

Regular Meeting of the Finance Committee
City Hall – Large Conference Room
425 N. Richardson Ave.
Thursday, August 7, 2025, at 2:00 PM

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

ROLL CALL

The meeting convened at 2:00 pm with Councilor Corn presiding. Councilor Cavin, Councilor Heldenbrand, Councilor Johnson, and Councilor Halvorson are present.

STAFF PRESENT

Becky Hicks, Naomi Steward, Andrew Valadez, Justin Jones, Enid Costley, Teri Best, TJ Conyers, Alison Herring, Mac Rogers, Caroline Brooks, Angela Garcia, Amalia Martinez, Chad Cole, Albert Aldana, Abraham Chaparro, Brittany Shannon, Jeff Bechtel, Cloe Medrano, James MacCornack, Randy Bunch, Steve Chavez, Derek Washichek, Hess Yntema, Bobbi Thompson, Mike Mathews, Mayor Tim Jennings, Lance Bateman, and Cristina Arnold.

GUESTS PRESENT

Elaine Mayfield with Lodger's Tax-Kennel Club and Galacticon, John Erard with Horseshoe Nail Brigade, Jennifer Zapata with Roswell Symphony Orchestra, Barbara Gomez with MainStreet Roswell, Judy Scharmer with True Business Solutions, Karl Jindra, Julius Smith, Terri Harber with Roswell Daily Record.

GUESTS ON-LINE

Rita Kane-Doerhoefer, Capi, Councilor A. Moore, Greg Gibson with TA, 19 Guests, Holly, JD, Jessica Parham, jparham, S. Bell, S H, 2 User1, and Zach S.

APPROVAL OF AGENDA

Councilor Heldenbrand made a motion to approve the agenda for July 3, 2025. Councilor Halvorson was the second. The motion passed 5-0.

FLOOD PLANNING AND UPDATES

Mac Rogers gave an update on the insurance claims.

BUDGET PLANNING

1. Roswell Fire Department – Roswell Department – Strategic Vision and Investment Plan. Chief Steve Chavez presented this item.

The department stands at a crossroads of tradition and transformation. The Roswell Fire Department has long been a proud, professional institution, staffed by some of the most dedicated firefighters, paramedics, and officers in the region. We serve not only as first responders but also as protectors, educators, technicians, and neighbors. This document represents more than a

spending plan; it is our roadmap—a unified vision of where we are, where we must go, and how we plan to get there. Our mission is clear: to deliver the highest level of fire, rescue, and emergency medical services with integrity, efficiency, and compassion. With this plan, we respectfully seek your partnership in building a fire department capable of meeting the demands of a growing city, supporting the safety and well-being of our personnel, and moving Roswell closer to becoming one of the most prepared, cohesive, and resourceful departments in the state—a team grounded in trust, seamless coordination, and a shared commitment to leveraging every asset in service of our community. He discussed how the Strategic Vision outlines the Roswell Fire Department's three-year roadmap for enhancing emergency response capability, firefighter safety, operational efficiency, and long-term sustainability. It details key initiatives, including pursuing ISO Class 1 certification, launching a city-operated ambulance service, upgrading critical apparatus and equipment, addressing fire station infrastructure needs, improving firefighter wellness, and implementing strategic staffing. The goal is to present a comprehensive overview of department priorities and funding requirements in language accessible to all city stakeholders.

ACTION ITEMS

2. Consider recommending authorization to issue a PO for renewal of the contract for the professional services of temporary dispatchers to assist in the staffing issues of Consolidated Dispatch in the amount of \$330,000. Item initiated by Teri Best.

Contracted dispatchers have been supporting Consolidated Dispatch during a period of critical staffing levels. Newly hired dispatchers are anticipated to complete training to work independently in or around January of 2026. Current contract expires in August 2025.

Councilor Johnson made a motion to authorize to issue of a PO for renewal of the contract for the professional services of temporary dispatchers to assist in the staffing issues of Consolidated Dispatch in the amount of \$330,000 to the consent agenda. Councilor Cavin was the second, and the motion passed 5-0.

3. Consider the recommendation of approval for RFD to move forward on the implementation of the RFD ambulance service proposal. Randy Bunch presented this item.

The Roswell Fire Department (RFD) is proposing to establish a fully operational ambulance transport service under the authority of the department. This move is intended to enhance emergency medical services within the city by improving response times, expanding service capabilities, and ensuring greater continuity of care from incident to hospital. To begin this process, RFD is requesting permission to move forward with the necessary steps to implement the service, including the authority to research, select, and purchase ambulances, medical equipment, and supplies required to operate the transport service at a foundational level. This initiative is part of RFD's long-term strategic plan to meet the evolving needs of the community and to ensure that the highest level of care is available to Roswell residents and visitors. City staff recommends approval to allow the Roswell Fire Department to begin the implementation phase of the ambulance transport service, including the authority to initiate necessary purchases and planning

actions. This step is essential to improve the city's emergency medical response capabilities and align with modern public safety standards.

Councilor Halvorson made a motion to consider the recommendation of approval for RFD to move forward on the implementation of the RFD ambulance service proposal on the consent agenda. Councilor Cavin was the second, and the motion passed 5-0.

4. Consider recommending approval to issue a purchase order to Southwest Ambulance Sales for a total of eight (8) new ambulances to support the implementation of ambulance transport services. This purchase includes five (5) Type I ambulances and three (3) Type III ambulances. Total purchase price is \$1,778,782.49. Randy Bunch presented this item

The acquisition of reliable and mission-ready ambulances is critical. Based on operational needs and deployment models, the department is proposing the purchase of: Five (5) Type I Ambulances at \$235,984.00 each- Three (3) Type III Ambulances at \$199,620.83 each - Total: \$1,778,782.49

These units are new builds with full warranty and delivery timelines guaranteed prior to May 2026. The Type I ambulances are best suited for high-volume response and inter-facility transport, while the Type III units will support backup and station-specific response needs. Quotes from vendors are attached to this proposal, reflecting the per-unit cost for each type. The combination of Type I and Type III units will allow the department to meet both frontline and support demands as we transition to a transporting EMS model. The selected vendor can meet our delivery timeline.

Councilor Heldenbrand made a motion to approve the purchase order to Southwest Ambulance Sales in the amount of \$1,778,782.49 to be placed on the consent agenda. Councilor Halvorson was the second, and the motion passed 5-0.

5. Consider recommending approval to issue a purchase order in the amount of \$86,526.03 to Code 3 Services for the purchase and installation of radio equipment necessary for ambulance communications. Randy Bunch presented this item.

As part of the planned implementation of the Roswell Fire Department (RFD) ambulance transport service, it is critical that each ambulance be fully outfitted with mobile and portable radio equipment. This will ensure direct and reliable communication with the City of Roswell Dispatch, receiving hospitals, and other responding agencies. Effective and immediate communication is essential for coordinating emergency response, ensuring firefighter and paramedic safety, and delivering high-quality patient care.

Councilor Cavin made a motion recommending approval to issue a purchase order in the amount of \$86,526.03 to Code 3 Services for the purchase and installation of radio equipment necessary for ambulance communications to be placed on the consent agenda. Councilor Johnson was the second, and the motion passed 5-0.

6. Consider recommending approval of issuing a purchase order to Howe Medical in the amount of \$763,099.92 for eight (8) gurneys and eight (8) cardiac monitors. Randy Bunch presented this item.

Purchase gurneys and cardiac monitors for new ambulances to make the units transport-capable. In order for the fire department to maintain its Advanced Life Support program throughout the state of NM, this equipment is a requirement for the treatment and transport of patients.

Councilor Johnson made a motion to recommend approval of issuing a purchase order to Howe Medical in the amount of \$763,099.92 for eight (8) gurneys and eight (8) cardiac monitors to be placed on the consent agenda. Councilor Heldenbrand was the second, and the motion passed 5-0.

7. Consider approving and sending to the full Council Resolution 25-XX Financial Support for Roswell Transit FY2027. Becky Hicks presented this item.

NMDOT requires a Resolution of Financial Support every year in August for the following Fiscal Year. The budget that we are submitting to NMDOT for FY2027 includes \$952,171.12 in financial support from the City of Roswell.

Councilor Halvorson made a motion approving and sending to the full Council Resolution 25-XX Financial Support for Roswell Transit FY2027 to the consent agenda. Councilor Cavin was the second, and the motion passed 5-0.

8. Resolution 25-XX Disposal of Certain Surplus Personal Property - consider recommending adoption of Resolution 25-XX to dispose of certain surplus personal property listed on the attachment. Becky Hicks presented this item.

This request covers old/obsolete equipment and vehicles currently owned by the City of Roswell. Exhibit A: Items valued at less than \$2,500. This list includes vehicles and equipment that have been either totaled by insurance or deemed ready for auction because the needed repairs exceed the asset value. Exhibit B: Items valued at more than \$2,500. This list includes vehicles and equipment that have been either totaled by insurance or deemed ready for auction because they are in a state of disrepair and have exceeded their life expectancy.

Councilor Johnson brought up an item that is a capital fixed asset, a 2009 Dodge Charger that could not be located. Also, two Remington semi-automatic 11-87s that were sold and are still on our list. Becky Hicks will work closely with Chad Cole on the three items discussed.

Councilor Halvorson made a motion to approve Resolution 25-XX to dispose of certain surplus personal property on the consent agenda. Councilor Cavin was the second, and the motion passed 5-0.

9. Consider approval to purchase two CDL buses from the City of Roswell budget and the Federal budget from Creative Bus Sales, Model 1, using State of Oklahoma Contract SW0797C. Beck Hicks presented this item.

The NMDOT has been saving insurance funds for the City of Roswell from wrecked buses. At this time, they are holding \$114,837.33 in insurance funds that they are willing to apply to our portion of the new buses. They have already agreed to pay the city portion of the FY2025 non-

CDL bus order that was placed last year in the amount of \$39,638.60. The balance remaining of the extra funds is \$75,198.73. This year's City cost to order two new CDL buses is \$83,286.80. The overage cost of \$8,088.07 will be transferred from our Fuel account in our current FY2026 budget that was already approved by the Council.

Councilor Heldenbrand made a motion to approve two CDL buses from the City of Roswell budget and the Federal budget from Creative Bus Sales, Model 1, using the State of Oklahoma Contract to be placed on the consent agenda. Councilor Cavin was the second the motion passed 5-0.

10. Consider the recommendation of Resolution 25-XX for support of the application to the New Mexico Water Trust Board for the large-diameter water line replacement project. Andrew Valadez presented this item.

The City of Roswell Utility Department has identified a potential large-diameter replacement project for the 36-inch diameter transmission line on Montana, from 19th Street to 8th Street. This line has had multiple leaks in the past few years and is also identified in the current Water Master Plan as a priority replacement project. It is proposed to apply to the Water Trust Board for a \$10,000,000 project to replace this line.

Councilor Cavin made a motion to consider the recommendation of Resolution 25-XX for support of the application to the New Mexico Water Trust Board for the large-diameter water line replacement project. Councilor Halvorson was the second, and the motion passed 5-0

11. Consider recommending approval of the FY26 Solid Waste Purchasing Authorization Request. Debbie Reyer presented this item.

This request covers proposed purchasing authorizations for Solid Waste. The purchasing authorization is a “not to exceed” number for each vendor. This will allow us to streamline the purchasing process and make purchases in a timelier manner. If we get close to the “not to exceed” amount, a change order will come back to the Committee/City Council for approval. The Finance Officer has approved this concept and will continue to be the check and balance with all purchase orders issued under this authorization.

Councilor Heldenbrand made a motion for approval of the FY26 Solid Waste Purchasing Authorization Request to be placed on the consent agenda. Councilor Cavin was the second, and the motion passed 5-0.

12. Recommending Award of RFQ for Environmental Monitoring, Reporting & Support Services to Parkhill in the amount of \$145,949.04, which includes GRT. Abraham Chaparro presented this item.

Bids received on July 25th, 2025, for the services have been reviewed. Two bids were received, with two being non-responsive. Parkhill - \$145,949.04 | Souder, Miller & Associates - \$134,976.44 | MoulzenCorbin - No Response | HDR Inc. - No Response

Councilor Johnson made a motion to award of RFQ for Environmental Monitoring, Reporting & Support Services to Parkhill in the amount of \$145,949.04, to be placed on the consent agenda. Councilor Halvorson was the second, and the motion passed 5-0.

13. Consider recommending authorization for PO approval to CES in the amount of \$636,261.53 for Roswell Airfield Temporary Barrier for the National Championship Air Races. Bobbi Thompson presented this item.

The TSA has required additional security fencing for the National Championship Air Races in September to enhance safety for attendees and participants. This fencing will help manage crowd access during the event. This project will utilize CES Contract Number 2023-08-C3115-ALL.

Councilor Heldenbrand made a motion to remove the word “Temporary” because this is a purchase. Councilor Halvorson was the second, and the motion passed 5-0.

Councilor Cavin made a motion to approve authorization for PO approval to CES in the amount of \$636,261.53 for the Roswell Airfield Barrier for the National Championship Air Races, as amended to the consent agenda. Councilor Johnson was the second, and the motion passed 4-1 with Councilor Heldenbrand voting no.

14. Consider recommending authorization for PO approval to Desert West in the amount of \$1,239,791.95 for micro surfacing for the main spectator area for the National Championship Air Races. Bobbi Thompson presented this item.

This will be the surface finish for the main spectator area at the National Championship Air Races in September. This project will be utilizing Eddy County RFP#24-02.

Councilor Halvorson made a motion to consider recommending authorization for PO approval to Desert West in the amount of \$1,239,791.95 for micro surfacing for the main spectator area for the National Championship Air Races to the consent agenda. Councilor Johnson was the second, and the motion passed 5-0.

15. Consider recommending authorization for PO approval to Desert West in the amount of \$591,035.68 for micro surfacing the pit area for the National Championship Air Races. Bobbi Thompson presented this item.

This will be the surface finish for the pit area at the National Championship Air Races in September. This project will be utilizing Eddy County RFP#24-02.

Councilor Johnson made a motion to consider recommending authorization for PO approval to Desert West in the amount of \$591,035.68 for micro surfacing the pit area for the National Championship Air Races to the consent agenda. Councilor Halvorson was the second, and the motion passed 5-0.

16. Consider recommending authorization for PO approval to Nieto Custom Builders in the amount of \$135,364.20 for roof repair to Building 1166. Bobbi Thompson presented this item.

Roof repair for Building 1166. The roof has shown significant signs of wear and tear, including multiple leaks and damaged shingles, which could lead to further structural issues if not addressed promptly. Quote was obtained using NM State Wide Price Agreement 30-00000-23-00070.

Councilor Cavin made a motion recommending authorization for PO approval to Nieto Custom Builders in the amount of \$135,364.20 for roof repair to Building 1166 to the consent agenda. Councilor Heldenbrand was the second, and the motion passed 5-0.

17. Consider recommending authorization for PO approval to Custom Construction II in the amount of \$1,062,510.80 for the demolition of Buildings 112 and 115. Bobbi Thompson presented this item.

Demolition of Buildings 112 and 115 is required due to the fire damage sustained at the Air Center, which rendered both buildings structurally unsound and unsafe for occupancy. The demolition will ensure the safety of the surrounding area and allow for future redevelopment. This project will be utilizing ITB-23-001 Building Demolitions.

Councilor Heldenbrand made a motion to consider recommending authorization for PO approval to Custom Construction II in the amount of \$1,062,510.80 for the demolition of Buildings 112 and 115 to the consent agenda. Councilor Halvorson was the second, and the motion passed 5-0.

Councilor Johnson requested an updated quote because the proposal date was over 30 days old. Councilor Heldenbrand amended his motion to recommend authorization for PO approval to Custom Construction II in the amount of \$984,756.40 with GRT for the demolition of Buildings 112 and 115 to the consent agenda with the updated quote. Councilor Halvorson was the second, and the motion passed 5-0.

Councilor Halvorson mentioned that the 250th anniversary of the United States is coming up in the next 11 months. Also, it would be the 100th anniversary of Robert H. Goddard. If the Mayor were interested in creating a task force to prepare for this event. Consider a task force to use the Lodger's Tax.

18. Consider the recommendation of the National Championship Air Races Lodgers' Tax Funding Request to the City Council in the amount of \$300,000 for marketing as outlined in their Memorandum of Understanding. Bobbi Thompson presented this item.

Following the highly anticipated, successful inaugural year in 2025, the National Championship Air Races (NCAR) will return to Roswell, New Mexico, for its 2nd annual event, solidifying Roswell's role as the new home for one of aviation's most prestigious spectacles. Held at the historic Roswell Air Center, the 2026 event is scheduled for September 9–13, continuing to elevate Roswell's profile on the national and international stage. Recognized globally as "The World's Fastest Motorsport," the NCAR combines competitive air racing with world-class aviation entertainment. The National Championship Air Races currently has a Memorandum of Understanding with the City of Roswell for funding of up to \$300,000 per year, subject to Occupancy Tax Board and Governing Body approval. Historical Lodgers' Tax Funding Data: Sponsorship FY2025- \$300,000.

After discussion with City Attorney, Hess Yntema. Councilor Heldenbrand made a motion to table this item. The motion passed was by unanimous consent.

19. Consider the recommendation of the Eastern New Mexico State Fair Lodgers' Tax Funding Request to City Council in the amount of \$20,000 for marketing, sanitation, and security, and open negotiations with the City of Roswell for sponsorship. Presented by Tommi Conyers.

The Eastern New Mexico State Fair (ENMSF) has been an annual event in Chaves County for over 100 years. This event begins with the parade on Monday, followed by five days of agricultural events, arts and crafts displays, a ranch rodeo competition, food and goods vendors, and a carnival. The Fair operates Monday through Saturday. The mission of ENMSF is to educate as well as entertain patrons from all over the region. In addition to live music from a variety of genres, performances from local groups, and contracted variety entertainers, ENMSF also showcases non-profit organizations and community resources. ENMSF hosts school groups for field trips, unique activities for our senior citizens, and exclusive access for individuals with special needs.

3 years of Historical Lodgers' Tax Funding Data: Marketing, sanitation, and security (with the old policy of 50% reimbursement)

FY2023-Awarded \$75,228.63-Expended \$24,249.93

FY2024-Awarded \$44,500-Expended \$38,908.11

FY2025-Awarded \$47,020-Expended \$35,213.10

Councilor Heldenbrand made a motion to approve for the Eastern New Mexico State Fair Lodgers' Tax Funding Request in the amount of \$20,000 for marketing, sanitation, and security, and open negotiations with the City of Roswell for sponsorship to the consent agenda. Councilor Cavin was the second and the motion passed 5-0.

20. Consider the recommendation of the Rio Pecos Kennel Club Lodgers' Tax Funding Request to City Council in the amount of \$3,997 for marketing, sanitation, and security. Presented by Tommi Conyers.

From their application: This will be the 72nd annual AKC All-Breed dog show held in Roswell with over 350 entries from all over New Mexico and the United States. Generally, about only 50 entries reside in the Roswell area. We have held the dog show at RIAC Park for about 26 years. Club members and participants own most equipment, generators, and tents used. About 30 RVs attend the show and park on the grounds, but all are self-contained since there are no amenities there. We hire 24-hour private security and custodial services, including porta-potties, which we include in the request for Lodgers' Tax Funding.

We have applied for and received Lodgers Tax Funding for many years. 3 years of Historical Lodgers' Tax Funding Data: Marketing, sanitation, and security.

FY2023- No request for funding

FY2024- No request for funding

FY2025- Awarded \$4,578- Expended \$2,021.32

Councilor Halvorson made a motion to approve the Rio Pecos Kennel Club Lodgers' Tax Funding Request in the amount of \$3,997 for marketing, sanitation, and security to the consent agenda. Councilor Cavin was the second and the motion passed 5-0.

21. Consider the recommendation of the Roswell Symphony Orchestra Lodgers' Tax Funding Request to City Council to open negotiations with the City of Roswell for sponsorship. Presented by Tommi Conyers.

From their application: The Roswell Symphony Orchestra's 2025–2026 concert season will include four full-orchestra performances hosted at the historic and prestigious New Mexico Military Institute (NMMI) in Roswell, NM. NMMI provides a stately and acoustically sound venue, ideal for professional symphonic performances and accessible to both the community and visiting guests.

Confirmed Concert Dates:

Opening Concert – Wednesday, October 1, 2025

Holiday Concert – Sunday, December 14, 2025

Spring Concert – Saturday, February 28, 2026

Season Finale – Saturday, April 18, 2026

3 years of Historical Lodgers' Tax Funding Data: Marketing, sanitation, and security.

FY2023- Awarded \$8,725- Expended- \$3,074.33

FY2024- Awarded \$8,860- Expended- \$4,16.49

FY2025- Awarded \$20,000- Expended \$16,812.05

Sponsorship FY2025- Awarded \$20,000

Councilor Halvorson made a motion to approve the Roswell Symphony Orchestra Lodgers' Tax Funding Request to open negotiation with the City of Roswell for sponsorship to the consent agenda. Councilor Cavin was the second and the motion passed 5-0.

22. Consider the recommendation of the Galacticon and Roswell Daily Record Funding Request to the City Council in the amount of \$20,000 for marketing, sanitation, and security. Presented by Tommi Conyers.

From their application: This is the fifth year that the Galacticon and the Roswell Daily Record have worked together to promote the Roswell UFO Festival, supporting the city's economy and tourism industry. After losing the Convention Center in October of 2024, we have held our activities downtown as part of the UFO Festival weekend. In 2025, the RDR supported the patriotic Aerial Drone Show for the public. The Galacticon was held in the Roswell UFO Museum Annex at 119 North Main in the former La-Z-Boy showroom, now owned by the Museum. We helped fund our part of the advertising and marketing of the event and plan to do so again.

3 years of Historical Lodgers' Tax Funding Data: Marketing, sanitation, and security.

FY2023- No record of application

FY2024- Did not apply as a joint effort
FY2025- Awarded \$20,000- Expended \$11,413.13

Councilor Heldenbrand made a motion to table this item. The motion passed by unanimous consent.

23. Consider the recommendation of the Galacticon Fair Lodgers' Tax Funding Request to the City Council to open negotiations with the City of Roswell for sponsorship. Presented by Tommi Conyers.

From their application: We are requesting sponsorship of a free-to-the-public attraction(s) to be held outside the Galacticon facility to draw people to all areas of the UFO Festival footprint. We will provide appropriate and family-friendly attractions for all ages. It will be open during the Galacticon hours and overseen by the Galacticon Director. This will be the third year we have requested sponsorship and received it in both previous years.

2 years of Historical Lodgers' Tax Funding Data: Sponsorship
FY2024- Awarded \$10,000- Expended \$7,414.88
FY2025- Awarded \$8,000- Expended \$3,700
FY2026- Requested \$8,000

Councilor Heldenbrand made a motion to table this item. The motion passed by unanimous consent.

24. Consider the recommendation of the Roswell Daily Record Lodgers' Tax Funding Request to City Council to open negotiations with the City of Roswell for sponsorship. Presented by Tommi Conyers.

From their application: Partner with the City of Roswell for an Independence Day Aerial show. An Aerial Spectacle is a visually stunning drone light show designed to draw locals and visitors alike for an unforgettable evening of entertainment. Utilizing state-of-the-art drone technology, the event features hundreds of synchronized, LED-equipped drones performing choreographed aerial displays set to music. The show highlights regional culture, landmarks, and themes through innovative sky-based storytelling. The event is family-friendly, free to the public, and held in an open outdoor venue to encourage wide attendance and maximize tourism impact. Complementary attractions- such as Main Street Roswell's live music, local food vendors, UFO Museum, and Galacticon, will enhance the visitor experience and extend overnight stays. that is free to the public and will be located in Downtown Roswell.

2 years of Historical Lodgers' Tax Funding Data: Sponsorship
FY2024- Awarded \$10,000- Expended \$10,000
FY2025- Awarded \$10,000- Expended \$10,000 (helped fund City of Roswell Drone Show for UFO Festival)

Councilor Heldenbrand made a motion to table this item. The motion passed by unanimous consent.

25. Consider the recommendation of the Roswell Invasion's Crash and Clash Wrestling Tournament Lodgers' Tax Funding Request to City Council to open negotiations with the City of Roswell for sponsorship. Presented by Tommi Conyers.

From their application: This tournament is held at Roswell High School at the end of the High School Rio Hondo Tournament. All planning and preparation are taken care of by the Roswell Invasion Wrestling Club. Wrestlers come in on Saturday for official weigh-ins prior to the start of the Novice tournament on Saturday evening and the qualifier tournament on Sunday.

2 years of Historical Lodgers' Tax Funding Data: Marketing, sanitation, and security (old policy of 50% reimbursement)
FY2024- No record of request
FY2025- Awarded \$1,250- Expended \$762.17

Councilor Heldenbrand made a motion to approve the Roswell Invasion's Crash and Clash Wrestling Tournament Lodgers' Tax Funding Request up to \$2,500 to the consent agenda. Councilor Halvorson was the second and the motion passed 5-0.

26. Consider the recommendation of the Roswell Community Little Theater Lodgers' Tax Funding Request to City Council in the amount of \$6,100 for marketing, sanitation, and security. Presented by Tommi Conyers.

From their application: Something Wicked this Way Comes will open August 29th at 7:30. We will have six performances of the play, Friday and Saturday nights at 7:30 and Sunday afternoons at 2:30. We are seeking funding for print advertising and mailing. The advertisements will be for the full season of four plays and two weeks out for the four plays of our regular season. New Lodgers' Tax event funding request. No historical data are available.

Councilor Halvorson made a motion to approve the Roswell Community Little Theater Lodgers' Tax Funding Request up to \$5,000 for marketing, sanitation, and security to the consent agenda. Councilor Heldenbrand was the second and the motion passed 5-0.

27. Consider the recommendation of the Not of This World Flag Football's Sling It Fling It Tournament Lodgers' Tax Funding Request to City Council in the amount of \$18,500 for marketing, sanitation, and security, and open negotiations with the City of Roswell for sponsorship. Presented by Tommi Conyers.

From their application: Sling it Fling it 2026 will be our 5th year as a local committee running this event. This is a flag football tournament that is held in Roswell, New Mexico. This is a 4 on 4 tournament that has brought in over 100 teams in previous years and is continuing to grow each year. The tournament is held Memorial Day Weekend.

3 years of Historical Lodgers' Tax Funding Data: Marketing, sanitation, and security
FY2023- Event organized by a different organization
FY2024- Event organized by a different organization

FY2025- Awarded \$19,000- Expended \$10,165.98

Councilor Heldenbrand made a motion to approve Not of This World Flag Football's Sling It Fling It Tournament Lodger's Tax Funding Request in the amount of \$18,500 for marketing, sanitation, and security, and open negotiations with the City of Roswell for sponsorship to the consent agenda. Councilor Cavin was the second and the motion passed 5-0.

28. Consider the recommendation of MainStreet Roswell for the UFO Festival Lodgers' Tax Funding Request to City Council in the amount of \$20,000 for marketing, sanitation, and security, and open negotiations with the City of Roswell for sponsorship.

From their application: Roswell is known for the UFO / AlienFest event. This event and Roswell are known statewide, nationally, and internationally as the UFO Capital of the world. This was evident in the number of people who attended and the number of local and national news stations that covered the event, from the Alien car to the UFO Parade. It was great to see the City of Roswell embrace the event and get in on the fun from merchants decorating their windows, wearing costumes, and inviting the overall public to have a nice cold drink of water. Pets were not left out with the annual Pet Costume contest held by the Galacticon to merchants putting out water on the sidewalk to hydrate our furry friends. Working collaboratively, the UFO Museum, MainStreet Roswell, Roswell Galacticon, Roswell Daily Record, Roswell Miniature Museum, Roswell Museum and the City of Roswell we were able to provide a unique experience that captured the essence of aliens and UFOs with a 7-block street festival, 2 stages, kid friendly fun such as the foam party, water slide & blow-ups in the Main Street district. This year, we added a car show and corn-hole competition. The Galacticon and Roswell Daily Record provided world-renowned speakers, vendors, hosted the Alien Car & sponsored the Drone Show, in coordination with the City of Roswell. Roswell Miniature Museum hosted the community created Trekstar installation using recycled materials. This event is unique due to the collaborative nature of the event that makes it an out of this world event!

3 years of Historical Lodgers' Tax Funding Data: Marketing, sanitation, and security
FY2023- Awarded \$32,476.00- Expended \$16,238.00 (old policy of 50% reimbursement)
FY2024- Awarded \$100,000- Expended \$88,741.01 (Collaboration between MSR and city)
FY2025- Awarded \$20,000- Expended \$20,000 (documentation for event due 8/6/2025)

Sponsorship

FY2024-Awarded \$60,000- Expended \$52,201.75
FY2025- Awarded \$50,000- Expended- \$50,000 (documentation for event due 8/6/2025)

Councilor Heldenbrand made a motion to table this item. The motion passed by unanimous consent.

29. Consider the recommendation of the Roswell Hispano Chamber Pinata Fest Lodgers' Tax Funding Request to City Council in the amount of \$20,000 for marketing, sanitation, and security, and open negotiations with the City of Roswell for sponsorship. Presented by Tommi Conyers.

From their application: The Roswell Hispano Chamber of Commerce's annual PiñataFest is one of Southeastern New Mexico's most vibrant cultural celebrations, attracting over 5,000 visitors from across the state and West Texas each year. Centered on the colorful piñata, the festival blends tradition, entertainment, and entrepreneurship into an unforgettable family experience. Highlights include live music, folklórico dancing, piñata competitions, artisan markets, and performances by mariachi and dance troupes. Families enjoy interactive exhibits, a children's piñata break zone, and diverse local food vendors. For 38 years, PiñataFest has promoted tourism, celebrated Hispanic heritage, and supported small businesses through vendor opportunities and heightened visibility. With strong brand recognition and growing out-of-town interest, PiñataFest is poised to evolve into a premier regional destination festival, boosting the tourism economy while honoring the rich diversity that makes Southeastern New Mexico unique.

3 years of Historical Lodgers' Tax Funding Data: Marketing, sanitation, and security

FY2023- Applied for funding but was denied by OTB and City Council for lack of relation to tourism

FY2024- No record of request

FY2025- No record of request

Councilor Halvorson made a motion to approve Roswell Hispano Chamber of Commerce Tax Funding Request up to \$5,000 for marketing, sanitation, security, and \$5,000 for a sponsorship on the consent agenda. Councilor Heldenbrand was the second and the motion passed 5-0.

Recess was taken from 5:51 to 6:01.

30. Approval of a budget adjustment in the amount of \$173,431.83 to accommodate a payment from the fine art insurance claim from the October flood. Presented by Caroline Brooks.

This request is for a budget adjustment to accommodate a payment from Huntington T. Block Insurance Agency, Inc. for three portions of the claim: 1) Artwork lost that was on loan by exhibition and consignment artists for payment to the artists to cover their losses (\$126,105.88). 2) Payment for museum store resale items, including wholesale items, that were owned by the museum and lost in the flood (\$44,025.95). 3) Reimbursement for appraisal services (\$3,300.00).

Councilor Halvorson made a motion to approve a budget adjustment in the amount of \$129,405.88 to accommodate a payment from the fine art insurance claim from the October flood to the consent agenda. Councilor Johnson made the second and the motion passed 5-0.

31. Approval of a budget adjustment in the amount of \$110,173.40 for disaster recovery expenses for collection appraisals, conservation examinations, and conservation of ten loaned paintings. Presented by Caroline Brooks.

Specific to this request are 1) appraisals of historic weaponry, fine art, and archive material located at The Conservation Center in Chicago, 2) conservator site visits to Roswell to develop treatment proposals, and 3) treatment by conservators of nine paintings on loan to the museum at the time of the flood. The appraisals (1) are a necessary part of the insurance claim in order to ascertain the value of each item for comparison to treatment costs. The site visits (2) will allow conservators to

develop proposals for the treatment of the damaged items that remain in Roswell. The quantity and diversity of affected items in Roswell will require multiple conservators. Therefore, two conservation groups are being requested to conduct site visits to examine the items. In an effort to conserve and return loaned artwork (3) as soon as possible, an in-state conservator will be addressing seven of the ten loaned paintings, which require cleaning by a conservator. The remaining three in this request are in Chicago, among other priority collection and loaned objects. As the declared value of the three Chicago-based works fell below the treatment costs, payment for the losses will be a part of the claim, and the gap between the value/payment and cost of treatment (\$3,655) will be covered by the Roswell Museum and Art Center Foundation.

Councilor Heldenbrand made a motion to approve a budget adjustment in the amount of \$110,173.40 for disaster recovery expenses for collection appraisals, conservation examinations, and conservation of ten loaned paintings to the consent agenda. Councilor Johnson was the second and the motion passed 5-0.

32. Requesting ratification of purchase order to Mountain States Constructors Inc in the amount of \$4,490,000.26 (including GRT) for construction of the Taxiway C extension at the Air Center. Presented by Mac Rogers.

This request is for ratification of purchase order to Mountain States Constructors Inc in the amount of \$4,490,000.26 (including GRT) for construction of the Taxiway C extension the Air Center. The purchase order was funded with a grant provided by the NMDOT aviation division and procured through CES contract #2023-05-R1222. The taxiway will be built using FAA specifications and the proposed cost is well below the engineers' estimate and the grant award amount. This is critical infrastructure necessary to host the Air Races. The taxiway will be completed prior to the event in September.

Councilor Cavin made a motion for approval of ratification on the purchase order to Mountain States Constructors Inc. in the amount of \$4,490,000.26 (including GRT) for construction of the Taxiway C extension at the Air Center to the consent agenda. Councilor Halvorson was the second and the motion passed 4-1, with Councilor Heldenbrand voting no.

33. Resolution 25-XX - Consider approval of Resolution 25-XX certification of correctness of the physical inventory of assets for FY2025. Presented by Toni Gomez.

Pursuant to Subsection A of Section 12-6-10 NMSA, it is required that, at the conclusion of each fiscal year, local government entities conduct a physical inventory of their assets. The physical inventory of assets, listed as Exhibit A, must be reviewed and formally approved for accuracy by the City Council.

Councilor Heldenbrand made a motion for adoption of Resolution 25-XX certification of correctness of the physical inventory of assets for FY2025 on the consent agenda. Councilor Cavin was the second and the motion passed 5-0.

34. Approval of the agreement between the City of Roswell and Southeastern New Mexico Economic Development District/COG. Presented by Amalia Martinez.

The District agrees to provide the following services to the Member upon request and final approval of the District budget: Undertake studies, collect data, and develop regional plans and programs pertaining to such subjects as human and natural resource development, community facilities, and the general improvement of living and working environments.

- Furnish technical and management assistance in the development of planning activities.
- Coordinate local planning with that of other Members of the District and the State.
- Assist in community and economic development, transportation, and public works projects.
- Assist member governments with their legislative activities.
- Assist in the preparation of applications for funding under various state, federal, and private grant programs. Contracts for administration may be entered into between Member and District if Member requires or desires District to administer the project.
- Provide a Comprehensive Economic Development Strategy at the direction of the Board.
- Engage in such other activities as are necessary to improve area development and address regional problems. The Member agrees to the following: to remain an active member of the District.

Councilor Johnson made a motion for the approval of the agreement between the City of Roswell and Southeastern New Mexico Economic Development District/COG to the consent agenda. Councilor Halvorson was the second and the motion passed 5-0.

35. Resolution 25-XX - adoption of Resolution 25-XX: Southeastern NM Economic Development District/COG. Presented by Amalia Martinez.

The City of Roswell is a member of the Southeastern New Mexico Economic Development District/COG. In accordance with Article 58, section 4-58-1 to 4-58-6 NMSA 1978, an agreement setting forth the terms and conditions of active membership in the Southeastern New Mexico Economic Development District/COG is required. The City continues to be an active member. A copy of this Resolution (together with the referenced Agreement) shall be filed with the State of New Mexico, Department of Finance and Administration, Local Government Division, and the Southeastern New Mexico Economic Development District/COG, and shall be made a part of the budget documentation of the Municipality.

Councilor Heldenbrand made a motion for the adoption of Resolution 25-XX: Southeastern NM Economic Development District/(COG) on the consent agenda. Councilor Cavin was the second and the motion passed 5-0.

36. Approval of purchases over \$60,000 pursuant to the City's Purchasing Policy. Presented by Amalia Martinez.

Pursuant to the City's Purchasing Limits Policy, expenditures over \$60,000 require committee recommendation to the City Council for approval.

Councilor Halvorson made a motion for the approval of purchased over \$60,000 pursuant to the City's Purchasing Policy to the consent agenda. Councilor Heldenbrand was the second and the motion passed 5-0.

37. Approval to enter into a professional services contract with True Business Solutions to provide internal audit services for the City of Roswell. Presented by Toni Gomez.

The City of Roswell is seeking to engage a qualified firm to perform internal auditing services to strengthen internal controls, enhance compliance, and support transparency in municipal operations

Councilor Cavin made a motion for the approval to enter into a professional services contract with True Business Solutions to provide internal audit services for the City of Roswell to the consent agenda. Councilor Halvorson was the second and the motion passed 5-0.

38. Consider recommending the adoption of Resolution 25-XX approving a budget adjustment for the fiscal year ending June 30, 2026. Presented by Toni Gomez.

The New Mexico Department of Finance Administration (DFA), requires approval of a budget adjustment when increasing revenue and/or expense in the approved budget. The finance department is requesting a budget adjustment for line items in Exhibit "A". These adjustments are for various grants, transfers, and other departments.

Councilor Heldenbrand made a motion for the adoption of Resolution 25-XX approving a budget adjustment for the fiscal year ending June 30, 2026 to the consent agenda. Councilor Cavin was the second and the motion passed 5-0.

FOR THE RECORD: Councilor Calvin left at 6:32 PM

G. APPROVAL OF MINUTES

39. Consider approval of the July 3, 2025, Regular Finance Committee Meeting Minutes.

Councilor Heldenbrand made a motion to approve the minutes from the July 3, 2025. Councilor Halvorson was the second. The motion passed 4-0.

40. Consider approval of the July 23, 2025, Regular Finance Committee Meeting Minutes.

Councilor Halvorson made a motion to approve the minutes from the July 23, 2025. Councilor Heldenbrand asked to recuse himself from approving the minutes for the July 23, 2025, Finance Committee Meeting because he was absent. Councilor Johnson was the second. The motion passed 3-1 with Counselor Heldenbrand recusing himself.

H. NON-ACTION ITEMS

41. Visitors Center

Report submitted as stands, no questions.

42. Golf June Report

Report submitted as stands, no questions.

43. Lodgers' Tax

Report submitted as stands, no questions.

44. Public Affairs

Report submitted as stands, no questions.

45. Museum Monthly Report

Report submitted as stands, no questions.

46. Roswell Public Library

Report submitted as stands, no questions.

47. Cannabis Excise Tax and Gross Receipts Tax

Report submitted as stands, no questions.

I. PUBLIC PARTICIPATION

J. ADJOURN

The meeting adjourned at 7:06 PM.