



GENERAL SERVICES COMMITTEE - AGENDA

Wednesday, January 24, 2024 at 4:30 P.M.

City Hall - Large Conference Room

425 N. Richardson

Roswell, NM 88201

Committee Chair: Angela Moore

Committee Vice Chair: Christina Arnold

Committee Members: Juliana Halvorson, Carlos Marrujo, Jr.

Staff Liaison: Tommi Jo Conyers

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

Page 1-2

APPROVAL OF MINUTES

1. Consider approval of the November 28, 2023 meeting minutes. Page 3-4

NON-ACTION ITEM(S)

2. Information only- status and progress of flooring project at the Roswell Museum Page 5

CHAIR COMMENTS, REPORTS, ANNOUNCEMENTS

Roswell Transit Report	Page 6-7
Roswell Museum Report	Page 8-9
Roswell Public Library Report.	Page 10-12
Cemetery Department Report.	Page 13
Golf Course Report.	Page 14-15
Parks Department Report.	Page 16-21
Recreation Department Report.	Page 22-23
Spring River Zoo	Page 24

PUBLIC PARTICIPATION

ADJOURN

(Next Meeting on February 28, 2023 at 4:30 p.m.)

NOTICE OF POTENTIAL QUORUM – A quorum of the City Council may or may not attend, but there will not be debate by the City Council. The Council, acting as attendees to an informational presentation, will not be discussing public business and no action will be taken.

AGENDA STATEMENT

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 23-40.

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Printed and posted: January 19, 2023

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General Services

Tuesday, January 24, 2024 at 4:30 p.m.

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**Regular Meeting of the General Services Committee
City Hall – Large Conference Room
425 N. Richardson Ave
Tuesday, November 28, 2023**

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 23-40.

ROLL CALL

The meeting convened at 4:01 p.m. with Chairman Oropesa presiding, Councilor Halvorson and Councilor Moore in attendance and Councilor Sanchez Jr., being absent.

Staff present:

Caroline Brooks, Enid Costley, Jim Burrell, Amalia Martinez, Della Ando Chad Cole, Mike Mathews, Hess Ynetma, Mayor Jennings Becky Hicks, Todd Wildermuth and Juanita Jennings

Guests present:

Rita Kane Doerhoefer, Vicki Burrell, and two guests

APPROVAL OF AGENDA

Councilor Moore moved to approve the agenda for the General Services Committee Tuesday, November 28, 2023. Councilor Halvorson was the second. A voice vote was unanimous, and the motion passed 3-0.

APPROVAL OF MINUTES

1. Approval of the October 25, 2023 meeting minutes- Councilor Moore moved to approve the minutes for the General Services Committee Wednesday, October 25, 2023. Councilor Halvorson was the second. A voice vote was unanimous, and the motion passed 3-0.

FOR THE RECORD: WE NOTICED MEETING WAS NOT RECORDING RESTARTED RECORDING AT 4:10 PM

NON-ACTION ITEM(S)

2. Information and discussion on Tennis Courts. – Mr. Burris provided an update on the walk through that he and Mr. Cole conducted regarding the tennis courts for pickleball. A letter was provided by the vendor on the explanation of how the fixes would occur.

CHAIR COMMENTS, REPORTS, AND ANNOUNCEMENTS

Roswell Transit Report – Report on the Transit department was provided by Becky Hicks indicating four new buses will be delivered in the beginning of 2024. Paratransit numbers are growing and there is a need for CDL and non-CDL drivers.

Roswell Museum Report – Caroline Brooks presented a report on the Museum. She stated they just opened the Holiday Artesian Market that goes through end of December with a portion going back to the Museum. Flooring renovations are continuing and waiting on hard wood in the gallery. Additional \$638K state funds was awarded and will help with the project to move the store. There will not be enough fund to the family expansion space. New state funds have

to be spent by the end of June. Reaccreditation is due by the end of this week and has been on-going for the past year including policy and procedures and a strategic plan. American Alliance Museum will be onsite in March to do a site visit to see if we are at the benchmark for accreditation. Attendance has not changed since starting charging. Mayor Jennings asked about having a pass for the museums. Juanita Jennings indicated there was a presentation put together for a city pass and it did not come to fruition due to logistics/finances.

Roswell Public Library Report – Enid Costly presented a report on the library and commented on Dia De Los Muertos success that included cookie decorating and sugar skulls. Next year it will be on the actual day.

Cemetery Department Report – Jim Burress presented a report on the Cemetery in place of Ruben. They are working on maintenance fixed water lines and putting in a restroom. They started marking some items at the Veteran's cemetery. Worked on the PO for the columbarium and RFP timeline for that project.

Golf Course Report – Jim Burress presented a report on the Golf Course. Doing well turning good revenue, doing tournaments for charities and each year will be different. Got new golf carts in that includes GPS and will tell you how far apart you are and where to go and not go. Restroom is currently being worked on that was suppose to be ADA and it is being rebuilt, new roof, new walls. Cart fees have remained the same.

Parks Department Report – Jim Burress presented a report on the Parks dept. This is the time of year we do projects and cut trees and map to plant more. Each crew is responsible for their area. The soccer field has some work on irrigation that cut down on zones and increased the pressure and put compost a couple of times. Signed a new contract with soccer association. Request from Councilor Halvorson to put some trees at Reichman park.

Recreation Department Report – Jim Burress presented a report on the Recreation Department. We are adding classes at the adult center in the evening. Weekend rentals are available as well.

Spring River Zoo Report- Jim Burress presented a report on the Zoo Department. They got the railroad track in and are in preparation to lay it down with the helps of parks department. The pond is still waiting on bids. There is one more needed and should have the last bid by end of week. Councilor Oropesa asked if there is a plan to re-open the park at 8am-sun down. Mr. Burress indicated using a security company and it will be discussed. Mr. Cole complimented that the golf has looked better than it has in a long time and they will be looking at the hours for the Zoo in the future. The goal is to get the train tracks fixed and operating right, want to get the well right by spring. The carousel is going to take some time. The restrooms are fine but the concession stand will need some attention.

PUBLIC PARTICIPATION

Oropesa indicated that this committee will look different in January as there is a proposal to combine committees and it has been decided to cancel the December meeting.

Ms. Doerhoefer indicated she will be at the Zoo and Visitor Center next week.

ADJOURN

The meeting adjourned at 5:09 p.m.

**ROSWELL NEW MEXICO
AGENDA ITEM ABSTRACT**

Regular Meeting

Item No. 2

Meeting Date: January 24, 2024

COMMITTEE: General Services

CONTACT: Tommi Jo Conyers

CHAIR: Angela G. Moore

ACTION REQUESTED: Information only item regarding status and progress of flooring project at the Roswell Museum

BACKGROUND:

Initiated by: Caroline Brooks

FY24 funding was approved for flooring improvements at the Roswell Museum. Huitt Zollars architects is providing planning and construction administration and Waide Construction is the general contractor. Hardwood, LVT and carpet tile are replacing worn carpet in galleries and other public areas. With the addition of state appropriation 23-ZH5040-12 in November 2023, two epoxy terrazzo corridors will be able to be installed in the north and south ends of the building to complete the flooring project. Quotes have been requested from general contractors on the RFP-23-013 Construction Services list for installation of the terrazzo and an award request is being planned for the February 1 Finance Committee Meeting.

FINANCIAL CONSIDERATION: A financial consideration is not being requested at this time.

LEGAL REVIEW: Not applicable

BOARD AND COMMITTEE ACTION: Not applicable

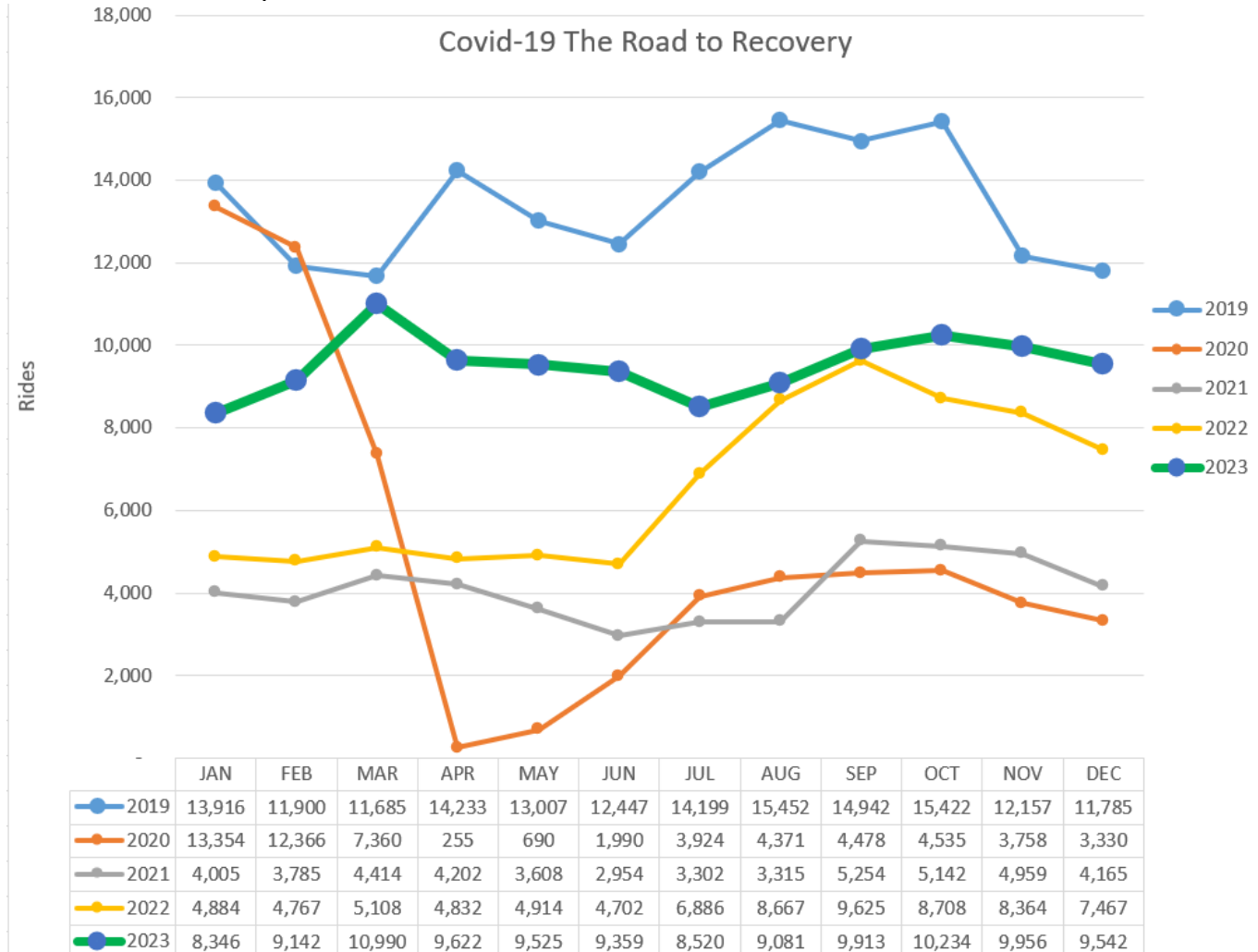
STAFF RECOMMENDATION: Not applicable

ATTACHMENTS

BUS RIDERSHIP—DECEMBER: 9,542

YTD 2022 Ridership ---- 78,924

YTD 2023 Ridership ---- 114,248 **+44.8% from 2022**



PROJECT UPDATES—DECEMBER, 2023

- Creative Bus Sales update. 2 more buses are expected in January 2024.
- Hired 3 new drivers and we reopened route 12 on Main and are running it consistently.
- Engineering has agreed to schedule two bus stops per year to get ADA access. If we can get the bus stop covers on hand, the city crew may be able to install them at the same time.
- Worked with BNX to remove the electric box completely from the old natural gas station from years ago.
- Working with Facilities to remove brick wall, old utilities and fencing from 6th street when the filling station was on the north side of the building.

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

BUS/VAN INVENTORY 1/9/2024

	BUS #	YEAR	MAKE	MODEL	VIN	GVWR	LIC PLATE	SEATS	MILEAGE	ORDER OF REPLACEMENT
1	943	2012	FORD	GLAVAL E450	1FDXE4FS1DDA02978	14500	G90234	14	333,247	1
2	944	2012	FORD	GLAVAL E450	1FDXE4FS3DDA08510	14500	G90233	14	338,922	4
3	946	2014	CHEV	ARBOC C4500	1GB6G5BG3F1116930	14500	G96118	24	307,440	3
4	949	2017	CHEV	ARBOC C4500	1GB6GUBG4H1184201	14200	02954G	25	260,691	2
5	950	2015	CHEV	ARBOC C4500	1GB6G5BG9F1206700	14200	04872G	23	174,859	
6	951	2019	CHEV	ARBOC C4500	1HA6GUBB6KN002736	14200	06100G	24	182,804	
7	952	2019	CHEV	ARBOC C4500	1HA6GUBB8LN003873	14200	13167G	21	103,000	
8	953	2019	CHEV	ARBOC C4500	1HA6GUBB5LN003751	14200	13166G	21	138,102	
9	PT12	2011	CHEV	EXPRESS VAN	1GAZGZFG6B1179792		G85915	14	23,505	6
10	PT8	2011	DODGE	GRAND CARAVAN	2D4RN4DE9AR462606	6050	G95453	5	121,961	5
11	PT10	2015	DODGE	GRAND CARAVAN	2C7WDGBG5FR705623	6050	G97744	5	104,353	
12	PT11	2018	DODGE	GRAND CARAVAN	2C4RDGBG7JR256562	6050	05617G	5	92,073	
13	954	2023	FORD	TRANSIT	1FDEU6PG3PKA02173	11000	20366G	13	9,895	
14	955	2023	FORD	TRANSIT	1FDEU6PG1PKA02222	11000	20365G	13	11,192	
15	956	2023	FORD	TRANSIT	TBD	11000	TBD	13		
16	957	2023	FORD	TRANSIT	TBD	11000	TBD	13		
17	958	2023	FORD	TRANSIT	TBD	11000	TBD	13		
18	959	2023	FORD	TRANSIT	TBD	11000	TBD	13		

LEGEND: ORANGE HIGHLIGHT SCHEDULED FOR REPLACEMENT BUSES ALREADY ORDERED.

ROUTES: 4 ON MAIN, 3 ON-DEMAND, 3 PARATRANSIT (2 SPARES) = TOTAL VEHICLES 12



DECEMBER ATTENDANCE

	2023	2022	2021	2020
MUSEUM	1123	1308	1355	234
EVENTS/PROGRAMS	196	256	384	0
CLASSES	82	131	61	0
PLANETARIUM	112	186	355	0
GROUP TOURS/VISITS	105	229	55	0
FACILITY USE	0	52	0	0
OUTREACH	0	0	0	0
VOLUNTEER VISITS	5	7	11	22
MUSEUM BUSINESS	46	42	171	
DECEMBER TOTALS	1,669	2,211	2,392	256
YEAR TO DATE TOTALS	35,003	35,486	19,460	6,613

DECEMBER REVENUES

	2023	2022	2021	2020
ADMISSIONS	2,315	4,638	4,518	
CLASSES	1,598	3,550	2,006	0
PLANETARIUM	420	672	1,356	0
MEMBERSHIP	690	740	2,050	2,380
FACILITY USE	0	0	0	0
STORE	3,169	5,535	6,933	2,641
DECEMBER TOTALS	8,192	15,135	16,863	5,021
YEAR TO DATE TOTALS	207,766	205,574	166,346	42,184

DECEMBER ADMISSIONS AND PROGRAMMING

MUSEUM ADMISSIONS VISITS for MONTH REVENUE for MONTH YEAR to DATE VISITS YEAR to DATE REVENUE

Members	35		443	
Children 15 and under	146		2255	
Adult Residents	7	35	385	2555
Adult Non-Residents	375	1875	3225	28145
Adult Combo Ticket	0	0	558	4743
Seniors	42	210	2213	14755
Military	34	170	669	4537
Student (16+)	0	47	532	3708
Museums for All	0	0	100	300
Senior Free Days	35		652	0
Resident Free Day	126		578	0
NARM (free)	0		88	0
Galleries Closed for Renovation/ Install, Admission Waived	150	0	2412	6885
Member Guest Pass	2		29	0
Store/Artisan Market Only	152		531	0
TOTALS	1123	\$2315	14,910	\$68,336

CLASSES SESSIONS for MONTH STUDENTS ATTENDANCE

Clay Open Studio	-	-	82
TOTAL			82

EVENTS/PROGRAMS OCCURRENCES for MONTH ATTENDEES PARTNERSHIP

Holiday Open House/Second Saturday	1	144	RMAC Foundation
Second Saturday Planetarium Show	1	31	
Tabletop Game Day	1	6	
Yoga	1	15	
TOTAL		196	

PLANETARIUM SHOWS for MONTH ATTENDEES

Planetarium General Shows	42	112
TOTAL		112

TOURS/GROUP VISITS GRADE STUDENTS ADULTS GALLERIES PLANETARIUM

Mountaion View	3	53	3	X	X
Dexter	7	45	4	X	X
TOTALS		98	7	2	2

MEMBERS

375
current active
memberships530
current active
membersFOR
MONTH2
new memberships13
renewalsYEAR
to DATE68
new memberships162
renewals

VOLUNTEERS

FOR
MONTH5
volunteer hours5
volunteer visitsYEAR
to DATE1958
volunteer hours459
volunteer visits5,436 FACEBOOK
FOLLOWERS1,550 INSTAGRAM
FOLLOWERS

498 E-NEWSLETTER SUBSCRIBERS

ACTIVITIES & HIGHLIGHTS

HOLIDAY ARTISAN MARKET WRAP UP

The Holiday Artisan Market ran November 10 through December 31 and included work by 31 regional artists. Sales totaled \$33,000 with \$20,168 going to the participating artists and the remainder to the RMAC Foundation for support of the event and museum programming. The Holiday Artisan Market is an annual fundraiser, show and sale presented by the Roswell Museum and Pecos Valley Potters Guild in support of the regional arts community and the RMAC Foundation. A call for artists for the 2024 Market will open in mid-March.

RAIR EXHIBITION OPENING

ann haeyoung is an artist and writer who tells stories about technology, labor, and the future. In her exhibition, haeyoung examines the myth of *terra nullius*, a legal term denoting land that is unclaimed or belonging to no one, through three types of locations: the mine, the radio telescope, and the optical telescope. Her exhibition opens with an artist talk and reception on January 19 and will continue through March 3.

STAFF

The Museum Store Clerk position is currently in the hiring process.

BUILDING RENOVATIONS AND REPAIRS

With the addition of state appropriation funds in November, quotes are being gathered for the installation of epoxy terrazzo flooring for interior corridors on the north and south sides of the building.

A bid process will commence in a few weeks to spend the remaining state appropriations from awards given in 2021, 2022, and 2023 for museum improvements to move the store and update the lobby. Fundraising will also

begin soon to address the final phase of the project, which is to plan and construct a Family Discovery Gallery in the soon-to-be vacated old museum store space.

The flooring renovation in the Entry Gallery is mostly complete. Temporary transition strips were installed on the north side of the gallery and will be removed with the integration of the terrazzo. The Patricia Gaylord Anderson Gallery hardwood installation is also complete and the gallery is receiving new paint before it is reinstalled.

The Hunter Gallery floor replacement will start in January along with the auditorium, the hallway and planetarium lobby.

The Museum Flooring Replacement Project is updating and repairing flooring in public spaces to improve air quality, accessibility, maintenance, and appearance. The project is estimated to be complete around the end of February. Depending on degree of impact (noise, smell, closed spaces), museum admissions are reduced at times.

Three HVAC units were craned in place on January 16 and will be installed for operation by the end of the month. They are replacing old, broken units in the Entry Gallery, Auditorium, Museum Store and nearby offices and hallways. Additional state funds are being sought through an Infrastructure Capital Improvement Plan request to replace an additional 4 units and to install an electrical subpanel for 5 HVAC units.

THE LIBRARY BUILDS STRONG COMMUNITY

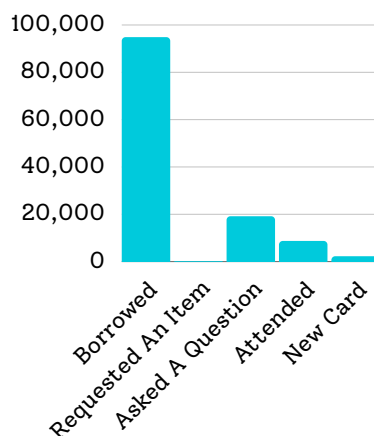
The Roswell Public Library helps to build a strong community as it provides everyone access to information and education regardless of socioeconomic status or location. The Library offers knowledge and entertainment through books, magazines, and DVDs, free programs, access to the internet, materials for lifelong learning, and other resources that would otherwise be difficult to find or afford. The Library provides a place to study and connect.



LIBRARIES ARE IMPORTANT FOR EDUCATION

78,972 Visitors

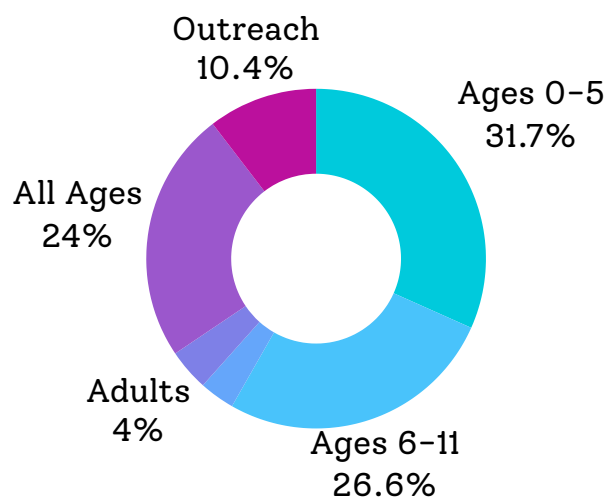
- Borrowed 94,866 Items
- Requested 172 Items from another Library
- Asked 19,170 Reference Questions
- 8,736 attended Programs
- 2,272 Applied For A Library Card



LIBRARIES PROVIDE A PLACE TO LEARN NEW THINGS

337 programs were offered in 2023.

- 333 were held in the Library.
 - 3,232 attended the 167 programs for ages 0-5
 - 2,711 attended the 80 programs for ages 6-11
 - 343 attended the 11 programs for ages 12-18
 - 404 Adults attended the 51 programs for adults
 - 2,450 attended 29 programs for all ages
- 4 programs were not at the Library; Staff spoke to 1,063 people at community events.



Program Attendance

LIBRARIES PROMOTE LITERACY

Summer Reading Program

- 581 children participated in 2023
- 589 children participated in 2022
- 486 children participated in 2021

Year Round Reading Program

- 172 new young children enjoyed 7,870 books
- 236 new school age children read 3,552 books

Reading programs are done at home and are not counted with the program statistics.

SPECIAL THANKS

Roswell Library Foundation
and the
Friends of the Library
for providing funds
for
Library Programs

Thank You

LIBRARIES PROVIDE A SENSE OF COMMUNITY

6032 Facebooks Page Visits

- 526 Facebook Likes
- 336 Facebook Posts
- 2477 Facebook Post Likes

<https://www.facebook.com/RoswellPublicLibrary/>

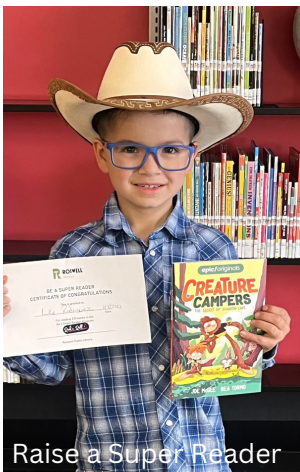
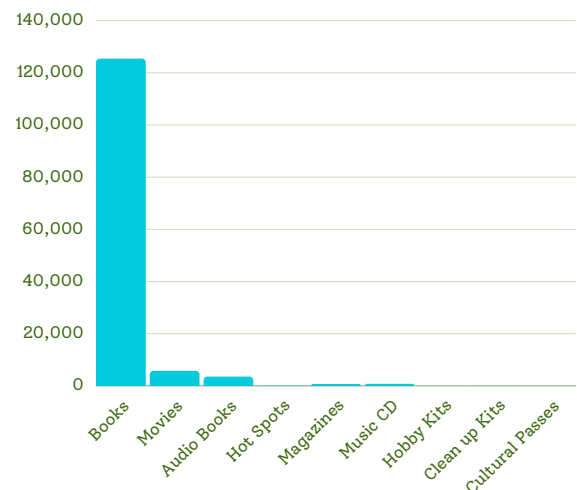


Día de los Muertos

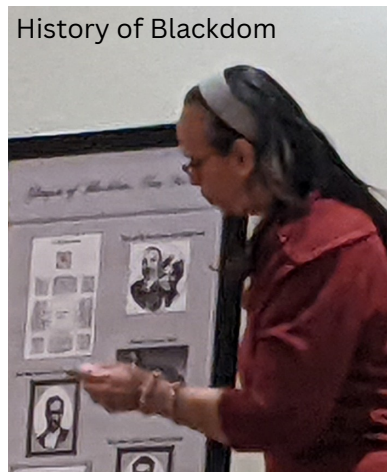
LIBRARIES OFFER A VARIETY OF RESOURCES THAT ARE ACCESSIBLE TO EVERYONE

The Roswell Public Library owns
136,343 items which include:

- 125,432 Books
- 5,767 Movies
- 3,574 Audio Books
- 10 Hot Spots
- 726 Magazines
- 794 Music CDs
- 10 Hobby Kits
- 20 Keep Roswell Beautiful Clean-up Kits
- 10 Cultural Passes



Raise a Super Reader



History of Blackdom



Día de los Muertos



Day of the Child

MONTH BY MONTH

January

- Installed air filters or Halo Filters with American Rescue Plan Funds.
- Created 10 Hobby Kits for people to borrow to try out an activity or learn a new hobby.
- Installed automatic faucets in the children's restroom.

February

- Sold property located at 316 Richardson.
- Installed security cameras at the staff door and alleyway.

March

- Began implementation of C-3PO project. A two-year partnership with Eastern New Mexico University-Roswell to provide Hot Spots, laptops and computer training to expand internet service through-out Chaves County.
- Roswell City Council approve a fine free loan policy.

April

- Library roof was repaired.
- Stargazers perform at the Library as part of Music in the Library series.
- Local artist, Tasia Ramage, unveiled a mural that celebrates Hispanic Culture in Roswell at the El Día de los Niños/El Día de los Libros, or Day of the Child/Day of the Book event.

May

- Offered a Touch a Truck program with the City of Roswell Parks Department.
- Poet Laureate, Lauren Camp, visited the Roswell Public Library with the Wonder on Wheels, an art museum on wheels, featuring work by Gustave Baumann.

June

- Ceiling tiles in the Bondurant Room were replaced.
- Offered Summer Reading Program.
- New compressor installed on the south side of the Library and unit on the North side of the library fixed.
- Baby changing tables installed in the children's restroom.

July

- Over 700 Kindergarten bags were created and delivered to Roswell Schools with the assistance of Altrusa and Roswell Library Foundation.
- Studio 27 created schematic plans for an outdoor play and learn area on the north side of the Library.

August

- Property at 928 Davidson sold.
- Created Pathfinders or research guides on several topics to support the Roswell Independent School.
- Began offering English/Spanish monthly program calendars.
- Hosted a stuff animal sleepover at the Library.

September

- Hosted exhibit of Women's History Banners, based on the Roadside Marker's Program.
- A security breach of the public computers was reported and public computers were removed and reconfigured.
- Installed new flooring in the computer area.
- Began offering a Read to a Dog program with Zoey.
- Partnered with New Mexico Military Institute Middle School to provide resources and programs.

October

- Hosted an Annual Solar Eclipse viewing with specialize telescopes and handed out free protective eyewear for viewing. Protective eyewear provide through a grant project.
- Hosted a Día de los Muertos event with the Hispano Chamber of Commerce and Roswell Museum.

November

- Created a Makerspace with General Obligation Bond B Funds.
- Purchased a Charlie Cart and began offering programs to encourage food nutrition.

December

- Partnered with Keep Roswell Beautiful to offer Clean-Up Kits to check out.
- Re-purposed a study room into a Roswell History Room.
- Began recording community history by posting photos of gravesites and obituaries to the online site Find a Grave.
- Began offering online comic books through Comics Plus.
- Began offering online Financial Resources.



CEMETERY - December, 2023

Department Info: 210 acres maintained

Staffing: 9 FTE

Number of Services for the Month: 29

- 17 Casket Burials
- 6 Cremation Burials
- 3 Veteran's Cemetery Casket Burials
- 3 Veteran's Cemetery Cremation Burials

Total Revenue for the Month: \$33,620.00

Specific & Routine Maintenance:

- Dug, set-up, covered & tamped for all 29 services
- Installed new sprinkler conventional clock at the shop
- Raised tree limbs throughout cemetery
- West side fence repaired
- Winterized all mowers
- Cleaned & organized shop area
- Helped with Wreaths Across America
- Ordered tree seedlings for 2024 Arbor Day



Submitted by: Ruben Esquivel, Cemetery Superintendent

Approved by: Jim Burruss, Special Services Director



GOLF – December, 2023

Highlights – Pro Shop:

- Hosted the Roswell Nissan Toy Drive Tournament on December 10th
- Replaced all flags/flagsticks on Golf Course
- Cleaned leaves around Pro Shop & barn areas
- Cleaned out & organized cart barns
- Worked on geofences & other GPS settings for the new golf carts
- Inventoried all products



Specific & Routine Maintenance:

- Cut cups 3 times a week
- Moved tee markers as needed
- Dumped trash
- Mowed greens 3 times a week
- Replaced 2" isolation valves for irrigation on Holes 7, 9 & 18
- Replaced irrigation head on 9 Green
- Repaired broken electrical supply line for controllers on Holes 3, 5, 6, 7 & 8
- Cleaned up leaves around golf course



Vehicle Information:

2011 Ford Ranger
 VIN: 1FTKR4EEXDPA67919
 PLATE: G83632
 MILEAGE: 110,799



DECEMBER REVENUES – PRO SHOP

Category	Qty	Subtotal	Subtotal w/o Tax	Cost	Profit
Alcohol / Beer	1018	\$4,439.30	\$4,227.50	\$1,334.06	\$2,893.52
Alcohol / Liquor	546	\$2,649.69	\$2,523.50	\$647.39	\$1,876.09
Food and Beverage / Drinks	709	\$1,618.18	\$1,541.00	\$569.10	\$972.01
Food and Beverage / Snacks	651	\$1,107.74	\$1,055.00	\$489.37	\$565.73
Golf / Green Fees	2050	\$20,096.66	\$19,158.70	\$0.00	\$19,158.70
Golf / Memberships	27	\$9,358.00	\$9,358.00	\$0.00	\$9,358.00
Golf Carts	1696	\$24,260.58	\$23,126.81	\$0.00	\$23,126.81
Merchandise / Accessories	85	\$3,836.02	\$3,780.00	\$562.76	\$3,217.25
Merchandise / Apparel	7	\$538.65	\$513.00	\$257.00	\$256.00
Merchandise / Clubs	5	\$2,466.45	\$2,349.00	\$1,751.90	\$597.10
Merchandise / Footwear	1	\$105.00	\$100.00	\$66.00	\$34.00
Merchandise / Gloves	33	\$693.00	\$660.00	\$337.94	\$321.99
Merchandise / Golf Balls	323	\$2,896.07	\$2,758.00	\$1,634.12	\$1,123.98
Merchandise / Headwear	6	\$199.50	\$190.00	\$95.75	\$94.26
Range Balls	411	\$2,237.60	\$2,134.00	\$0.00	\$2,134.00
DECEMBER		\$76,502.44	\$73,474.51	\$7,745.39	\$65,729.44



Submitted by: Eric Chavez, Golf Course Manager
 Approved by: Jim Burrell, Special Services Director

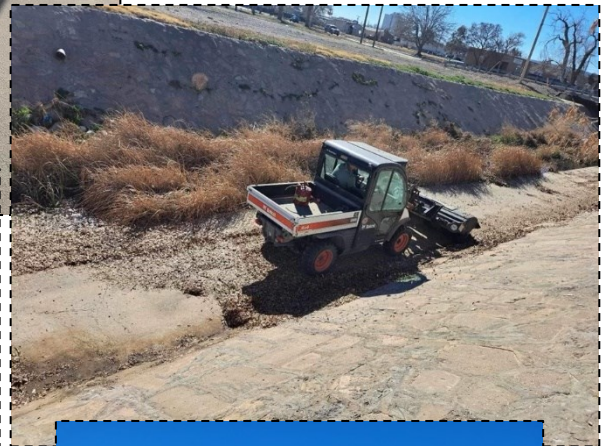
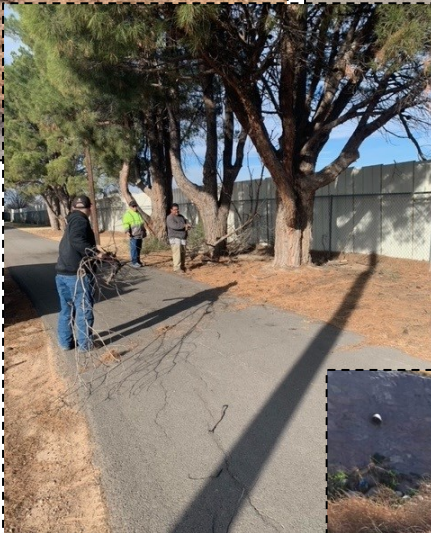
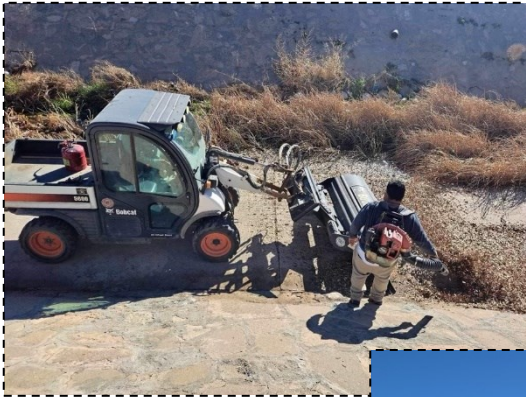
Department Info: 685 acres maintained

Staffing: 27 FTE

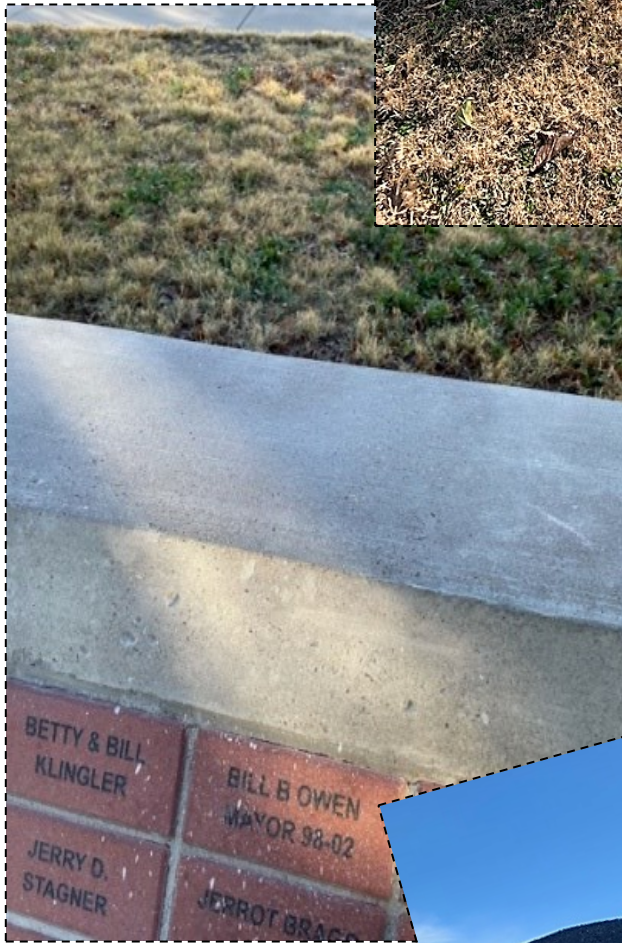
- Last seasonal mowing in parks
- Irrigation turned off; all but 3 drinking fountains winterized
- Spot sprayed weeds
- Cleaned-out Sunken Garden
- Gopher control within complexes & parks
- Trash pick-up
- Continual graffiti removal on trails, below grades, play equipment & Skate Park
- Replenished bird seed at Bird Sanctuary weekly

- Soda blasted graffiti
- Cleaned beds at Carpenter Park
- Ground stumps at Convention Center
- Hauled 6 loads of millings to the golf course
- Delivered a load of AMZ material to the zoo
- Raked up & hauled 10 loads of pine needles from Stiles
- Trimmed Afghan pine trees on bike trail east of Garden
- Swept/blew off below grades
- Removed trees
- Worked at Zoo the whole month
 - *Train track repair*
 - *Crack sealing*
 - *Patched potholes*













Vehicle Information:

UNIT#	LAST 5 OF VIN	DEC. MILEAGE
1115	59361	9,386
1043	30177	26,241
1110	11787	75,215
1335	31335	95,251
1171	05837	103,724
1106	32089	99,140
1134	02128	67,705
1136	51161	77,867
1112	31411	129,380
1109	55800	162,302
1118	03155	87,506
1107	05501	184,779
1120	16661	84,566
1122	06799	34,245
1007	49647	44,487
1194	27335	139,864
1177	63424	32,673
1092	00430	31,890
1113	13373	46,666
1100	48327	59,017
(N/A)	31159	170,523
550	38512	121,516
503	87408	72,650

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

December 2023
Recreation Monthly Report



Revenue: \$31,177



Attendance: 8,260

FISCAL YEAR COMPARISONS

	2023 Dec	2022 Dec	This Year YTD	Last Year YTD
Revenue	\$31,177	\$36,852	\$199,459	\$224,558
Attendance	8,260	5571	50,941	46,799

ATTENDANCE CONTRIBUTORS

Adult Center Classes	
Adult Center Drop-In/Admissions	28
Adult Center Member Scans	532
Adult Center Member Rentals	129
Rec & Aquatic Center Classes	1685
Rec & Aquatic Center Drop-In/Admissions	2719
Rec & Aquatic Center Member Scans	3062
Recreation Special Events	105

**TOP REVENUE
CONTRIBUTORS**

Recreation Programs	\$12,011
Recreation Concession	\$6,365

Highlights

Roswell Recreation Center

- Memberships sold: 57, Spectator passes sold: 7
- Light Up The Night 5k had 53 runners/walkers which more than doubled last year participants.
- Basketball season for 5-8 year old ended this month and went well.
- Homeschool PE was also a success with 15 kids in attendance this session.
- Registration for the 9-12 basketball divisions ended on the 31st with a total of 419 players registered.

Roswell Aquatic Center

- Lifeguards are still consistent in monthly in-service sessions. On Dec 31st, a two-hour session was conducted addressing saves, CPR, and first aid techniques. Additional in-service hours are based upon availability due to staffing and hour limitations. Practicing of saves, swimming the testing standards and CPR scenarios are done by the Head Lifeguard on duty for the shift.
- Learn To Swim classes were conducted successfully and water aerobics classes continue to have good turnouts.

- The shower curtain tracks were delivered in November and we are currently awaiting their installation. The men's locker room handicap shower has been repaired. The pump room issues are still ongoing and one toilet is still out of service.
- Lifeguards had no saves or medical assistance reported this month. There was a fecal matter incident in the men's locker room which did not affect pool operations.
- Two birthday parties with swim passes were held, and a local swim team utilized lanes for their practice sessions.
- Three new student lifeguards have been hired and are scheduled to be certified.

Roswell Adult Center

- Memberships sold: 8
- Xmas Clue event had 12 people in attendance, 7 of which were new to the Adult Center.
- The potluck in appreciation of the Adult Center Instructors brought in 42 regulars. Donations from Cattle Baron and Stellar Coffee made it possible to present gift cards to the instructors.

Vehicle Milage

- Unit 1104/09116 - Milage 13232
- Unit 1101/00494 - Milage 54546

Upcoming Events

- Jan 13 - Basketball Drafts
- Jan 19 - Back to the 80's Event



Homeschool PE



Light Up The Night Winners

PO Box 1838
Roswell, NM 88202-1838

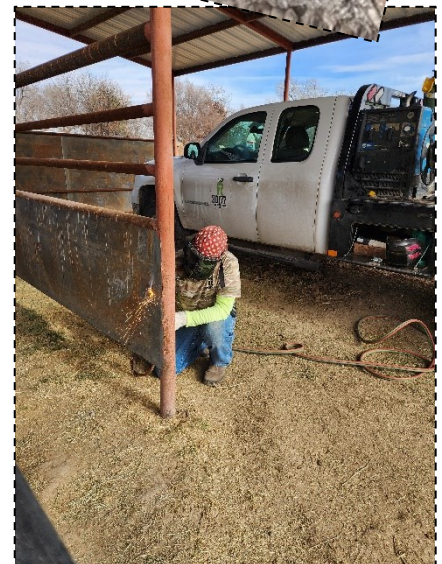
TEL: 575.624.6720
FAX: 575.624.6889

roswell-nm.gov

Animal Care:

-

A Great Horned Owl is perched on a wooden structure, looking upwards. The owl has large yellow eyes and prominent ear tufts. The background is a plain, light-colored wall. The image is framed by a dashed black border.



Page 1 of 1