



## ROSWELL INFRASTRUCTURE COMMITTEE AGENDA

Monday, JANUARY 12, 2026 AT 2:00 P.M.

City Hall Large Conference Room

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

Committee Chair: Darrell Johnson

Committee Vice Chair: Juan Oropesa

Committee Members: **Carlos Marrujo, Kurt Gass, Bob Corn**

Staff Coordinator: James MacCornack

### CALL TO ORDER

### ROLL CALL

### APPROVAL OF AGENDA

### APPROVAL OF MINUTES

1. Approval of the Minutes for the November 17, 2025 Infrastructure Committee Meeting. [pg. 1](#)

### REGULAR ITEMS

2. Consider Recommending Resolution 26-XX for support of projects in response to the NMDOT's December 2025 LGRF Funding, Call For Projects. [pg. 5](#)

### NON-ACTION ITEMS

3. Department Report - Fleet [pg. 9](#)
4. Department Report - Solid Waste [pg. 17](#)
5. Department Report - Facility Maintenance [pg. 31](#)
6. Department Report - Roswell Transit [pg. 37](#)
7. Department Report - Zoo [pg. 40](#)
8. Department Report - Parks [pg. 42](#)
9. Department Report - Cemetery [pg. 46](#)
10. Department Report - Recreation [pg. 49](#)
11. Department Report - Special Electronics [pg. 52](#)
12. Department Report - Engineering [pg. 54](#)
13. Department Report - Streets [pg. 60](#)
14. Department Report - Utilities [pg. 65](#)

### PUBLIC PARTICIPATION

### ADJOURN

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1975 and Resolution 25-28.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 575-624-6700 if a summary or other type of accessible format is needed.

Printed and posted: **January 9, 2026**

**TO ATTEND THE INFRASTRUCTURE COMMITTEE BY GO-TO-MEETING**  
**Infrastructure Committee**

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**Infrastructure Committee**

**Meeting Date:** 01/12/2026

**COMMITTEE:** Infrastructure

**CONTACT:** James MacCornack

**CHAIR:** Darrell Johnson

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**ACTION REQUESTED:**

Approval of the Minutes for the November 17, 2025 Infrastructure Committee Meeting.

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**Attachments**

Draft Minutes for November 17, 2025

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

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4, NMSA 1978 and Resolution 25-28.

**ROLL CALL:**

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

**Staff Present:**

Enid Costley, Andrew Valadez, Naomi Steward, Bobbi Thompson, Councilor Ed Heldenbrand, Louis Romero, II, Nathaniel Mascarenas, Franck Rincon, Angela Garcia, Amalia Martinez, Debbie Reyer, Abraham Chaparro, C. Josh Narin-Mahan, Jim Burress, Chris Moore, James MacCornack, Toni Gomez, Mayor Tim Jennings, Mike Espiritu, Mike Mathews, Councilor Corn, Councilor Halvorson, Councilor Cavin, Clint Caldwell, Yntema Hess, and Bernadette Lopez

**Guest(s) Present:**

Rita Kane-Doerhoefer, Greg Holman, and Ericka Valencia

Vicki (No Last Name provided), Terri Harber, and Cody Anderson via GoToMeeting.

**APPROVAL OF AGENDA:**

***Councilor Arnold moved to approve the agenda for November 17, 2025 as presented. Councilor Cortez was the second. A voice vote of 5-0 was unanimous, and the motion passed.***

**APPROVAL OF MINUTES:**

1. October 20, 2025:

***Councilor Arnold moved to approve the minutes from the October 20, 2025 meeting as presented. Councilor Moore was the second. A voice vote of 5-0 was unanimous, and the motion passed.***

**REGULAR ITEMS (ACTION ITEMS):**

2. Consider approval of scope of work for the Children's Garden/Jardin de Niños and to go out for bid when funds are available:

Ms. Costley discussed the scope of work. Ms. Gomez discussed the donation funding. ***Councilor Moore moved to approve the scope of work for the Children's Garden/Jardin de Niños, to be sent to the Finance Committee with consideration for the consent agenda. A voice vote of 5-0 was unanimous, and the motion passed.***

3. Consider recommending approval of a purchase order to Simpson Norton

Corporation in the amount of \$193,082.60 for the purchase of two Toro Groundmaster 4000-D mowers and associated accessories, utilizing OMNIA Cooperative Contract #2023261:

Mr. Buress discussed the mowers for purchase. ***Councilor Arnold moved to approve the purchase order to Simpson Norton in the amount of \$193,082.60 for the purchase of two Groundmaster 4000-D mowers and associated accessories to be sent to the Finance Committee with consideration for the consent agenda. Councilor Oropesa was the second. A voice vote of 5-0 was unanimous, and the motion passed.***

4. Approval of the scope of work for RFP: Prefabricated Modular Hold Room Facility at the Roswell Air Center:

Ms. Thompson discussed the scope of work. Ms. Doerhoefer inquired about funding, whether it was coming from the Enterprise Fund. Ms. Thompson replied all their match for grants, etc. comes from the Enterprise Fund. ***Councilor Moore moved to approve the scope of work for a prefabricated modular hold room facility at the RIAC to be sent to the Legal Committee. Councilor Oropesa was the second. A voice vote of 5-0 was unanimous, and the motion passed.***

5. Recommend award of ITB-26-005, Annual Maintenance Contract to Abraham's Construction:

Mr. MacCornack discussed the Award Recommendation letter. ***Councilor Cortez moved to recommend award of ITB-26-005, Annual Maintenance Contract to Abraham's Construction to the Finance Committee with consideration for the consent agenda. Councilor Arnold was the second. A voice vote of 5-0 was unanimous, and the motion passed.***

6. Consider the 2026 Infrastructure Committee Meeting dates:

Mr. MacCornack discussed the 2026 Infrastructure Committee Meeting dates. ***Councilor Arnold moved to approve the 2026 Infrastructure Committee Meeting dates. Councilor Cortez was the second. A voice vote of 5-0 was unanimous, and the motion passed.***

#### **NON-ACTION ITEMS:**

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

7. Roswell Transit Report:
8. Transit Fleet Maintenance Report:
9. Facility Maintenance Report:
10. Fleet Update Report:

Ms. Reyer briefly discussed the Fleetio update.

11. Solid Waste Report:

Mr. Chaparro discussed the type of cardboard that can be recycled at Solid Waste.

12. Cemetery Report:

13. Parks Report:

Ms. Steward discussed the Dewatering Facility update.

14. Recreation Report:

15. Zoo Report:

16. Streets Report:

Mr. MacCornack stated he met with Transit regarding the bus stops for the proposed S. Sunset Road Diet in which all the bus stops within this Road Diet will be moved to side streets with exception of two bus stops.

17. Waste Water Treatment Plant & Sewer:

Mr. Valadez gave an update on the RIAC Water Reservoirs in which more leaks were recently discovered in the south tank.

18. Water Maintenance & Transmission:

19. Central Control:

20. Engineering Report:

Councilor Oropesa inquired about the CDBG Grant. Mr. MacCornack stated we did not receive the grant and no explanation as to why the city was denied.

21. Special Electronics' Report:

**PUBLIC PARTICIPATION:**

Mrs. Vicki Buress thanked James MacCornack for putting the sidewalk at the Linda Vista Park. Ms. Doerhoefer inquired about a city ordinance for ADA. Mr. Hess will look into that.

**ADJOURN:**

The meeting adjourned at 3:53 p.m.

**Infrastructure Committee**

**Meeting Date:** 01/12/2026

**COMMITTEE:** Infrastructure

**CONTACT:** James MacCornack

**CHAIR:** Darrell Johnson

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**ACTION REQUESTED:**

Consider Recommending Resolution 26-XX for support of projects in response to the NMDOT's December 2025 LGRF Funding, Call For Projects.

**BACKGROUND:**

Initiated by: James MacCornack The NMDOT has issued a "Call For Projects" under the LGRF program. These are projects that should be considered easily ready for bidding or other procurement process. The funding level for awarded projects under the LGRF program is 75% NMDOT and 25% Local Match. Formal project awards will be in Fall 2026. Project that is proposed to apply for is Pavement Maintenance on West Country Club Road from Main St. to Washington St.

**FINANCIAL CONSIDERATION:**

This is for project application support. Any awarded projects would have to be budget adjusted, one formal award is received. Estimated project cost is \$250,000 (\$187,500 NMDOT, \$62,500 City match).

**LEGAL REVIEW:**

Resolution has been submitted to City Attorney for review.

**BOARD AND COMMITTEE ACTION:**

Consider Resolution 26-XX for support of projects in response to the NMDOT's December 2025 LGRF Funding Call For Projects.

**STAFF RECOMMENDATION:**

Proceed as presented.

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**Attachments**

Draft Resolution 26-XX  
LGRF Call for Projects Letter

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**RESOLUTION 26-XX**

**A RESOLUTION TO THE NEW MEXICO DEPARTMENT OF TRANSPORTATION  
FOR TPF ROADWAY PROJECTS**

**WHEREAS**, the roadway project named in this resolution is an eligible activity under the NMDOT Local Government Road Fund (LGRF) Call for Projects Letter of December 23, 2025; and

**WHEREAS**, the following project is requested to be considered under the LGRF Program: West Country Club Road Pavement Maintenance Project; and

**WHEREAS**, the City of Roswell agrees to provide matching funds at a percentage rate of 25% of the cost of the project; and

**WHEREAS**, the City of Roswell agrees to fund all project development, environmental analysis, and design costs separate from the cost of construction; and

**WHEREAS**, the City of Roswell agrees to fund all appropriate ongoing maintenance costs for this roadway project after construction; and

**WHEREAS**, the City of Roswell supports this project and desires to receive funding; and

**WHEREAS**, this Resolution is presented at the time of application for NMDOT Local Government Road Fund Call For Projects funding.

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

SECTION 1. Be it resolved by the governing body, the City Council of Roswell, New Mexico that subject project listed above be submitted as an application for Call For Projects funding to the New Mexico Department of Transportation Local Government Road Fund; and hereby commits to the concept of such project listed above and as specified in the project applications.

PASSED, ADOPTED, SIGNED and APPROVED \_\_\_\_\_, \_\_\_\_\_.

CITY SEAL

\_\_\_\_\_  
Timothy Z. Jennings, Mayor

ATTEST

\_\_\_\_\_  
Amalia Martinez, City Clerk

December 23, 2025

**Re: Project Proposals for FY 2026/2027 Local Government Road Fund Program**

Dear Sir or Madam:

NMDOT District Two Engineering Support Division is soliciting applications for the Local Government Road Fund (LGRF) Program for the fiscal year 2026/2027. The purpose of the LGRF program is to assist local public agencies in “project development, construction, reconstruction, improvement, maintenance, or repair of public highways, streets and public-school parking lots, for the acquisition of rights-of-way therefore, or for materials for the construction or improvement thereof” (Section 67-3-28 NMSA 1978).

**Per the Local Government Road Fund Handbook:**

**Project Development:**

**Item C, page 20:** *“It will be the Public Entity’s responsibility to ensure compliance with all state, local and federal regulations including the Americans with Disabilities Act (ADA) and laws regarding noise ordinances, air quality, surface water quality, groundwater quality, threatened and endangered species, hazardous materials, and historic and cultural properties, and cultural resources.”*

**Item D, page 20:** *“It will be the Public Entity’s responsibility to ensure that the project design complies with current engineering standards. If a consulting engineering firm has been contracted to do the design and engineering work, a professional engineer licensed in the state of New Mexico must certify the design. If a roadway has been identified to revert to Department responsibility, via a road exchange agreement, the Public Entity shall use New Mexico Department of Transportation design and construction standards and specifications.”*

Please keep in mind that there are three engineering standards under which you may design and construct your LGRF project. You must certify in the closing documentation which engineering standard was followed.

**The three acceptable standards are:**

- *NMDOT Standard Specifications for Highway and Bridge Construction, current edition (recommended)*
- *American Public Works Association (APWA) specifications*
- *Department-approved Public Entity Established specifications*

**Michelle Lujan Grisham**  
Governor

**Ricky Serna**  
Cabinet Secretary

**Commissioners**

**Chandelle Sisneros**  
Commissioner  
District 1

**Gary Tonjes**  
Commissioner  
District 2

**Hilma E. Chynoweth**  
Commissioner, Vice Chairman  
District 3

**Walter G. Adams**  
Commissioner, Chairman  
District 4

**Thomas C. Taylor**  
Commissioner  
District 5

**Charles Lundstrom**  
Commissioner, Secretary  
District 6

As outlined in the Local Government Road Fund Handbook, the Entity shall first submit a letter of request to the District Engineer (please address the letter to **Mr. Francisco Sanchez, District Two Engineer, c/o Louis Matta, ADE/Engineering Support**) and submit via email by **March 15, 2026**. Your application must be **received by 12:00 p.m. (noon) via email on March 15, 2026**. Your application will contain the following:

1. The location of the proposed project, including route designation and termini (including map);
2. The scope of work to be performed;
3. Project estimate, including the amount of state participation requested;
4. The justification for project;
5. A certification that the proposed work is on a part of a public highway and necessary for the public good and convenience and will serve the public of the municipality, county, or school districts;
6. A letter of intent from governing body supporting the project; and
7. Type of funding applying for.

All incomplete or late applications will be returned to the Public Entity for submission the following year. Only the electronic date and time will be used, not the date of your letter. There will be **no exceptions** to this deadline.

Prioritization of specific projects and ensuring that the projects selected most effectively serve the public's needs and comply with appropriate design standards is the responsibility of each entity. NMDOT will not conduct a formal review of the projects.

A project overview is attached, along with sample templates of some of the necessary documents to assist you in the process.

Sincerely,

Manon A. Arnett, NMDOT District 2 Local Government Liaison, [Manon.Arnett@dot.nm.gov](mailto:Manon.Arnett@dot.nm.gov)

Xc: Francisco Sanchez, NMDOT District Two Engineer, [Francisco.Sanchez@dot.nm.gov](mailto:Francisco.Sanchez@dot.nm.gov)  
Louis Matta, NMDOT District Two ADE/Engineering Support, [Louis.Matta@dot.nm.gov](mailto:Louis.Matta@dot.nm.gov)  
Libby Coslin, NMDOT District Two T/LPA Coordinator, [Libby.Coslin2@dot.nm.gov](mailto:Libby.Coslin2@dot.nm.gov)

ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 3.

**Infrastructure Committee**

**Meeting Date:** 01/12/2026

**COMMITTEE:** Infrastructure

**CONTACT:** James MacCornack

**CHAIR:** Darrell Johnson

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**DEPARTMENT NAME:**

Department Report - Fleet

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**Attachments**

Monthly Report - November

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## Fleet Monthly Report

The City of Roswell has 692 vehicles, trailers, 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. **\*\*All Data from Fleetio is without the full city utilizing it Data will drastically change as more departments utilize it\*\***

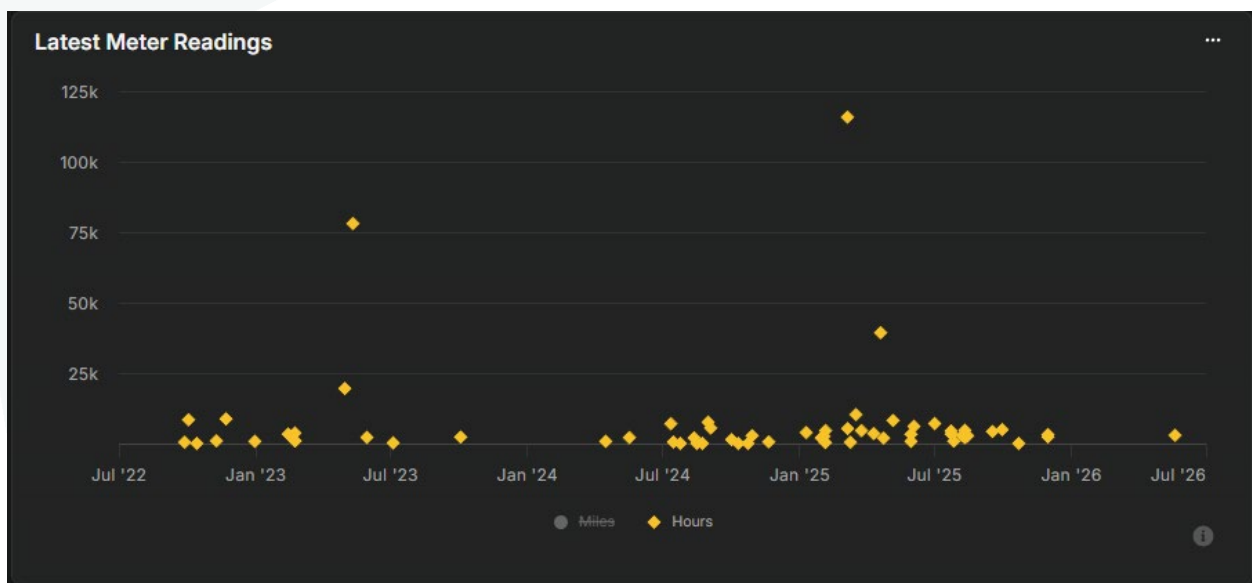
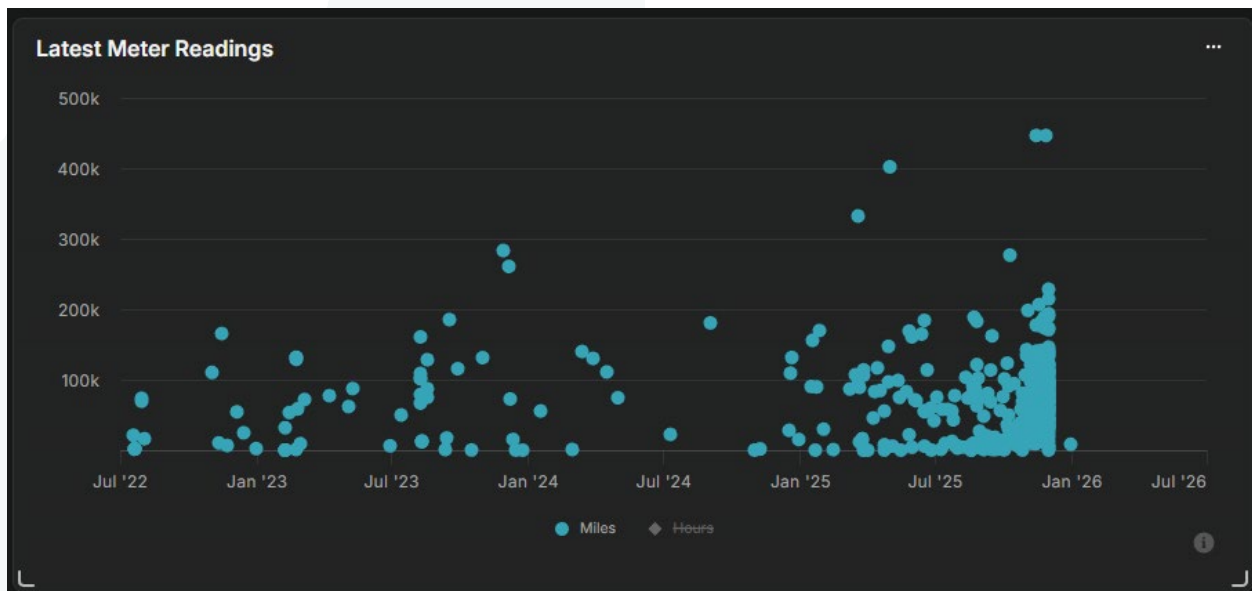
| All City Equipment With A Make Year Pre-2000 |          |      |             |                         |                   |          |      |
|----------------------------------------------|----------|------|-------------|-------------------------|-------------------|----------|------|
| Unit #                                       | Group    | Year | Make        | Model                   | Type              | Meter    | Unit |
| 7168                                         | RIAC     | 1989 | Clark       | GPS-30                  | Forklift          | 3705.0   | hr   |
| 40590-Engine 10                              | Fire     | 1989 | Pierce      | Pumper Truck            | Fire Truck        | 0.0      | mi   |
| 91161-852                                    | RIAC     | 1989 | Wiggins     | ESMII-15S               | Forklift          | 0.0      | hr   |
| 00092-365                                    | WWTP     | 1990 | GMC         | Forward Control Chassis | Van               | 13982.0  | mi   |
| 623                                          | Fire     | 1991 | Pierce      | Ladder Truck            | Fire Truck        | 0.0      | mi   |
| 1171                                         | Parks    | 1991 | GMC         | C7500                   | Medium Duty Truck | 13010.0  | mi   |
| 52271                                        | Fire     | 1991 | Chevrolet   | C/K 3500 Series         | Ambulance         | 0.0      | mi   |
| 52433-816                                    | RIAC     | 1992 | Oshkosh     |                         | Medium Duty Truck | 2267.0   | mi   |
| 90219                                        | Golf     | 1993 | John Deere  | 310D                    | Backhoe           | 0.0      | hr   |
| 281-Engine 13                                | Fire     | 1996 | Pierce      | Pumper Truck            | Fire Truck        | 0.0      | mi   |
| 430-1092                                     | Golf     | 1996 | Chevrolet   | C7                      | Medium Duty Truck | 0.0      | mi   |
| 69599-Brush 3                                | Fire     | 1997 | Ford        | F-350                   | Fire Brush Truck  | 131526.0 | mi   |
| 78711                                        | WWTP     | 1997 | Clark       | ESMII-15S               | Forklift          | 346.0    | hr   |
| 433-251                                      | Landfill | 1998 | Caterpillar | 826G                    | Compact or        | 7022.5   | hr   |

| 77285-1361                    | Facilities | 1998 | Dodge       | Ram 2500         | Pickup Truck     | 113902.0 | mi   |
|-------------------------------|------------|------|-------------|------------------|------------------|----------|------|
| 17198                         | Facilities | 1999 | Ford        | F-450 Super Duty | Fire Brush Truck | 9854.0   | mi   |
| Highest Meter Reading (Hours) |            |      |             |                  |                  |          |      |
| Name                          | Group      | Year | Make        | Model            | Type             | Meter    | Unit |
| 361-252                       | Landfill   | 2007 | Caterpillar | 623G             | Scraper          | 115753.0 | hr   |
| 1341                          | Streets    |      | John Deere  | 44-A-00          | Tractor          | 78004.0  | hr   |
| 536-254                       | Landfill   | 2019 | Caterpillar | 962M             | Loader           | 39310.0  | hr   |
| 9630-1164                     | Zoo        | 2017 | Kawasaki    | UTV              | UTV              | 19533.0  | hr   |
| 14667-845                     | Air Center |      | Kubota      | F3680            | Tractor          | 10266.0  | hr   |
| 61971-389                     | WWTP       |      | John Deere  | 444H             | Loader           | 8716.0   | hr   |
| 1281                          | Sewer      |      | Redmax      |                  | Mower            | 8416.0   | hr   |
| 298-250                       | Landfill   | 2020 | Caterpillar | 836K             | Compactor        | 8202.0   | hr   |
| 11922-256                     | Landfill   | 2007 | John Deere  | 670D             | Motor Grader     | 7547.8   | hr   |
| 33960-1304                    | Streets    |      | John Deere  | 544K             | Loader           | 7081.0   | hr   |
| 433-251                       | Landfill   | 1998 | Caterpillar | 826G             | Compactor        | 7022.5   | hr   |
| 27402-1410                    | WWTP       | 2007 | Case        | 580 SM II        | Backhoe          | 6093.0   | hr   |
| 160-594                       | Cemetery   |      | John Deere  | 310SG            | Backhoe          | 5514.0   | hr   |
| 15288-1305                    | Streets    | 2013 | Case        | 821F             | Loader           | 5300.0   | hr   |
| 75746-1431                    | Water      | 2015 | John Deere  | 310SK            | Backhoe          | 4906.0   | hr   |
| D5758-599                     | Cemetery   | 2012 | Kubota      | RTV90            | UTV              | 4659.8   | hr   |
| 2340B                         | Water      | 2003 | Yale        |                  | Forklift         | 4561.0   | hr   |
| E8614-1233                    | Streets    |      | Champion    | 670D             | Motor Grader     | 4554.0   | hr   |
| 43870-1339                    | Streets    |      | Kubota      | L4060            | Tractor          | 4426.0   | hr   |
| 43414-1338                    | Streets    |      | Kubota      | L4060            | Tractor          | 4240.0   | hr   |

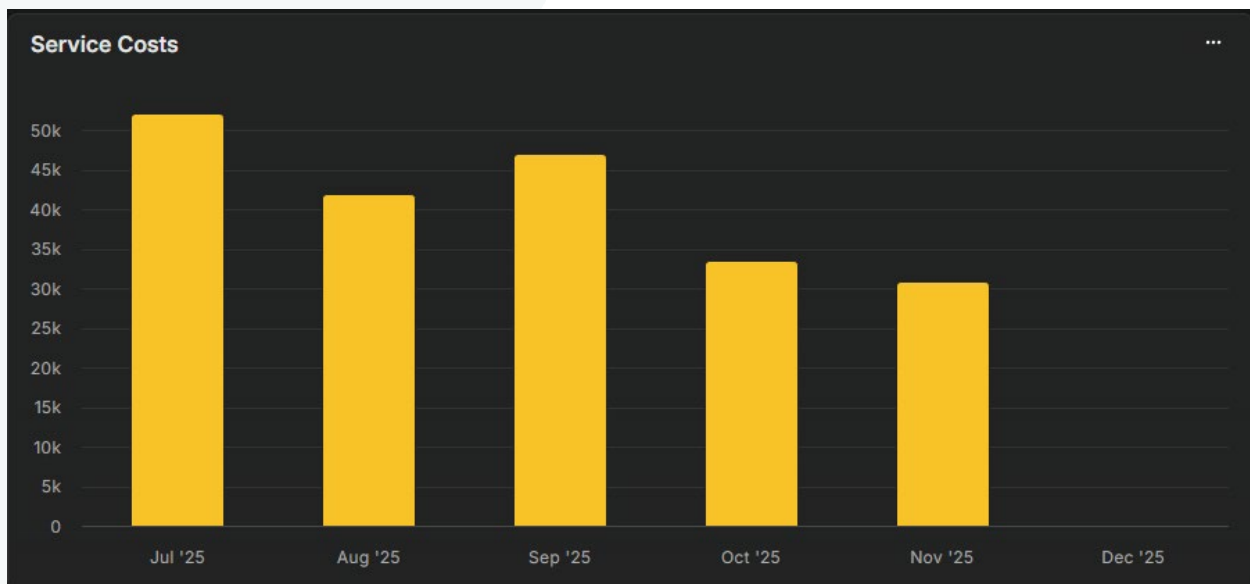
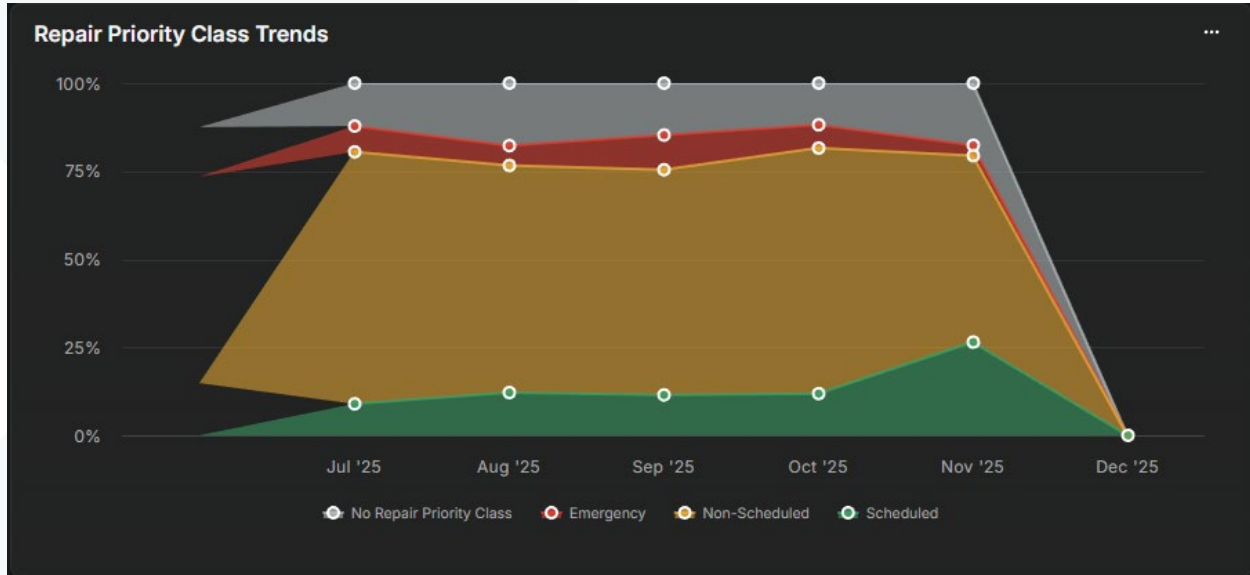
| Highest Meter Reading (Miles) |                |      |               |                  |                   |          |      |
|-------------------------------|----------------|------|---------------|------------------|-------------------|----------|------|
| Name                          | Group          | Year | Make          | Model            | Type              | Meter    | Unit |
| 86000-E66                     | Streets        | 2003 | Ford          | F-550 Super Duty | Medium Duty Truck | 446509.0 | mi   |
| 33408-797                     | Water Billing  | 2009 | Ford          | Ranger           | Pickup Truck      | 446492.0 | mi   |
| 3715-723                      | Fire           | 2018 | Ram           | Ram Pickup 2500  | Fire Pickup Truck | 402007.0 | mi   |
| 4C                            | SWAT           | 2002 | GMC           | Hummer           | Other             | 332307.0 | mi   |
| 54809-1234                    | Streets        | 2009 | International | 4300M7           | Medium Duty Truck | 283292.0 | mi   |
| 50417-1201                    | Engineering    | 2008 | Ford          | F-150            | Pickup Truck      | 276813.0 | mi   |
| 84201 - 949                   | Air Center     | 2017 | Chevrolet     | Express Cutaway  | Bus               | 260692.0 | mi   |
| 2736 - 951                    | Transit        | 2019 | Chevrolet     | Express Cutaway  | Bus               | 228407.0 | mi   |
| 6700 - 950                    | Transit        | 2015 | Chevrolet     | Express Cutaway  | Bus               | 214763.0 | mi   |
| 77891                         | Animal Control | 2015 | Chevrolet     | Tahoe            | SUV               | 206622.0 | mi   |
| 96906                         | Police         | 2017 | Chevrolet     | Tahoe            | Police SUV        | 198347.0 | mi   |
| 5501-1107                     | Parks          | 2011 | Ford          | F-250            | Pickup Truck      | 193563.0 | mi   |
| 40961-262                     | Sanitation     | 2019 | International | 7000 Series 7600 | Rolloff Truck     | 190201.0 | mi   |
| 3751 - 953                    | Transit        | 2020 | Chevrolet     | Express Cutaway  | Bus               | 188932.0 | mi   |
| 93254                         | Police         | 2018 | Ford          | Explorer         | Police SUV        | 188609.0 | mi   |
| 36613                         | Air Center     | 2016 | Ford          | Explorer         | Police SUV        | 185301.0 | mi   |
| 03144-1205                    | Facilities     | 2003 | Ford          | F-250 SD         | Pickup Truck      | 184098.0 | mi   |
| 83701-976                     | Facilities     | 2008 | Ford          | F-250            | Pickup Truck      | 183088.0 | mi   |
| 93731                         | Streets        | 2016 | Ram           | 1500             | Pickup Truck      | 182893.0 | mi   |
| 93360                         | CID            | 2016 | Dodge         | Charger          | Police Car        | 182370.0 | mi   |
| 89487                         | Fleet          | 2017 | Ford          | Explorer         | Police SUV        | 180616.0 | mi   |

|           |                  |      |            |                |               |          |    |
|-----------|------------------|------|------------|----------------|---------------|----------|----|
| 24423     | Police           | 2016 | Ford       | Explorer       | Police SUV    | 177490.0 | mi |
| 36723-601 | Water Billing    | 2012 | Ford       | F-150          | Pickup Truck  | 177160.0 | mi |
| 87459-263 | Sanitation       | 2018 | AM General | T880           | Rolloff Truck | 173697.0 | mi |
| 27777     | Code Enforcement | 2009 | Chevrolet  | Silverado 1500 | Pickup Truck  | 173499.0 | mi |

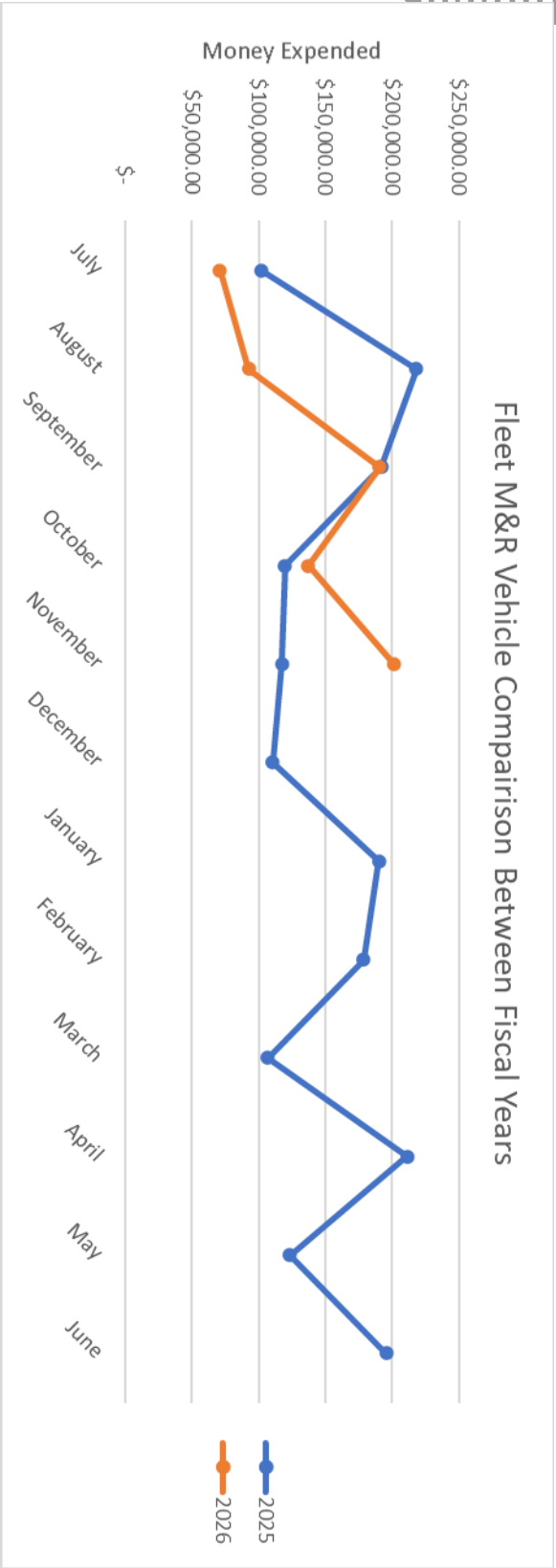
Fleetio pulls meter readings from the WEX gas cards, Geotab, Inspections, Service & Work Orders.



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.



| Monthly M&R Vehicle Costs by Department |                            |                      |                |                 |              |              |               |               |               |               |             |                 |
|-----------------------------------------|----------------------------|----------------------|----------------|-----------------|--------------|--------------|---------------|---------------|---------------|---------------|-------------|-----------------|
| Account Number                          | Department                 | FY26 Original Budget | Transfers      | Revised Budget  | July         | August       | September     | October       | November      | YTD Expended  | % of Budget | Remaining       |
| 11014021                                | Municipal Court            | \$ 3,500.00          | \$ -           | \$ 3,500.00     | \$ 230.06    | \$ -         | \$ -          | \$ 278.34     | \$ -          | \$ 508.40     | 15%         | \$ 2,991.60     |
| 11014061                                | Human Resources            | \$ 1,100.00          | \$ 6,500.00    | \$ 7,600.00     | \$ -         | \$ -         | \$ 2,068.50   | \$ -          | \$ 4,876.84   | \$ 6,945.34   | 631%        | \$ 654.66       |
| 11014071                                | Facilities                 | \$ 25,000.00         | \$ 7,500.00    | \$ 32,500.00    | \$ 2,862.82  | \$ 2,364.36  | \$ 744.95     | \$ 232.94     | \$ 4,830.05   | \$ 11,035.12  | 44%         | \$ 21,464.88    |
| 11014074                                | Fleet Maintenance          | \$ 4,792.00          | \$ -           | \$ 4,792.00     | \$ 161.25    | \$ -         | \$ 96.31      | \$ 133.24     | \$ 34.70      | \$ 425.50     | 9%          | \$ 4,366.50     |
| 11014111                                | Police                     | \$ 300,000.00        | \$ -           | \$ 300,000.00   | \$ 8,765.76  | \$ 16,438.00 | \$ 15,508.99  | \$ 13,040.23  | \$ 7,901.82   | \$ 61,654.80  | 21%         | \$ 238,345.20   |
| 11014121                                | Fire                       | \$ 130,790.00        | \$ 1,769.39    | \$ 132,559.39   | \$ 7,436.95  | \$ 16,249.43 | \$ 35,148.17  | \$ 2,397.30   | \$ 50,337.03  | \$ 111,568.88 | 85%         | \$ 20,990.51    |
| 11014131                                | Planning                   | \$ 500.00            | \$ -           | \$ 500.00       | \$ -         | \$ -         | \$ -          | \$ -          | \$ -          | \$ -          | 0%          | \$ 500.00       |
| 11014135                                | Engineering                | \$ 9,086.00          | \$ -           | \$ 9,086.00     | \$ 171.21    | \$ 152.51    | \$ 3,119.93   | \$ 2,482.31   | \$ 280.02     | \$ 6,205.98   | 68%         | \$ 2,880.02     |
| 11014151                                | Code Enforcement           | \$ 30,000.00         | \$ -           | \$ 30,000.00    | \$ 7,436.95  | \$ 969.31    | \$ 8,326.64   | \$ 21.65      | \$ 56.76      | \$ 16,811.31  | 56%         | \$ 13,188.69    |
| 11014161                                | Animal Control             | \$ 15,000.00         | \$ -           | \$ 15,000.00    | \$ 245.00    | \$ 1,239.26  | \$ 952.94     | \$ 552.63     | \$ 36.75      | \$ 3,026.58   | 20%         | \$ 11,973.42    |
| 11014181                                | Emergency Management       | \$ 1,500.00          | \$ -           | \$ 1,500.00     | \$ -         | \$ -         | \$ -          | \$ -          | \$ -          | \$ -          | 0%          | \$ 1,500.00     |
| 11014231                                | Parks                      | \$ 40,000.00         | \$ (3,082.60)  | \$ 36,917.40    | \$ 323.64    | \$ 1,052.72  | \$ 1,168.82   | \$ 1,351.77   | \$ 808.60     | \$ 4,705.55   | 12%         | \$ 32,211.85    |
| 11014631                                | IT                         | \$ 6,905.00          | \$ -           | \$ 6,905.00     | \$ -         | \$ 32.48     | \$ -          | \$ -          | \$ 275.53     | \$ 308.01     | 4%          | \$ 6,596.99     |
| 22654123                                | Fire Protection Grant      | \$ -                 | \$ 50,000.00   | \$ 50,000.00    | \$ -         | \$ -         | \$ -          | \$ -          | \$ -          | \$ -          | #DIV/0!     | \$ 50,000.00    |
| 26024411                                | Cemetery                   | \$ 15,500.00         | \$ -           | \$ 15,500.00    | \$ 18.69     | \$ 645.52    | \$ 1,314.38   | \$ -          | \$ 985.25     | \$ 2,963.84   | 19%         | \$ 12,536.16    |
| 26104511                                | Transit                    | \$ 115,000.00        | \$ (14,885.00) | \$ 100,115.00   | \$ 9,548.36  | \$ 12,784.68 | \$ 12,715.73  | \$ 3,882.73   | \$ 7,359.21   | \$ 46,290.71  | 40%         | \$ 53,824.29    |
| 26124232                                | Zoo                        | \$ 10,000.00         | \$ -           | \$ 10,000.00    | \$ -         | \$ -         | \$ -          | \$ 311.98     | \$ 286.56     | \$ 598.54     | 6%          | \$ 9,401.46     |
| 26134233                                | Golf Course                | \$ 42,000.00         | \$ (30,000.00) | \$ 12,000.00    | \$ -         | \$ 290.90    | \$ 226.59     | \$ 404.48     | \$ 11.51      | \$ 933.48     | 2%          | \$ 11,066.52    |
| 26154241                                | Recreation                 | \$ 2,000.00          | \$ -           | \$ 2,000.00     | \$ -         | \$ -         | \$ -          | \$ -          | \$ -          | \$ -          | 0%          | \$ 2,000.00     |
| 26234323                                | Streets                    | \$ 226,195.00        | \$ -           | \$ 226,195.00   | \$ 1,857.97  | \$ 5,044.55  | \$ 20,922.40  | \$ 1,679.17   | \$ 8,040.07   | \$ 37,544.16  | 17%         | \$ 188,650.84   |
| 26234325                                | Special Electronics        | \$ 8,834.00          | \$ -           | \$ 8,834.00     | \$ 1,348.43  | \$ -         | \$ 170.32     | \$ 3,361.15   | \$ -          | \$ 4,879.90   | 55%         | \$ 3,954.10     |
| 51004332                                | Air Center                 | \$ 76,445.00         | \$ 42,000.00   | \$ 118,445.00   | \$ 1,712.97  | \$ 616.53    | \$ 2,178.15   | \$ 7,612.41   | \$ 34,185.33  | \$ 46,305.39  | 61%         | \$ 72,139.61    |
| 52004341                                | Collections                | \$ 750,000.00        | \$ (98,739.20) | \$ 651,260.80   | \$ 19,751.59 | \$ 30,071.51 | \$ 58,059.21  | \$ 84,053.85  | \$ 65,512.91  | \$ 257,449.07 | 34%         | \$ 393,811.73   |
| 52014342                                | Landfill                   | \$ 80,000.00         | \$ 2,860.00    | \$ 82,860.00    | \$ 1,360.44  | \$ -         | \$ 2,829.01   | \$ 4,222.31   | \$ 8,461.46   | \$ 16,873.22  | 21%         | \$ 65,986.78    |
| 53004352                                | Water Customer Service     | \$ -                 | \$ 10,500.00   | \$ 10,500.00    | \$ -         | \$ -         | \$ 1,614.83   | \$ 4,072.41   | \$ 169.98     | \$ 5,857.22   | #DIV/0!     | \$ 4,642.78     |
| 53004353                                | Water Source of Supply     | \$ 23,000.00         | \$ -           | \$ 23,000.00    | \$ -         | \$ 89.99     | \$ 1,113.82   | \$ 1,014.41   | \$ 620.87     | \$ 2,839.09   | 12%         | \$ 20,160.91    |
| 53004354                                | Water Maint & Transmission | \$ 65,224.00         | \$ -           | \$ 65,224.00    | \$ 5,038.09  | \$ 2,643.84  | \$ 15,569.20  | \$ 4,120.23   | \$ 2,422.25   | \$ 29,793.61  | 46%         | \$ 35,430.39    |
| 53014355                                | WWTP                       | \$ 29,978.00         | \$ (1,553.00)  | \$ 28,425.00    | \$ 2,036.24  | \$ 350.63    | \$ 942.19     | \$ 149.52     | \$ 296.14     | \$ 3,774.72   | 13%         | \$ 24,650.28    |
| 53014356                                | WW Sewer Maintenance       | \$ 50,879.00         | \$ (373.00)    | \$ 50,506.00    | \$ 764.88    | \$ 1,755.84  | \$ 5,878.20   | \$ 2,138.48   | \$ 3,871.12   | \$ 14,408.52  | 28%         | \$ 36,097.48    |
| 53014358                                | WW Lab                     | \$ 900.00            | \$ -           | \$ 900.00       | \$ -         | \$ 70.35     | \$ -          | \$ -          | \$ -          | \$ 70.35      | 8%          | \$ 829.65       |
| Totals:                                 |                            | \$ 2,064,128.00      | \$ (27,503.41) | \$ 2,036,624.59 | \$ 71,071.30 | \$ 92,862.41 | \$ 190,669.28 | \$ 137,513.54 | \$ 201,660.76 | \$ 693,777.29 | 34%         | \$ 1,342,847.30 |



| Year | July         | August       | September    | October      | November     | December     | January      | February     | March        | April        | May          | June         | Total          |
|------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|----------------|
| 2025 | \$101,944.00 | \$218,478.00 | \$192,088.00 | \$119,889.00 | \$117,394.00 | \$110,727.00 | \$190,242.00 | \$178,979.00 | \$107,237.00 | \$211,670.00 | \$123,439.00 | \$195,873.00 | \$1,867,960.00 |
| 2026 | \$71,071.30  | \$92,862.41  | \$190,669.28 | \$137,513.54 | \$201,660.76 |              |              |              |              |              |              |              | \$693,777.29   |

**ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT**

**Non-Action Items 4.**

**Infrastructure Committee**

**Meeting Date:** 01/12/2026

**COMMITTEE:** Infrastructure

**CONTACT:** James MacCornack

**CHAIR:** Darrell Johnson

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**DEPARTMENT NAME:**

Department Report - Solid Waste

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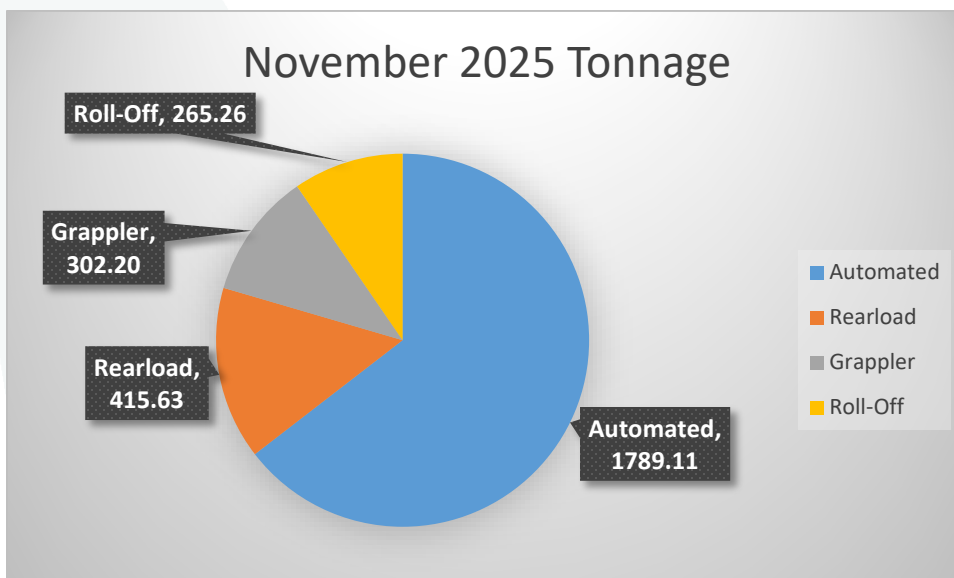
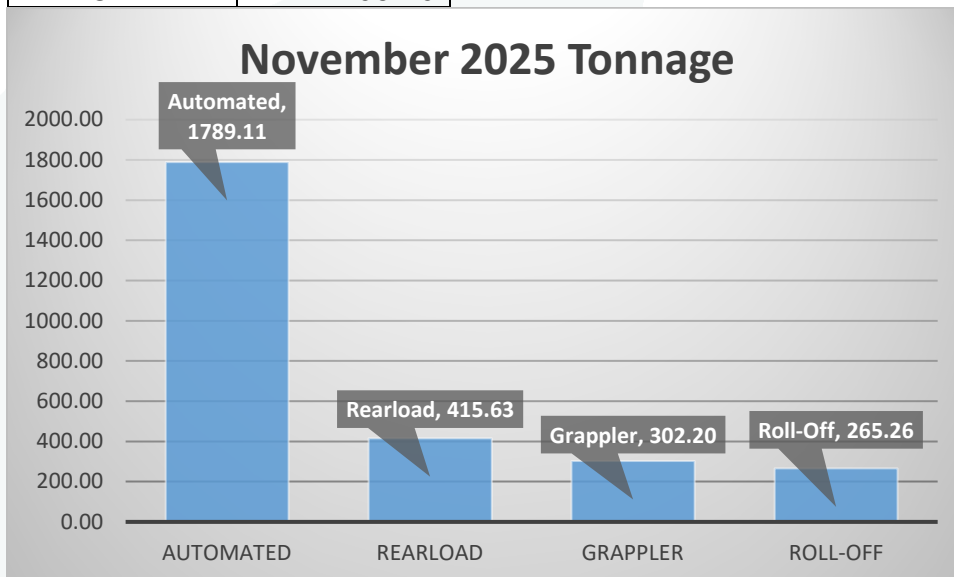
**Attachments**

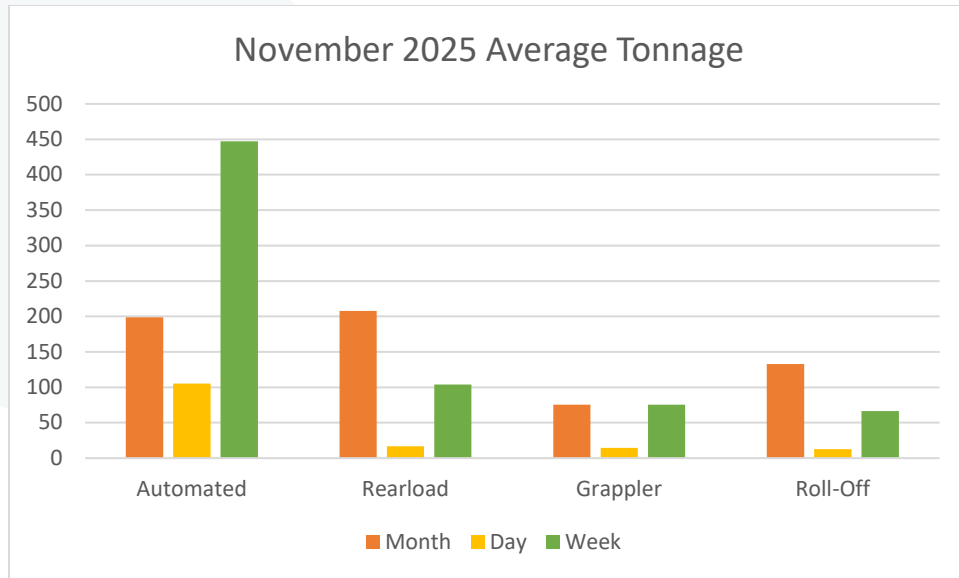
Monthly Report - November

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Roswell Municipal Landfill (RML). Report includes tonnage from October 1<sup>st</sup> – October 31<sup>st</sup>. 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 | 1789.11 |
| Rearload  | 415.63  |
| Grappler  | 302.20  |
| Roll-Off  | 265.26  |





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

#### Automated Average Tons:

- Daily: 105
- Weekly: 447
- Per Truck this Month: 180

#### Rearload Average Tons:

- Daily: 17
- Weekly: 104
- Per Truck This Month: 208

#### Grappler Average Tons:

- Daily: 14
- Weekly: 76
- Per Truck this Month: 76

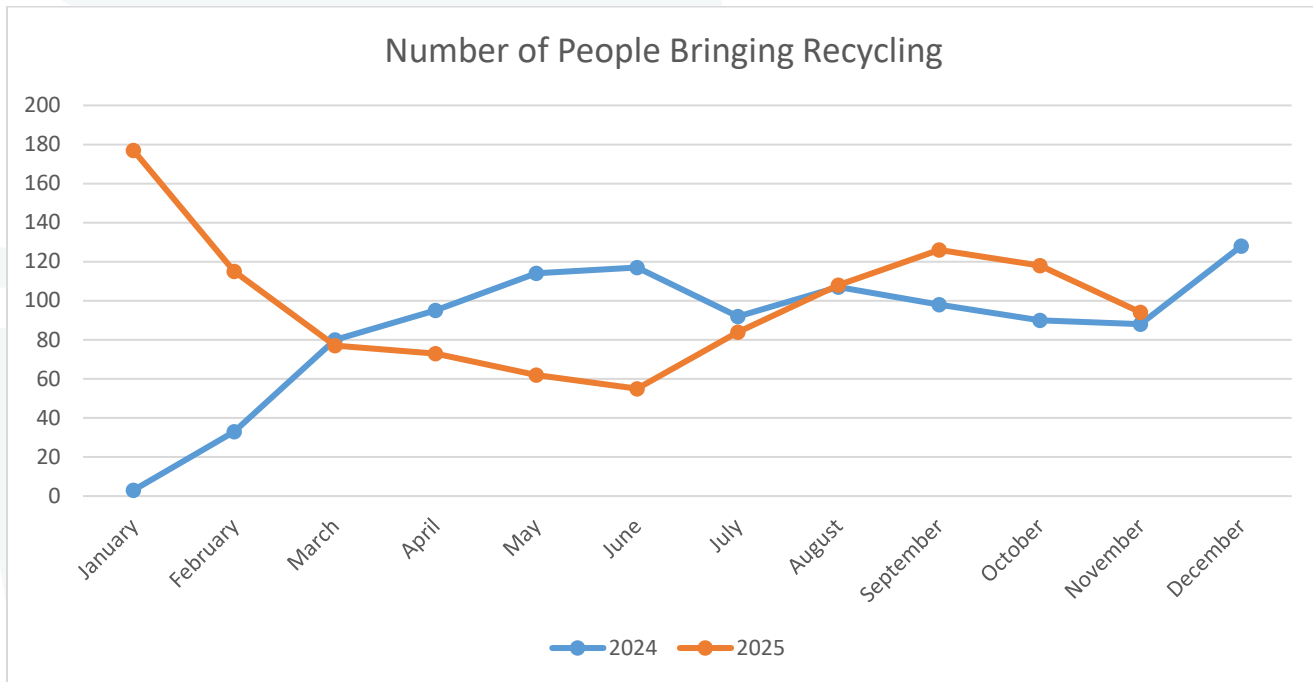
#### Roll-Off Average Tons:

- Daily: 13
- Weekly: 66
- Per Truck this Month: 133

## Recycling

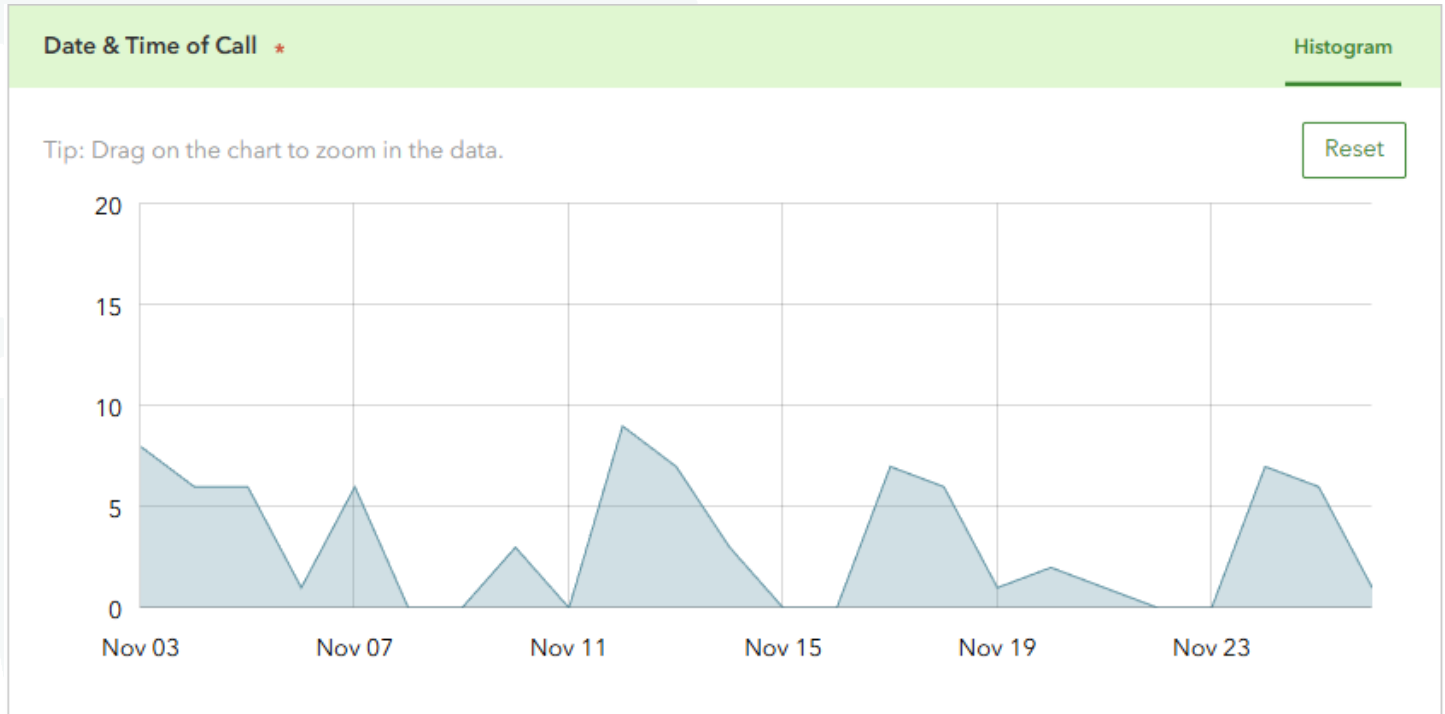
The Solid Waste Department Launched our Pilot program for Recycling. We currently take corrugated cardboard, tin and aluminum cans. Currently we are only tracking people who come in to recycle.

|             | January | February | March | April | May | June | July | August | September | October | November | December | YTD  |
|-------------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|------|
| <b>2024</b> | 3       | 33       | 80    | 95    | 114 | 117  | 92   | 107    | 98        | 90      | 88       | 128      | 1045 |
| <b>2025</b> | 177     | 115      | 77    | 73    | 62  | 55   | 84   | 108    | 126       | 118     | 94       |          | 1089 |



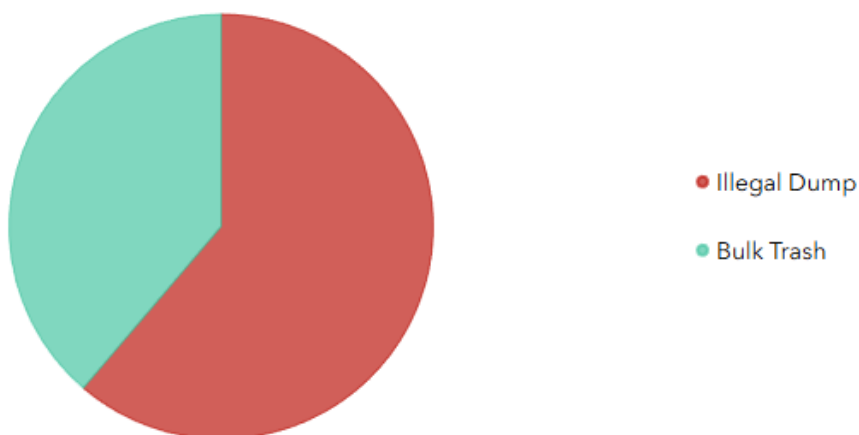
## Bulk Trash Calls

The Solid Waste Department is implementing a new way to track Bulk Trash/Illegal Dumping calls that come into the department. This data is for November 1<sup>st</sup> – November 30<sup>th</sup>



## What type of Trash

Column Bar **Pie** Map

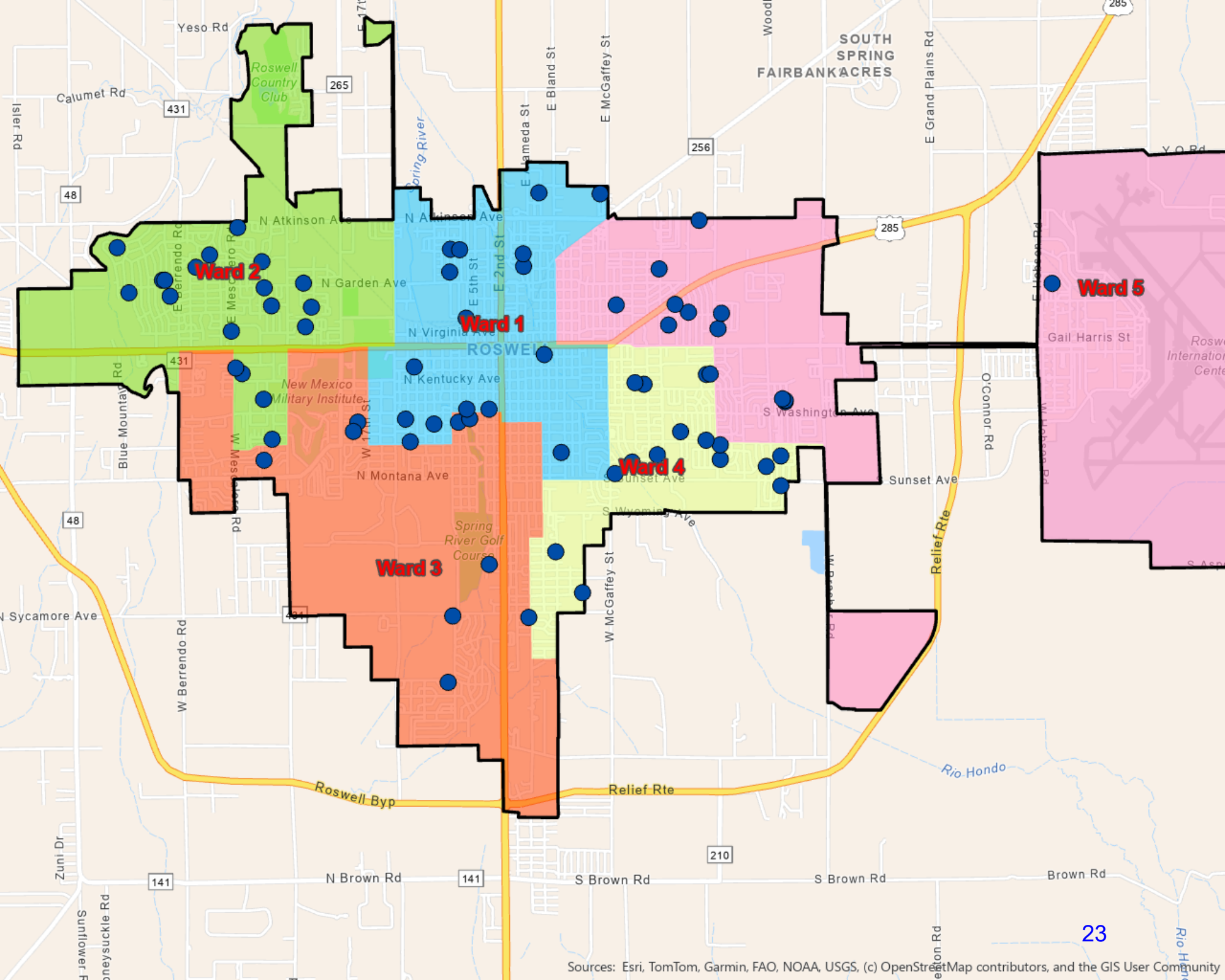


[Hide table](#)

☒ Empty categories [↑↓ Sort](#)

| Answers      | Count | Percentage |
|--------------|-------|------------|
| Illegal Dump | 49    | 61.25%     |
| Bulk Trash   | 31    | 38.75%     |

Answered: 80 Skipped: 0



## 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 | 841        | 8843.42        |  |
| Trash - MSW                | 797        | 8843.42        |  |
| Unknown                    | 44         | 0.00           |  |
| <b>Totals</b>              | <b>841</b> | <b>8843.42</b> |  |

| Disposal by Material |            |                |  |
|----------------------|------------|----------------|--|
| Material             | Loads      | Tons           |  |
| Trash - MSW          | 797        | 8843.42        |  |
| Unknown              | 44         | 0.00           |  |
| <b>Totals</b>        | <b>841</b> | <b>8843.42</b> |  |

| Disposal by Vehicle Type |            |                |  |
|--------------------------|------------|----------------|--|
| Vehicle Type             | Loads      | Tons           |  |
| Front load               | 113        | 1278.96        |  |
| Trash - MSW              | 113        | 1278.96        |  |
| <b>Residential</b>       | <b>533</b> | <b>7301.23</b> |  |
| Trash - MSW              | 489        | 7301.23        |  |
| Unknown                  | 44         | 0.00           |  |
| <b>Roll off</b>          | <b>195</b> | <b>263.23</b>  |  |
| Trash - MSW              | 195        | 263.23         |  |
| <b>Totals</b>            | <b>841</b> | <b>8843.42</b> |  |

### 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        | 20          | 85.17       | 59.83         | 41.4364     | 1520        | 674   |         |
| RL-Route-South      | 6           | 134.34      | 0             | 16.4198     | 2241        | 953   | 568.79  |
| SL-Route-6          | 8           | 178.02      | 0.36          | 54.0792     | 11336       | 1155  | 309.24  |
| SL-Route-5          | 8           | 157.73      | 7.19          | 57.12142    | 9375        | 1200  | 1703.58 |
| RL-Route-North      | 5           | 163.15      | 0             | 16.13239    | 2632        | 966   | 648.57  |
| SL-Route-4          | 9           | 152.02      | 10.9          | 61.83512    | 9724        | 1085  | 852.44  |
| RO-Route-2          | 5           | 152.29      | 0             | 0.4991243   | 105         | 1777  | 75.17   |
| CR-Route            | 5           | 155.9       | 12.61         | 26.75433    | 5813        | 983   | 778.88  |
| SL-Route-Sub        | 2           | 5.52        | 5.52          | 33.35347    | 0           | 38    |         |
| SL-Route-3          | 4           | 159.51      | 0             | 72.28712    | 12304       | 1143  | 1825.63 |
| SL-Route-7          | 8           | 149.75      | 3.03          | 51.18531    | 9716        | 969   |         |
| SL-Route-Sub        | 6           | 33.72       | 33.72         | 19.9308     | 0           | 167   |         |
| SL-Route-2          | 12          | 189.89      | 21.25         | 50.84255    | 10651       | 1037  | 870.25  |
| SI-Route-1          | 13          | 168.33      | 10.64         | 49.53861    | 9434        | 1192  | 1022.81 |
| RO-Route-1          | 5           | 151.21      | 0             | 0.6083986   | 100         | 2034  | 188.06  |

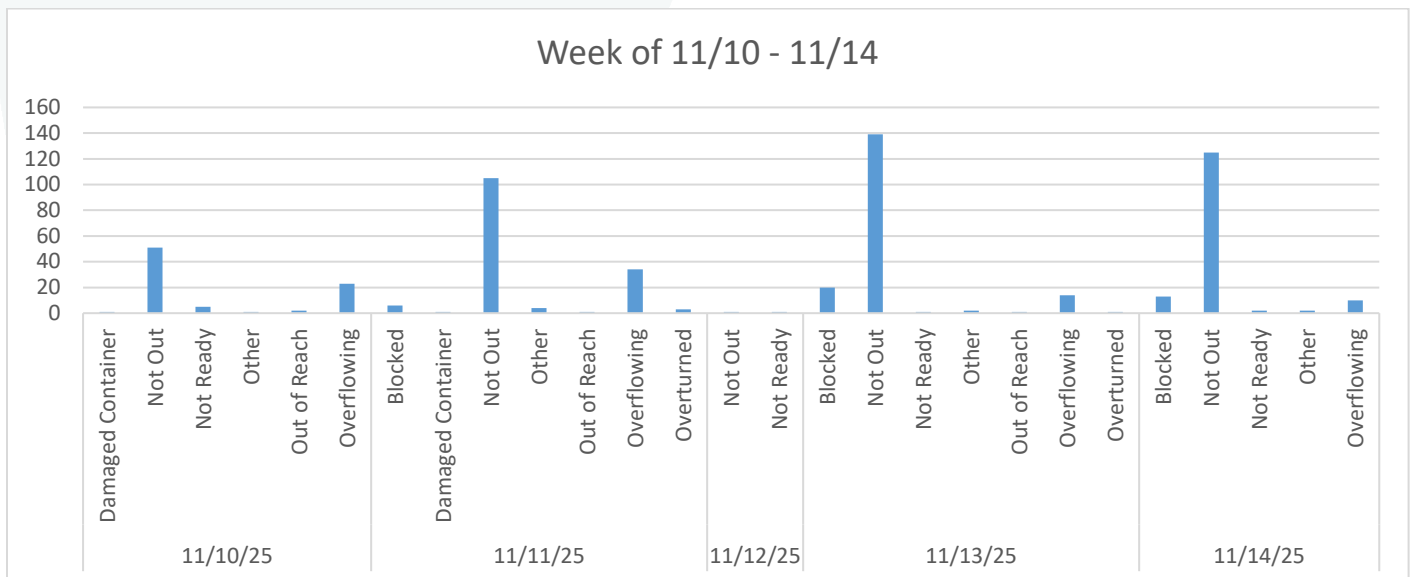
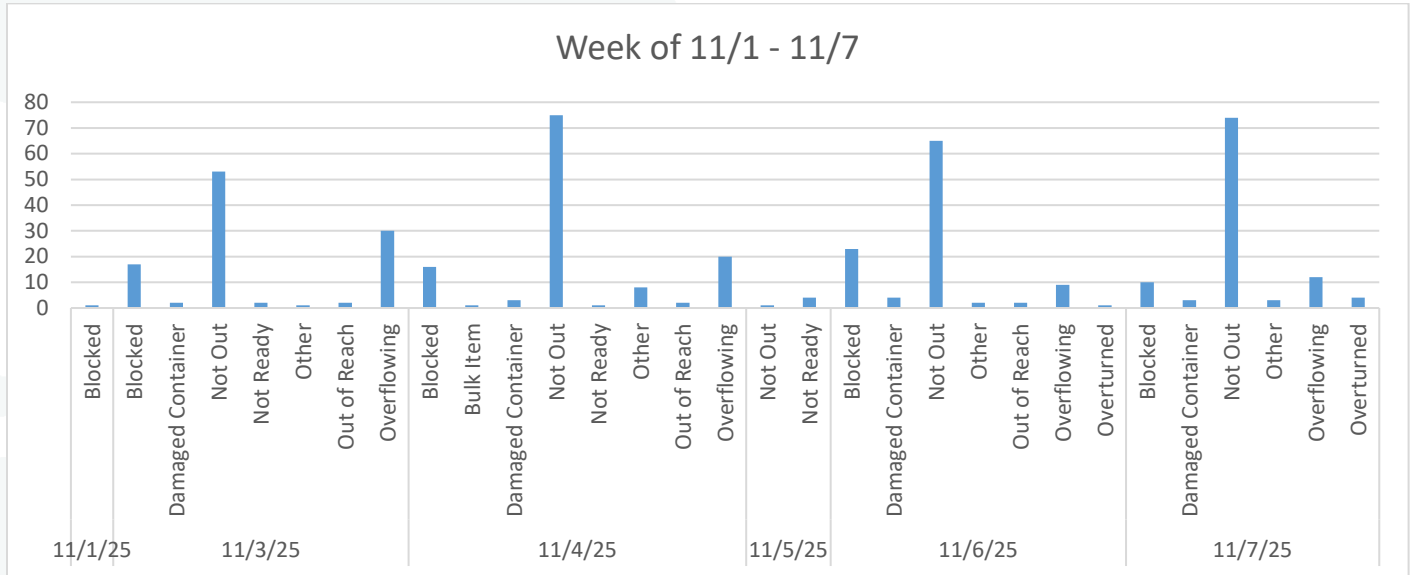
## Fuel Log

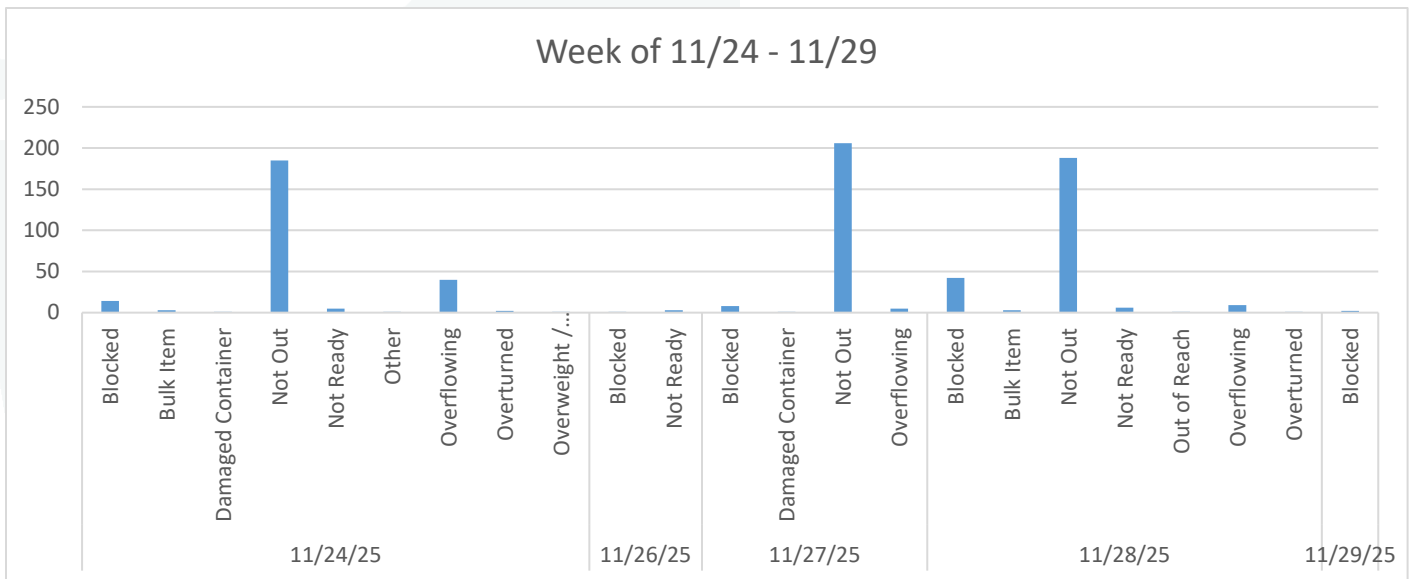
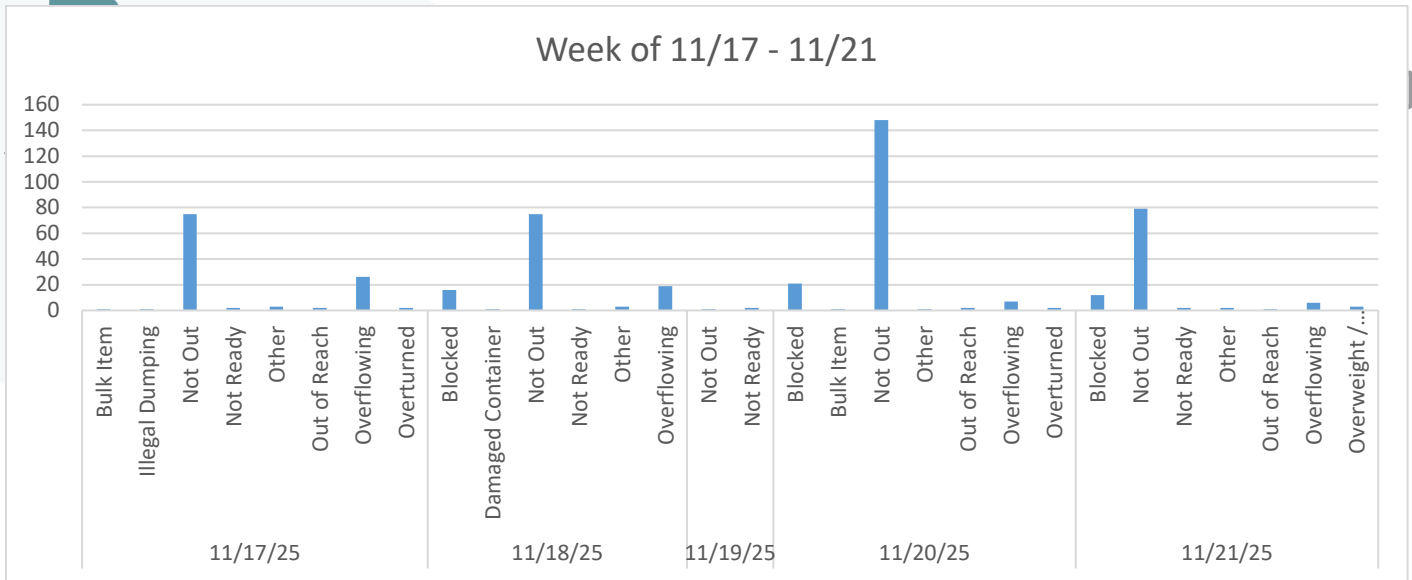
This shows how many miles are driven on our trucks along with their Fuel Efficiency.

| Fuel Log     |            |                       |                      |                    |                    |
|--------------|------------|-----------------------|----------------------|--------------------|--------------------|
| Vehicle Name | # Fill ups | Fuel Efficiency (MPG) | Total Gallons Filled | Total Gallons Used | Total Miles Driven |
| 262          | 10         | 2.9                   | 281.5                | 281.9              | 838                |
| 300          | 2          | 3.9                   | 38.5                 | 43.6               | 172                |
| 316          | 2          | 3.2                   | 26.1                 | 65.9               | 198                |
| SL 20-305    | 2          | 2.8                   | 73                   | 70.5               | 192                |
| RL 311       | 4          | 2.6                   | 49.5                 | 128.4              | 329                |

## 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.





## 1. In House Projects / Infrastructure

- a. Bring Fire Suppression System up to Code
  - i. Jockey Pump replaced more work needed
  - ii. Purchase Order has been obtained waiting on Vendor
- b. Ongoing Flood Repair
  - i. New cover for Cell 1,2,4 & partial on 5 slopes
  - ii. Road Maintenance within Landfill
  - iii. Repair Leachate Pond (Geomembrane & Liner)
  - iv. Re-Establish Entire Landfill stormwater drainage system
  - v. Pump out all leachate from Cell 1,2,3,4 & 5 (Over 200,000 gallons)
- c. Shop
  - i. Cleaned out Shop
  - ii. Painted the walls
  - iii. Pressure washed the floors
  - iv. Redo Shop Office
    - 1. Paint
    - 2. New Flooring
    - 3. New Furniture
    - 4. TV so they are able to look at blueprints on a larger screen
  - v. Replace Fire Door
  - vi. Install a new sink
  - vii. Get ready for the EVT (Emergency Vehicle Technician)

Currently assessing multiple Landfill infrastructure systems that need to be updating and modernizing to meet current code requirements and operational needs. As these arise we will prepare quotes and bring to Infrastructure and Finance. Department will strive to perform the majority of the work in-house.

| Project Name                           | Project Info                                                                       | Quote | PO Amount   | Status                                                                                                                                                                                  |
|----------------------------------------|------------------------------------------------------------------------------------|-------|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| HVAC For Admin Building 10 Ton         | Replace the 10 Ton HVAC on top of the Admin Building                               | Yes   | \$30,828.00 | Waiting on delivery of unit                                                                                                                                                             |
| HVAC For Admin Building 5 Ton          | Replace the 5 Ton HVAC on top of the Admin Building                                | Yes   | \$24,539.00 | Waiting on delivery of unit                                                                                                                                                             |
| Shop Swap Coolers                      | Replace Swamp Coolers on top of the Shop                                           | No    |             | Waiting for Quote                                                                                                                                                                       |
| Exhaust Fans                           | Repair or Replace exhaust fans over the shop                                       | No    |             | Waiting for Quote                                                                                                                                                                       |
| Domestic Water Tanks w/VFD             | Pressure Tanks in the well house and VFD Install                                   | Yes   |             | Waiting on Other Projects to Finish First                                                                                                                                               |
| Shop Flooring                          | Coat shop floor in epoxy                                                           | Yes   |             | CANCELED                                                                                                                                                                                |
| Door Closers                           | Replace 9 door closures for large roll up doors                                    | Yes   | \$36,702.29 | Door Closures where inspected and we have to replace all 8 in the Shop and 1 over at Facilities Maintenance. Waiting on parts to be delivered and then will set a time to do the work   |
| Roll Up Door Replacement               | Replace 1 Roll-Up door in the Shop                                                 | yes   | \$44,159.79 | During the inspection of the door closures it was discovered that we needed to replace 1 of the roll up doors. Waiting on parts to be delivered and then will set a time to do the work |
| Barn Concrete                          | Pour concrete in the barn                                                          | Yes   |             | Waiting on Other Projects to Finish First                                                                                                                                               |
| Employee Entrance Concrete             | Employee entrance concrete extension                                               | Yes   |             | Waiting on Other Projects to Finish First                                                                                                                                               |
| Shop Concrete Extension Phase I        | Expanding the concrete pad behind the shop by 50 Feet                              | Yes   | \$37,894.78 | Work is currently being done                                                                                                                                                            |
| Shop Concrete Extension Phase II       | Expanding the concrete pad behind the shop by 50 Feet                              | Yes   | \$37,894.78 | Once Phase I is done Phase II will Begin                                                                                                                                                |
| Shop Concrete Extension Phase III      | Expanding the concrete pad behind the shop by 50 Feet                              | Yes   | \$37,894.78 | Once Phase II is done Phase III will Begin                                                                                                                                              |
| Camera Install                         | Install the camera's that were bought last year                                    | No    |             | Waiting for Quote                                                                                                                                                                       |
| Line Powered Mobile Column Lift System | Lift system capable of not only picking up firetrucks but able to pick up the ARFF | Yes   | \$59,900.77 | Has Been Ordered                                                                                                                                                                        |
| Employee Entrance Gate                 | Replace the Employee Entrance Gate                                                 | Yes   |             | Waiting on Other Projects to Finish First                                                                                                                                               |
| Main Gate                              | Replace Main Entrance Gate                                                         | Yes   |             | Waiting on Other Projects to Finish First                                                                                                                                               |
| Cut Scales for Access                  | Cut concrete on scales to create access panels to be able to clean them out better | No    |             | Waiting for Quote                                                                                                                                                                       |

ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 5.

**Infrastructure Committee**

**Meeting Date:** 01/12/2026

**COMMITTEE:** Infrastructure

**CONTACT:** James MacCornack

**CHAIR:**

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**DEPARTMENT NAME:**

Department Report - Facility Maintenance

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**Attachments**

Facilities Maintenance Project Status  
Facilities Maintenance Project Savings

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City of Roswell Projects Status  
Updated 12-29-2025

Facilities Maintenance Department Projects

Year

# landfill pressure washer shed

SCOPE: Waiting on Manufacturer

ESTIMATED COST: \$ 500

FUNDING SOURCE:

BUDGET:

|                      |    |   |              |
|----------------------|----|---|--------------|
|                      |    |   | CITY SHARE:  |
|                      |    |   | DFA/GRANT #: |
|                      |    |   | OTHER:       |
| Total Budget:        | \$ | - |              |
| Total Payments:      | \$ | - |              |
| Encumbered           | \$ | - |              |
| Total Change Orders: | \$ | - |              |
| Current Balance:     | \$ | - |              |

PROJECT CODE NO.:

PURCHASE ORDER NO.

GL #:

PROJECT SCHEDULE:

EST. COMPLETION:

PROJECT STATUS:

March

| Phase                        | % Complete |
|------------------------------|------------|
| Conceptual, Design           | 100%       |
| Schematic Phase              | N/A        |
| Design Development Phase     | N/A        |
| Construction Documents Phase | 0%         |
| RFP, ITB, CES, Proposal      | 100%       |
| Construction                 | 0%         |
| Substantial Completion       | 0%         |
| Project Closeout             | 95%        |
| Vendor                       |            |
| Estimated Completion         | 1-Sep      |

Notes:

Year

# City Hall Flooring Project

SCOPE:

ESTIMATED COST: \$5,000

FUNDING SOURCE:

BUDGET:

|                      |    |   |              |
|----------------------|----|---|--------------|
|                      | \$ | - | CITY SHARE:  |
|                      |    |   | DFA/GRANT #: |
|                      |    |   | OTHER:       |
| Total Budget:        | \$ | - |              |
| Total Payments:      | \$ | - |              |
| Encumbered           | \$ | - |              |
| Total Change Orders: | \$ | - |              |
| Current Balance:     | \$ | - |              |

PROJECT CODE NO.:

PURCHASE ORDER NO.

GL #: 0

**PROJECT SCHEDULE:****EST. COMPLETION:****PROJECT STATUS:**

| Phase                    | % Complete                |
|--------------------------|---------------------------|
| Conceptual, Design       | 0%                        |
| Schematic Phase          | 0%                        |
| Design Development Phase | 0%                        |
| RFP, ITB, CES, Proposal  | 0%                        |
| Construction             | 0%                        |
| Substantial Completion   | 0%                        |
| Project Closeout         | 0%                        |
| Vendor                   | Facilities and Contractor |
| Estimated Completion     | May-25                    |

**Notes:**

Flooring is pruchased. Getting quotes from contractor

building 1081 for  
museum

Year

#

**SCOPE:****ESTIMATED COST:****FUNDING SOURCE:**

Unknown

**CITY SHARE:**

\$ -

**DFA/GRANT #:****OTHER:****BUDGET:**

Insurance Claim

Total Budget:

\$ -

Total Payments:

\$ -

Encumbered

Total Change Orders:

\$ -

**Current Balance:****PROJECT CODE NO.:****PURCHASE ORDER NO.:****PROJECT SCHEDULE:****EST. COMPLETION:****PROJECT STATUS:**

| Phase                    | % Complete |
|--------------------------|------------|
| Conceptual, Design       | 100%       |
| Schematic Phase          | 100%       |
| Design Development Phase | 100%       |
| RFP, ITB, CES, Proposal  | 100%       |
| Construction             | 95%        |
| Substantial Completion   | 0%         |
| Project Closeout         | 0%         |
| Vendor                   | Vendor     |
| Estimated Completeion    | Jan-26     |

**Notes:**

lighting and drywall

**GL #:**

Year

#

**SCOPE:** Stiles ball field revamp the consessions stand and equipment room**ESTIMATED COST:****FUNDING SOURCE:**

\$ -

**CITY SHARE:**

\$0

\$ -

**DFA/GRANT #:**

\$ -

**OTHER:****BUDGET:**

Total Budget:

\$ -

Total Payments:

\$ -

Encumbered

\$ -

Total Change Orders:

\$ -

|                         |             |
|-------------------------|-------------|
| <b>Current Balance:</b> | <b>\$</b> - |
|-------------------------|-------------|

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

0

**GL #:** 0

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

**Notes:**

epoxy the floors and install new minisplit head

**# city hall lighting project proposal**

**SCOPE:**

**ESTIMATED COST:** \$ 32,636

**FUNDING SOURCE:**

**CITY SHARE:**

**DFA/GRANT #:**

**OTHER:**

**BUDGET:**

|                         |             |
|-------------------------|-------------|
| Total Budget:           | \$ -        |
| Total Payments:         | \$ -        |
| Encumbered              |             |
| Total Change Orders:    | \$ -        |
| <b>Current Balance:</b> | <b>\$ -</b> |

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

**GL #:**

| Phase                    | % Complete |
|--------------------------|------------|
| Conceptual, Design       | 100%       |
| Schematic Phase          | 100%       |
| Design Development Phase | 100%       |
| RFP, ITB, CES, Proposal  | 100%       |
| Construction             | 0%         |
| Substantial Completion   | 0%         |
| Project Closeout         | 0%         |
| Vendor                   | FSG        |
| Estimated Completion     |            |

**moving to new LED lights with a rebate with estimated rebate of \$3k**

**Year**

**#**

**SCOPE:** HVAC recovery from adult center and museum

**ESTIMATED COST:** \$ 27,653 \$ -

**FUNDING SOURCE:**

**CITY SHARE:**

**DFA/GRANT #:**

**BUDGET:**

|                         |           |          |               |
|-------------------------|-----------|----------|---------------|
|                         | \$        | -        | <b>OTHER:</b> |
| Total Budget:           |           |          |               |
| Total Payments:         | \$        | -        |               |
| Encumbered              | \$        | -        |               |
| Total Change Orders:    | \$        | -        |               |
| <b>Current Balance:</b> | <b>\$</b> | <b>-</b> |               |

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

0

**GL #:** 0

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

**Notes:**

Rhodes estimate for job is \$27,653.78

**Year**

#

Facilities maintenance shop lights

**SCOPE:****ESTIMATED COST:**

\$ 9,382

**FUNDING SOURCE:**\$ -  
\$ -**CITY SHARE:****DFA/GRANT #:****OTHER:****BUDGET:**

|                         |             |
|-------------------------|-------------|
| Total Budget:           |             |
| Total Payments:         | \$ -        |
| Encumbered              |             |
| Total Change Orders:    | \$ -        |
| <b>Current Balance:</b> | <b>\$ -</b> |

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

22300704

**GL #:**

| Phase                    | % Complete |
|--------------------------|------------|
| Conceptual, Design       | 0%         |
| Schematic Phase          | 0%         |
| Design Development Phase | 0%         |
| RFP, ITB, CES, Proposal  | 0%         |
| Construction             | 0%         |
| Substantial Completion   | 0%         |
| Project Closeout         | 0%         |
| Vendor                   | FSG        |
| Estimated Completion     | 1-Oct      |

**Notes****new LED shop lights with a rebate of \$2,900**

**FY25-26 Facilities Maintenance Self-Performed Project Savings**  
11/6/2025

| Department      | Project                 | Contractor Estimate | Actual Cost  | Savings       |
|-----------------|-------------------------|---------------------|--------------|---------------|
| FIRE DEPT.      | Fire Prevention roof    | \$ 130,000.00       | \$ 33,000.00 | \$ 97,000.00  |
| FIRE DEPT.      | Fire#2 remodel          | \$ 50,000.00        | \$ 10,000.00 | \$ 40,000.00  |
| GOLF COURSE     | Golf course roof        | \$ 100,000.00       | \$ 15,000.00 | \$ 85,000.00  |
| LANDFILL        | Chipper belt            | \$ 8,000.00         | \$ 400.00    | \$ 7,600.00   |
| LANDFILL        | Lighting/Electrical     | \$ 14,000.00        | \$ 2,400.00  | \$ 11,600.00  |
| LANDFILL        | Roof Coating            | \$ 46,000.00        | \$ 3,200.00  | \$ 42,800.00  |
| Recreation      | Stiles Field            | \$ 70,000.00        | \$ 10,000.00 | \$ 60,000.00  |
| UTILITIES       | Well Roof 15            | \$ 8,200.00         | \$ 1,500.00  | \$ 6,700.00   |
| UTILITIES       | Well Roof 3             | \$ 8,200.00         | \$ 800.00    | \$ 7,400.00   |
| waste water lab | cabinets                | \$ 6,000.00         | \$ 600.00    | \$ 5,400.00   |
| VISITOR CENTER  | Visitor Center flooring | \$ 50,000.00        | \$ 13,000.00 | \$ 37,000.00  |
| ROW 1081        | door sweeps             | \$ 10,000.00        | \$ 200.00    | \$ 9,800.00   |
|                 |                         | \$ 500,400.00       | \$ 90,100.00 | \$ 410,300.00 |

ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 6.

**Infrastructure Committee**

**Meeting Date:** 01/12/2026

**COMMITTEE:** Infrastructure

**CONTACT:** James MacCornack

**CHAIR:** Darrell Johnson

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**DEPARTMENT NAME:**

Department Report - Roswell Transit

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**Attachments**

Roswell Transit Ridership December 2025

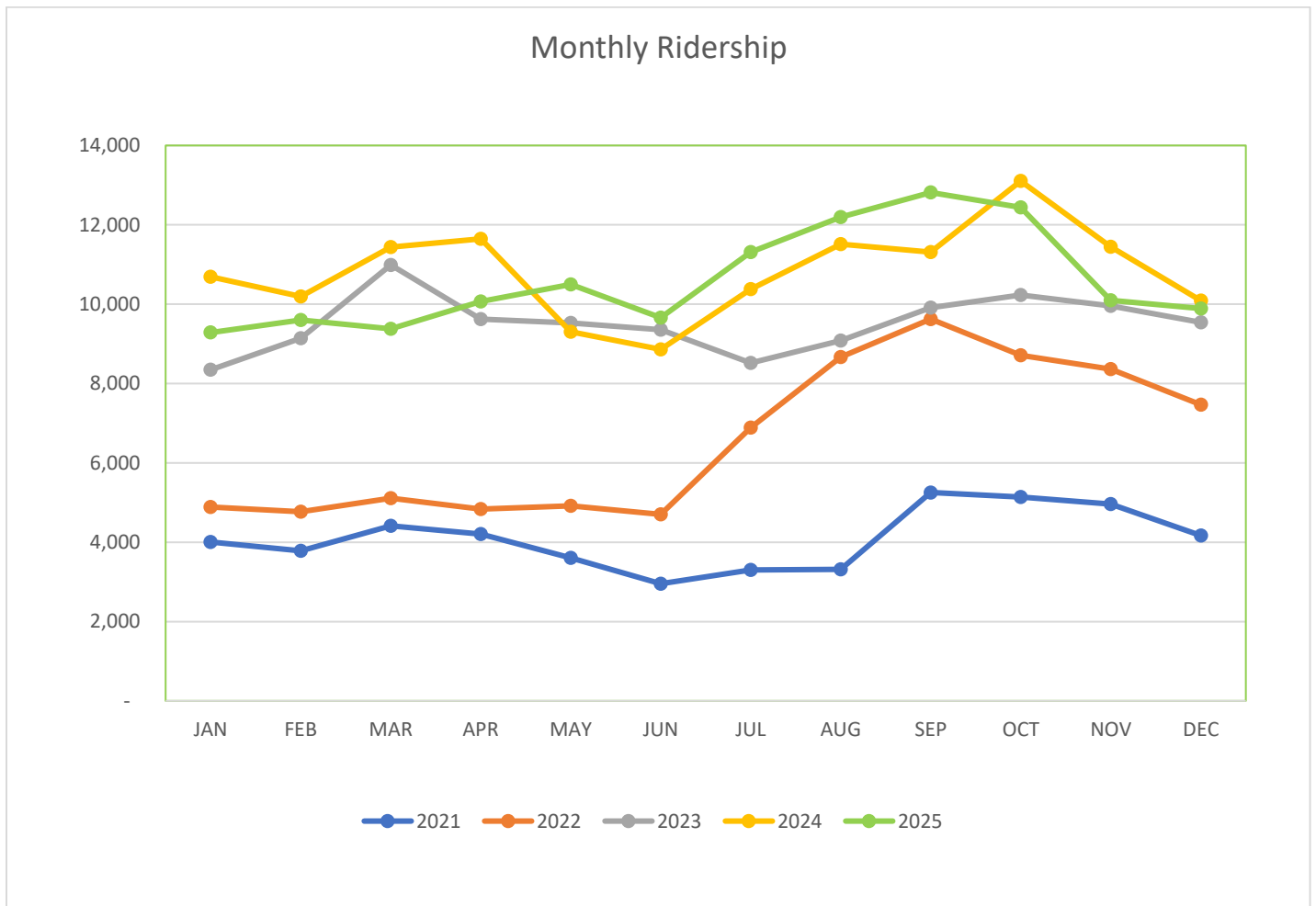
Roswell Transit Bus Inventory

---

**BUS RIDERSHIP ----- December 2025: 9,888**

**YTD 2024 RIDERSHIP ---- 129,977**

**YTD 2025 RIDERSHIP ---- 127,245 - 2.10%**



- We are scheduled with Purchasing to issue an ITB for the second Phase of the plumbing repairs in January.
- We are close to being fully staffed, possibly resuming three fixed routes on Main Street starting in mid-January.
- The numbers for the month were low but this was expected due to the holiday and the cold weather. We almost reached the same numbers as last year, even though we have been short-staffed for much of the year.
- The bus we ordered a year ago should arrive in a couple of months. It is a CDL bus to be used on Main Street.

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

# BUS/VAN INVENTORY 01/01/2026

|                                                                              | BUS # | YEAR | MAKE  | MODEL         | VIN               | GVWR  | LIC PLATE | SEATS | MILEAGE | WHEN TO REPLACE         |
|------------------------------------------------------------------------------|-------|------|-------|---------------|-------------------|-------|-----------|-------|---------|-------------------------|
| 1                                                                            | 950   | 2015 | CHEV  | ARBOC C4500   | 1GB6G5BG9F1206700 | 14200 | 04872G    | 23    | 217,258 | FY2026 OR 240,000 MILES |
| 2                                                                            | 951   | 2019 | CHEV  | ARBOC C4500   | 1HA6GUBB6KN002736 | 14200 | 06100G    | 24    | 229,204 | FY2027 OR 240,000 MILES |
| 3                                                                            | 952   | 2019 | CHEV  | ARBOC C4500   | 1HA6GUBB8LN003873 | 14200 | 13167G    | 21    | 143,636 | FY2028 OR 240,000 MILES |
| 4                                                                            | 953   | 2019 | CHEV  | ARBOC C4500   | 1HA6GUBB5LN003751 | 14200 | 13166G    | 21    | 191,533 | FY2028 OR 240,000 MILES |
| 5                                                                            | PT8   | 2010 | DODGE | GRAND CARAVAN | 2D4RN4DE9AR462606 | 6050  | G95453    | 5     | 130,088 | FY2020 OR 175,000 MILES |
| 6                                                                            | PT10  | 2015 | DODGE | GRAND CARAVAN | 2C7WDGBG5FR705623 | 6050  | G97744    | 5     | 134,904 | FY2025 OR 175,000 MILES |
| 7                                                                            | PT11  | 2018 | DODGE | GRAND CARAVAN | 2C4RDGBG7JR256562 | 6050  | 05617G    | 5     | 137,086 | FY2026 OR 175,000 MILES |
| 8                                                                            | 954   | 2023 | FORD  | TRANSIT       | 1FDEU6PG3PKA02173 | 11000 | 20366G    | 13    | 84,810  | FY2032 OR 240,000 MILES |
| 9                                                                            | 955   | 2023 | FORD  | TRANSIT       | 1FDEU6PG1PKA02222 | 11000 | 20365G    | 13    | 95,819  | FY2032 OR 240,000 MILES |
| 10                                                                           | 956   | 2023 | FORD  | TRANSIT       | 1FDEU6PG5PKA98355 | 11000 | 21060G    | 13    | 68,659  | FY2032 OR 240,000 MILES |
| 11                                                                           | 957   | 2023 | FORD  | TRANSIT       | 1FDEU6PG3PKB23964 | 11000 | 21054G    | 13    | 71,757  | FY2032 OR 240,000 MILES |
| 12                                                                           | 958   | 2023 | FORD  | TRANSIT       | 1FDEU6PG3PKA98371 | 11000 | 20932G    | 13    | 70,774  | FY2032 OR 240,000 MILES |
| 13                                                                           | 959   | 2023 | FORD  | TRANSIT       | 1FDEU6PG7PKB24017 | 11000 | 20931G    | 13    | 45,005  | FY2032 OR 240,000 MILES |
| ROUTES: 3 ON MAIN, 4 ON-DEMAND, 3 PARATRANSIT (3 SPARES) = TOTAL VEHICLES 13 |       |      |       |               |                   |       |           |       |         |                         |

ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 7.

**Infrastructure Committee**

**Meeting Date:** 01/12/2026

**COMMITTEE:** Infrastructure

**CONTACT:** James MacCornack

**CHAIR:** Darrell Johnson

---

**DEPARTMENT NAME:**

Department Report - Zoo

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**Attachments**

Zoo December Report

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**Highlights/Animal Care/Maintenance:**

- 
- A black bear is standing on a wooden platform, leaning over a large, crumpled green bag. The bear appears to be sniffing or interacting with the bag. The background is a plain, light-colored wall.



ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 8.

**Infrastructure Committee**

**Meeting Date:** 01/12/2026

**COMMITTEE:** Infrastructure

**CONTACT:** James MacCornack

**CHAIR:** Darrell Johnson

---

**DEPARTMENT NAME:**

Department Report - Parks

---

**Attachments**

Parks December Report

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## **PARKS – December, 2025**

**Acres Maintained: 685+**

**Staffing: 27 FTE**

### **Routine Maintenance:**

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

### **Specific Maintenance:**

- Tear down old and dangerous playground at the zoo.
- Spread gravel on entrance at Dog Park.
- Grinded down tree stumps in several parks.
- Welding repair on gate at Guffey and meter box lid for the Water plant.
- Installed two new backstops at Chisum park.







**Vehicle Information:**

| UNIT# | LAST 5 OF VIN | MILEAGE         |
|-------|---------------|-----------------|
| 1115  | 59361         | 10,119          |
| 1043  | 30177         | 35,747          |
| 1110  | 11787         | 86,048          |
| 1335  | 31335         | 102,767         |
| 1171  | 05837         | 108,557         |
| 1106  | 32089         | 114,736         |
| 1134  | 02128         | 78,028          |
| 1136  | 51161         | 92,128          |
| 1112  | 31411         | 140,707         |
| 1109  | 55800         | 171,522         |
| 1118  | 03155         | 98,296          |
| 1107  | 05501         | 194,119         |
| 1120  | 16661         | 98,772          |
| 1122  | 06799         | 43,042          |
| 1007  | 49647         | 54,996          |
| 1194  | 27335         | 141,388         |
| 1177  | 63424         | 35,968          |
| 1113  | 13373         | Totaled (flood) |
| 1100  | 48327         | 77,223          |
| (N/A) | 31159         |                 |
| 550   | 38512         | 133,461         |
| 503   | 87408         | 78,881          |

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

ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 9.

**Infrastructure Committee**

**Meeting Date:** 01/12/2026

**COMMITTEE:** Infrastructure

**CONTACT:** James MacCornack

**CHAIR:** Darrell Johnson

---

**DEPARTMENT NAME:**

Department Report - Cemetery

---

**Attachments**

Cemetery December Report

---

**Acres Maintained: 210**

**Staffing: 11 FTE**

**Number of Services for the Month: 30**

- 12 Casket Burials
- 13 Cremation Burials
- 0 Veterans Cemetery Casket Burials
- 5 Veterans Cemetery Cremation Burials

**Total Revenue for the Month: \$40,260.00**

### Routine Maintenance:

- Dug, set-up, covered, and tamped for all 30 services.
- Filled potholes throughout cemetery.
- Install 3upright stones, 1 flat stone, and 7 plaques at General Douglas McBride Veterans Cemetery.
- Raised and shaped 8-barrel cedars.
- 51 street signs placed on north side of cemetery.
- Bolts on the Brady columbarium re-anchored.
- 3" irrigation line repaired at the entrance road.

### Specific Maintenance:

- Conducted a total of 30 services for the month of December.
- 1 disinter/reinter or cremated remains.

**Vehicle Information:**

| UNIT# | MILEAGE |
|-------|---------|
| 580   | 130,577 |
| 581   | 80,896  |
| 582   | 20,162  |
| 583   | 24,528  |
| 586   | 82,724  |
| 587   | 62,760  |

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

south park cemetery south park cemetery south park c  
emetery south park cemetery south park cemetery sout  
h park cemetery south park cemetery south park ceme



ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 10.

**Infrastructure Committee**

**Meeting Date:** 01/12/2026

**COMMITTEE:** Infrastructure

**CONTACT:** James MacCornack

**CHAIR:** Darrell Johnson

---

**DEPARTMENT NAME:**

Department Report - Recreation

---

**Attachments**

Rec December Report

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**Revenue: \$18,956**



**Attendance: 7,863**

### FISCAL YEAR FIGURES

|            | 2025<br>December | YTD     |
|------------|------------------|---------|
| Revenue    | 18,956           | 199,086 |
| Attendance | 7,863            | 47,275  |

### ATTENDANCE CONTRIBUTORS

|                                         |      |
|-----------------------------------------|------|
| Adult Center Classes & Scans            | 412  |
| Rec & Aquatic Center Classes/Programs   | 2200 |
| Rec & Aquatic Center Drop-In/Admissions | 1634 |
| Rec & Aquatic Center Member Scans       | 3617 |

### TOP REVENUE CONTRIBUTORS

|                       |         |
|-----------------------|---------|
| Recreation Admissions | \$5,838 |
| Recreation Concession | \$4,337 |

### Highlights

#### Roswell Recreation Center

- Memberships and spectator passes sold: 72
- Union and Fire Department memberships given: 2
- Basketball registration for the 9-12 year olds ended with 395 children signed up.

#### Roswell Aquatic Center

- December's in-service training for lifeguards focused on the final scenario trainings. A time, team-based exercise where lifeguards demonstrate communication, critical thinking and teamwork. The session was led by the Lifeguard Instructor/Aquatic Specialist and included the 300-yard swim requirement.
- There were no incidents to report this month.
- There was one party rental held this month, which included swim passes.

#### Roswell Adult Center

- Saturday morning indoor yoga is doing really well.
- Participation numbers grew significantly during the post holiday period.

#### Vehicle Mileage

- Unit 1004/09116 – VIN# 09116 - Mileage 13,546
- Unit 1101/00494 – VIN#00494 - Mileage 56,053
- Unit 15875 – VIN#15875 – Mileage 57,077

#### Upcoming:

- Basketball games for ages 9-12 start 1/20
- Father Daughter Dance 2/7

***Adult Yoga Class***



ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 11.

**Infrastructure Committee**

**Meeting Date:** 01/12/2026

**COMMITTEE:** Infrastructure

**CONTACT:** James MacCornack

**CHAIR:** Darrell Johnson

---

**DEPARTMENT NAME:**

Department Report - Special Electronics

---

**Attachments**

Monthly Report for December 2025

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# SPECIAL ELECTRONICS

## MONTHLY REPORT FOR DECEMBER 2025

---

### LOCATES

LOCATES CLEARED: 238

LOCATES MARKED: 3

EMERGENCY LOCATES: 21

CONFERENCE ATTENDED: 4

### CALL OUTS

2<sup>nd</sup> & RICHARDSON FLASH

2<sup>ND</sup> & ATKINSON HEAD TURNED

### RPD VIDEO

MCGAFFEY & 285X2

SUMMIT & 285

MESCALERO & 285

MALL & 286

RELIEF & S. MAIN

2<sup>ND</sup> & ATKINSON

2<sup>ND</sup> & GARDEN

### MAINTAINANCE

CHANGED PED. INSERT AT HOBBS & 285, FIXED BARE CONDUCTORS ON PUSH BUTTONS

TROUBLE SHOOT AND REPAIR BARE CONDUCTORS HOBBS 7 S. MAIN

INSTALLED NEW PHOTO CELL ON MAIN ST. LIGHTS

REPLACED GFI ON PED LIGHT, MAIN ST INFRONT OF MCD'S

REPLACED HARD DRIVE IN CAMERA CONTROLER AT 5<sup>TH</sup> & MAIN

REPLACE 2 BAD YELLOW BALLS ON SCHOOL ZONES WASHINGTON AVE

REMOVED STICKERS ON WELCOME SIGN WEST 2<sup>ND</sup>

REMOVED STICKERS ON WELCOME SIGN EAST 2<sup>ND</sup>

REPLACED DAMAGED PUSH BUTTON STATION SIGN MALL & 285

PUT UP RADAR FOR SPEED SURVEY ON NORTH MISSOURI

REPLACED BAD YELLOW BALL MONTERREY ELEMENTERY

REPLACED BAD YELLOW BALL VALLEY VIEW

REPLACED WALK INSERT HOBBS & S. MAIN

ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 12.

**Infrastructure Committee**

**Meeting Date:** 01/12/2026

**COMMITTEE:** Infrastructure

**CONTACT:** James MacCornack

**CHAIR:** Darrell Johnson

---

**DEPARTMENT NAME:**

Department Report - Engineering

---

**Attachments**

Engineering Projects Dashboard  
December 2025 Eng. Highlights Report  
Annual Maintenance Report

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City of Roswell Engineering Department Projects Status

1/7/2026

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**

**Paving 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

**Hobson Road Flood Prevention Project**

**Construction awarded to Constructors, Inc.**

**SCOPE:** Design & construct flood prevention measures on Hobson Rd. from W. RAC Perimeter Rd. to SE Main  
**BUDGET:** WTB Grant (87%) \$8,353,977  
WTB Loan (13%) \$1,248,295  
Other \$0  
Total \$9,602,273  
**FUNDING SOURCE:** Water Trust Board Loan/Grant  
**EST. COMPLETION:** 5/31/2026  
**PROJECT STATUS:** 16%

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:** 12.31.24 Design Only  
**PROJECT STATUS:** Design 76%

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

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

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

CDBG Grant application paperwork in progress. Local COG staff supporting application preparation. Design to be completed in house pending funding award. Grant application submitted 8/19/2025. City was notified that we were not selected for this grant award

**2nd Street Overlay Pavement Maintenance**

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

This project will be awarded through NMDOT TPF funding. Funding agreement received. Waiting on final NMDOT clearance.

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

**NMDOT Agreement approved by September Council.**

**Recommended Award to Abraham's Construction**

**In Progress - Project started 1/21/25**

**SCOPE:** Remove & replace existing bridge with CBC bridge  
**BUDGET:** Survey/Hydrology City Engr. Dept.  
Plans/Permits City Engr. Dept.  
Right of Way \$0  
Construction \$2,440,000  
**FUNDING SOURCE:** NMDOT \$2,440,000  
**EST. COMPLETION:** 12/30/2025  
**PROJECT STATUS:** 95%

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

## Projects coordinated with Utility Departments

### WWTP Screw Press & Dissolved Oxygen Improvements

**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 July 2024

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

**PROJECT STATUS:** Construction 98%  
 RFP process complete and project awarded to HDR for design and future construction professional services. Design kick off meeting between NMENV, HDR and City was held on 12.16.2020. Council awarded project 3.10.22 and ok to seek additional principal \$3,915,000, subsidy of \$285,000 for total loan package of \$9,700,000 at 0.05% interest. Preconstruction conference held 4.12.22. Dissolved oxygen upgrades operational on January 4, 2023. Primary pumps replacements were started up 10.21.23. Pre-fab building was erected the week of 9/19. Contractor working on screw press start up troubleshooting. Equipment manufacturer returning 11/10 for additional troubleshooting

### Rehab Country Club Reservoirs

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

**Water Trust Board Grant/Loan**

**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:** 1/31/2026  
**PROJECT STATUS:** 80%

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.

### Replace RAC Lift Station

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

**Project awarded**

**BUDGET:** \$3,003,307 Construction  
**FUNDING SOURCE:** LEDA Grant  
**EST. COMPLETION:** 9/1/2026  
**PROJECT STATUS:** 0% 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.

### RAC Water Line Phase 2

**SCOPE:** Water service extension to SE area of RAC.

**Awarded to White Cloud Pipeline**  
**Project started 10/14**

**BUDGET:** \$1,471,041  
**FUNDING SOURCE:** State appropriation  
**EST. COMPLETION:** 12/30/2025  
**PROJECT STATUS:** 93%

**Project resumed, work in progress**

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

### RAC Sewer Extension

**SCOPE:** Sewer service extension to SE area of RAC.

**Project awarded**

**BUDGET:** \$3,274,145 Construction  
**FUNDING SOURCE:** LEDA Grant  
**EST. COMPLETION:** 9/1/2026  
**PROJECT STATUS:** 27% 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

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

**Replace existing 36" concrete pipe**  
**Design to support funding application**

**BUDGET:** Potential Funding Application  
**FUNDING SOURCE:**  
**EST. COMPLETION:** Design 12/31/2025  
**PROJECT STATUS:** Design 95%

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

## Projects coordinated with Other Departments

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

**SCOPE:** Design and construct All Inclusive Park and amenities

**BUDGET:** Grant Amount

Grant = \$342,172.76

**Project awarded to Abraham's Construction**

**FUNDING SOURCE:**

DFA Grant

**Project Complete!**

**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:**

N/A

**FUNDING SOURCE:**

**EST. COMPLETION:**

Design 50%

**PROJECT STATUS:**

Updated quote requested from Portland Loo manufacturer for double installation

### Stiles Park Improvements - Grant 24-J2884

**SCOPE:** Design and construct restroom and scoreboard improvements Stiles Field

**In progress**

**BUDGET:** Grant Amount

Grant = \$500,000

**FUNDING SOURCE:**

DFA Grant

**EST. COMPLETION:**

Construction in Spring/Summer 2025

**PROJECT STATUS:**

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.

## November – December 2025 Engineering Highlights Report

### Community Development Support



#### Development Reviews

- 4100 N Main
- 111 E. 9th
- 905 W. 19<sup>th</sup>
- 101 N. Pennsylvania
- 707 W. 12<sup>th</sup>

#### Sewer/Utility Cuts

- 1600 E Tilden
- 412 W Forrest
- 2116 S Sunset
- 515 N Main

#### Property Reviews

- 2601 N. Kentucky

#### Driveway, Sidewalk, Fence or Curb Reviews Inspections

- 3105 N. Diamond A
- 2901 W. 4<sup>th</sup>

#### Zoning Site Reviews:

- None for December

#### ADA Reviews

- None for December

#### Traffic/Speed Reviews & Complaints

- Mescalero & Main

#### Infrastructure Acceptance

- None for December

#### Drainage Reviews

- None for December

#### Street Light Complaints/Concerns

- None for December

# December 2025

## ANNUAL MAINTENANCE MONTHLY REPORT

ITB-24-005

| Location                                  | Work Performed             | Sidewalk |        | Curb & Gutter<br>(Linear feet) | ADA Detector Plate<br>(per job) | ADA Ramps<br>(per job) | Drive Pad/Fillet (per<br>job) | RCPD (yd³) | Water Valve Adj.<br>(each) | Manhole Adj.<br>(each) | Manhole<br>Replacement<br>(each) | Structural<br>Concrete (yd³) | PMBP<br>(tons) | Work order cost |
|-------------------------------------------|----------------------------|----------|--------|--------------------------------|---------------------------------|------------------------|-------------------------------|------------|----------------------------|------------------------|----------------------------------|------------------------------|----------------|-----------------|
|                                           |                            | (yd³)    | (L.F.) |                                |                                 |                        |                               |            |                            |                        |                                  |                              |                |                 |
| 508 S. 7TH ST                             | C&G                        |          |        | 35                             |                                 |                        |                               |            |                            |                        |                                  |                              |                | \$ 4,107.58     |
| 608 W. ALAMEDA                            | DP                         |          |        |                                |                                 |                        |                               |            |                            |                        |                                  |                              |                |                 |
| 300 S. EVERGREEN                          | C&G, SWK                   | 13       |        | 10                             |                                 |                        | 1                             |            | 2                          |                        |                                  |                              |                | \$ 2,560.50     |
| 115 E. CONTRY CLB                         | DP                         |          |        |                                |                                 |                        | 1                             |            |                            |                        |                                  |                              |                |                 |
| 102 S. UNION                              | DP                         |          |        |                                |                                 |                        | 1                             |            |                            |                        |                                  |                              |                | \$ 1,071.01     |
| SW COR. OF HOBBS & WASHINGTON ST          | FILLET, SWK, ADA-P, WV-ADJ | 35       |        | 35                             | 2                               |                        | 1                             |            | 3                          |                        |                                  |                              | 0.4            | \$ 10,203.98    |
| 702 S. UNION                              | C&G, SWK                   | 26       |        | 10                             |                                 |                        |                               |            |                            |                        |                                  |                              |                |                 |
| 706 S. UNION                              | C&G, SWK                   | 22       |        | 20.3                           |                                 |                        |                               |            |                            |                        |                                  |                              |                |                 |
| 708 S. UNION                              | C&G, SWK                   | 30       |        | 26.1                           |                                 |                        | 1                             |            |                            |                        |                                  |                              |                | \$ 15,799.09    |
| 709 W. 9TH                                | DP                         |          |        |                                |                                 |                        |                               |            |                            |                        |                                  |                              |                |                 |
| 180 S. ATKINSON                           | C&G, PMBP                  |          |        | 10                             |                                 |                        |                               |            |                            |                        |                                  |                              | 1              | \$ 1,149.08     |
| 208 S. SHERMAN                            | C&G, PMBP                  |          |        |                                |                                 |                        |                               |            |                            |                        |                                  |                              | 0.7            | \$ 3,078.68     |
| 1008 N. KENTUCKY                          | C&G                        | 15       |        | 11.2                           |                                 |                        |                               |            |                            |                        |                                  |                              |                |                 |
| 1100 S. UNION                             | C&G                        | 17.8     |        |                                |                                 |                        |                               |            |                            |                        |                                  |                              |                | \$ 2,349.58     |
| 1508 N. OHIO                              | C&G, DP, PMBP              |          |        | 22.3                           |                                 |                        | 1                             |            |                            |                        |                                  |                              | 0.9            | \$ 4,434.88     |
| 425 N. RICHARDSON                         | SWK                        | 10       |        | 10                             |                                 |                        |                               |            |                            |                        |                                  |                              |                |                 |
| 2621 N. KENTUCKY                          | DP, WV-ADJ                 |          |        |                                |                                 |                        | 1                             |            | 1                          |                        |                                  |                              |                | \$ 2,108.11     |
| 3027 ALHAMBRE                             | DP                         | 6        |        |                                |                                 |                        | 1                             |            |                            |                        |                                  |                              |                |                 |
| 4 DE SOSA CT                              | SWK                        |          |        |                                |                                 |                        |                               |            |                            |                        |                                  |                              |                | \$ 721.95       |
| 2307 N. GRAND                             | SWK                        | 14       |        |                                |                                 |                        |                               |            |                            |                        |                                  |                              |                | \$ 667.27       |
| WILSHIRE & MESCALERO                      | SWK                        | 12       |        |                                |                                 |                        |                               |            |                            |                        |                                  |                              |                | \$ 893.23       |
| 1407 E. BERRENDO                          | MH-ADJ                     |          |        |                                |                                 |                        |                               |            |                            | 1                      |                                  |                              |                | \$ 2,679.70     |
| BERRENDO CREEK MH (209)                   | MH-ADJ                     |          |        |                                |                                 |                        |                               |            |                            | 1                      |                                  |                              |                | \$ 39,815.50    |
| BERRENDO CREEK MH (210)                   | MH-ADJ                     |          |        |                                |                                 |                        |                               |            |                            | 1                      |                                  |                              |                | \$ 5,656.69     |
| BERRENDO CREEK MH (218)                   | MH-ADJ                     |          |        |                                |                                 |                        |                               |            |                            | 1                      |                                  |                              |                | \$ 20,582.28    |
| LINDA VISTA PARK                          | C&G, SWK                   | 462.2    |        | 30                             | 2                               |                        |                               |            |                            |                        |                                  |                              |                | \$ 14,456.32    |
| NW COR. OF 7TH & MISSOURI                 | C&G                        | 39       |        |                                |                                 |                        |                               |            |                            |                        |                                  |                              |                | \$ 2,143.76     |
| 403 W. DEMING                             | C&G, PMBP                  |          |        | 210.8                          |                                 |                        |                               |            |                            |                        |                                  |                              | 10.8           | \$ 771.21       |
| ENCHANTED HILLS PARK (DYAMORE ST)         | SC                         |          |        |                                |                                 |                        |                               |            |                            |                        |                                  | 17                           |                | \$ 22,668.66    |
| 2200 N. MAIN ST (MEDIAN) [ LIGHT BASE #1] | SC                         |          |        |                                |                                 |                        |                               |            |                            |                        |                                  | 0.7                          |                | \$ 22,497.16    |
| 2200 N. MAIN ST (MEDIAN) [ LIGHT BASE #2] | SC                         |          |        |                                |                                 |                        |                               |            |                            |                        |                                  | 0.7                          |                | \$ 771.21       |
| 1106 MADRID                               | C&G                        |          |        | 6                              |                                 |                        |                               |            |                            |                        |                                  |                              |                | \$ 14,456.32    |
| W. MONTANA & COLLEGE                      | DP, PMBP                   |          |        |                                |                                 |                        | 1                             |            |                            |                        |                                  | 31.1                         |                | \$ 22,668.66    |
| 419 E. 3RD                                | C&G, DP                    |          |        | 43                             |                                 |                        | 1                             |            |                            |                        |                                  |                              |                | \$ 22,497.16    |
| 212 E. 4TH ST                             | C&G, WV-ADJ, SWK           | 10.2     |        | 17                             |                                 |                        |                               |            | 2                          |                        |                                  |                              |                | \$ 22,497.16    |
| 339 E. 8TH                                | C&G, DP                    |          |        | 16                             |                                 |                        | 1                             |            |                            |                        |                                  |                              |                | \$ 22,497.16    |
| 506 S. LEA                                | C&G, DP                    |          |        | 28                             |                                 |                        |                               |            |                            |                        |                                  |                              |                | \$ 22,497.16    |
| 504 S. LEA                                | C&G, DP, WV-ADJ            |          |        | 10                             |                                 |                        | 1                             |            | 1                          |                        |                                  |                              |                | \$ 8,844.21     |
| 723 E. PEAR                               | C&G, FIL, WV-ADJ           | 21       |        | 21                             |                                 |                        | 1                             |            | 1                          |                        |                                  |                              |                | \$ 8,844.21     |
| 1000 N. ALHAMBRE                          | WV-ADJ, SWK                | 0        | 714.2  | 571.7                          | 4                               | 0                      | 0                             | 14         | 0                          | 11                     | 4                                | 0                            | 49.5           | \$ 189,330.43   |

|                    |       |
|--------------------|-------|
| Valley Gutter      | VG    |
| ADA Detector Plate | ADA-P |
| ADA Ramps          | ADA-R |
| FILLET             | FIL   |

ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 13.

**Infrastructure Committee**

**Meeting Date:** 01/12/2026

**COMMITTEE:** Infrastructure

**CONTACT:** James MacCornack

**CHAIR:** Darrell Johnson

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**DEPARTMENT NAME:**

Department Report - Streets

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**Attachments**

Streets' Monthly Report

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### Projects Focus

Potholes continue to get repaired with two crews working the problem areas. The sign crew has been keeping up with replacing faded signs and helping set up for events such as the Light Parade and Christmas events. The spray crew has been spraying right-of-ways, weather permitting, and picking trash on roadways that can cause driving hazards. The mower crew has been actively mowing City properties for the winter

### Projects Continued

**IPR continues finishing up road work for the season**



**New Sign Plotter Machine and Computer, Special thanks to Jose from IT Dept for helping get it set up**



**Steven Baker Retiring**



### December Employee Spotlight: Eddie Duran and Lee Randeau:

Eddie (Driver) and Lee (passenger) operate many pieces of equipment including the injector patcher, Patch truck, and Crack Sealer.

They are a vital part of the Street Maintenance crew and are very dedicated to improving Roswell streets.



## Monthly Report for December 2025

### **Quantities of Materials for the Month**

The Patch and Street Maintenance Crew have used 61 tons of Cold Mix and 20 bags of Poly Patch material.

The alley crews have used 11 loads of gravel, 5 loads of Road Base, 78 loads of millings, 71 loads of sweepings waste taken to Landfill, and 63 loads from the Retention pond taken to Sunset Stockpile.

The Crusher Crew received 47 loads of millings from Hobson Rd and loaded 23 loads of crusher fines, 71 loads of Rough Millings. They crushed 1200 tons of gravel.

The Spray Crew sprayed 450 gal of Roundup on City right-of-ways, medians, and City properties.

The Sweeper Crew had 169 loads of daily sweeping waste.

### **Projects Upcoming**

FY2026 Yearly Striping- Pending Spring 2026.

FY2026 Sunset Road Diet

### **Equipment Brief**

Dump Truck - Approval for PO #22501094, Carry Forward PO #22600775: \$179,857 - Pending arrival.

New Sign Plotter machine and computer arrived and installed.

**Infrastructure Committee**

**Meeting Date:** 01/12/2026

**COMMITTEE:** Infrastructure

**CONTACT:** James MacCornack

**CHAIR:** Darrell Johnson

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**ACTION REQUESTED:**

Department Report - Utilities

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**Attachments**

Central Control department report

Water maintenance report

Wastewater department report

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## **Central Control Monthly Report for Dec. 2025**

### **Central Control Operators and Maintenance**

- Operators making weekly rounds and collecting data of well pumps and motors. Making adjustments as needed to keep operation in spec.
- Operators doing monthly checks on booster pump screens and testing the chlorine leak detectors.
- Operators at end of month getting final monthly reads from all wells for total water produced.
- Operators doing daily cleaning and maintenance as needed at well sights, Reservoirs and at Central.
- On-call operator responding to alarms as needed after hours and having to come out to central on weekends to maintain levels in reservoirs.
- Painted doors at central.
- Contractors working on Country club Res.
- Teams meeting with Country Club contractor and city, progress report.
- Worked Alpha southwest to look at RIAC 4, to finish up.
- J and G working on Kerr 2 and 3. Electrical line was off.
- Picked up dodge from mikes garage

George Peterson  
Superintendent Central Control  
Water Production



# Water Maintenance and Transmission

## Monthly Report for December 2025

By Danny De La Cerda, David Fierro & Greg Etter

### WORK ORDERS:

| Work Orders by Category                       | This Month | Year to Date |
|-----------------------------------------------|------------|--------------|
| <i>Main Break</i>                             | 7          | 57           |
| <i>Main Break - Unfounded</i>                 | 0          | 6            |
| <i>Replace Mainline Valve</i>                 | 4          | 48           |
| <i>Service Line City Side Leak</i>            | 74         | 1061         |
| <i>Service Line Customer Side Leak</i>        | 0          | 162          |
| <i>Service Line Break Unfounded</i>           | 10         | 29           |
| <i>Meter Box Repair</i>                       | 0          | 72           |
| <i>Customer No Water - Unfounded</i>          | 0          | 72           |
| <i>Hydrant Repair</i>                         | 3          | 35           |
| <i>Meter Call Returned to Central Control</i> | 0          | 27           |
| <i>New Service</i>                            | 4          | 52           |
| <i>New Fire Line</i>                          | 0          | 2            |
| <i>Abandon Service</i>                        | 0          | 3            |
| <i>811 Utility Locate</i>                     | 478        | 6522         |
| <i>Other- Misc.</i>                           | 7          | 187          |
| <i>Move Outs</i>                              | 0          | 5            |

### PROJECTS:

| <u>Current</u> |                                                          | <u>Future</u>                                             |
|----------------|----------------------------------------------------------|-----------------------------------------------------------|
| 1              | <i>New Water Line for Cemetery (Final Stages)</i>        | <i>Replace 36" Main 8<sup>th</sup> to 19<sup>th</sup></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</i>                        |                                                           |
| 6              |                                                          |                                                           |
| 7              |                                                          |                                                           |
| 8              |                                                          |                                                           |



## **WWTP MONTHLY REPORT FOR DECEMBER 2025**

### **Sewer Crew (Collections)**

**PSU- STOP UPS-23**

**POINT REPAIR – 0**

**SHOT LINE DUE TO DEAD END - 0**

**SEWER ODOR - 2**

**MANHOLE LID MISSING- 1**

**TELEWISE LINE – 0**

**ASSIST WATER DEPT-0**

**SEWAGE SPILLAGE – 0 SSO**

**Raw Sewage 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. Positions requires CDL class B with tank and air brake endorsements.**

### (1) New Hire Equipment Operator 12/8/25 Isaac Molinar

The sewer crews work tirelessly around the clock to maintain sewers. Lift station repairs to pumps and maintenance of lift station is vital to city sewer system.

RIAC lift station is currently being serviced monthly to keep fully operational. New electrical boxes installed for more efficiency. Pumps and check valves were repaired and maintained as needed in December.

Kids Care lift station was serviced and maintained on Monthly basis to insure proper functionality.

### **PLANT OPERATORS**

#### **Monthly Plant flow – 89.87 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.

Dewatering building screw presses are closer to operational. Contractors arrived and solved some of the issues and are NOT both fully operational to dewater sludge at WWTP. Screw press 1 has a total of 482.7 hours of running time dewatering sludge. Screw press 2 goes into default and error messages to be corrected by technicians in upcoming months.

Huber and all subcontractors are continuing to work together to trouble shoot all issues that are current at this time. Punch list items to be checked off and turning the building over to WWTP would be upcoming in near future.

Aeration Basins cement work being done to catwalk area and will be a scheduled return in new year. Contractors will return to complete braces installation on catwalks for Basin 2 and Basin 3.

Groundskeeping and watering of lawns for facility will slow down in cooler months ahead.

Daily/Regular maintenance as needed on equipment

Weekly cleaning of irrigation screens

Drying Beds are not at max capacity and preparation for room in drying beds during winter months. Solids handling is being accomplished in drying beds to dry sludge. Solids handling is a priority for Class A sludge.

Water plant John Deere is being repaired that was loaned to WWTP. Currently utilizing Rental equipment to help move our drying solids and turn sludge piles

Plant Operators are currently seeking certifications through UOCP (New Mexico Utility Operator Certification Program)1 Operator gained WW Level 2

**Total Employees 8** – fully staffed to include

(1) Sr Operator

(5) WWTP Operators plant operations

(2) Maintenance Worker I maintain grounds and buildings

## **LAB**

**Monthly Bact- 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.

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

## **Monthly intake of microbiological samples**

12-Private Pay (private wells)

Artesia Soft Water System-5

NICE ICE-5

Rio Hondo Land and Cattle-1

Bottle and Cap Intergrity-1

## **Permit Requirements - DP-281**

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

**(20) Monitoring Wells** – 4<sup>th</sup> Quarter sampling completed for 2025

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

Lab employees are actively seeking required certifications through NMED.

Repairs of sewer pipe and concrete are completed with flooring restoration and cabinets and sinks to be scheduled with facility maintenance to complete construction in the new year.

### **Pretreatment**

#### **503.13 Sludge testing completed for year**

**Restaurants** -72 **Industrial Users** -2

2x Wkly sampling for Covid

1x wk collection sample for Measles

Odd months test for **503.13 Sludge Samples**

Industrial surcharge sampling and inspections for month of December; sampled (1) septic pumpers. Johnson septic Pumper and sampled (4) restaurants.

UFO McDonalds

Subway 2<sup>nd</sup> and main

Subway North

Pecos Flavors

Billing surcharge to restaurants and Septic pumpers monthly and deposit of checks received

**Monthly billing septic pumpers total of 8 to include**

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

**Industrial User Inspections**

Vestis inspection complete walk thru and Industry contacts met and discussed the sample event coming up January 2026.

Dean Baldwin inspection completed.

**Restaurant sampling for surcharge billing - 4**

**Total employees - (1) Pretreatment coordinator**

New Hire Brittany Jimenez 11 /24/ 25