



## THE CITY OF ARTESIA, NEW MEXICO

511 W. Texas Ave.  
P.O. Box 1310  
Artesia, NM 88211-1310

(575) 746-3593  
(575) 746-2122  
(575) 746-3886

Mayor  
City Clerk  
Fax

### AGENDA CITY COUNCIL MEETING

February 24, 2026  
5:00 p.m.

1. **Determination as to whether quorum present**
2. **Invocation and pledge of allegiance**
3. **New Requests for City Facilities:**
4. **City Departments and Employees**
5. **Special Reports**
6. **Period for Hearing Visitors (3-minute time limit)**
7. **Approval of Consent Agenda**
8. **Public Hearings** – including consideration of final passage of any ordinance as to which proper notice has been published.
9. **Comments from Public Officials and Contracted Services**
10. **Committee Reports:**
  - A. Budget and Finance
  - B. Personnel
  - C. Police and Fire
  - D. Safety
  - E. Recreation
  - F. Infrastructure / Planning (*Streets, Garage, Cemetery, Parks, Water, Wastewater, Solid Waste, Facility Maintenance, Project Management, Code Enforcement, Permits and Inspections*)
  - G. Government
11. **Personnel:**
12. **Public Safety:**
  - A. **Police Department:**
  - B. **Fire Department:**
13. **Infrastructure:**
  - A. **Community Development:**
    - 1) \*Consideration and approval of award of bid for The Legends Subdivision – Unit One Project to Constructors, Inc of Carlsbad, NM.

\*Denotes material included in Council Packets or previously received material

- 2) \*Consideration and approval to set a hearing on March 24, 2026, to consider and approval Case No. 26-04, Zone Change from "R1-B" Single Family District to "C" Commercial. Location: 2 lots W Of 1206 W Hermosa Dr and 1 lot W of 1209 W Sears. Legal: Lots 22, 23 & 24 of Block 6, Fairacres (Blocks 1 Thru 6), Quarter: SW S: 17 T: 17S R: 26E. Owners: Brad Young

**B. Infrastructure:**

**14. City Attorney:**

**15. City Clerk:**

- A. \*Consideration and approval of Resolution 1939 Budget Adjustment for FY25-26 Budget.

**16. City Administrator:**

**17. Mayor:**

- A. \*\* Executive session: In accordance with the State of New Mexico Open Meetings Act, Section 10-15-1-(H)(7):
  - a. Pending or Threatened Litigation
    - i. Action as a result of executive session

**18. New or other business from Councilors:**

**19. Adjournment**

# CONSENT AGENDA

## February 24, 2026

1. **Approval of Minutes** \*February 13, 2026
2. **Consideration of Bids:**
  - A. \*Approval of award of bid for On-Call Mechanical Equipment Maintenance & Repair Services to Advance Airflow Technology.
3. **Contracts, Leases and Agreements:**
4. **Appointments:**
5. **Personnel Resignations, Hirings, Promotions, and Transfers:**

Upon recommendation of the Mayor, subject to successful completion of required pre-employment testing, permission to:

  - A. \*Hire:

| <u>Name</u> | <u>Department</u> | <u>Position</u> | <u>Rate of Pay</u> |
|-------------|-------------------|-----------------|--------------------|
|-------------|-------------------|-----------------|--------------------|
  - B. Ratification:
  - C. Promotion:
  - D. Demotion:
  - E. Transfer:
  - F. Resignation:
    1. Accept the resignation of Nicholas Villalobos Firefighter Certified effective February 25, 2026.
6. **Dates of Hearing:**
7. **Travel and Training:**
8. **Routine Requests for City Facilities:**
9. **Routine Resolutions (to be assigned a number by staff):**
10. **Budgeted Items:**
11. **Quarterly Journal Entries:**
12. **Non-budgeted Items:**
13. **\*Payment of Bills**

**MINUTES OF CITY COUNCIL MEETING  
ARTESIA, NEW MEXICO  
FEBRUARY 10, 2026**

The City Council of the City of Artesia, New Mexico met in the City Council Chambers at City Hall on Tuesday, February 10, 2026, at 5:30 p.m. in regular session with Mayor Pro tem Jeff Youtsey presiding, and the following present to wit:

|                  |                |
|------------------|----------------|
| Ignacio Mariscal | George Mullen  |
| Jarod Moreau     | Wade Nelson    |
| Raul Rodriguez   | Dickie Townley |

Also present:  
Summer Valverde, City Clerk/Treasurer  
Cas Tabor, City Attorney  
Hayley Klein, City Administrator

Absent:  
Mayor Jon Henry  
Michael Bunt

A quorum was determined to be present. The invocation was given by Council Rodriguez, and all joined in the Pledge of Allegiance.

**New Requests for City Facilities:**

None.

**City Departments and Employees**

None.

**Special Reports**

None.

**Period for Hearing Visitors**

Linda Stevens and Kirsten Mauritsen greeted and thanked council for the opportunity to have another community mural painted, noting they hope for strong community involvement. They stated the wall is over 1000 ft. in length, but the design has not yet been developed.

Jessica Bollema and Kamili Burnett greeted Council, presented them with beans and pecans, and discussed their visit to Santa Fe representing Artesia's local businesses. They invited Council to the Chamber banquet later this month.

**Consent Agenda**

Councilor Rodriguez moved to approve the consent agenda as written. Seconded by Councilor Moreau, and upon vote, the motion passed.

**CONSENT AGENDA**

**February 10, 2026**

\*January 27, 2026

- 1. Approval of Minutes**
- 2. Consideration of Bids:**

**3. Contracts, Leases and Agreements:****4. Appointments:****5. Personnel Resignations, Hirings, Promotions, and Transfers:**

Upon recommendation of the Mayor, subject to successful completion of required reemployment testing, permission to:

**A. \*Hire:**

| Name           | Department  | Position       | Rate of Pay               |
|----------------|-------------|----------------|---------------------------|
| 1. Kevin Evans | Waste Water | WW Operator II | \$4,232.80 per/mo<br>CA19 |

**B. Ratification:****C. Promotion:**

|                   |      |                       |                           |
|-------------------|------|-----------------------|---------------------------|
| 1. Brett Golleher | Fire | Firefighter/Paramedic | \$5,701.84 per/mo<br>CF2B |
|-------------------|------|-----------------------|---------------------------|

**D. Demotion:****E. Transfer:****F. Resignation:**

1. Accept the resignation of Isidro Hernandez Police Officer Un-certified effective February 02, 2026.

**6. Dates of Hearing:****7. \*Travel and Training:**

A. Fire – Permission for one (1) employee to attend the NM IAAI Conference in Albuquerque, NM.

**8. Routine Requests for City Facilities:****9. Routine Resolutions (to be assigned a number by staff):****10. Budgeted Items:****11. Quarterly Journal Entries:****12. Non-budgeted Items:****13. \*Payment of Bills****Public Hearings**

None.

**Comments from Public Officials and Contracted Services**

None.

**Committee Reports**

Budget and Finance – Councilor Moreau stated a meeting is scheduled for February 17<sup>th</sup>.

Personnel – Councilor Mullen commented discussion was over the items identified on the consent agenda.

Police and Fire – None.

Safety – Mayor Pro tem Youtsey gave safety stats, noting many incidents were snow related.

Recreation – Councilor Rodriguez commented a meeting is scheduled for February 23<sup>rd</sup>, at 6:30 p.m. at the Artesia Recreation Center. He also noted that basketball and baseball has begun.

Infrastructure / Planning (*Streets, Garage, Cemetery, Parks, Water, Wastewater, Solid Waste, Facility Maintenance, Project Management, Code Enforcement, Permits and Inspections*) – None.

Government – There is a scheduled meeting set for February 18<sup>th</sup> at 4:30 p.m.

**Personnel****A. \*Stats**

City Administrator Hayley Klein presented stats regarding the total number of employees and noted that it will be updated quarterly.

**Public Safety**

Police Chief Kirk Roberts greeted Mayor Pro Tem and Council and presented stats from the Animal Shelter, crime report, and IT updates. Chief Roberts stood for questions. Mayor pro tem Youtsey commended the Animal Shelter stats, stating these numbers should be the goal.

Fire Chief Kevin Hope greeted Mayor Pro Tem and Council and presented stats.

**Infrastructure**

Infrastructure Director Byron Landfair greeted Mayor Pro Tem and Council and presented project reports. Councilor Moreau asked about the status of the movie theatre. Director Landfair stated it is undergoing asbestos removal.

**City Attorney**

None.

**City Clerk**

City Clerk Summer Valverde greeted Mayor Pro Tem and Council and presented the financial reports.

City Clerk Valverde then presented Resolution 1937. Councilor Rodriguez moved to approve. Seconded by Councilor Moreau, and upon vote, the motion passed.

**RESOLUTION 1937**

City Clerk Valverde next presented Resolution 1938, providing detail for each line item. Discussion took place regarding the removal of the IT expenses line item. Councilor Rodriguez moved to approve, seconded by Councilor Mullen, and upon vote, the motion passed.

**RESOLUTION 1938**

City Clerk also gave an update on the budget process and stated she will meet with each department to review their budgets using Incode 10.

**City Administrator**

City Administrator Hayley Klein recognized the employees who worked hard during the snowstorm. Mrs. Klein shared updates on the 2025 Roswell Air Races.

**Mayor**

Mayor Pro tem Youtsey sought a motion in accordance with the State of New Mexico Open Meetings Act, Section 10-15-1-(H)(7)(8), to enter executive session. Councilor Rodriguez moved to go into executive session. Seconded by Councilor Moreau, and upon roll call with the following votes recorded:

Aye: Nelson, Townley, Mullen, Moreau, Rodriguez, and Mariscal

Nay: None.

The motion passed.

Council recessed to executive session at 6:09 P.M.

Council reconvened at 6:42 p.m.

Councilor Rodriguez moved to reconvene from executive session, stating that pending and threatening litigation was discussed, and the purchase or sale of real property was discussed with no action taken. Seconded by Councilor Mariscal, and upon roll call, with the following votes recorded:

Aye: Mariscal, Rodriguez, Moreau, Mullen, Townley, and Nelson

Nay: None.

The motion passed.

**New or other business from Councilors**

Councilor Townley recognized the city employees who stepped up and did an excellent job during the snowstorm.

Councilor Moreau expressed gratitude for a community that strongly supports youth.

Councilor Rodriguez thanked city employees, and those who participated with the baby box.

Mayor Pro Tem Youtsey encouraged everyone to think of and pray for the legislators in Santa Fe.

**Adjournment**

There being no further business, the meeting was adjourned at 6:46 P.M. on February 10, 2026.

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Jeff Youtsey, Mayor Pro tem

ATTEST:

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Summer Valverde, City Clerk/Treasurer



Purchasing Department  
1805 S. 27<sup>th</sup> Street/P.O. BOX  
1310  
ARTESIA, NM 88210  
575-748-8290  
[gcronopulos@artesianm.gov](mailto:gcronopulos@artesianm.gov)

**Consent Agenda Item: 2a**  
**Meeting Date:**  
**February 10<sup>th</sup>, 2026**

February 5<sup>th</sup>, 2026

Re: Recommendation of Award Letter ITB # 25-0008 On-Call Mechanical Equipment Maintenance & Repair Services

Dear City Council,

On Thursday, January 8<sup>th</sup>, 2026, a notice was published inviting bids for an On-Call Mechanical Equipment Maintenance & Repair Services. The bids were opened and read publicly on February 5<sup>th</sup>, 2026. One bid was submitted and is considered responsive. Below is a summary of the bid amounts. I have reviewed the bid provided to ensure that it meets all the necessary requirements.

|                                                                                                                                           |                             |
|-------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| BIDDER                                                                                                                                    | Advanced Airflow Technology |
| STREET                                                                                                                                    | 1607 N. Garden Ave          |
| CITY/STATE                                                                                                                                | Roswell, NM 88201           |
| TELEPHONE                                                                                                                                 | 575-840-4029                |
| EMAIL                                                                                                                                     |                             |
| VETERAN'S PREFERENCE CERTIFICATE SUBMITTED                                                                                                | No                          |
| RESIDENT BUSINESS PREFERENCE SUBMITTED                                                                                                    | No                          |
| CAMPAIGN CONTR. FORM                                                                                                                      | Yes                         |
| ITEMS                                                                                                                                     | BID PRICE                   |
| All On-Call Mechanical Services (as defined in the Scope of Work; business hours 8:00 a.m. – 5:00 p.m.)                                   | \$170.00                    |
| Emergency/After Hours<br>Vendors must begin working on after-hours and emergency requests within one (1) hour of the City's notification. |                             |
| After-Hours Support (Weeknights/Weekends)                                                                                                 | \$255.00                    |
| Emergency Response (Holidays or Critical Priority)                                                                                        | \$340.00                    |

Mayor  
Jon Henry

Mayor ProTem  
Jeff Youtsey

CITY COUNCIL  
Ignacio Mariscal  
Raul Rodriguez  
Jarrod Moreau  
George Mullen

Wade Nelson  
Dickie Townley  
Michael Bunt



The Purchasing Department recommends awarding contracts to Advanced Airflow Technology.

Instruct the Purchasing and Finance Administration Department to award and to have signature authority on the contract/purchase orders and all related documents.

Sincerely,



Gabrielle Cronopulos

[gcronopulos@artesianm.gov](mailto:gcronopulos@artesianm.gov)

575-748-8290

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**Mayor**  
Jon Henry

**Mayor ProTem**  
Jeff Youtsey

**CITY COUNCIL**  
Ignacio Mariscal  
Raul Rodriguez  
Jarrod Moreau

Wade Nelson  
Dickie Townley  
Michael Bunt



City of Artesia, NM

# Expense Approval Report

By Fund

Payable Dates 2/11/2026 - 2/24/2026

Post Dates 2/11/2026 - 2/24/2026

| Payment Number                                    | Vendor Name                    | Description (Item)         | Account Number | Account Name                | Amount            |
|---------------------------------------------------|--------------------------------|----------------------------|----------------|-----------------------------|-------------------|
| <b>Fund: 101 - GENERAL FUND</b>                   |                                |                            |                |                             |                   |
| <b>Department: 02 - Municipal Court</b>           |                                |                            |                |                             |                   |
| 88143                                             | SHARP ELECTRONICS CORPOR...    | 137-1987868-000            | 101-02-47120   | COPIER LEASE                | 124.15            |
| <b>Department 02 - Municipal Court Total:</b>     |                                |                            |                |                             | <b>124.15</b>     |
| <b>Department: 03 - Finance &amp; Admin</b>       |                                |                            |                |                             |                   |
| 88151                                             | TABOR LAW FIRM, LLC            | GENERAL                    | 101-03-45020   | LEGAL SERVICES              | 7,139.94          |
| 88143                                             | SHARP ELECTRONICS CORPOR...    | 137-1987865-000            | 101-03-44041   | EQUIPMENT MAINTENANCE       | 124.15            |
| 88143                                             | SHARP ELECTRONICS CORPOR...    | 137-1987878-000            | 101-03-44041   | EQUIPMENT MAINTENANCE       | 1,999.60          |
| 88143                                             | SHARP ELECTRONICS CORPOR...    | 137-1987879-000            | 101-03-44041   | EQUIPMENT MAINTENANCE       | 124.15            |
| 88136                                             | NM COMMISSION OF PUBLIC ...    | SERVICE                    | 101-03-46010   | OFFICE SUPPLIES             | 13.50             |
| 88122                                             | CENTURYLINK                    | CITY HALL FAX              | 101-03-47150   | COMMUNICATION EXPENSE       | 274.65            |
| 88134                                             | NEW MEXICO GAS COMPANY         | GAS BILL / 611 W. MISSOURI | 101-03-47160   | UTILITIES                   | 58.41             |
| <b>Department 03 - Finance &amp; Admin Total:</b> |                                |                            |                |                             | <b>9,734.40</b>   |
| <b>Department: 05 - Streets</b>                   |                                |                            |                |                             |                   |
| 88114                                             | ARC POWER LINE CONSTRUCT...    | SERVICE                    | 101-05-45030   | PROFESSIONAL SERVICES       | 15,513.93         |
| 88114                                             | ARC POWER LINE CONSTRUCT...    | SERVICE                    | 101-05-45030   | PROFESSIONAL SERVICES       | 11,328.06         |
| 88152                                             | TERRA HAVEN LANDSCAPING ...    | SERVICE                    | 101-05-44030   | PARKS MAINTENANCE           | 3,628.13          |
| 88143                                             | SHARP ELECTRONICS CORPOR...    | 137-1987876-000            | 101-05-47123   | EQUIPMENT LEASES            | 323.87            |
| 88154                                             | TRI GEN WEEDICATORS LLC        | SERVICE                    | 101-05-45030   | PROFESSIONAL SERVICES       | 3,078.67          |
| <b>Department 05 - Streets Total:</b>             |                                |                            |                |                             | <b>33,872.66</b>  |
| <b>Department: 06 - Police</b>                    |                                |                            |                |                             |                   |
| 88148                                             | STARR JANITORIAL INC.          | SERVICE                    | 101-06-44010   | BUILDING MAINTENANCE        | 112.32            |
| 88148                                             | STARR JANITORIAL INC.          | SERVICE                    | 101-06-44010   | BUILDING MAINTENANCE        | 124.10            |
| 88118                                             | AT&T MOBILITY II LLC DBA AT... | 287281394286               | 101-06-47150   | TELEPHONE/CELL PHONE        | 529.45            |
| 88143                                             | SHARP ELECTRONICS CORPOR...    | 137-1987863-000            | 101-06-44020   | MAINTENANCE CONTRACTS       | 124.15            |
| 88143                                             | SHARP ELECTRONICS CORPOR...    | 137-19878870-000           | 101-06-44020   | MAINTENANCE CONTRACTS       | 363.66            |
| 88143                                             | SHARP ELECTRONICS CORPOR...    | 137-1987871-000            | 101-06-44020   | MAINTENANCE CONTRACTS       | 222.14            |
| 88143                                             | SHARP ELECTRONICS CORPOR...    | 137-1987877-000            | 101-06-44020   | MAINTENANCE CONTRACTS       | 249.12            |
| 88143                                             | SHARP ELECTRONICS CORPOR...    | 137-1987947-000            | 101-06-44020   | MAINTENANCE CONTRACTS       | 253.95            |
| 88121                                             | CELLCO PARTNERSHIP DBA VE...   | 342367759-00001            | 101-06-47150   | TELEPHONE/CELL PHONE        | 80.04             |
| 88128                                             | EDDY COUNTY CENTRAL CO...      | SERVICE                    | 101-06-45030   | PROFESSIONAL SERVICES       | 121,866.32        |
| 88122                                             | CENTURYLINK                    | ANIMAL SHELTER             | 101-06-47150   | TELEPHONE/CELL PHONE        | 177.12            |
| 88139                                             | PAWS & CLAWS HUMANE SOC...     | SHELTER CARE MARCH 2026    | 101-06-45902   | ANIMAL SHELTER OPERATION    | 15,756.30         |
| <b>Department 06 - Police Total:</b>              |                                |                            |                |                             | <b>139,858.67</b> |
| <b>Department: 07 - Fire</b>                      |                                |                            |                |                             |                   |
| 88143                                             | SHARP ELECTRONICS CORPOR...    | 137-1987864-000            | 101-07-44041   | EQUIPMENT MAINTENANCE       | 252.41            |
| 88121                                             | CELLCO PARTNERSHIP DBA VE...   | 342367759-00001            | 101-07-47150   | TELEPHONE                   | 1,388.35          |
| 88149                                             | STRYKER SALES CORPORATIO       | SERVICE                    | 101-07-45900   | CONTRACTS                   | 7,713.43          |
| 88137                                             | NM EMS BUREAU                  | EMS LICENSE RENEWALS       | 101-07-47040   | EMPLOYEE TRAINING           | 360.00            |
| <b>Department 07 - Fire Total:</b>                |                                |                            |                |                             | <b>9,714.19</b>   |
| <b>Department: 08 - Artesia Center</b>            |                                |                            |                |                             |                   |
| 88143                                             | SHARP ELECTRONICS CORPOR...    | 137-1987873-000            | 101-08-47120   | COPIER LEASE                | 249.12            |
| 88122                                             | CENTURYLINK                    | ARTESIA CENTER             | 101-08-47150   | TELEPHONE                   | 94.65             |
| <b>Department 08 - Artesia Center Total:</b>      |                                |                            |                |                             | <b>343.77</b>     |
| <b>Department: 09 - Commission on Aging</b>       |                                |                            |                |                             |                   |
| 88143                                             | SHARP ELECTRONICS CORPOR...    | 137-1987874-000            | 101-09-47120   | RENT EQUIPMENT / MACHINE... | 249.12            |
| 88131                                             | JACK RICHARDSON DBA CIBO...    | SERVICE                    | 101-09-46904   | PROGRAMS                    | 300.00            |
| <b>Department 09 - Commission on Aging Total:</b> |                                |                            |                |                             | <b>549.12</b>     |
| <b>Department: 10 - Library</b>                   |                                |                            |                |                             |                   |
| 88143                                             | SHARP ELECTRONICS CORPOR...    | 137-1987866-000            | 101-10-44020   | MAINTENANCE CONTRACTS       | 180.47            |
| 88143                                             | SHARP ELECTRONICS CORPOR...    | 137-1987867-000            | 101-10-44020   | MAINTENANCE CONTRACTS       | 409.68            |
| 88122                                             | CENTURYLINK                    | LIBRARY ALARM LINE         | 101-10-47150   | TELEPHONE                   | 88.56             |

## Expense Approval Report

Payable Dates: 2/11/2026 - 2/24/2026 Post Dates: 2/11/2026 - 2/24/2026

| Payment Number                                | Vendor Name                  | Description (Item)          | Account Number | Account Name                                        | Amount            |
|-----------------------------------------------|------------------------------|-----------------------------|----------------|-----------------------------------------------------|-------------------|
| 88134                                         | NEW MEXICO GAS COMPANY       | 205 W. QUAY                 | 101-10-47160   | UTILITIES                                           | 936.03            |
| 88122                                         | CENTURYLINK                  | ARTESIA PUBLIC LIBRARY      | 101-10-47150   | TELEPHONE                                           | 725.50            |
|                                               |                              |                             |                | <b>Department 10 - Library Total:</b>               | <b>2,340.24</b>   |
| <b>Department: 11 - Museum</b>                |                              |                             |                |                                                     |                   |
| 88143                                         | SHARP ELECTRONICS CORPOR...  | 137-1987869-000             | 101-11-44020   | MAINTENANCE CONTRACTS                               | 222.14            |
| 88122                                         | CENTURYLINK                  | MUSEUM ANNEX                | 101-11-47150   | TELEPHONE                                           | 198.31            |
| 88122                                         | CENTURYLINK                  | HISTORICAL MUSEUM           | 101-11-47150   | TELEPHONE                                           | 100.92            |
| 88134                                         | NEW MEXICO GAS COMPANY       | GAS BILL/503 RICHARDSON ... | 101-11-47160   | UTILITIES                                           | 127.02            |
|                                               |                              |                             |                | <b>Department 11 - Museum Total:</b>                | <b>648.39</b>     |
| <b>Department: 17 - Planning</b>              |                              |                             |                |                                                     |                   |
| 88143                                         | SHARP ELECTRONICS CORPOR...  | 137-1987872-000             | 101-17-44041   | EQUIPMENT MAINTENANCE                               | 249.12            |
|                                               |                              |                             |                | <b>Department 17 - Planning Total:</b>              | <b>249.12</b>     |
| <b>Department: 18 - Personnel</b>             |                              |                             |                |                                                     |                   |
| 88110                                         | ADVANTAGE HEATING & COOL..   | SERVICE                     | 101-18-45905   | IT EXPENSES                                         | 11,608.52         |
| 88150                                         | TABOR LAW FIRM, LLC          | PROSECUTION                 | 101-18-45903   | PROFESSIONAL SERVICES                               | 6,865.17          |
|                                               |                              |                             |                | <b>Department 18 - Personnel Total:</b>             | <b>18,473.69</b>  |
| <b>Department: 21 - Facility Manintenance</b> |                              |                             |                |                                                     |                   |
| 88125                                         | CONSOLIDATED ELECTRICAL D    | SUPPLIES                    | 101-21-44010   | FACILITIES MAINT                                    | 206.19            |
| 88125                                         | CONSOLIDATED ELECTRICAL D    | SUPPLIES                    | 101-21-44010   | FACILITIES MAINT                                    | 463.95            |
| 88125                                         | CONSOLIDATED ELECTRICAL D    | SUPPLIES                    | 101-21-44010   | FACILITIES MAINT                                    | 514.47            |
| 88125                                         | CONSOLIDATED ELECTRICAL D    | SUPPLIES                    | 101-21-44010   | FACILITIES MAINT                                    | 121.57            |
| 88125                                         | CONSOLIDATED ELECTRICAL D    | SUPPLIES                    | 101-21-44020   | FM LIBRARY                                          | 3.93              |
| 88157                                         | WESSON ELECTRIC              | SERVICE                     | 101-21-44010   | FACILITIES MAINT                                    | 12,529.97         |
| 88152                                         | TERRA HAVEN LANDSCAPING ...  | SERVICE                     | 101-21-44010   | FACILITIES MAINT                                    | 1,031.25          |
| 88152                                         | TERRA HAVEN LANDSCAPING ...  | SERVICE                     | 101-21-44010   | FACILITIES MAINT                                    | 262.80            |
| 88152                                         | TERRA HAVEN LANDSCAPING ...  | SERVICE                     | 101-21-44010   | FACILITIES MAINT                                    | 2,628.12          |
| 88110                                         | ADVANTAGE HEATING & COOL..   | SERVICE                     | 101-21-44010   | FACILITIES MAINT                                    | 6,444.75          |
| 88110                                         | ADVANTAGE HEATING & COOL..   | SERVICE                     | 101-21-44010   | FACILITIES MAINT                                    | 139.89            |
| 88112                                         | ALK INC                      | SERVICE                     | 101-21-44010   | FACILITIES MAINT                                    | 1,103.02          |
| 88115                                         | ARTESIA BUILDING SUPPLY      | SUPPLIES                    | 101-21-44010   | FACILITIES MAINT                                    | 83.88             |
| 88115                                         | ARTESIA BUILDING SUPPLY      | SUPPLIES                    | 101-21-44010   | FACILITIES MAINT                                    | 111.84            |
| 88115                                         | ARTESIA BUILDING SUPPLY      | SUPPLIES                    | 101-21-44021   | FM GARAGE                                           | 242.20            |
| 88115                                         | ARTESIA BUILDING SUPPLY      | SUPPLIES                    | 101-21-44021   | FM GARAGE                                           | 38.98             |
| 88115                                         | ARTESIA BUILDING SUPPLY      | SUPPLIES                    | 101-21-44010   | FACILITIES MAINT                                    | 241.12            |
| 88115                                         | ARTESIA BUILDING SUPPLY      | SUPPLIES                    | 101-21-44010   | FACILITIES MAINT                                    | 69.90             |
| 88117                                         | ARTESIA PLUMBING HEATING...  | SERVICE                     | 101-21-44010   | FACILITIES MAINT                                    | 1,363.38          |
| 88117                                         | ARTESIA PLUMBING HEATING...  | SERVICE                     | 101-21-44010   | FACILITIES MAINT                                    | 301.41            |
| 88117                                         | ARTESIA PLUMBING HEATING...  | SERVICE                     | 101-21-44010   | FACILITIES MAINT                                    | 312.17            |
| 88117                                         | ARTESIA PLUMBING HEATING...  | SERVICE                     | 101-21-44010   | FACILITIES MAINT                                    | 134.56            |
| 88124                                         | COATS PLUMBING AND HVAC ...  | SERVICE                     | 101-21-44010   | FACILITIES MAINT                                    | 26.91             |
| 88124                                         | COATS PLUMBING AND HVAC ...  | SERVICE                     | 101-21-44020   | FM LIBRARY                                          | 26.91             |
| 88124                                         | COATS PLUMBING AND HVAC ...  | SERVICE                     | 101-21-44017   | FM FIRE                                             | 26.91             |
| 88124                                         | COATS PLUMBING AND HVAC ...  | SERVICE                     | 101-21-44010   | FACILITIES MAINT                                    | 142.63            |
| 88124                                         | COATS PLUMBING AND HVAC ...  | SERVICE                     | 101-21-44010   | FACILITIES MAINT                                    | 73.20             |
| 88124                                         | COATS PLUMBING AND HVAC ...  | SERVICE                     | 101-21-44019   | FM COA                                              | 38.48             |
| 88124                                         | COATS PLUMBING AND HVAC ...  | SERVICE                     | 101-21-44010   | FACILITIES MAINT                                    | 26.91             |
| 88158                                         | WESTERN STATES FIRE PROTE... | SERVICE                     | 101-21-45030   | PROFESSIONAL SERVICES                               | 1,291.79          |
|                                               |                              |                             |                | <b>Department 21 - Facility Manintenance Total:</b> | <b>30,003.09</b>  |
|                                               |                              |                             |                | <b>Fund 101 - GENERAL FUND Total:</b>               | <b>245,911.49</b> |
| <b>Fund: 209 - FIRE FUND</b>                  |                              |                             |                |                                                     |                   |
| <b>Department: 00 - Non Departmental</b>      |                              |                             |                |                                                     |                   |
| 88146                                         | SIDDONS MARTIN EMERGENC...   | SERVICE                     | 209-00-44041   | EQUIPMENT OPERATING EXP...                          | 6,494.34          |
| 88156                                         | WATERWAY OF NEW MEXICO       | SERVICE                     | 209-00-44041   | EQUIPMENT OPERATING EXP...                          | 7,573.47          |
| 88156                                         | WATERWAY OF NEW MEXICO       | SERVICE                     | 209-00-44041   | EQUIPMENT OPERATING EXP...                          | 2,313.43          |
| 88133                                         | MOTOROLA SOLUTIONS           | SERVICE                     | 209-00-44041   | EQUIPMENT OPERATING EXP...                          | 82.38             |
|                                               |                              |                             |                | <b>Department 00 - Non Departmental Total:</b>      | <b>16,463.62</b>  |
|                                               |                              |                             |                | <b>Fund 209 - FIRE FUND Total:</b>                  | <b>16,463.62</b>  |

## Expense Approval Report

Payable Dates: 2/11/2026 - 2/24/2026 Post Dates: 2/11/2026 - 2/24/2026

| Payment Number                                     | Vendor Name                         | Description (Item)            | Account Number | Account Name               | Amount            |
|----------------------------------------------------|-------------------------------------|-------------------------------|----------------|----------------------------|-------------------|
| <b>Fund: 211 - LAW ENFORCEMENT ASST FUND</b>       |                                     |                               |                |                            |                   |
| <b>Department: 00 - Non Departmental</b>           |                                     |                               |                |                            |                   |
| 88105                                              | DON CHALMERS FORD                   | 2025 Ford F-150               | 211-00-46900   | EXPENSE                    | 50,410.00         |
| <b>Department 00 - Non Departmental Total:</b>     |                                     |                               |                |                            | <b>50,410.00</b>  |
| <b>Fund 211 - LAW ENFORCEMENT ASST FUND Total:</b> |                                     |                               |                |                            | <b>50,410.00</b>  |
| <b>Fund: 217 - RECREATION FUND</b>                 |                                     |                               |                |                            |                   |
| <b>Department: 00 - Non Departmental</b>           |                                     |                               |                |                            |                   |
| 88109                                              | ADVANCED AIRFLOW TECHNO...SERVICE   |                               | 217-00-46010   | SUPPLIES                   | 4,101.17          |
| 88109                                              | ADVANCED AIRFLOW TECHNO...SERVICE   |                               | 217-00-46010   | SUPPLIES                   | 11,666.91         |
| 88155                                              | VALLEY DAIRY PRODUCTS, INC          | SUPPLIES                      | 217-00-46010   | SUPPLIES                   | 3,149.00          |
| 88117                                              | ARTESIA PLUMBING HEATING... SERVICE |                               | 217-00-46010   | SUPPLIES                   | 284.51            |
| 88117                                              | ARTESIA PLUMBING HEATING... SERVICE |                               | 217-00-46010   | SUPPLIES                   | 344.53            |
| <b>Department 00 - Non Departmental Total:</b>     |                                     |                               |                |                            | <b>19,546.12</b>  |
| <b>Fund 217 - RECREATION FUND Total:</b>           |                                     |                               |                |                            | <b>19,546.12</b>  |
| <b>Fund: 300 - CAPITAL IMPROVEMENT FUND</b>        |                                     |                               |                |                            |                   |
| <b>Department: 00 - Non Departmental</b>           |                                     |                               |                |                            |                   |
| 88138                                              | PARKHILL SMITH & COOPER, I...       | PROJECT # 04027722.30         | 300-00-48736   | RUNWAY 4/22 REHAB DESIGN   | 6,862.30          |
| 88127                                              | DONALD T DEGRAY DBA PRECI...SERVICE |                               | 300-00-46025   | AVTC GRANT                 | 4,734.26          |
| 88152                                              | TERRA HAVEN LANDSCAPING ...         | SERVICE                       | 300-00-48191   | SIGNAGE RICHEY & BOWMAN    | 37,749.55         |
| 88108                                              | FILE CONSTRUCTION, LLC              | BULLDOG WELL                  | 300-00-48763   | NEW WATER WELL ENGINEER... | 540,309.28        |
| 88107                                              | MFLI INC. DBA MELLOY FORD           | Ford350                       | 300-00-48373   | WATER VEHICLE              | 67,730.00         |
| 88106                                              | MCLI INC. DBA MELLOY CHEV...        | 2025 Chevy 1500 SPA #40-00... | 300-00-48535   | VEHICLE WW                 | 42,855.00         |
| <b>Department 00 - Non Departmental Total:</b>     |                                     |                               |                |                            | <b>700,240.39</b> |
| <b>Fund 300 - CAPITAL IMPROVEMENT FUND Total:</b>  |                                     |                               |                |                            | <b>700,240.39</b> |
| <b>Fund: 503 - WASTE WATER FUND</b>                |                                     |                               |                |                            |                   |
| <b>Department: 00 - Non Departmental</b>           |                                     |                               |                |                            |                   |
| 88118                                              | AT&T MOBILITY II LLC DBA AT...      | 287281394286                  | 503-00-47150   | TELEPHONE                  | 83.74             |
| 88122                                              | CENTURYLINK                         | WASTE WATER PLANT             | 503-00-47150   | TELEPHONE                  | 289.00            |
| <b>Department 00 - Non Departmental Total:</b>     |                                     |                               |                |                            | <b>372.74</b>     |
| <b>Fund 503 - WASTE WATER FUND Total:</b>          |                                     |                               |                |                            | <b>372.74</b>     |
| <b>Fund: 504 - SOLID WASTE FUND</b>                |                                     |                               |                |                            |                   |
| <b>Department: 00 - Non Departmental</b>           |                                     |                               |                |                            |                   |
| 88140                                              | PILOT THOMAS LOGISTICS, LLC..       | FUEL                          | 504-00-43030   | GASOLINE & OIL EXPENSE     | 752.69            |
| 88153                                              | TEXAS INDUSTRIAL SERVICES           | SERVICE                       | 504-00-46040   | UNIFORM EXPENSE            | 337.63            |
| 88120                                              | BIG ASS TANKS, LLC                  | SERVICE                       | 504-00-44040   | VEHICLE MAINTENANCE        | 123.79            |
| 88143                                              | SHARP ELECTRONICS CORPOR...         | 137-1987875-000               | 504-00-44020   | MAINT CONTRACTS            | 124.15            |
| 88145                                              | SHERWIN WILLIAMS CO                 | SUPPLIES                      | 504-00-46903   | GRAFFITI REMOVAL           | 8.65              |
| 88145                                              | SHERWIN WILLIAMS CO                 | SUPPLIES                      | 504-00-46903   | GRAFFITI REMOVAL           | 47.43             |
| 88122                                              | CENTURYLINK                         | TRANSFER STATION              | 504-00-47150   | TELEPHONE                  | 91.14             |
| <b>Department 00 - Non Departmental Total:</b>     |                                     |                               |                |                            | <b>1,485.48</b>   |
| <b>Fund 504 - SOLID WASTE FUND Total:</b>          |                                     |                               |                |                            | <b>1,485.48</b>   |
| <b>Fund: 505 - WATER FUND</b>                      |                                     |                               |                |                            |                   |
| <b>Department: 00 - Non Departmental</b>           |                                     |                               |                |                            |                   |
| 88152                                              | TERRA HAVEN LANDSCAPING ...         | SERVICE                       | 505-00-44010   | BUILDING MAINTENANCE       | 5,681.87          |
| 88153                                              | TEXAS INDUSTRIAL SERVICES           | SERVICE                       | 505-00-46040   | UNIFORM EXPENSE            | 204.43            |
| 88153                                              | TEXAS INDUSTRIAL SERVICES           | SERVICE                       | 505-00-46040   | UNIFORM EXPENSE            | 204.43            |
| 88113                                              | ALLBRIGHT & ASSOCIATES, INC.        | SERVICE                       | 505-00-46901   | WATER MATERIALS EXPENSE    | 14,212.50         |
| 88122                                              | CENTURYLINK                         | CITY HALL FAX                 | 505-00-47160   | UTILITIES                  | 105.90            |
| 88119                                              | BAKER UTILITY SUPPLY                | SUPPLIES                      | 505-00-46901   | WATER MATERIALS EXPENSE    | 5,712.96          |
| <b>Department 00 - Non Departmental Total:</b>     |                                     |                               |                |                            | <b>26,122.09</b>  |
| <b>Fund 505 - WATER FUND Total:</b>                |                                     |                               |                |                            | <b>26,122.09</b>  |
| <b>Fund: 507 - AIRPORT FUND</b>                    |                                     |                               |                |                            |                   |
| <b>Department: 00 - Non Departmental</b>           |                                     |                               |                |                            |                   |
| 88159                                              | YORK TECHNICAL RESOURCES            | SERVICE                       | 507-00-44021   | AUTOMATING WEATHER REP...  | 2,409.76          |
| <b>Department 00 - Non Departmental Total:</b>     |                                     |                               |                |                            | <b>2,409.76</b>   |
| <b>Fund 507 - AIRPORT FUND Total:</b>              |                                     |                               |                |                            | <b>2,409.76</b>   |

## Expense Approval Report

Payable Dates: 2/11/2026 - 2/24/2026 Post Dates: 2/11/2026 - 2/24/2026

| Payment Number                                 | Vendor Name               | Description (Item) | Account Number | Account Name               | Amount              |
|------------------------------------------------|---------------------------|--------------------|----------------|----------------------------|---------------------|
| <b>Fund: 510 - CEMETERY FUND</b>               |                           |                    |                |                            |                     |
| <b>Department: 00 - Non Departmental</b>       |                           |                    |                |                            |                     |
| 88153                                          | TEXAS INDUSTRIAL SERVICES | SERVICE            | 510-00-44010   | BUILDING & GROUNDS MAIN... | 19.45               |
| 88153                                          | TEXAS INDUSTRIAL SERVICES | SERVICE            | 510-00-46040   | UNIFORM EXPENSE            | 64.12               |
| 88153                                          | TEXAS INDUSTRIAL SERVICES | SERVICE            | 510-00-44010   | BUILDING & GROUNDS MAIN... | 19.45               |
| 88153                                          | TEXAS INDUSTRIAL SERVICES | SERVICE            | 510-00-46040   | UNIFORM EXPENSE            | 64.12               |
| 88122                                          | CENTURYLINK               | WOODBINE CEMETERY  | 510-00-47160   | UTILITIES                  | 97.49               |
| <b>Department 00 - Non Departmental Total:</b> |                           |                    |                |                            | <b>264.63</b>       |
| <b>Fund 510 - CEMETERY FUND Total:</b>         |                           |                    |                |                            | <b>264.63</b>       |
| <b>Grand Total:</b>                            |                           |                    |                |                            | <b>1,063,226.32</b> |

## Report Summary

## Fund Summary

| Fund                            | Expense Amount      | Payment Amount      |
|---------------------------------|---------------------|---------------------|
| 101 - GENERAL FUND              | 245,911.49          | 245,911.49          |
| 209 - FIRE FUND                 | 16,463.62           | 16,463.62           |
| 211 - LAW ENFORCEMENT ASST FUND | 50,410.00           | 50,410.00           |
| 217 - RECREATION FUND           | 19,546.12           | 19,546.12           |
| 300 - CAPITAL IMPROVEMENT FUND  | 700,240.39          | 700,240.39          |
| 503 - WASTE WATER FUND          | 372.74              | 372.74              |
| 504 - SOLID WASTE FUND          | 1,485.48            | 1,485.48            |
| 505 - WATER FUND                | 26,122.09           | 26,122.09           |
| 507 - AIRPORT FUND              | 2,409.76            | 2,409.76            |
| 510 - CEMETERY FUND             | 264.63              | 264.63              |
| <b>Grand Total:</b>             | <b>1,063,226.32</b> | <b>1,063,226.32</b> |

## Account Summary

| Account Number | Account Name           | Expense Amount | Payment Amount |
|----------------|------------------------|----------------|----------------|
| 101-02-47120   | COPIER LEASE           | 124.15         | 124.15         |
| 101-03-44041   | EQUIPMENT MAINTENA...  | 2,247.90       | 2,247.90       |
| 101-03-45020   | LEGAL SERVICES         | 7,139.94       | 7,139.94       |
| 101-03-46010   | OFFICE SUPPLIES        | 13.50          | 13.50          |
| 101-03-47150   | COMMUNICATION EXPE...  | 274.65         | 274.65         |
| 101-03-47160   | UTILITIES              | 58.41          | 58.41          |
| 101-05-44030   | PARKS MAINTENANCE      | 3,628.13       | 3,628.13       |
| 101-05-45030   | PROFESSIONAL SERVICES  | 29,920.66      | 29,920.66      |
| 101-05-47123   | EQUIPMENT LEASES       | 323.87         | 323.87         |
| 101-06-44010   | BUILDING MAINTENANCE   | 236.42         | 236.42         |
| 101-06-44020   | MAINTENANCE CONTRA...  | 1,213.02       | 1,213.02       |
| 101-06-45030   | PROFESSIONAL SERVICES  | 121,866.32     | 121,866.32     |
| 101-06-45902   | ANIMAL SHELTER OPER... | 15,756.30      | 15,756.30      |
| 101-06-47150   | TELEPHONE/CELL PHONE   | 786.61         | 786.61         |
| 101-07-44041   | EQUIPMENT MAINTENA...  | 252.41         | 252.41         |
| 101-07-45900   | CONTRACTS              | 7,713.43       | 7,713.43       |
| 101-07-47040   | EMPLOYEE TRAINING      | 360.00         | 360.00         |
| 101-07-47150   | TELEPHONE              | 1,388.35       | 1,388.35       |
| 101-08-47120   | COPIER LEASE           | 249.12         | 249.12         |
| 101-08-47150   | TELEPHONE              | 94.65          | 94.65          |
| 101-09-46904   | PROGRAMS               | 300.00         | 300.00         |
| 101-09-47120   | RENT EQUIPMENT / MA... | 249.12         | 249.12         |
| 101-10-44020   | MAINTENANCE CONTRA...  | 590.15         | 590.15         |
| 101-10-47150   | TELEPHONE              | 814.06         | 814.06         |
| 101-10-47160   | UTILITIES              | 936.03         | 936.03         |
| 101-11-44020   | MAINTENANCE CONTRA...  | 222.14         | 222.14         |
| 101-11-47150   | TELEPHONE              | 299.23         | 299.23         |
| 101-11-47160   | UTILITIES              | 127.02         | 127.02         |
| 101-17-44041   | EQUIPMENT MAINTENA...  | 249.12         | 249.12         |
| 101-18-45903   | PROFESSIONAL SERVICES  | 6,865.17       | 6,865.17       |
| 101-18-45905   | IT EXPENSES            | 11,608.52      | 11,608.52      |
| 101-21-44010   | FACILITIES MAINT       | 28,333.89      | 28,333.89      |
| 101-21-44017   | FM FIRE                | 26.91          | 26.91          |
| 101-21-44019   | FM COA                 | 38.48          | 38.48          |
| 101-21-44020   | FM LIBRARY             | 30.84          | 30.84          |
| 101-21-44021   | FM GARAGE              | 281.18         | 281.18         |
| 101-21-45030   | PROFESSIONAL SERVICES  | 1,291.79       | 1,291.79       |
| 209-00-44041   | EQUIPMENT OPERATING... | 16,463.62      | 16,463.62      |
| 211-00-46900   | EXPENSE                | 50,410.00      | 50,410.00      |
| 217-00-46010   | SUPPLIES               | 19,546.12      | 19,546.12      |
| 300-00-46025   | AVTC GRANT             | 4,734.26       | 4,734.26       |
| 300-00-48191   | SIGNAGE RICHEY & BO... | 37,749.55      | 37,749.55      |
| 300-00-48373   | WATER VEHICLE          | 67,730.00      | 67,730.00      |

**Account Summary**

| Account Number      | Account Name           | Expense Amount      | Payment Amount      |
|---------------------|------------------------|---------------------|---------------------|
| 300-00-48535        | VEHICLE WW             | 42,855.00           | 42,855.00           |
| 300-00-48736        | RUNWAY 4/22 REHAB D... | 6,862.30            | 6,862.30            |
| 300-00-48763        | NEW WATER WELL ENG...  | 540,309.28          | 540,309.28          |
| 503-00-47150        | TELEPHONE              | 372.74              | 372.74              |
| 504-00-43030        | GASOLINE & OIL EXPENSE | 752.69              | 752.69              |
| 504-00-44020        | MAINT CONTRACTS        | 124.15              | 124.15              |
| 504-00-44040        | VEHICLE MAINTENANCE    | 123.79              | 123.79              |
| 504-00-46040        | UNIFORM EXPENSE        | 337.63              | 337.63              |
| 504-00-46903        | GRAFFITI REMOVAL       | 56.08               | 56.08               |
| 504-00-47150        | TELEPHONE              | 91.14               | 91.14               |
| 505-00-44010        | BUILDING MAINTENANCE   | 5,681.87            | 5,681.87            |
| 505-00-46040        | UNIFORM EXPENSE        | 408.86              | 408.86              |
| 505-00-46901        | WATER MATERIALS EXP... | 19,925.46           | 19,925.46           |
| 505-00-47160        | UTILITIES              | 105.90              | 105.90              |
| 507-00-44021        | AUTOMATING WEATHER...  | 2,409.76            | 2,409.76            |
| 510-00-44010        | BUILDING & GROUNDS ... | 38.90               | 38.90               |
| 510-00-46040        | UNIFORM EXPENSE        | 128.24              | 128.24              |
| 510-00-47160        | UTILITIES              | 97.49               | 97.49               |
| <b>Grand Total:</b> |                        | <b>1,063,226.32</b> | <b>1,063,226.32</b> |

**Project Account Summary**

| Project Account Key | Expense Amount      | Payment Amount      |
|---------------------|---------------------|---------------------|
| **None**            | 1,063,226.32        | 1,063,226.32        |
| <b>Grand Total:</b> | <b>1,063,226.32</b> | <b>1,063,226.32</b> |



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*Solutions for today... Vision for tomorrow*

February 16, 2026

Ms. Gabrielle Cronopulos,  
Chief Procurement Officer  
City of Artesia  
P.O. Box 1310  
Artesia, New Mexico 88210

Re: **Bid No. COA-25-0007**  
**The Legends Subdivision – Unit One Project**  
**Artesia, NM**

Dear Ms. Cronopulos:

As you know, bids were opened for the above-referenced project on Thursday, February 12, 2026. The City received two (2) competitive bids. Bids were submitted by Constructors, Inc. of Carlsbad, NM and J&H Services, Inc. of Albuquerque, NM. The bid amounts are summarized on the attached bid tabulation sheet. The sign-in sheet for the bid opening is attached as well. The bids were reviewed by me for completeness and mathematical accuracy. The lowest, responsive bid was submitted by Constructors, Inc. with a bid amount of \$2,699,741.00 (plus gross receipts tax).

Constructors, Inc. is a registered Contractor in the State of New Mexico with active classifications GA-98, GB-98, GF-01, GF-03, GF-04, GF-05, GF-06, and GF-09 operating under license number 1585. The bid submitted by Constructors, Inc. listed the subcontractors and suppliers that will work on this project. Each is licensed in the State of New Mexico with the appropriate classification to perform their nature of work. The Surety for the 5% Bid Bond included in the bid submitted by Constructors, Inc. is Western Surety Co.

The basis of award for this project is the lowest, complete, and responsive bid submitted by a qualified, licensed Contractor in the State of New Mexico. Therefore, after reviewing the submitted bids, Smith Engineering Co. recommends the contract be awarded to Constructors, Inc. of Carlsbad, NM for the bid total amount, including gross receipts tax, of \$2,906,157.80.

Please feel free to call with any questions or comments.

Sincerely,  
Smith Engineering Co.

*Scott Hicks*

Scott Hicks, PE  
Project Engineer



**City of Artesia**  
**The Legends Subdivision - Unit One**  
**Bid Tabulation**  
**Bid Opening Date: February 12, 2026**



| BID SCHEDULE                 |                                                               |       |                    | ENGINEER'S ESTIMATE   |                | CONSTRUCTORS, INC.    |                | J&H SERVICES, INC.    |                |
|------------------------------|---------------------------------------------------------------|-------|--------------------|-----------------------|----------------|-----------------------|----------------|-----------------------|----------------|
| ITEM NO.                     | ITEM DESCRIPTION                                              | UNIT  | ESTIMATED QUANTITY | UNIT COST (\$/UNIT)   | ITEM COST (\$) | UNIT COST (\$/UNIT)   | ITEM COST (\$) | UNIT COST (\$/UNIT)   | ITEM COST (\$) |
| 1                            | Demolition/Removals                                           | LS    | 1                  | \$10,000.00           | \$10,000.00    | \$5,000.00            | \$5,000.00     | \$32,000.00           | \$32,000.00    |
| 2                            | Clear & Grub/Earthwork                                        | LS    | 1                  | \$75,000.00           | \$75,000.00    | \$145,000.00          | \$145,000.00   | \$78,000.00           | \$78,000.00    |
| 3                            | Subgrade Prep 6"                                              | SY    | 21,000             | \$3.50                | \$73,500.00    | \$3.70                | \$77,700.00    | \$2.25                | \$47,250.00    |
| 4                            | Base Course 6"                                                | SY    | 21,000             | \$12.50               | \$262,500.00   | \$10.00               | \$210,000.00   | \$10.30               | \$216,300.00   |
| 5                            | Prime Coat Material                                           | SY    | 12,000             | \$1.00                | \$12,000.00    | \$0.45                | \$5,400.00     | \$1.70                | \$20,400.00    |
| 6                            | HMA SP-IV Complete - 2.5" Thick                               | SY    | 12,000             | \$20.00               | \$240,000.00   | \$15.00               | \$180,000.00   | \$17.40               | \$208,800.00   |
| 7                            | Geogrid Base Reinforcement                                    | SY    | 12,000             | \$3.50                | \$42,000.00    | \$2.65                | \$31,800.00    | \$7.00                | \$84,000.00    |
| 8                            | Mountable Concrete 24" Curb and Gutter                        | LF    | 5,800              | \$45.00               | \$261,000.00   | \$44.00               | \$255,200.00   | \$46.00               | \$266,800.00   |
| 9                            | Concrete Valley Gutter 6" x 36"                               | LF    | 180                | \$85.00               | \$15,300.00    | \$90.00               | \$16,200.00    | \$68.00               | \$12,240.00    |
| 10                           | Flush Concrete Ribbon Curb                                    | LF    | 160                | \$40.00               | \$6,400.00     | \$35.00               | \$5,600.00     | \$64.00               | \$10,240.00    |
| 11                           | 6" Concrete Fillet w/Ramp Type "A"                            | EA    | 14                 | \$6,000.00            | \$84,000.00    | \$6,300.00            | \$88,200.00    | \$9,960.00            | \$139,440.00   |
| 12                           | Concrete Alley Pad 6"                                         | SY    | 430                | \$175.00              | \$75,250.00    | \$180.00              | \$77,400.00    | \$193.00              | \$82,990.00    |
| 13                           | 8" HDPE Waterline (DR-17, IPS)                                | LF    | 3,200              | \$70.00               | \$224,000.00   | \$65.00               | \$208,000.00   | \$58.00               | \$185,600.00   |
| 14                           | 16" HDPE Waterline (DR-17, IPS)                               | LF    | 970                | \$100.00              | \$97,000.00    | \$120.00              | \$116,400.00   | \$104.00              | \$100,880.00   |
| 15                           | 1" Water Service Lateral Connection                           | EA    | 74                 | \$2,000.00            | \$148,000.00   | \$1,950.00            | \$144,300.00   | \$2,200.00            | \$162,800.00   |
| 16                           | 8" Gate Valve w/ Valve Box                                    | EA    | 10                 | \$6,000.00            | \$60,000.00    | \$6,600.00            | \$66,000.00    | \$4,300.00            | \$43,000.00    |
| 17                           | 16" Gate Valve w/ Valve Box                                   | EA    | 2                  | \$20,000.00           | \$40,000.00    | \$25,000.00           | \$50,000.00    | \$24,000.00           | \$48,000.00    |
| 18                           | Fire Hydrant Assembly. Incl. 6" Valve w/Valve Box             | EA    | 6                  | \$12,000.00           | \$72,000.00    | \$13,500.00           | \$81,000.00    | \$11,850.00           | \$71,100.00    |
| 19                           | 8" Sanitary Sewer Line (SDR35) 0'-6'                          | LF    | 2,600              | \$65.00               | \$169,000.00   | \$62.00               | \$161,200.00   | \$60.00               | \$156,000.00   |
| 20                           | 4" PVC SCH 40 - Sanitary Sewer Service Connection and Lateral | EA    | 74                 | \$1,500.00            | \$111,000.00   | \$1,300.00            | \$96,200.00    | \$2,000.00            | \$148,000.00   |
| 21                           | 4' Diameter Sanitary Sewer Sewer Manhole (0'-6')              | EA    | 7                  | \$12,000.00           | \$84,000.00    | \$12,500.00           | \$87,500.00    | \$14,300.00           | \$100,100.00   |
| 22                           | 4" PVC Sanitary Sewer Cleanout (single)                       | EA    | 2                  | \$1,500.00            | \$3,000.00     | \$1,600.00            | \$3,200.00     | \$1,800.00            | \$3,600.00     |
| 23                           | Connect to Existing Water Line (Hot Tap)                      | EA    | 1                  | \$18,000.00           | \$18,000.00    | \$25,000.00           | \$25,000.00    | \$22,600.00           | \$22,600.00    |
| 24                           | Connect to Existing Sewer Line                                | EA    | 2                  | \$7,500.00            | \$15,000.00    | \$11,500.00           | \$23,000.00    | \$3,500.00            | \$7,000.00     |
| 25                           | Manhole Adjustment and Concrete Collar Replacement            | EA    | 1                  | \$2,000.00            | \$2,000.00     | \$5,000.00            | \$5,000.00     | \$2,500.00            | \$2,500.00     |
| 26                           | Dry Utility Trenching                                         | LF    | 5,000              | \$25.00               | \$125,000.00   | \$30.00               | \$150,000.00   | \$34.00               | \$170,000.00   |
| 27                           | Hot Thermoplastic Pavement Marking Stripe 24" - White         | LF    | 108                | \$12.00               | \$1,296.00     | \$12.00               | \$1,296.00     | \$115.00              | \$12,420.00    |
| 28                           | Stop Sign Including Steel Post and Base Post                  | EA    | 9                  | \$1,000.00            | \$9,000.00     | \$905.00              | \$8,145.00     | \$1,400.00            | \$12,600.00    |
| 29                           | Traffic Control Management/Devices                            | LS    | 1                  | \$5,000.00            | \$5,000.00     | \$5,000.00            | \$5,000.00     | \$38,500.00           | \$38,500.00    |
| 30                           | Materials Testing Allowance                                   | ALLOW | 1                  | \$60,000.00           | \$60,000.00    | \$60,000.00           | \$60,000.00    | \$60,000.00           | \$60,000.00    |
| 31                           | NPDES Permitting and SWPPP Preparation and Implementation     | LS    | 1                  | \$10,000.00           | \$10,000.00    | \$11,000.00           | \$11,000.00    | \$9,600.00            | \$9,600.00     |
| 32                           | Mobilization/Demobilization                                   | LS    | 1                  | \$200,000.00          | \$200,000.00   | \$250,000.00          | \$250,000.00   | \$185,000.00          | \$185,000.00   |
| 33                           | Construction Staking by Contractor                            | LS    | 1                  | \$40,000.00           | \$40,000.00    | \$50,000.00           | \$50,000.00    | \$110,000.00          | \$110,000.00   |
| SUBTOTAL BID                 |                                                               |       |                    | \$2,650,246.00        |                | \$2,699,741.00        |                | \$2,847,760.00        |                |
| GROSS RECEIPTS TAX @ 7.6458% |                                                               |       |                    | \$202,632.51          |                | \$206,416.80          |                | \$217,734.03          |                |
| <b>TOTAL BID AMOUNT:</b>     |                                                               |       |                    | <b>\$2,852,878.51</b> |                | <b>\$2,906,157.80</b> |                | <b>\$3,065,494.03</b> |                |

**Public Bid Opening**  
**City of Artesia**  
**The Legends Subdivision – Unit One**  
**February 12, 2026**  
**2:00 pm**

| Name/Company                     | Email Address              |
|----------------------------------|----------------------------|
| TYLER KOCH - J&H SERVICES        | tyler@jhservicesinc.com    |
| JESUS FIERRO - Constructors, Inc | jfierra@ciconstructors.com |
| Gabry Aranzales                  | -                          |
| John Anguiano                    | COA                        |
| Scott Hicks                      | Smith Eng.                 |
|                                  |                            |
|                                  |                            |
|                                  |                            |
|                                  |                            |
|                                  |                            |



**CITY OF ARTESIA**  
**Community Development Department**

**MEMORANDUM**

TO: Mayor Henry and City Council

FROM: Byron Landfair, Infrastructure Director  
Anna Iglesias, City Planner

DATE: March 17th, 2026

SUBJECT: Consideration and recommendation of Case No. 26-04,  
Zone Change from "R1-B" Single Family District to "C"  
Commercial

**Case No. 26-04**

Request: Consideration and recommendation of Case No. 26-04, Zone  
Change from "R1-B" Single Family District to "C" Commercial

Location: 2 lots W Of 1206 W Hermosa Dr and 1 lot W of 1209 W Sears

Legal: Lots 22, 23 & 24 of Block 6, Fairacres (Blocks 1 Thru 6), Quarter:  
SW S: 17 T: 17S R: 26E

Owners: BRAD YOUNG

**ACTION: TO RECOMMEND APPROVAL OR DENIAL OF THE  
REQUEST**

The applicant is requesting a Zone Change from "R1-B" Single Family District to "C" Commercial on approximately 0.609 combined acres more or less. The properties are located on the Northeast corner of the 13<sup>th</sup> Street and Hermosa Avenue intersection.

The properties were used as extra parking for the Church of Christ and are in the process of being purchased pending approval of the zone change. The future land use map of the comprehensive plan designates the site as Institutional.

The future owners are planning to build a spa/professional space which a "spa" is only permitted on a type "C" Commercial District.

The property is within Zone X of the FEMA Flood Insurance Rate Map, meaning that there is minimal flood hazard in the area.

Staff is in support of this zoning district designation request. Planning and Zoning Commission recommended approval on their regular February 18<sup>th</sup>, 2026 meeting.

**CITY OF ARTESIA - BUILDING PERMIT**  
DEPARTMENT OF BUILDING PERMITS & INSPECTION  
15 E Compress Rd, Artesia NM 88210  
**Permit #: 20260022**

Project Address: W. of 1206 W. Hermosa Dr. Permit Type: Zone Change

Project Description: Zone Change from R1B to Commercial

Name of Owner: Church of Christ Date Issued: 01/20/2026

Contractor: Home Owner License #: 360870

Subdivision: Lot:

Block:

Zoning Classification: Occupancy Use:

Construction Type:

Building Classification: Residential Square Feet:

Flood Zone: X

Building Official: Don Plotner Project Valuation: 0

Permit Fee: \$300.00

  
\_\_\_\_\_  
Building Official - City of Artesia

\_\_\_\_\_  
Final Inspection

\_\_\_\_\_  
Date



# City of Artesia

## Application for a Zone Change

Type or Print in BLACK or BLUE ink only:

1. B. Young Properties LLC Address 2209 W. Hermosa dr.  
Property Owner's Name City/State/Zip Artesia, N.M. 88210  
Phone # 575-365-7393

2. Brad Young Address \_\_\_\_\_  
Property Owner's Name City/State/Zip \_\_\_\_\_  
Phone # \_\_\_\_\_

CASE No.

210-04

DATE:

1/24/2026

Flood Zone:

X

\$300

Application  
fee ☒

Agent's Name

Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Phone # \_\_\_\_\_

Current Zoning District:

R-1B

Proposed Zoning District:

C commercial

Address and Legal Description of Proposed Zone Change Area: (Lot/Block/Subdivision, or ¼ ¼ Section-Township/Range)

W 1206 W. Hermosa Dr. Fair Acres (Blks 1 Thru 6)  
Lots 22, 23 and 24

Reason for the Request: (Please attach extra sheet if necessary)

Change from R-1B to Commercial  
To build spa/professional spaces

Proposed Zone Change Area:  
(1 acre = 43,560 square foot)

Sq. Ft. 26,518

Acres \_\_\_\_\_

### FUTURE LAND USE PLAN

☐ Residential ☒ Commercial ☐ Industrial ☐ Public  
☐ Park & Open Space ☐ Religious Institution ☐ Cemetery ☐ Mix Use  
☐ Mobile Home ☐ Hospital ☐ Parking ☐ Undetermined

SHADED AREA FOR STAFF ONLY

*By signing this document, I acknowledge that I have been informed of the dates, times, and locations of the meetings for the Planning and Zoning Commission and City Council and that I and/or my agent shall attend the meetings in order to fulfill the requirements of this application.*

Brad Young

1. Property Owner's Signature

2. Property Owner's Signature

Agent's Signature

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[illegible]

**02/07/2025 - 02/23/2025**

**RESOLUTION 1939**

**A RESOLUTION PROVIDING FOR BUDGET ADJUSTMENTS TO THE 2025-2026  
BUDGET**

**WHEREAS**, the Governing Body wishes to adjust the 25-26 budget, and

**WHEREAS**, there are sufficient reserves,

**NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY** of the City of  
Artesia that there are adjustments to the 2025-2026 budget that need to be made as listed in  
Exhibit A

**NOW BE IT ALSO RESOLVED** to submit the budget adjustments to DFA for inclusion in the  
2025-2026 budget.

**PASSED, ADOPTED, and APPROVED** this 24<sup>th</sup> day of February 2026.

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Jonathon Henry, Mayor

ATTEST:

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Summer Valverde, City Clerk/Treasurer



Budget Adjustments Resolution  
Exhibit A

Revenues:

Total -

Expenditures:

101-18-45905 IT EXPENSES 144,500.00

Total 144,500.00

Transfers:

Total -