ File Name: 1-B_Municipality/County_2026

d. **Plans and Specifications**

Yes ☐ No ☐ N/A ☐ File Name: Plans - Specs_Municipality/County_2026

e. **Preliminary Engineering Report (PER)**

Yes ☐ No ☐ N/A ☐ File Name: PER_Municipality/County_2026

f. **Professional services** (as per checklist #6 Professional Services)

Yes ☐ No ☐ N/A ☐

g. **Environmental** (as per checklist #7a or 7b)

Yes ☐ No ☐ N/A ☐

11. OTHER

** For a comprehensive list of CDBG exhibits & documents, see the updated [Implementation Manual](#) (2025)*

CDBG Website Links

Application Information, Exhibits & Videos [ACCESS HERE](#)

Implementation Manual, Exhibits & Videos [ACCESS HERE](#)

CDBG Project Managers

Stephanie Kramer, c. (505) 690-4621, Stephanie.Kramer@dfa.nm.gov

Cristina Caltagirone (kal-tah-gee-row-neh), c. (505) 470-0977, Cristina.Caltagirone@dfa.nm.gov

Jaelynn Narvaiz (nar-vice) c. (505) 690-5313, jaelynn.narvaiz@dfa.nm.gov

Domenica Cimino (chee-mee-know), c. (505) 618-0266, domenica.cimino@dfa.nm.gov

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 3.

Infrastructure Committee

Meeting Date: 06/15/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report - Facilities Maintenance

Attachments

WO Completed Requests

WO Open Requests

Work Category	Work Requested	Source Location	Created On	WO Status
General Facilities	STILES FIELD - Roof	All City	05/28/2026 12:56:47 PM	Completed
General Facilities	FACILITIES SHOP - Swap out microwave	Facilities new shop	05/28/2026 12:50:17 PM	Completed
General Facilities	LEGAL - Shawna (paralegal) needs bulb changed out	City Hall Annex	05/22/2026 08:57:20 AM	Completed
General Facilities	City hall moving offices	City Hall	05/21/2026 02:19:09 PM	Completed
General Facilities	GOLF COURSE - Install railing on drawers	Spring River Golf Course	05/21/2026 01:54:56 PM	Completed
General Facilities	CITY HALL - Install clock (See Angela first)	CH Floor 2	05/20/2026 02:57:51 PM	Completed
General Facilities	RPD - Change out lightbulbs	Police	05/19/2026 07:38:35 AM	Completed
General Facilities	ALL CITY - Flags to half staff	All City	05/14/2026 10:02:32 AM	Completed
General Facilities	SHRED BOSS - Inspect roof	255- Mr. Murphy	05/11/2026 08:01:51 AM	Completed
General Facilities	CITY HALL - Replace handle and lock on restrooms	CH Floor 3	05/06/2026 02:19:54 PM	Completed
General Facilities	CONVENTION CTR - Bug fog and spray	Convention Center	05/06/2026 02:09:33 PM	Completed
General Facilities	TRANSIT - Re-brace ceiling tiles	Transit	05/06/2026 01:36:41 PM	Completed
General Facilities	ANNEX - Front entrance door adjustmnt	CH Annex Floor 1	05/06/2026 09:16:34 AM	Completed
General Facilities	City Hall - move desk to Vanessa's office	City Hall	04/30/2026 09:47:23 AM	Completed
General Facilities	Rec/Aquatic Center - splash pads, maintenance	Splash Pad	04/29/2026 03:01:04 PM	Completed
General Facilities	Annex - no hot water	CH Annex Floor 1	04/28/2026 01:44:10 PM	Completed
General Facilities	CITY HALL - Tighten screws on desk	CH Floor 2	04/28/2026 01:40:12 PM	Completed
General Facilities	ANNEX - Install 3 paper holders	City Hall Annex	04/27/2026 10:03:33 AM	Completed
Heating and Cooling	City Hall - condensate lines on roof	City Hall	05/28/2026 03:13:27 PM	Completed
Heating and Cooling	LIBRARY - Change filters (provided)	Library	05/18/2026 06:22:20 PM	Completed
Heating and Cooling	RIAC AVIS - AC not working	Airport Terminal	05/18/2026 08:19:36 AM	Completed
Heating and Cooling	CITY HALL - Install unit	City Hall	05/18/2026 02:19:40 PM	Completed
Heating and Cooling	WATER BILLING - Close vent above Debbie	Water Billing	05/13/2026 02:53:40 PM	Completed
Heating and Cooling	City Hall- legal section Porto coolers		05/12/2026 02:25:09 PM	Completed
Heating and Cooling	Library unit not working	Library	05/12/2026 01:27:56 PM	Completed
Heating and Cooling	City hall uninstall unit	City Hall	05/12/2026 01:24:41 PM	Completed
Heating and Cooling	TRANSIT - Check air filters in Chris' office	Transit	05/07/2026 09:48:35 AM	Completed
Heating and Cooling	TRANSIT - Fix end cap on vent system	Transit	05/07/2026 09:43:05 AM	Completed
Heating and Cooling	ADULT CTR- AC unit removal	Adult Center	05/04/2026 09:51:57 AM	Completed
Heating and Cooling	RIAC - Avis rental terminal AC not working	Airport Terminal	04/27/2026 09:30:38 AM	Completed
Planned	City Hall - move furniture and pull up old floorin		05/21/2026 04:05:59 PM	Completed
Plumbing	FIRE#1 - Install temp sink	RFD Station 1	05/15/2026 11:47:34 AM	Completed
Plumbing	POE CORN - Splashpad leaks	Poe Corn Park	05/08/2026 01:40:56 PM	Completed
Plumbing	WASTEWATER - Men's bathroom clogged	Waste Water Treatment Plant	05/08/2026 07:53:51 AM	Completed
Plumbing	ANNEX - Women's toilets not flushing	City Hall Annex	05/05/2026 02:55:16 PM	Completed
Plumbing	LANDFILL - Toilet in admin needs attention	Landfill	05/05/2026 12:36:37 PM	Completed
Plumbing	ZOO - Raven enclosure backing up (borrow 4" snake)	Zoo	04/28/2026 01:43:54 PM	Completed
Safety	TRANSIT - Adjust camera in NE corner of lobby	Transit	05/21/2026 09:31:01 AM	Completed
Safety	Board up 210 S. Washington	City Address	04/29/2026 08:40:42 AM	Completed

Work Category	Work Requested	Source Location	Created On	WO Status
Electrical	VISITOR CTR - Outlets in floor need to be fixed	Visitors Center	05/01/2026 01:51:38 PM	In Progress
General Facilities	AQUATIC CTR - Order pool pumps & parts	Cielo Grande Park	05/28/2026 03:34:16 PM	In Progress
General Facilities	CITY HALL - Paint Bobbi's office ASAP	CH Floor 2	05/28/2026 09:53:10 AM	In Progress
General Facilities	CIELO GRANDE - Replace sheetrock in the callbox rm	Roswell Rec. and Aq. Center	05/28/2026 09:46:33 AM	In Progress
General Facilities	FACILITIES - Move a/c units to cement pad	Facilities new shop	05/19/2026 10:13:14 AM	In Progress
Heating and Cooling	Facility Shop - two A/Cs down	Facilities new shop	05/27/2026 03:23:18 PM	In Progress
Heating and Cooling	HVAC - Preventive Maint	City Hall	05/26/2026 08:31:02 AM	In Progress
Heating and Cooling	Zoo - leaky swamp cooler and filter	Zoo	05/22/2026 10:34:57 AM	In Progress
Heating and Cooling	FACILITIES - K office mini split not working	Facilities new shop	05/14/2026 02:47:31 PM	In Progress
Heating and Cooling	Public affairs offices - thermostat issues		05/11/2026 02:55:50 PM	In Progress
Heating and Cooling	Boys and girls club - thermostat issues		05/11/2026 02:52:23 PM	In Progress
Heating and Cooling	RPD - Broken fan blade TSU unit	Police	04/27/2026 02:12:06 PM	In Progress
Plumbing	ANNEX - Flush not working first stall ladies	CH Annex Floor 2	05/29/2026 04:51:42 PM	In Progress
Plumbing	Rec/Aquatic Center - multiple chemical pumps down		05/28/2026 03:20:31 PM	In Progress
Plumbing	2ND STREET PD - Turn off water EMERGENCY LEAK	Police	05/01/2026 08:13:42 AM	In Progress
Plumbing	FIRE#1 - Fix water leak in front	RFD Station 1	04/29/2026 08:37:14 AM	In Progress
Electrical	TASK FORCE - Vent fan in men's not working	TASK FORCE	05/30/2026 04:22:38 PM	New Request
General Facilities	CITY HALL - "Restore" admin office after flooring	CH Floor 2	05/28/2026 09:43:57 AM	New Request
General Facilities	SWAT BLDG - Roof is leaking on westside	Police - Evidence	05/28/2026 08:17:29 AM	New Request
General Facilities	VISITOR CTR - Replace baby changing table	Visitors Center	05/27/2026 01:10:53 PM	New Request
General Facilities	ANNEX - Install seat cover dispenser in women's RR	CH Annex Floor 2	05/26/2026 12:25:01 PM	New Request
General Facilities	ANNEX - Install lock on door	CH Annex Floor 2	05/26/2026 11:27:21 AM	New Request
General Facilities	TRANSIT - Admin door locking mechanism	Transit	05/21/2026 01:31:12 PM	New Request
General Facilities	CCMNTF building (old fire#3) - Repair fencing	Police	05/18/2026 10:16:39 AM	New Request
General Facilities	Please move white folding chairs under the stairca	City Hall	05/15/2026 03:31:45 PM	New Request
General Facilities	WATER BILLING - Broken latch on front door	Water Billing	05/13/2026 02:52:23 PM	New Request
General Facilities	MUSEUM - Repair hinges on courtyard gate	Museum	05/01/2026 08:39:22 AM	New Request
General Facilities	LANDFILL - Men's bathroom ceiling leaking	Landfill	05/01/2026 08:29:43 AM	New Request
General Facilities	BLDG 1001 - Inspect/correct door	1533 Avflight	04/30/2026 10:28:04 AM	New Request
General Facilities	Hanger 1531/1004 - Inspect door	1531 Avflight	04/30/2026 10:25:57 AM	New Request
General Facilities	RIAC - Door 1020, 1028 Inspect/repair doors	Airport Terminal	04/30/2026 10:20:42 AM	New Request
General Facilities	Baldwin Door 1002 - Inspect/repair door	1083 Dean Baldwin	04/30/2026 10:19:04 AM	New Request
Heating and Cooling	WT&M - Mary Ellen vents need to be closed	Water Maintenance	06/01/2026 08:15:54 AM	New Request
Heating and Cooling	RIAC - 2nd level not cooling	Airport Terminal	05/26/2026 02:02:07 PM	New Request
Heating and Cooling	WATER BILLING - Check HVAC	Water Billing	05/26/2026 11:01:14 AM	New Request
Heating and Cooling	TRANSIT - Dispatcher office air issues	Transit	05/21/2026 08:12:24 AM	New Request
Heating and Cooling	PARKS SHOP - A/C is down in the breakroom	Parks New Shop	05/15/2026 01:32:49 PM	New Request
Heating and Cooling	TRANSIT - Check all vents in admin area for leaks.	Transit	05/07/2026 09:49:32 AM	New Request
Plumbing	Rec Ctr - Men's Urinal is clogged on wet side	Roswell Rec. and Aq. Center	06/01/2026 06:42:42 AM	New Request

Work Category	Work Requested	Source Location	Created On	WO Status
Plumbing	CEMETARY- Sink is backed up in kitchen	Cemetery	05/27/2026 02:39:06 PM	New Request
Plumbing	WASTEWATER - Men's RR issues	Waste Water Treatment Plant	05/27/2026 07:08:58 AM	New Request
Plumbing	RIAC - Replace water station filters	Airport Terminal	05/19/2026 01:23:42 PM	New Request
Plumbing	RPD - Replace parts to urinal only	Police - Evidence	05/01/2026 10:26:40 AM	New Request
Safety	TRANSIT - Change security door codes	Transit	05/21/2026 01:16:42 PM	New Request
Safety	LIBRARY - Repaint handicap parking spots	Library	05/18/2026 06:23:38 PM	New Request
Safety	LIBRARY - Handicap button on N. side not working	Library	05/18/2026 06:17:46 PM	New Request

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Non-Action Items 4.

Infrastructure Committee

Meeting Date: 06/15/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report - Utilities

Attachments

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

Central Control Monthly Report for May 2026

Central Control Operators and Maintenance

- Operators making weekly rounds and collecting data of well pumps and motors. Making adjustments as needed to keep operation in spec.
- Operators doing monthly checks on booster pump screens and testing the chlorine leak detectors.
- Operators at end of month getting final monthly reads from all wells for total water produced.
- Operators doing daily cleaning and maintenance as needed at well sights, Reservoirs and at Central.
- On-call operator responding to alarms as needed after hours
- J&G looked at Trigg 2, electrical
- 1 operator doing OSHA 30 training.
- Had operators attended training.
- Alpha southwest worked on punch list, and riac 5 numbers.
- Filled Country Club, leaks everywhere
- J & G worked on Kerr 6
- Did monthly water production and Parks reports due.
- Had meetings for Country Club Reservoir.

George Peterson
Superintendent Central Control
Water Production



WWTP MONTHLY REPORT FOR MAY 2026

Sewer Crew (Collections)

PSU- STOP UPS-10

POINT REPAIR – 0

SHOT LINE DUE TO DEAD END - 1

SEWER ODOR - 1

MANHOLE LID MISSING- 2

TELEWISE LINE – 2

ASSIST WATER DEPT-2

SEWAGE SPILLAGE – 0 SSO

CUSTOMER REQUEST LINE TO BE SHOT-1

WKLY MAINTENANCE SOUTHSIDE UNIT 355 -UNIT DOWN FOR REPAIR

WKLY MAINTENANCE NORTHSIDE UNIT 356

Sewer Crew has been using the Vector 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 (3) Equipment Operators. (1) Vacant position Positions requires CDL class B with tank and air brake endorsements.

Vactor 355 has been in shop for repairs and will be down for a few weeks due to lead time of parts. The parts are on order and will arrive to repair Vactor 355. Unit 356 Vactor replying to all call outs and sewer line maintenance in the entire city and provided support to water plant when needed and exposing main lines for repairs. Manhole repair by J&H on Bandolina and Chiquita completed 5/21/26.

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 – 92.15 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.

Final Clarifier #2 emptied for maintenance, required overtime work and working around the clock until fully operational and back on line. Operators installed new 12" check valve in RAS building due to old valve broken.

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: Applebee's,BurgerKing,Blakes

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

Dean Baldwin inspection scheduled for MAY completed 5/7/26

Total employees - (1) Pretreatment coordinator- Brittany Jimenez scheduled for pretreatment conference to be held in Albuquerque in July/2026



Water Maintenance and Transmission

Monthly Report for May 2026

By Danny De La Cerda, David Fierro & Greg Etter

WORK ORDERS:

Work Orders by Category	This Month	Year to Date
<i>Main Break</i>	9	24
<i>Main Break - Unfounded</i>	0	0
<i>Turn On/Off</i>	29	230
<i>Replace Mainline Valve</i>	3	35
<i>Service Line - City Side Leak</i>	87	356
<i>Service Line - Customer Side Leak</i>	24	85
<i>No Water/Low PSI/Set Valve</i>	8	41
<i>Meter Box Repair</i>	16	51
<i>Meter Exchange</i>	0	1
<i>Meter Call Returned to Central Control</i>	0	0
<i>New Fire Line</i>	0	4
<i>New Install/Service</i>	5	55
<i>811 Utility Locates</i>	37	2242
<i>Abandon Service</i>	0	0
<i>Other- Misc.</i>	12	58
<i>Move Outs</i>	0	3
<i>Valve Maintenance</i>	3	25
<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>Replace 36" (x2) Valves at Country Club Reservoir</i>	<i>Begin Replacing Water Mains</i>
3	<i>Replacing 12" Drain Line at Reservoir</i>	
4	<i>Relocating FH and Services on E. Hobson Rd.</i>	
5	<i>Flow Test on Fire Hydrants (10 Repairs)</i>	
6	<i>Replacing Line at Cahoon Park</i>	
7		
8		

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 5.

Infrastructure Committee

Meeting Date: 06/15/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report - Special Electronics

Attachments

2026 - May Monthly Report

MONTHLY REPORT FOR MAY 2026

Project Focus

Locates:

Locates Cleared: 271
Emergency Locates: 32

Locates Marked: 4
Conference Attended: 2

Call Outs:

Street Light KD Brasher & 285
McGaffey & Sunset Flash

Brasher & S. Main Flash
Relief & S. Main Mast Arm Hit

RPD Video:

Brasher & 285
Mescalero & 285
Brasher & S. Main
Hobbs & S. Main

Poe & 285
Berrendo & 285 X2
Mall & 285

Maintenance

Replaced 3head @ Berrendo & 285 Hit by Truck
Replaced Green Ball @ Alameda & Sunset
Installed J-2 Jumper @ Alameda & Sunset for Detection
Replaced Ped Insert @ 5th & 285
Repaired Light Falling Off Pole @ Men's Softball Field
Replaced Bad Bulbs @ Men's Softball Field
Repaired Crosswalk Push Buttons @ Poe & S. Main
Checked Inverters & Preemption @ Pine Lodge, Mall, Berrendo, Mescalero, Wilshire, Country Club, 19th College, 5th, 4th, 3rd, & 2nd.
Repaired Broken Visors @ 2nd & 285
Replaced Yellow Ball & Visor @ Missouri Ave. School
Installed Underground for New Scoreboards @ Cello Grande
Hooked Up Power for New Scoreboards @ Cello Grande
Replaced Bad Cat-6 For Camera @ 2nd & Sycamore
Checked Inverters & Preemption @ Sycamore, Sunset, Union, Washington, Lea, Penn, Richardson, Virginia, Garden, Atkinson
Replaced Bad Preemption Card @ 2nd & Sycamore
Put Up & Took Down Flags for Memorial Day
Replaced Bad Inverter @ 3rd & 285
Rewired Submersible Pumps @ The Sunken Garden Pond
Replaced Red Ball @ Summit & 285
Repaired Wavetronix @ Atkinson & Bland

New Bucket Truck

12607-391

The acquisition of the bucket truck for Special Electronics is complete. Thank you to everyone that contributed to complete the purchase!



ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 6.

Infrastructure Committee

Meeting Date: 06/15/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report - Streets

Attachments

2026May Monthly Report - Special Electronics

Project Focus

The Street Department has continued to focus on maintenance of city roads, and safety for the citizens of Roswell. We continue to support other departments including the Water Department as they complete repair on the water lines, assisting Sanitation with hauling materials, and other requests from citizens. The Spray Crew works daily on weed control throughout the city and clearing limbs, trees, and obstructions. The Sweeper Crew is maintaining the streets by minimizing debris for motorists. Sign Crew continues to support with traffic control for the Water Department, Special Events, and other projects. Street Maintenance crew continues to seal streets to prolong the life of the roadways while the patch crew stays on top of pothole as urgently as reported. Mower crews stay busy with the upkeep of city property, allies, and right of ways to keep our city beautiful. Thank you to the entire team for maintaining and clearing drains, culverts, inlets with the recent rains. In addition, our team is working to complete the construction of the RV parking lot on Earl Cummings getting it ready for the next stage.

Projects



Heath and Jerry work to remove trees posing a danger or obstructing views and access.

Projects



Crews work to remove a bee hive and wasps that fell in the road way on E. Country Club. Crews moved the fallen tree from the street to until a local bee keeper was contacted to remove the bees so tree could be cut and hauled away.

Photo Credit: Heath Mahan



May Materials Quantities

The Patch and Street Maintenance crews have used 67 tons of Cold mix, 80 bags of Poly Patch material and 26 Units of Sealant for cracks.

The Alley crew has used 553 Loads of fines for the RV parking lot, and taken 25 loads of sweepings waste to landfill.

The Operator Crew a continued to assist with the loading of material used in various projects, checking drains, maintaining equipment, and assisting with loading of trucks for the transport of fines to the RV Parking lot under construction for the air races.

The Spray crew sprayed a total of 1650 gal of Roundup on city rights-of-way, medians, and city properties.

The Sweeper Crews daily sweepings totaled 142 loads of materials collected from city streets.

Projects Upcoming

City Wide Restriping – 06/01/2026

Second Street Mill and Fill – 06/22/2026

RV Parking Lot – Ongoing

Install of All Way Stop at Parkview and E. Alameda - Ongoing

MAY 2026 Employee Spotlight

Congratulations Juan Rodriguez!

Juan has been a central part of the Street Department Sign Shop for the past 20 years! He begins each day by checking on traffic control previously deployed for various projects for Streets, Water, Engineering, and Public Affairs for special events. Juan handles inventory, loading, setting, resetting, pick up and unloading of barricades, barrels, signs, cones, sandbags as well as programable signs. In this role he also designs, cuts, fabricates, and installs signage for a variety of city projects. He demonstrates a strong working knowledge of safety practices and takes tremendous pride in the quality of his work.

Thank you, Juan, for your dedication, professionalism, and 20 years of outstanding service to our community. Your hard work and commitment are truly appreciated.



ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 7.

Infrastructure Committee

Meeting Date: 06/15/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report - Solid Waste & Fleet

Attachments

Fleet Monthly Report - May

Solid Waste Monthly Report - May

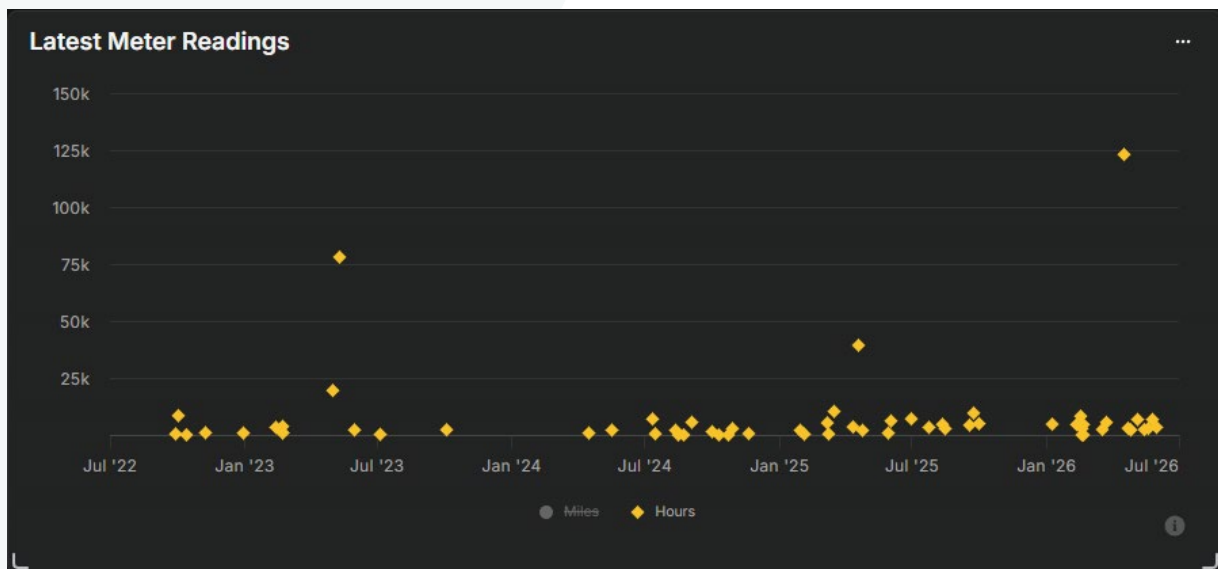
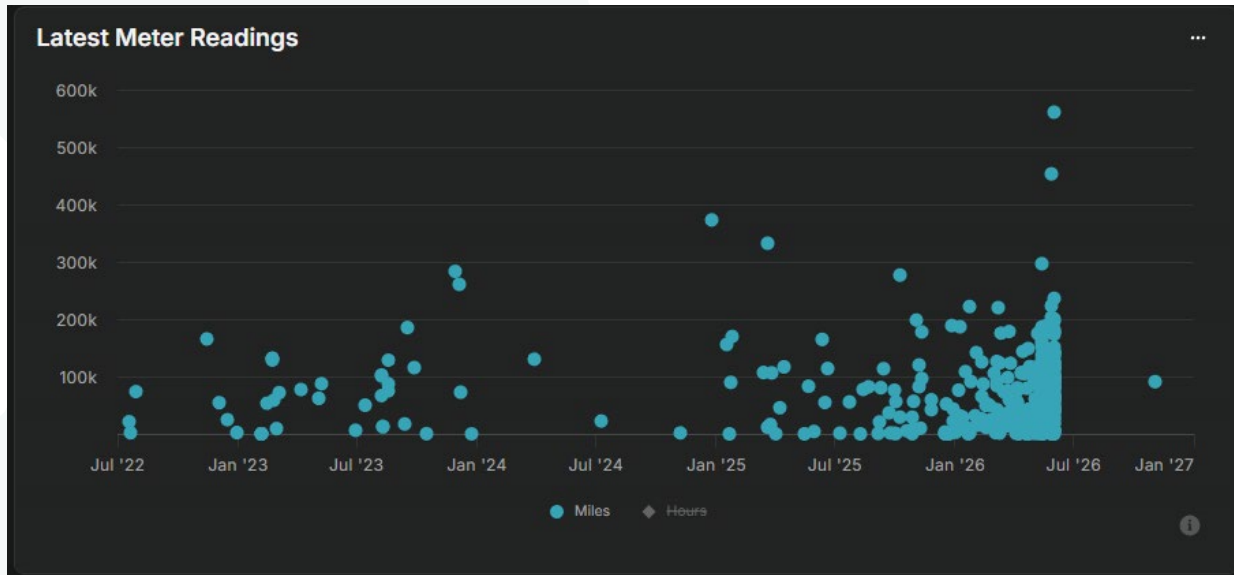
Fleet Monthly Report

The City of Roswell has 633 vehicles, and equipment registered in Fleetio. Of those vehicles approximately 300 are over 15 years old. We are recommending replacement of 20 vehicles ASAP. These vehicles are not only old but have excessive miles on them. They have high maintenance costs citywide. ****Department Champion Fleetio Training was completed on February 11th 2026. Data will be evolving as Departments utilize the platform.**

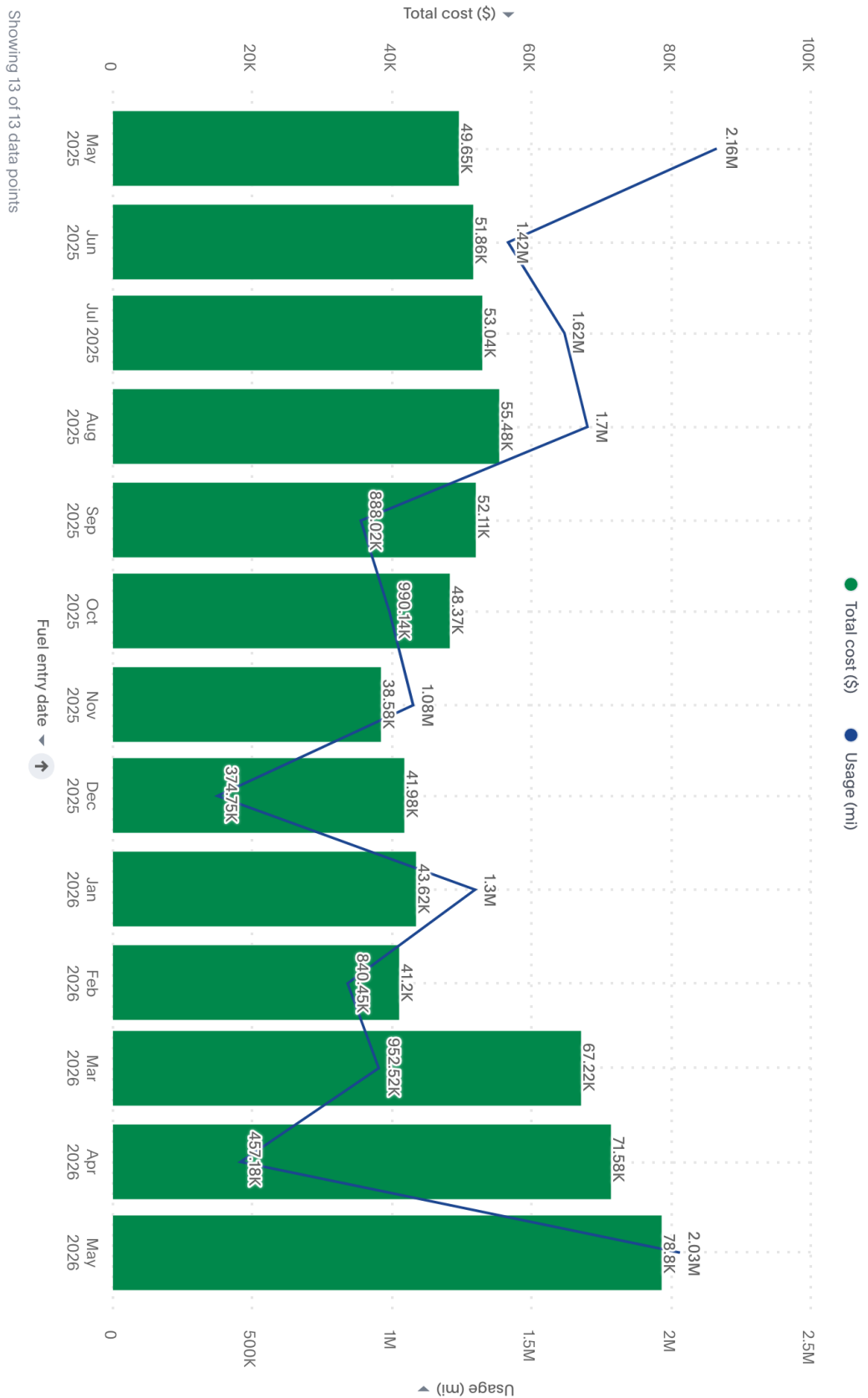
Highest Meter Reading (Hours)					
Name	Group	Year	Make	Type	Meter (Hours)
361-252	Landfill	2007	Caterpillar	Scraper	123092.0
1341	Streets		John Deere	Tractor	78004.0
536-254	Landfill	2019	Caterpillar	Loader	39310.0
9630-1164	Zoo	2017	Kawasaki	UTV	19533.0
14667-845	Air Center		Kubota	Tractor	10266.0
298-250	Landfill	2020	Caterpillar	Compactor	9550.0
1281	WWTP		Redmax	Mower	8416.0
11922-256	Landfill	2007	John Deere	Motor Grader	8261.0
33960-1304	Streets		John Deere	Loader	7081.0
433-251	Landfill	1998	Caterpillar	Compactor	7022.5
35466-1311	Streets	2016	Case	Loader	6737.0
43414-1338	Streets		Kubota	Tractor	6737.0
43870-1339	Streets		Kubota	Tractor	6737.0
27402-1410	WWTP	2007	Case	Backhoe	6093.0
160-594	Cemetery		John Deere	Backhoe	5514.0
447-253	Landfill	2021	Caterpillar	Scraper	5464.0
15288-1305	Streets	2013	Case	Loader	5300.0
75746-1431	Water	2015	John Deere	Backhoe	4906.0
E8614-1233	Streets		Champion	Motor Grader	4723.0
D5758-599	Cemetery	2012	Kubota	UTV	4659.8

Highest Meter Reading (Miles)					
Name	Group	Year	Make	Type	Meter (Miles)
34972-322	Solid Waste	2021	Autocar	Sideloader Sanitation Truck	560901.0
86000-E66	Streets	2003	Ford	Medium Duty Truck	453222.0
Deputy Fire Marshal - 723- RAM	Fire Department	2018	Ram	Fire Pickup Truck	372952.0
4C	SWAT	2002	GMC	Other	332307.0
63070-1244	Streets	2012	International	Medium Duty Truck	296625.0
54809-1234	Streets	2009	International	Medium Duty Truck	283292.0
50417-1201	Engineering	2008	Ford	Pickup Truck	276813.0
84201 - 949	Air Center	2017	Chevrolet	Bus	260692.0
2736 - 951	Transit	2019	Chevrolet	Bus	236124.0
6700 - 950	Transit	2015	Chevrolet	Bus	223366.0
50077	SWAT	2008	Caimen	Other	222000.0
77891-566	Animal Control	2015	Chevrolet	SUV	220089.0
40961-262	Solid Waste	2019	International	Rolloff Truck	203539.0
3751 - 953	Transit	2020	Chevrolet	Bus	200629.0
96906	Police	2017	Chevrolet	Police SUV	198347.0
5501-1107	Parks	2011	Ford	Pickup Truck	196494.0
83701-976	Facilities	2008	Ford	Pickup Truck	188942.0
93254	Police	2018	Ford	Police SUV	188811.0
93731	Streets	2016	Ram	Truck	186680.0
93360	Police	2016	Dodge	Police Car	186362.0

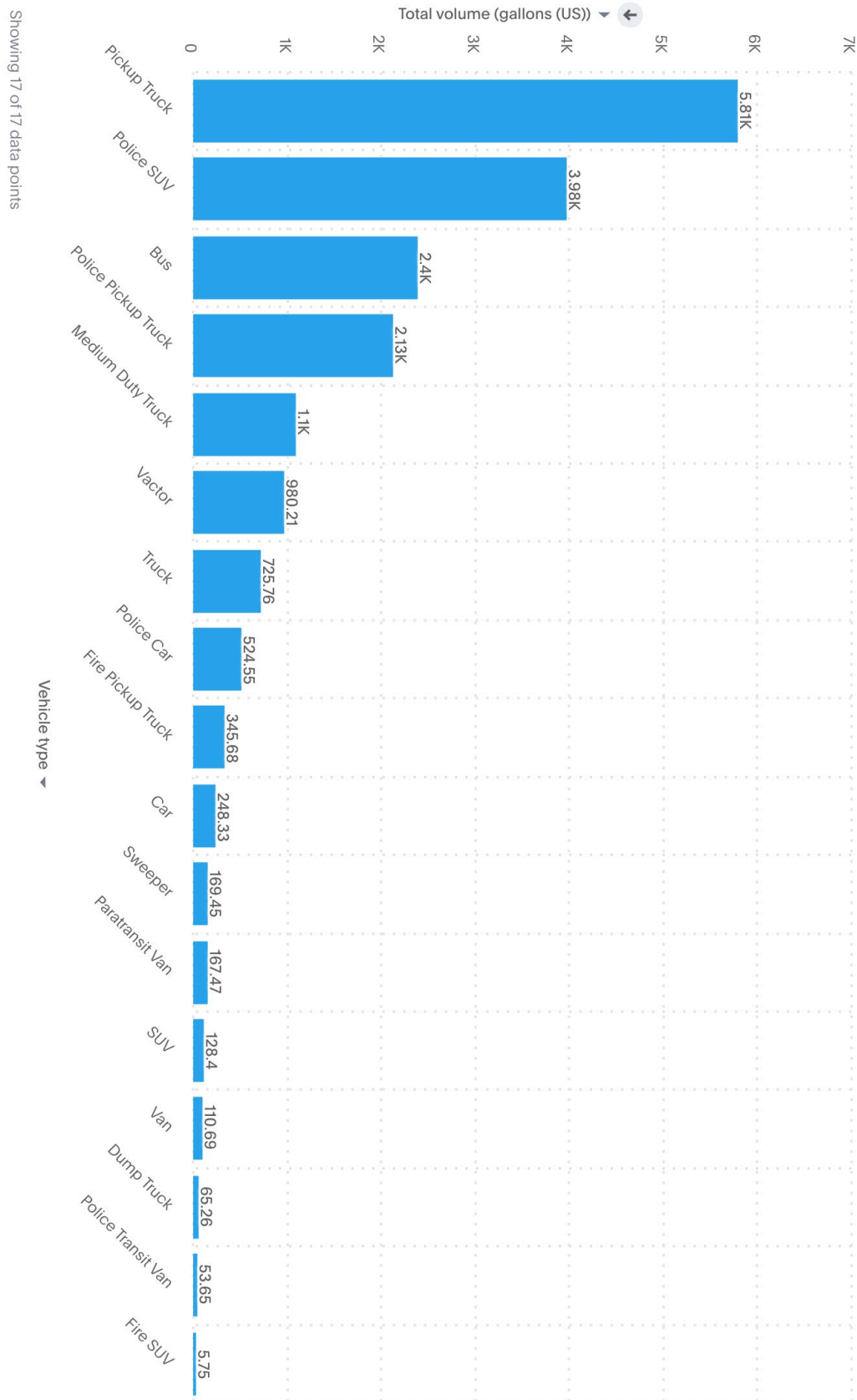
Fleetio pulls meter readings from the WEX gas cards, Geotab, Inspections, Service & Work Orders.



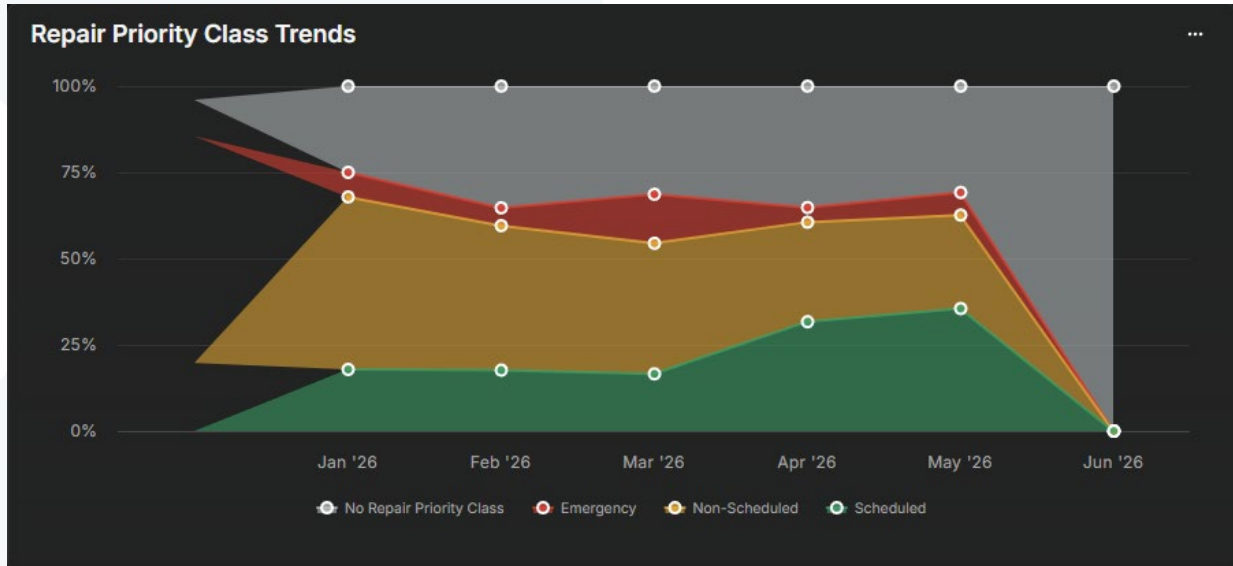
Annual fuel costs and usage



Fuel usage by vehicle type



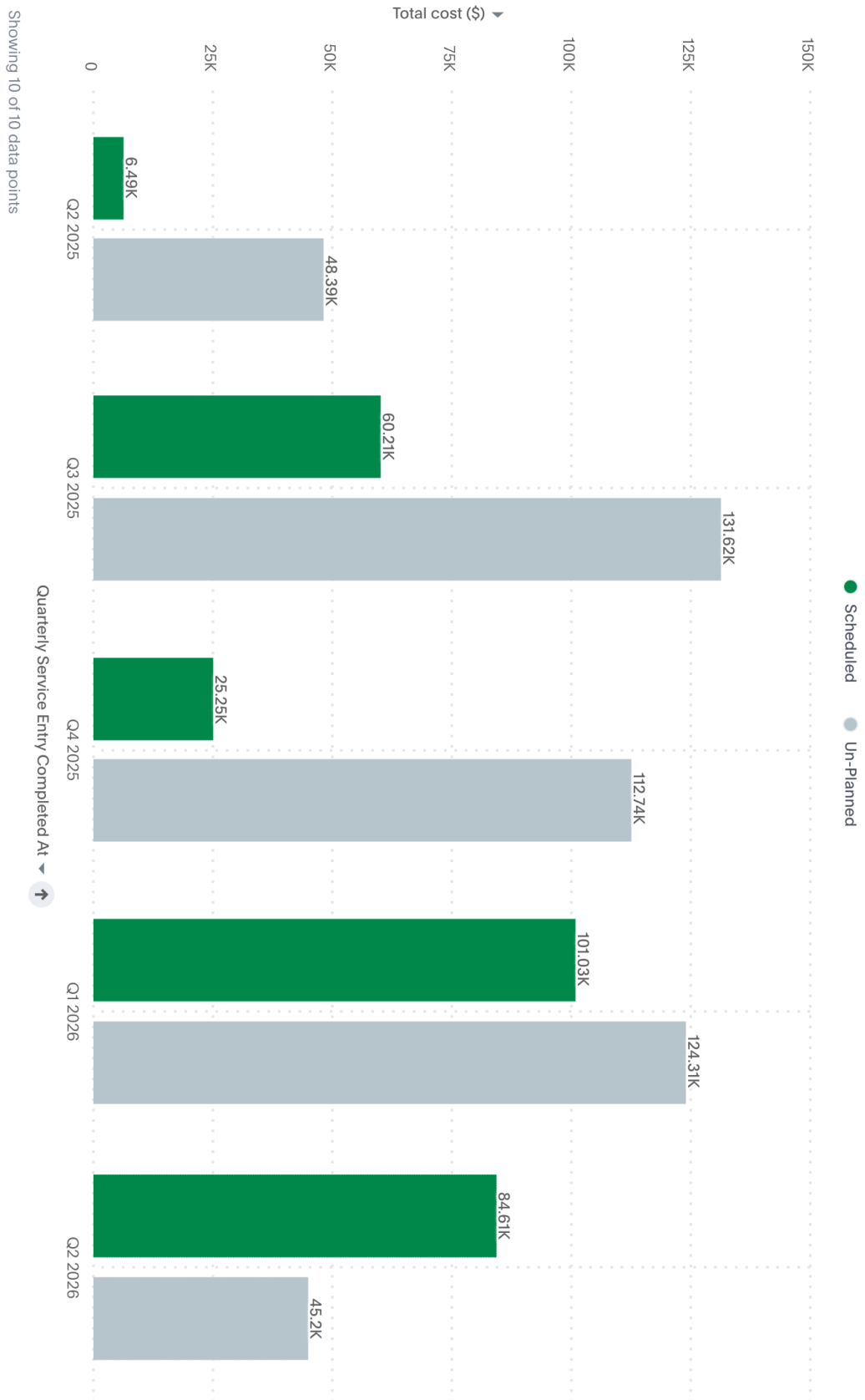
With the excessive mileage and hours on our vehicles and equipment we are seeing more repair work having to be done as parts wear out and break. This information is pulled from entered Service & Work Orders.



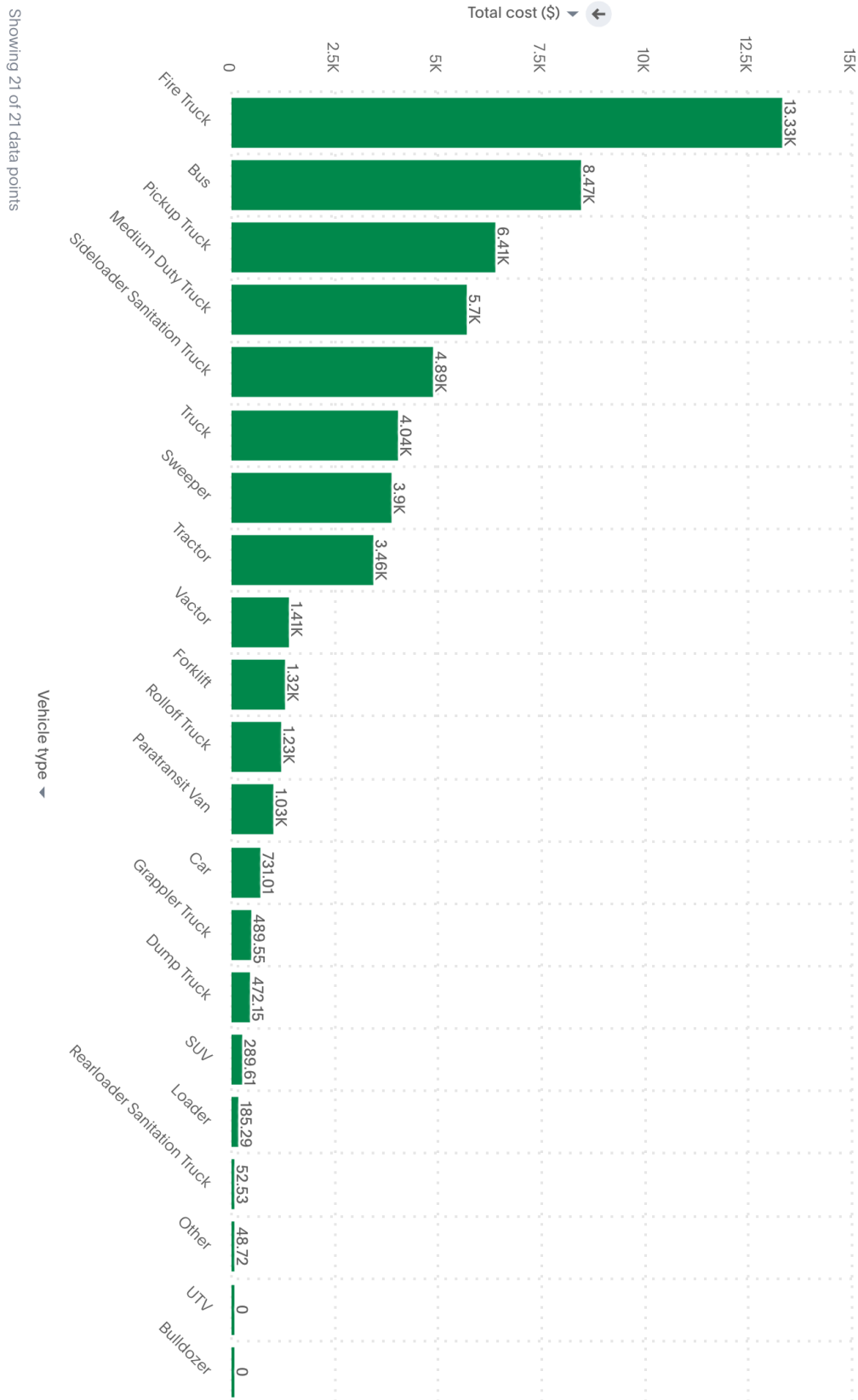
Shop Work Hours and Money saved in labor costs.

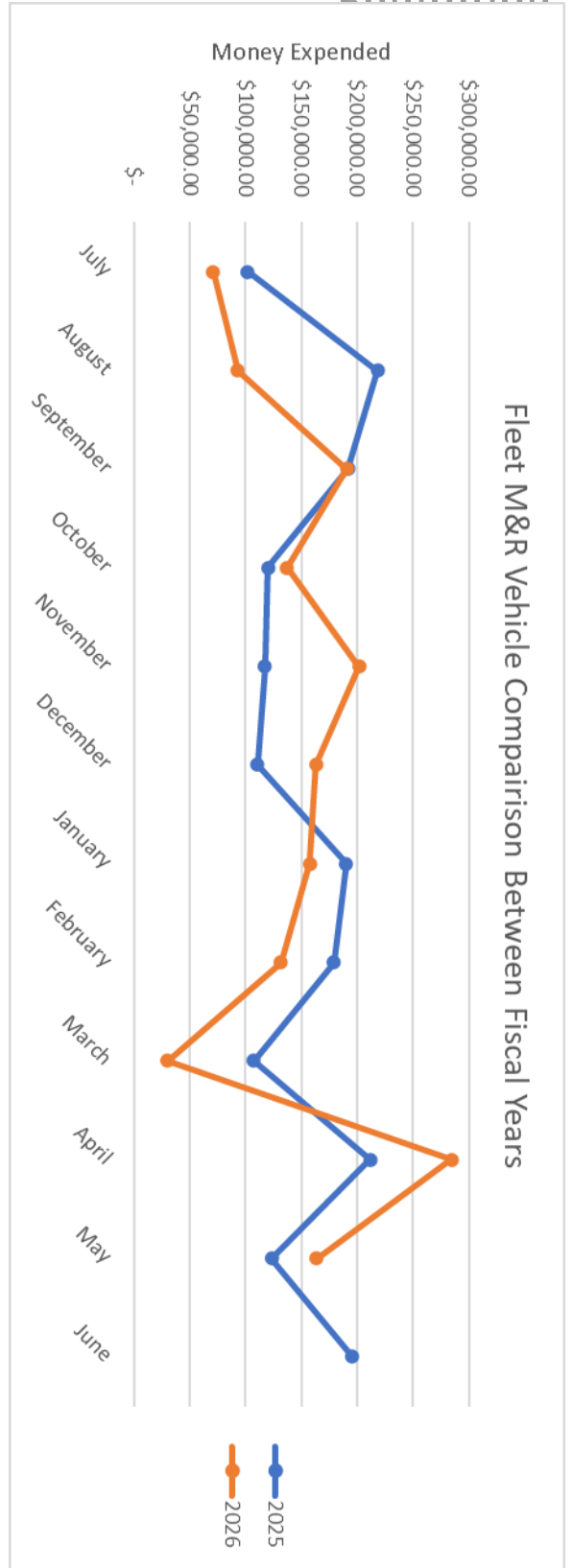
Job Title	Hourly Labor Rate	Work Orders	Total Hours	Total Labor Cost
Heavy Duty Mechanic	\$35.00	25	70.71	\$2,474.85
Lube Technician	\$15.00	15	113.78	\$1,706.70
Emergency Vehicle Technician	\$150.00	3	26.11	\$3,916.50
Heavy Duty Mechanic	\$35.00	9	116.19	\$4,066.65
EVT Apprentice	\$150.00	9	117.2	\$17,580.00

Planned vs. Unplanned costs



Maintenance cost by vehicle type





Year	July	August	September	October	November	December
2025	\$ 101,944.00	\$ 218,478.00	\$ 192,088.00	\$ 119,889.00	\$ 117,394.00	\$ 110,727.00
2026	\$ 71,071.30	\$ 92,862.41	\$ 190,669.28	\$ 137,513.54	\$ 201,660.76	\$ 163,092.83

January	February	March	April	May	June	Total
\$ 190,242.00	\$ 178,979.00	\$ 107,237.00	\$ 211,670.00	\$ 123,439.00	\$ 195,873.00	\$ 1,867,960.00
\$ 157,989.89	\$ 131,822.28	\$ 30,246.82	\$ 284,923.14	\$ 163,592.14		\$ 1,625,444.39

Department	FY26 Original Budget	Transfers	Revised Budget	July	August	September
Municipal Court	\$ 3,500.00	\$ -	\$ 3,500.00	\$ 230.06	\$ -	\$ -
Human Resources	\$ 1,100.00	\$ 7,200.00	\$ 8,300.00	\$ -	\$ -	\$ 2,068.50
Facilities	\$ 25,000.00	\$ 7,500.00	\$ 32,500.00	\$ 2,862.82	\$ 2,364.36	\$ 744.95
Fleet Maintenance	\$ 4,792.00	\$ -	\$ 4,792.00	\$ 161.25	\$ -	\$ 96.31
Police	\$ 300,000.00	\$ (97,000.00)	\$ 203,000.00	\$ 8,765.76	\$ 16,438.00	\$ 15,508.99
Fire	\$ 130,790.00	\$ 1,769.39	\$ 132,559.39	\$ 7,436.95	\$ 16,249.43	\$ 35,148.17
Planning	\$ 500.00	\$ (200.00)	\$ 300.00	\$ -	\$ -	\$ -
Engineering	\$ 9,086.00	\$ 9,000.00	\$ 18,086.00	\$ 171.21	\$ 152.51	\$ 3,119.93
Code Enforcement	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 7,436.95	\$ 969.31	\$ 8,326.64
Animal Control	\$ 15,000.00	\$ 20,683.32	\$ 35,683.32	\$ 245.00	\$ 1,239.26	\$ 952.94
Emergency Management	\$ 1,500.00	\$ -	\$ 1,500.00	\$ -	\$ -	\$ -
Parks	\$ 40,000.00	\$ (13,582.60)	\$ 26,417.40	\$ 323.64	\$ 1,052.72	\$ 1,168.82
Public Affairs	\$ -	\$ 7,000.00	\$ 7,000.00	\$ -	\$ -	\$ -
IT	\$ 6,905.00	\$ -	\$ 6,905.00	\$ -	\$ 32.48	\$ -
Fire Protection Grant	\$ -	\$ 184,687.74	\$ 184,687.74	\$ -	\$ -	\$ -
Cemetery	\$ 15,500.00	\$ -	\$ 15,500.00	\$ 18.69	\$ 645.52	\$ 1,314.38
Transit	\$ 115,000.00	\$ 30,115.00	\$ 145,115.00	\$ 9,548.36	\$ 12,784.68	\$ 12,715.73
Zoo	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -
Golf Course	\$ 42,000.00	\$ (37,000.00)	\$ 5,000.00	\$ -	\$ 290.90	\$ 226.59
Recreation	\$ 2,000.00	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -
Streets	\$ 226,195.00	\$ (31,000.00)	\$ 195,195.00	\$ 1,857.97	\$ 5,044.55	\$ 20,922.40
Special Electronics	\$ 8,834.00	\$ 2,111.80	\$ 10,945.80	\$ 1,348.43	\$ -	\$ 170.32
Air Center	\$ 76,445.00	\$ 70,400.00	\$ 146,845.00	\$ 1,712.97	\$ 616.53	\$ 2,178.15
Collections	\$ 750,000.00	\$ 139,882.56	\$ 889,882.56	\$ 19,751.59	\$ 30,071.51	\$ 58,059.21
Landfill	\$ 80,000.00	\$ (31,440.00)	\$ 48,560.00	\$ 1,360.44	\$ -	\$ 2,829.01
Water Customer Service	\$ -	\$ 17,888.65	\$ 17,888.65	\$ -	\$ -	\$ 1,614.83
Water Source of Supply	\$ 23,000.00	\$ -	\$ 23,000.00	\$ -	\$ 89.99	\$ 1,113.82
Water Maint & Transmission	\$ 65,224.00	\$ 20,000.00	\$ 85,224.00	\$ 5,038.09	\$ 2,643.84	\$ 15,569.20
WWTP	\$ 29,978.00	\$ (1,553.00)	\$ 28,425.00	\$ 2,036.24	\$ 350.63	\$ 942.19
WW Sewer Maintenance	\$ 50,879.00	\$ 20,509.00	\$ 71,388.00	\$ 764.88	\$ 1,755.84	\$ 5,878.20
WW Lab	\$ 900.00	\$ -	\$ 900.00	\$ -	\$ 70.35	\$ -
Public Safety*	\$ 55,000.00	\$ (12,378.45)	\$ 42,621.55	\$ -	\$ -	\$ -
Totals:	\$ 2,119,128.00	\$ 314,593.41	\$ 2,391,099.86	\$ 71,071.30	\$ 92,862.41	\$ 190,669.28

*Council Voted in December 2025 to allocate the funding

Monthly M&R Vehicle Costs by Department

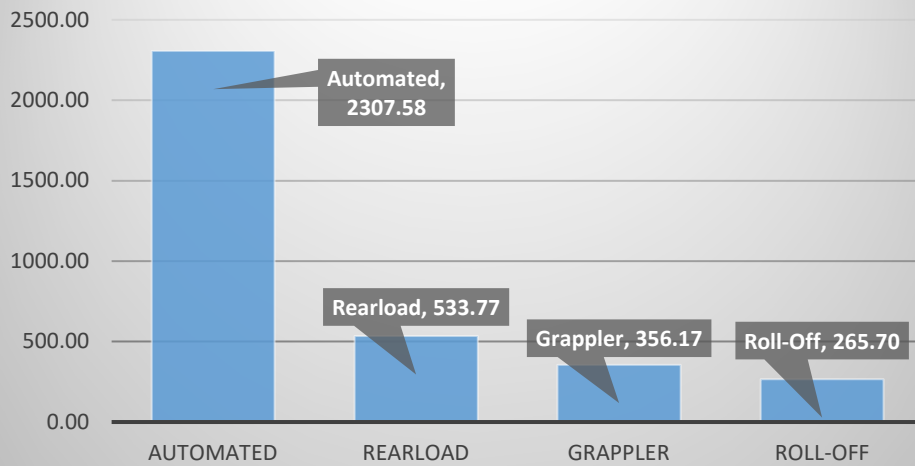
October	November	December	January	February	March	April	May
\$ 278.34	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
\$ -	\$ 4,876.84	\$ 155.98	\$ 135.17	\$ 844.62	\$ -	\$ 34.07	\$ -
\$ 232.94	\$ 4,830.05	\$ 763.94	\$ 1,102.20	\$ 414.68	\$ -	\$ 609.65	\$ 6,646.52
\$ 133.24	\$ 34.70	\$ -	\$ -	\$ 34.70	\$ -	\$ 495.10	\$ 191.07
\$ 13,040.23	\$ 7,901.82	\$ 21,965.03	\$ 6,962.99	\$ 10,207.96	\$ 1,710.20	\$ 30,017.27	\$ 33,973.27
\$ 2,397.30	\$ 50,337.03	\$ 5,401.55	\$ 215.66	\$ 21.65	\$ 776.10	\$ 965.42	\$ 665.61
\$ -	\$ -	\$ -	\$ -				\$ -
\$ 2,482.31	\$ 280.02	\$ 21.65	\$ 175.38	\$ 565.05	\$ 10.04	\$ 2,754.76	\$ 4,959.66
\$ 21.65	\$ 56.76	\$ -	\$ 421.57	\$ -	\$ 653.66	\$ 4,937.59	\$ -
\$ 552.63	\$ 36.75	\$ 1,758.27	\$ 2,558.59	\$ 236.14	\$ 3,648.40	\$ 4,076.88	\$ 3,492.76
\$ -	\$ -	\$ -	\$ -		\$ -		
\$ 1,351.77	\$ 808.60	\$ 2,316.44	\$ 40.47	\$ 1,965.50	\$ -	\$ 1,576.09	\$ 4,179.79
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 127.97	\$ -
\$ -	\$ 275.53	\$ -	\$ -	\$ -	\$ -	\$ 54.64	\$ 321.43
\$ -	\$ -	\$ 1,650.24	\$ 28,792.34	\$ -	\$ 1,696.09	\$ 97,416.46	\$ (16,890.61)
\$ -	\$ 985.25	\$ 266.75	\$ 52.52	\$ -	\$ 8.58	\$ 994.30	\$ 201.11
\$ 3,882.73	\$ 7,359.21	\$ 6,464.64	\$ 7,575.29	\$ 14,646.63	\$ 2,304.77	\$ 12,999.85	\$ 13,488.81
\$ 311.98	\$ 286.56	\$ -	\$ -	\$ -	\$ -		\$ -
\$ 404.48	\$ 11.51	\$ -	\$ (12.79)	\$ -	\$ -	\$ 195.29	\$ -
\$ -	\$ -	\$ -	\$ -		\$ -		\$ -
\$ 1,679.17	\$ 8,040.07	\$ 1,494.50	\$ 431.27	\$ 41,479.58	\$ 755.46	\$ 27,488.14	\$ 16,775.59
\$ 3,361.15	\$ -	\$ 178.72	\$ -	\$ 85.44	\$ 391.29	\$ 1,213.50	\$ 2,834.93
\$ 7,612.41	\$ 34,185.33	\$ 23,087.99	\$ 6,210.99	\$ 10,455.93	\$ 2,620.54	\$ 9,141.86	\$ 12,688.87
\$ 84,053.85	\$ 65,512.91	\$ 79,612.16	\$ 78,563.95	\$ 38,822.14	\$ 10,297.73	\$ 61,774.21	\$ 56,375.69
\$ 4,222.31	\$ 8,461.46	\$ 1,920.28	\$ 3,271.07	\$ 1,135.75	\$ -	\$ 2,507.90	\$ 777.44
\$ 4,072.41	\$ 169.98	\$ 973.72	\$ -	\$ 340.81	\$ 757.90	\$ 7,230.68	\$ 818.59
\$ 1,014.41	\$ 620.87	\$ 1,273.90	\$ 1,966.11	\$ 572.82	\$ 2,071.81	\$ 1,857.22	\$ 1,475.84
\$ 4,120.23	\$ 2,422.25	\$ 1,673.93	\$ 8,957.37	\$ 1,442.61	\$ 796.31	\$ 7,242.45	\$ 14,442.41
\$ 149.52	\$ 296.14	\$ 4,196.97	\$ 7,828.02	\$ 973.30	\$ 1,555.03	\$ 960.84	\$ 1,447.31
\$ 2,138.48	\$ 3,871.12	\$ 7,916.17	\$ 2,741.72	\$ 7,442.45	\$ 192.91	\$ 7,747.13	\$ 4,726.05
\$ -	\$ -	\$ -	\$ -	\$ 134.52	\$ -	\$ 43.72	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 460.15	\$ -
\$ 137,513.54	\$ 201,660.76	\$ 163,092.83	\$ 157,989.89	\$ 131,822.28	\$ 30,246.82	\$ 284,923.14	\$ 163,592.14

YTD Expended	% of Budget	Remaining
\$ 508.40	15%	\$ 2,991.60
\$ 8,115.18	738%	\$ 184.82
\$ 20,572.11	82%	\$ 11,927.89
\$ 1,146.37	24%	\$ 3,645.63
\$ 166,491.52	55%	\$ 36,508.48
\$ 119,614.87	91%	\$ 12,944.52
\$ -	0%	\$ 300.00
\$ 14,692.52	162%	\$ 3,393.48
\$ 22,824.13	76%	\$ 7,175.87
\$ 18,797.62	125%	\$ 16,885.70
\$ -	0%	\$ 1,500.00
\$ 14,783.84	37%	\$ 11,633.56
\$ 127.97	#DIV/0!	\$ 6,872.03
\$ 684.08	10%	\$ 6,220.92
\$ 112,664.52	#DIV/0!	\$ 72,023.23
\$ 4,487.10	29%	\$ 11,012.90
\$ 103,770.70	90%	\$ 41,344.30
\$ 598.54	6%	\$ 9,401.46
\$ 1,115.98	3%	\$ 3,884.02
\$ -	0%	\$ 2,000.00
\$ 125,968.70	56%	\$ 69,226.30
\$ 9,583.78	108%	\$ 1,362.02
\$ 110,511.57	145%	\$ 36,333.43
\$ 582,894.95	78%	\$ 306,987.61
\$ 26,485.66	33%	\$ 22,074.34
\$ 15,978.92	#DIV/0!	\$ 1,909.73
\$ 12,056.79	52%	\$ 10,943.21
\$ 64,348.69	99%	\$ 20,875.31
\$ 20,736.19	69%	\$ 7,688.81
\$ 45,174.95	89%	\$ 26,213.05
\$ 248.59	28%	\$ 651.41
\$ 460.15	1%	\$ 42,161.40
\$ 1,624,984.24	77%	\$ 766,115.62

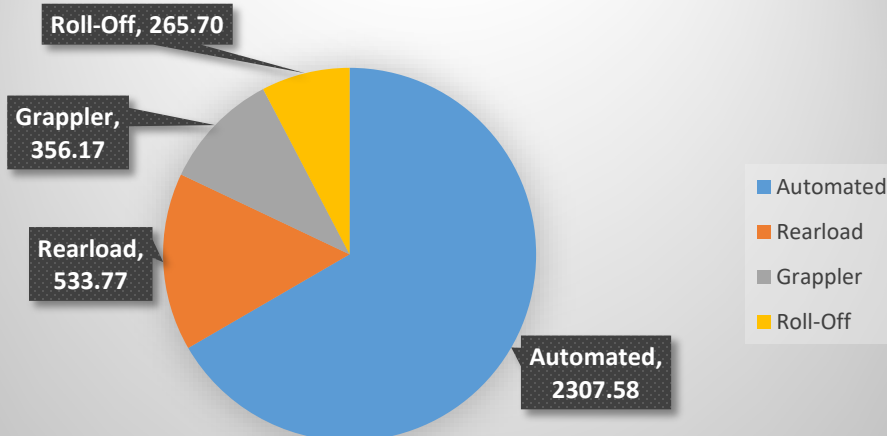
Roswell Municipal Landfill (RML). Report includes tonnage from May 1st to May 31st. Landfill tonnage received is a good gauge of the overall health of the Landfill Operations. Attached are the tonnages for the following Operations: Automated Collections, Bulk Trash, Commercial, and Roll Off.

Service	Tons
Automated	2307.58
Rearload	533.77
Grappler	356.17
Roll-Off	265.70

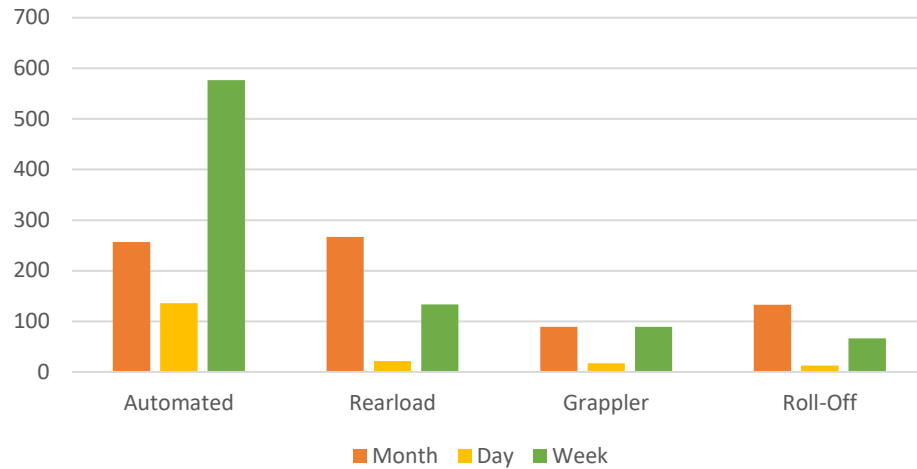
April 2026 Tonnage



April 2026 Tonnage



April 2026 Average Tonnage



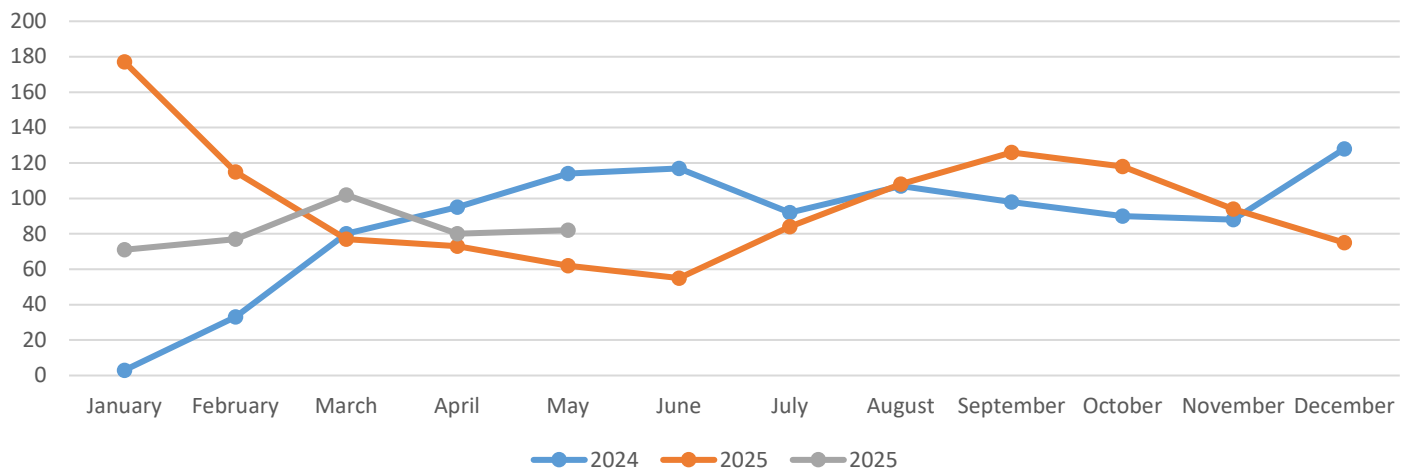
Waste Stream	Month	Week	Day
Automated	256	577	136
Rearload	267	133	21
Grappler	89	89	17
Roll-Off	133	66	13

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
2025	71	77	102	80	82								412

Number of People Recycling



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	903	9764.86
Trash - MSW	887	9764.86
Unknown	16	0.00
Totals	903	9764.86

Disposal by Material		
Material	Loads	Tons
Trash - MSW	887	9764.86
Unknown	16	0.00
Totals	903	9764.86

Disposal by Vehicle Type		
Vehicle Type	Loads	Tons
Front load	120	1589.83
Trash - MSW	120	1589.83
Residential	514	7840.09
Trash - MSW	498	7840.09
Unknown	16	0.00
Roll off	269	334.94
Trash - MSW	269	334.94
Totals	903	9764.86

Driver Productivity

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

Driver Productivity							
Driver Name	Route Count	Route Hours	Helping Hours	Homes/ Hour	Total Stops	Miles	Tons
SL-Route-Sub	18	153.9	51.71	36.61469	6030	1116	233.19
RO-Route-Sub	4	40.87	0	0.5138662	33	585	51.7
RL-Route-South	5	107.51	11.13	14.78139	1729	754	408.13
SL-Route-6	7	196.58	0.33	58.08749	13371	1193	359.73
SL-Route-5	10	117.94	5.28	50.40984	8863	943	1410.43
RL-Route-North	5	201	0	14.50867	2916	1203	852.93
RO-Route-Sub	1	23.1	0	0.2597403	6	77	52.06
SL-Route-4	10	173.34	12.59	58.18252	12696	1186	990.78
RO-Route-2	6	124.45	0	0.6026517	84	1498	114.81
CR-Route	11	143.72	4.57	33.79566	5665	985	667.39
SL-Route-3	9	183.14	8.71	60.2566	13491	1299	2195.17
SL-Route-7	10	183.72	1.7	45.59739	11612	1087	26.56
SL-Route-Sub	12	60.95	28.91	34.00438	865	504	69.4
SL-Route-2	7	158.93	3.43	55.20604	11364	979.97	1042.73
RO-Route-Sub	4	32.16	7.57	0	512	226.57	168.68
SL-Route-1	8	166.57	3.28	43.94197	9217	1073.16	1051.41
RO-Route-Sub	7	162.8	0	0.730958	150	2075.8	116.37

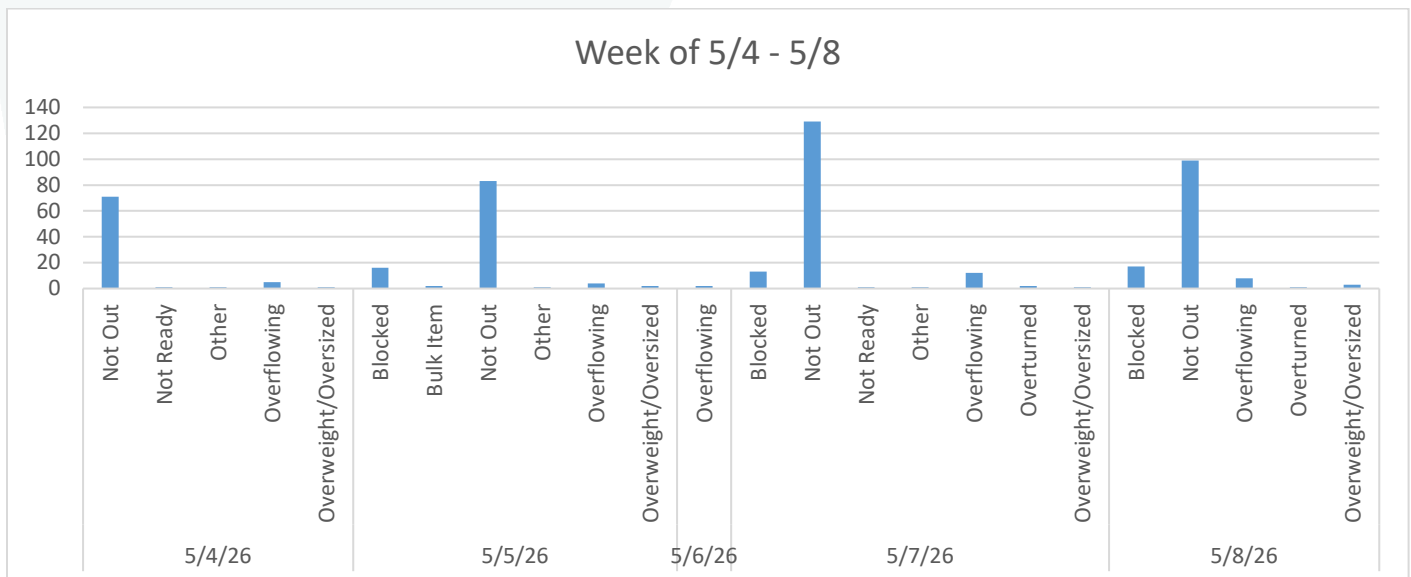
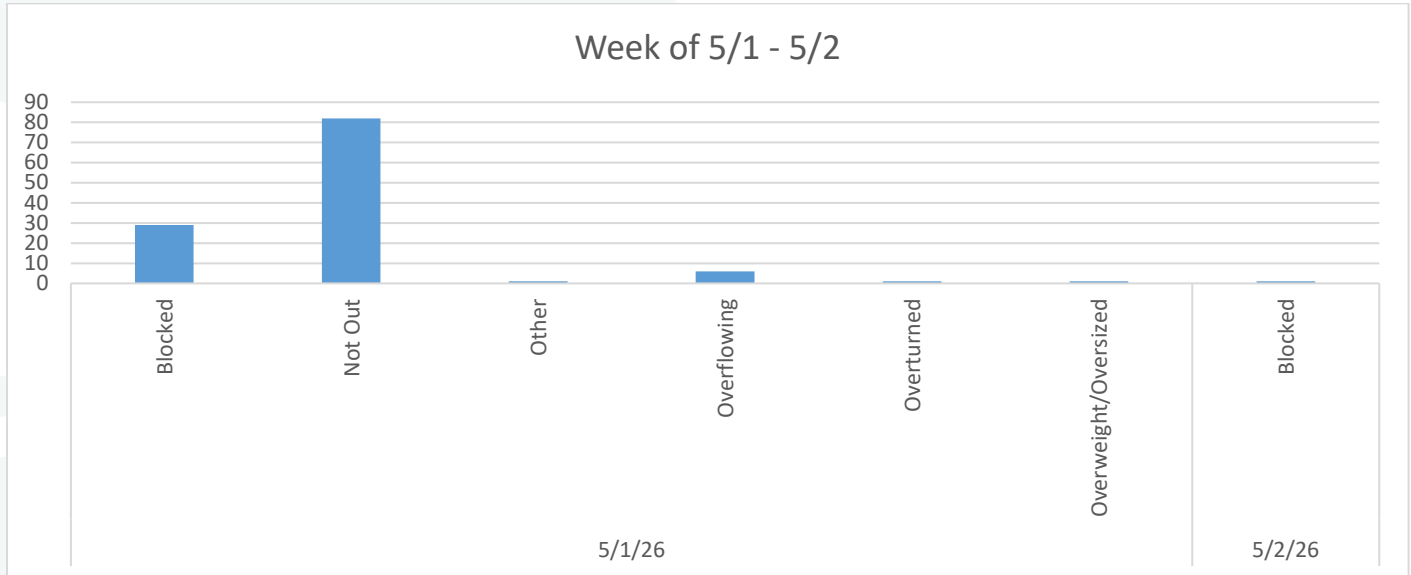
Fuel Log

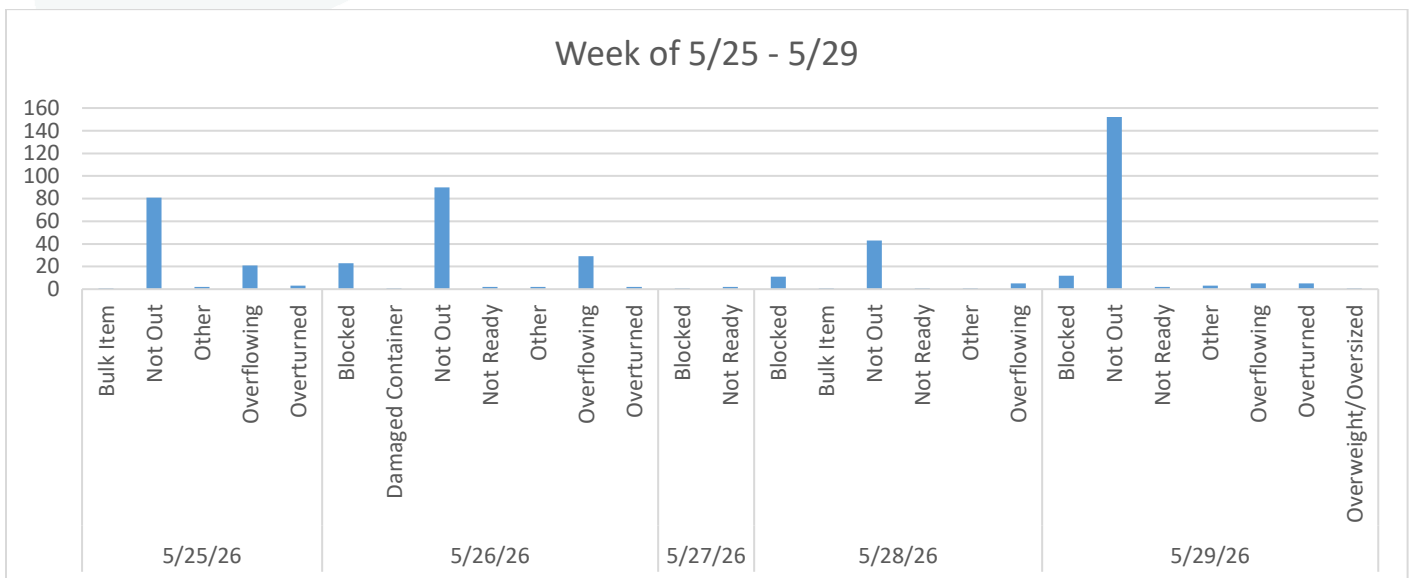
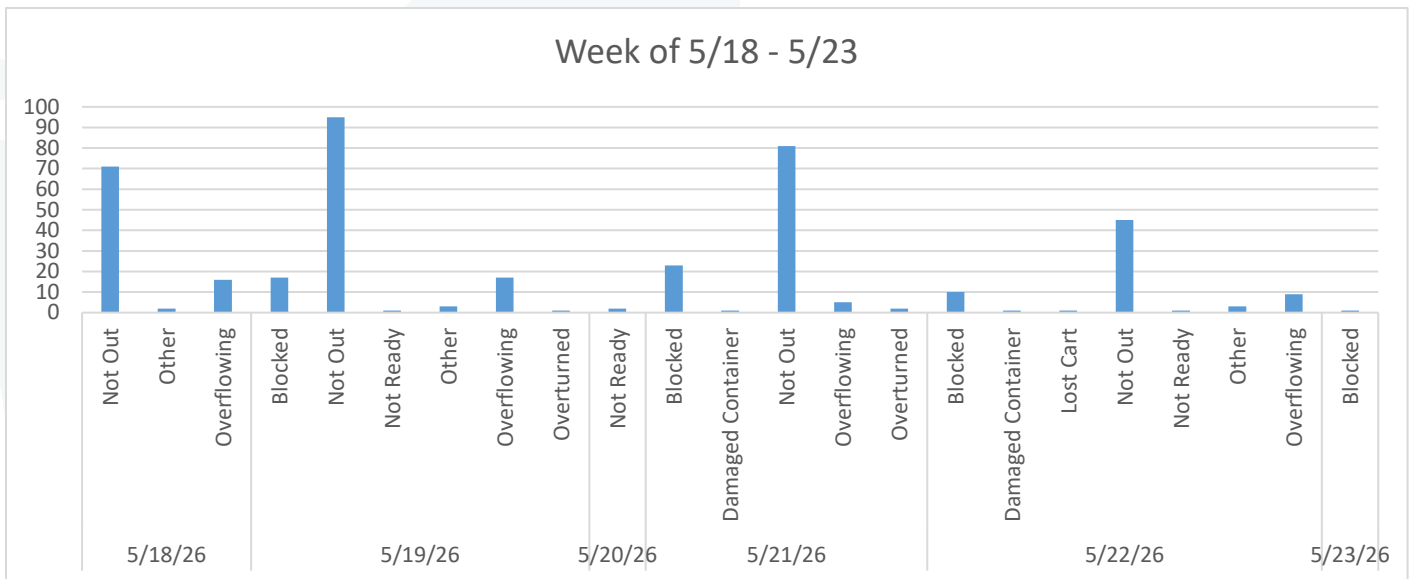
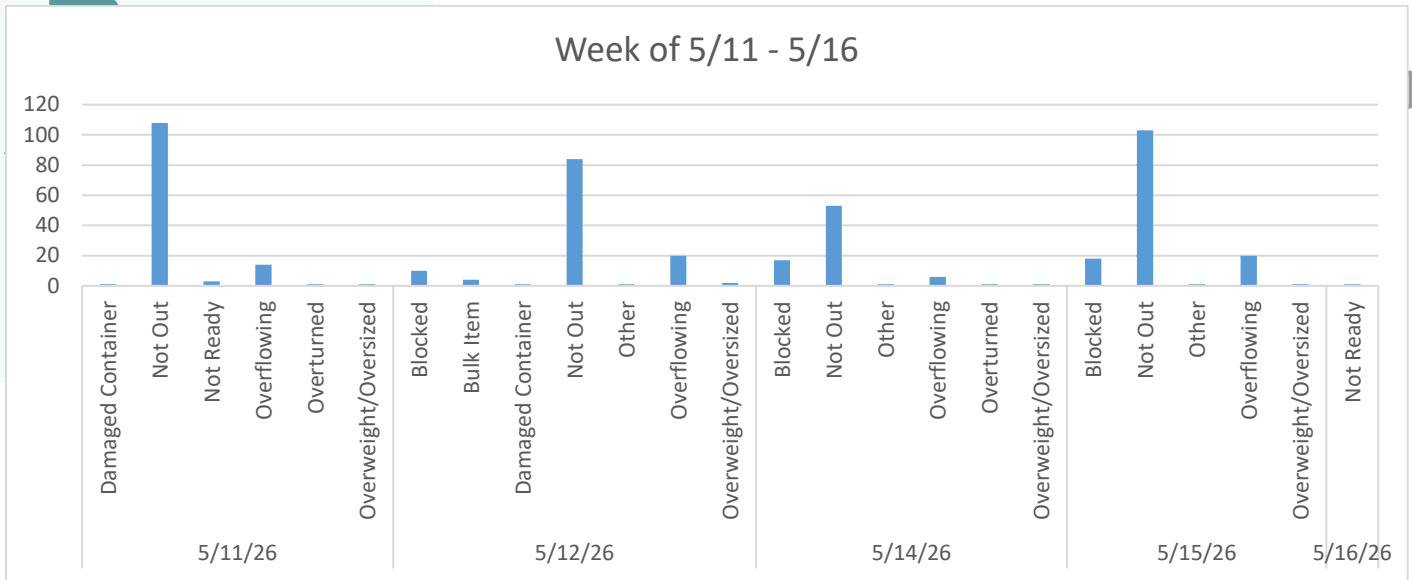
This shows how many miles are driven on our trucks along with their Fuel Efficiency.

Fuel Log					
Vehicle Name	# Fill ups	Fuel Efficiency (MPG)	Total Gallons Filled	Total Gallons Used	Total Miles Driven
308	5	3.8	46.5	112	434
RL 311	5	2.7	78.9	166.6	450
309	1	1.3	12.2	24.3	32
300	2	3.6	24.1	21.3	77
262	6	3.2	306.6	311.7	1006
307	2	4.2	37.8	55.3	212

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

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 8.

Infrastructure Committee

Meeting Date: 06/15/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report - Cemtery

Attachments

Cemetery May 2026

ROSWELL

CEMETERY – May, 2026

Acres Maintained: 210

Staffing: 9 FTE

Number of Services for the Month: 43

- 18 Casket Burials
- 13 Cremation Burials
- 3 Veterans Cemetery Casket Burials
- 9 Veterans Cemetery Cremation Burials

Total Revenue for the Month: \$36,415.00

Routine Maintenance:

- Dug, set-up, covered, and tamped for all 43 services.
- Installed 6 stones and 8 plaques at General Douglas McBride Veterans Cemetery.
- Weed control with herbicide.
- Mowed and trimmed throughout the entire cemetery to prepare for Memorial Day.

Specific Maintenance:

- Conducted a total of 43 services for the month of May.
- Held 2 big funeral services one in coordination with the fire department and the other with the police department.
- Placed flags along with numerous volunteers for veterans at South Park Cemetery and general Douglas McBride Veterans Cemetery.
- Held Memorial Day Celebration.
- Received new 2026 420 Caterpillar Backhoe.

Vehicle Information:

UNIT#	MILEAGE
580	135,955
581	88,257
583	20,437
586	83,449
587	65,010
606	88,055

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



ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 9.

Infrastructure Committee

Meeting Date: 06/15/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report - Parks

Attachments

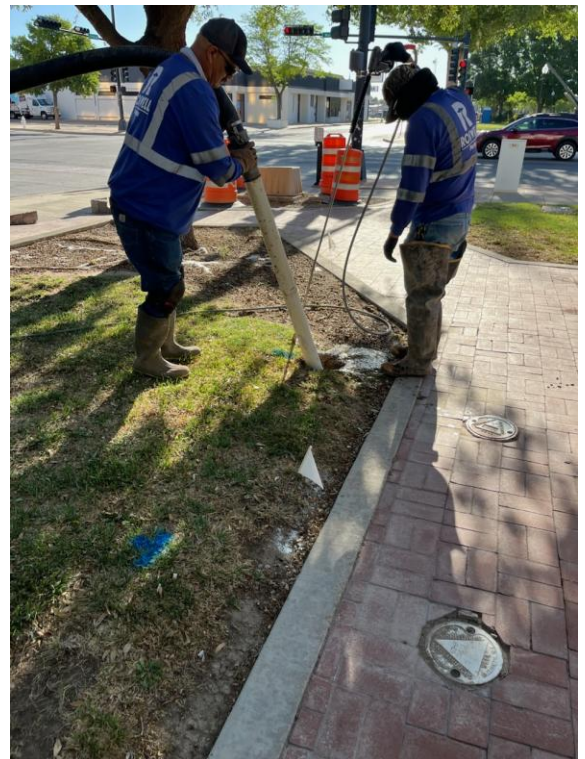
Parks May 2026

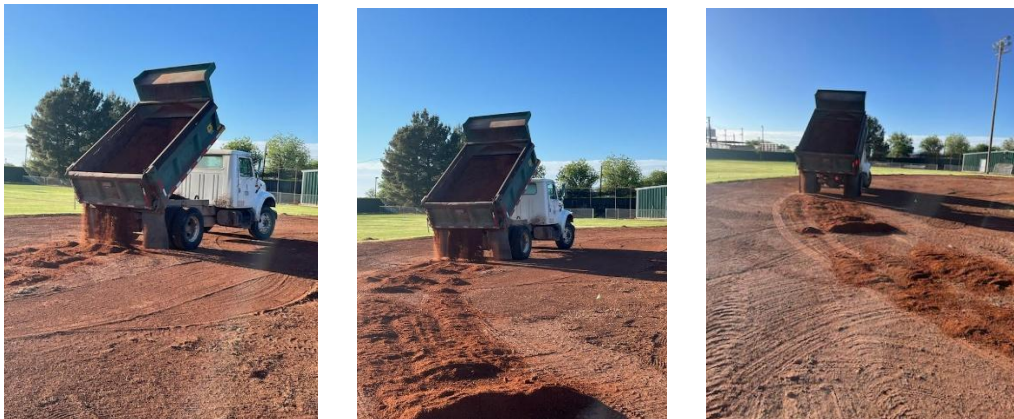
Acres Maintained: 685+

Routine Maintenance:

- ### Specific Maintenance:

-
- A group of four construction workers in safety gear are working on a playground. One worker in a bright orange shirt is pouring sand from a wheelbarrow into a large, circular sandpit. Another worker in a grey shirt stands nearby, while two others in yellow safety vests observe. The sandpit is surrounded by a green safety mat. In the background, there is a green play structure and a black metal fence.





ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 10.

Infrastructure Committee

Meeting Date: 06/15/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report - Recreation

Attachments

Rec May 2026



Revenue: \$48,481



Attendance: 8,374

FISCAL YEAR FIGURES

	2026 May	YTD
Revenue	17,838	347,310
Attendance	8,374	87,962

ATTENDANCE CONTRIBUTORS

Adult Center Classes & Scans	472
Rec & Aquatic Center Classes/Programs	991
Rec & Aquatic Center Drop-In/Admissions	4242
Rec & Aquatic Center Member Scans	2669

TOP REVENUE CONTRIBUTORS

Pool Admissions	\$12,303
Recreation Membership	\$11,453

Highlights

Roswell Recreation Center

- Memberships and spectator passes sold: 116
- Union/Fire Department memberships given: 9
- Recreation staff has been busy preparing for the Summer Sports Clinics.

Roswell Aquatic Center

- Lifeguards continue monthly Inservice under the direction of Lifeguard Instructor/Aquatic Specialist and included the 300-yard swim requirement.
- Inspections for both outdoor and indoor pools were successfully passed and all seasonal lifeguards were hired in time for opening day on May 23.
- In May there were four birthday rentals, which included 10 swim passes.
- There were no incidents to report this month.

Roswell Adult Center

- Adult fitness attendance increased across several classes, including the morning aerobics, yoga and evening fitness sessions, compared to the same classes earlier in the spring.

Vehicle Mileage

- Unit 1004/09116 – VIN# 09116 - Mileage 13,546
- Unit 1101/00494 – VIN#00494 - Mileage 56,266
- Unit 15875 – VIN#15875 – Mileage 58,213

Upcoming:

- Summer Sports Clinics 6/8
- Alien Chase 7/4

Adult Aerobics Class



ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 11.

Infrastructure Committee

Meeting Date: 06/15/2026

COMMITTEE: Infrastructure

CONTACT: James MacCornack

CHAIR: Darrell Johnson

DEPARTMENT NAME:

Department Report - Zoo

Attachments

Zoo May 2026

ZOO – May, 2026

Highlights/Animal Care/Maintenance:

-On weekends, we regularly have attendance of 100+ guests. With summer vacation, we are seeing more guests visiting during the week as well.

-Interviews have been conducted to fill three vacant zookeeper positions. We have had promising candidates.

-Bird beaks and talons were trimmed, which is done quarterly. Many are done in house by the supervisor and animal care staff, and some are done at the vet's office.

- The miniature horses and potbelly pig had their hooves trimmed.

Kevin the potbelly pig, pictured below, is enjoying his afternoon meal after being in his mud pit.

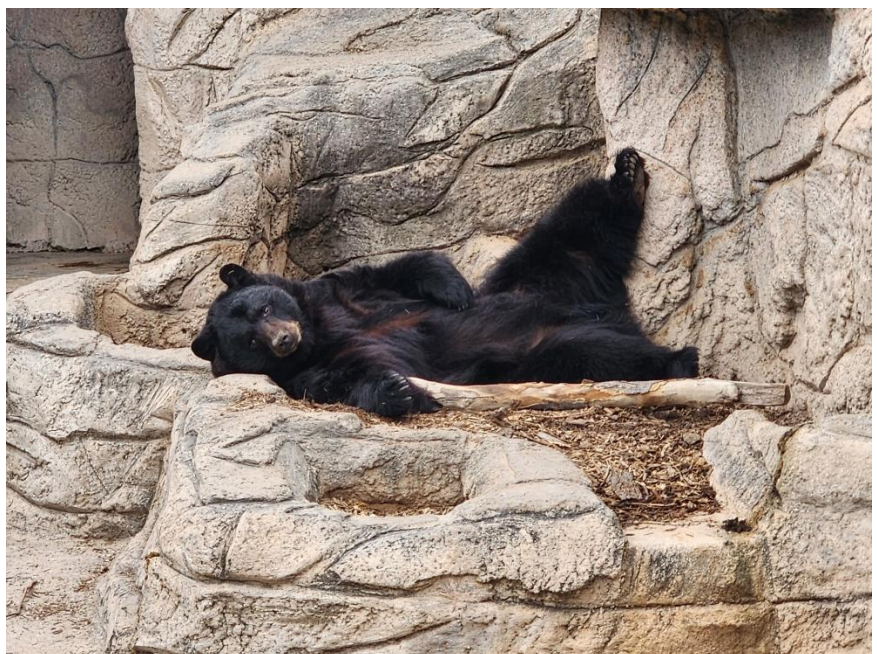
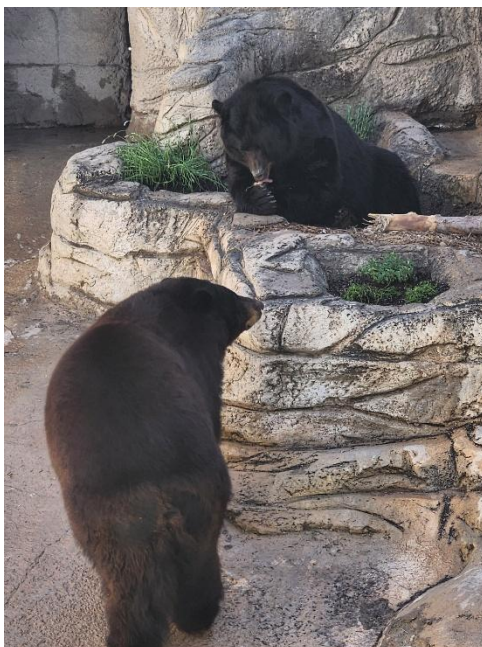


-The tortoises can be found outside every day basking in the sun. We have two sulcata tortoises, a Texas tortoise, a wood turtle, and box turtles. Pictured, sulcate tortoise Peter shares his meal with Texas tortoise Houdini.





-The bears, Ursula and Sierra, have been more active now that the weather is consistently warm. They can be found playing with their enrichment, such as shredding boxes and newspaper (pictured). They also had some more substrate and plants added to their enclosure for enrichment. Most of it they had fun tearing out, but there are still some small plants and herbs that they can explore.



ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 12.

Infrastructure Committee

Meeting Date: 06/15/2026

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

6/5/2026

Street Projects & Other

FY 25 - Hot Recycling & Micro-surfacing Pavement Maintenance

Project Complete

SCOPE: Hot Recycle & Micro-surfacing of various streets
BUDGET: \$ 1,912,747
FUNDING SOURCE: 100% City funds
EST. COMPLETION: Fall 2025
PROJECT STATUS: 100%

Streets to be selected by using Pavement Condition Survey and field review by Streets & City Engineer. Quote and streets list approved at September City Council. Complete.

FY 25 - Nova Chip Pavement Maintenance

Project start date 10/16/2025

Project complete

SCOPE: Overlay of various streets
BUDGET: \$ 266,222
FUNDING SOURCE: 100% City funds
EST. COMPLETION: Fall 2025
PROJECT STATUS: 100%

Streets selected by using Pavement Condition Survey and field review by Streets & City Engineer. Quote received utilizing NMDOT statewide price agreement. Quote and streets list approved at September City Council. Planned start date 10/16/2025. Complete.

Hobson Road Flood Prevention Project

Construction awarded to Constructors, Inc.

In progress

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: 50%

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

SMA award recommendation approved by Council 11.09.23

Kick off Meeting Held 12/6/2023

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: 6.30.26 Design Only
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.

2nd Street Overlay Pavement Maintenance

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

This project will be awarded through NMDOT TPF funding. Funding agreement received. Waiting on final NMDOT clearance. Council approved PO. Start date 6/22/2026

Elm St. Bridge (Rio Hondo south of 2nd St.)

NMDOT Agreement approved by September Council.

Recommended Award to Abraham's Construction

Project Complete!

SCOPE: Remove & replace existing bridge with CBC bridge
BUDGET: Survey/Hydrology City Engr. Dept
Plans/Permits City Engr. Dept
Right of Way \$0
Construction \$2,440,000
FUNDING SOURCE: NMDOT \$2,440,000
EST. COMPLETION: 3/31/2026
PROJECT STATUS: 100%

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

Projects coordinated with Utility Departments

WWTP Screw Press & Dissolved Oxygen Improvemen

Dissolved oxygen unit was put into operation on January 4, 2023.

SCOPE: Install screw presses at WWTP
BUDGET: Estimated \$ 8,003,106
FUNDING SOURCE: WWTP and Clean Water State Revolving Fund load CWSRF 097
EST. COMPLETION: Construction April 2026
PROJECT STATUS: Construction 100%

Bids received Feb. 8, 2022, low bid \$8,626,664.00

\$5.5 million Loan is for design and construction

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

Dewater \$412,400 DO \$102,481.25

RFP process complete and project awarded to HDR for design and future construction professional services. Design kick off meeting between NMENV, HDR and City was held on 12.16.2020. Council awarded project 3.10.22 and ok to seek additional principal \$3,915,000, subsidy of \$285,000 for total loan package of \$9,700,000 at 0.05% interest. Preconstruction conference held 4.12.22. Dissolved oxygen upgrades operational on January 4, 2023. Primary pumps replacements were started up 10.21.23. Pre-fab building was erected the week of 9/19. Contractor working on screw press start up troubleshooting. Troubleshooting completed, contractor working on punch list items. Equipment manufacturer scheduled to be on-site 5/12 for final process testing. Project complete, working on close out.

Rehab Country Club Reservoirs

Water Trust Board Grant/Loan

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

BUDGET: WTB Grant (45%) \$3,600,000
WTB Loan (55%) \$4,400,000
Other \$0
Total \$8,000,000

Awarded to TMI Coatings
Project started

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

Replace RAC Lift Station

SCOPE: Design replacement lift station for RAC lift station located on I **In progress**

BUDGET: \$3,003,307 Construction

FUNDING SOURCE: LEDA Grant

EST. COMPLETION: 9/1/2026

PROJECT STATUS: 54% 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 \$2,500,000. 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 Water Line Phase 2

Awarded to White Cloud Pipeline

SCOPE: Water service extension to SE area of RAC.

Project started 10/14

BUDGET: \$1,471,041

FUNDING SOURCE: State appropriation

EST. COMPLETION: 2/28/2026

PROJECT STATUS: 100%

Project complete!

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

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: 40% 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

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

BUDGET: Potential Funding Application

FUNDING SOURCE:

EST. COMPLETION: Design 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. Plans to be submitted to NMED for review in preparation of possible award. Plans submitted to NMED for review. City was notified that we were not selected for this grant award.

Projects coordinated with Other Departments

Phase III All Inclusive Park - Grant 22-G2779 & 23-H2

SCOPE: Design and construct All Inclusive Park and amenities

Project awarded to Abraham's Construction

BUDGET: Grant Amount Grant = \$342,172

Project Complete!

FUNDING SOURCE: DFA Grant

EST. COMPLETION: Construction in Summer/Fall 2025

PROJECT STATUS: 100%

This is the 2022 Legislative Grant to help fund Inclusive Park Construction. Bid received 4/8/25, awarded to Abrahams Construction. Pre-Con meeting held 8/7/2025. Construction complete!

Portland Loo Design

SCOPE: Design Portland Loo Mainstreet Roswell

BUDGET:

FUNDING SOURCE: N/A

EST. COMPLETION:

PROJECT STATUS: Design 50%

Updated quote recieved from Portland Loo manufacturer for double installation

Stiles Park Improvements - Grant 24-I2884

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

BUDGET: Grant Amount Grant = \$500,000

FUNDING SOURCE: DFA Grant

EST. COMPLETION: Construction in Spring/Summer 2026

PROJECT STATUS: 8%

Quotes requested from possible scoreboard vendors utilizing price agreements. PO in progress for scoreboard replacement. Facilities department compiled list of materials for bathroom rehab. Scoreboards replaced, materials delivered for bathroom rehab. Roof repair completed, A/C replacement in progress. Pending quotes for score tower replacement.



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

May 2026 Engineering Highlights Report

Community Development Support



Development Reviews

- SE Main & Poe

Sewer/Utility Cuts

- 226 N. Main
- 202 W. 8th
- 12 Stephens Circle
- 1208 N. Richardson
- 4400 N. Main

Property Reviews

- 285 & Poe
- 1401 N Lea

Driveway, Sidewalk, Fence or Curb Reviews Inspections

- 1716 W. Juniper
- 300 E. Keith
- 1103 W. Summit
- 1102 W. Summit

Zoning Site Reviews:

- None for May

ADA Reviews

- None for May

Traffic/Speed Reviews & Complaints

- Main & Twin Diamond

Infrastructure Acceptance

- None for May

Drainage Reviews

- None for May

Street Light Complaints/Concerns

- 14th between Lea & Kentucky