

**Regular Meeting of the Legal Committee
Held in the Roswell City Hall
Thursday March 27, 2025**

Notice of this meeting was given to the public in compliance with NMSA 1978 §10-15-1 through 4 and Resolution 24-23.

ROLL CALL

The meeting convened at 2:01 PM with Chair Heldenbrand presiding, Councilor Corn and Councilor Marrujo present, and with Councilor Oropesa and Vice Chair Cortez being absent.

Staff present: Jessica Vickers, Toby Franco, Debbie Reyer, Abraham Chaparro, Michelle Sanchez, Bobbi Thompson, Amalia Martinez, Ron Garcia, Casey Conlee, Derek Washichek, Steve Chavez, Mike Mathews, Hessel Yntema, Christopher J. Nairn-Mahan, Chad Cole, and Clint Caldwell.

Guests present: Rita Kane-Doehoefer, Dan Jennings, Dara Dana, Julius Smith and Terry Haber.

Public present via GoToMeeting: Juliana Halvorson, Melissa Garcia, Merissa Guilez, Andrew Collier (4), BAndrews, Jason Holloway, and 12 guest.

APPROVAL OF AGENDA

Councilor Corn moved to amend the agenda for Item No. 14 to delete “due to significant value”. Councilor Marrujo was the second. A voice vote was 3-0 and the motion passed, with Vice Chair Cortez and Councilor Oropesa being absent.

Councilor Corn moved to approve the Legal Committee meeting agenda as amended. Councilor Marrujo was the second. A voice vote was 3-0, and the motion passed, with Vice Chair Cortez and Councilor Oropesa being absent.

APPROVAL OF MINUTES

Councilor Marrujo moved to approve the Legal Committee meeting minutes as presented from February 27, 2025. Councilor Corn was the second. A voice vote was 3-0 and the motion passed, with Vice Chair Cortez and Councilor Oropesa being absent.

NON-ACTION ITEMS

2. Community Development Department Report presented by Jessica Vickers. Numbers for February 2025 Business License issued were a total of 155, with 110 going to renewed license, 30 new license, 15 temporary permits. 70 total permits issued in the month of February.
3. Safety Department Monthly Report-Number for February 2025 was presented by Shelly Bell showing a total of 13 incidents and 7 of them were due to 3rd

party.

4. HR Monthly Report presented by Clint Caldwell, reported 19 new employees, 9 promotions, and 13 exits which included 2 retirees. Turnover rate for the month of February is 2.09% and for the year and a vacancy rate of 5.64%. Payroll count for February 21, 2025 through March 6, 2025 was 620 total employees.
5. City Clerk Department Monthly Report- Update on monthly activities by the department. NextRequest for February 20, 2025 to March 19, 2025 reported 74 open request, 42 city clerk, 9 PVRCC (Chaves County Sherriff's Office), 155 Roswell Police Department. Total invoices 94.
6. Legal Department Communications- One Administratively Executed Settlement for Jorge Quintana/ Maria Hernandez.
7. Discussion of current Nuisance Ordinance, Chapter 16 Roswell, NM Code of Ordinance. Chair Heldenbrand suggested to check other communities for possible vacant building ordinances for properties that get put on the condemned list and nothing gets accomplished. Hess commented that Albuquerque did a Vacant Building Ordinance last year, it could be something to be recommended. It is a type of license and can only license what it cost to enforce provisions. In re-writing the ordinance we can seek injunctive relief from the District Court. The ordinance needs more of the enforcement mechanism to be re-worded more-so than the types of nuisances.

For the record: Vice Chair Cortez arrived at 2:19 PM.

8. Discussion of Resolution 25-13 Adoption of Resolution 25-13: creating a Community Response Team with the City of Roswell Fire Department. Vice Chair Cortez is asking what services are going to be offered by the Community Response Team based off of the resolution's proposed staffing

REGULAR ITEMS

9. **Resolution 25-XX: consider recommending adoption of Resolution 25-XX shall require the removal or demolition of four (4) dilapidated structure.** This item was presented by Toby Franco.

These structures constitute a public nuisance harmful to public health, safety and general welfare.

Councilor Marrujo moved Resolution 25-XX: consider recommending adoption of Resolution 25-XX shall require the removal or demolition of four (4) dilapidated structure to City Council for consent agenda. Vice Chair Cortez was the second. A voice vote was taken 4-0 and the motion was passed with Councilor Oropesa being absent.

10. **Ordinance 25-XX: Consider recommendation to authorize to advertise for a public hearing to consider adopting proposed Ordinance 25-XX Amending the Solid Waste Code.** This item was presented by Abraham Chaparro.

Per Ordinance 24-07 Chapter 21 Solid Waste: Effective with the beginning of each Fiscal Year, the City Council shall review and adjust all rates for changes occurring since the beginning of the previous Fiscal Year or the last rate adjustment, which ever shall have last occurred. The Solid Waste Director shall, each January, review all costs and rates and shall report to the Finance Committee, at their April meeting, proposed rate adjustments to ensure that each class of customer is carrying its share of costs, debt service, and reserves. In the March Finance Committee, the committee requested that the department go to legal with an amendment to Chapter 21 of the city code increase the rates by 3% and amend the code to read that increases shall be done by CPI-W every August 1st while striking out the yearly revisit.

Amendments suggested by City Attorney "Solid Waste Rates shall be automatically with Water Rates according to the consumer price index for CPI-Garbage and Trash collection".

Councilor Corn moved Ordinance 25-XX: consider recommendation to authorize to advertise for a public hearing to consider adopting proposed Ordinance 25-XX Amending the Solid Waste Code to Finance as amended. Vice Chair Cortez was the second. A voice vote was taken 4-0 and the motion was passed with Councilor Oropesa being absent.

11. **Consider recommending approval of National Champion Air Races for one (1) year lease agreement beginning April 1, 2025, and ending March 31, 2026, for building 100 at the Roswell Air Center.** This item was presented by Bobbi Thompson and Michelle Sanchez.

NCAR requests to enter a one (1) year lease for bldg.100 consisting of 5,520 square feet of useable space, more or less, located at the Roswell Air Center, commencing April 1, 2025 and ending March 31, 2026.

Councilor Corn moved consider recommending approval of National Champion Air Races for one (1) year lease agreement beginning April 1, 2025 and ending March 31, 2026 for building 100 at the Roswell Air Center as corrected to City Council for consent agenda. Vice Chair Cortez was the second. A voice vote was taken 4-0 and the motion was passed with Councilor Oropesa being absent.

12. **Consider recommending approval of BS International for one (1) year lease agreement beginning April 1, 2025, and ending March 31, 2026, for**

building 117 at the Roswell Air Center. This item was presented by Bobbi Thompson and Michelle Sanchez.

BS International requests to enter a one (1) year lease for building 117 consisting of 5,000 square feet of useable space, more or less, located at the Roswell Air Center, commencing April 1, 2025 and ending March 31, 2026.

Vice Chair Cortez moved consider recommending approval of BS International for one (1) year lease agreement beginning April 1, 2025 and ending March 31, 2026 for building 117 at the Roswell Air Center to City Council for consent agenda. Councilor Marrujo was the second. A voice vote was taken 4-0 and the motion was passed with Councilor Oropesa being absent.

13. **Consider recommending approval to authorize AerSale for a ten (10) year lease agreement beginning April 1, 2025 and ending March 31, 2036 for Hangar 85, for building 240 at the Roswell Air Center.** This item was presented by Bobbi Thompson and Michelle Sanchez.

AerSale requests to enter a ten (10) year lease for Hangar 85 consisting of 101,223 square feet and building 240 consisting of 16,286 square feet of useable space, more or less, located at the Roswell Air Center, commencing April 1, 2025 and ending March 31, 2036.

Councilor Marrujo moved consider recommending approval to authorize AerSale for a ten (10) year lease agreement beginning April 1, 2025 and ending March 31, 2036 for Hangar 85 and building 240 at the Roswell Air Center as corrected to City Council for consent agenda. Vice Chair Cortez was the second. A voice vote was taken 4-0 and the motion was passed with Councilor Oropesa being absent.

14. **Consider recommending approval to authorize NM Youth Challenge to enter a 30-year lease agreement for our community and airport therefore this is an in-kind lease which meets the criteria of FAA.** This item was presented by Bobbi Thompson and Michelle Sanchez.

NM Youth Challenge requests to enter a thirty (30) lease for building 607 consisting of 25,102 square feet and building 610, consisting 11,667 square feet of useable space, more or less, located at the Roswell Air Center, commencing April 1, 2025 and ending March 31, 2055.

Vice Chair Cortez moved consider recommending approval to authorize NM Youth Challenge to enter a 30-year lease agreement for our community and airport therefore this is an in-kind lease which meets the criteria of FAA as corrected to City Council for consent agenda. Councilor Marrujo was the second. A voice vote was taken 4-0 and the motion was passed with Councilor Oropesa being absent.

CHAIR COMMENTS, REPORTS, ANNOUNCEMENTS

PUBLIC PARTICIPATION

Rita Kane-Doerhoefer stated that the public is asking how much more will they have to pay? The water rates increased, and solid waste will be increasing. She was advised that these issues would be addressed at the public hearing on 03/28/25 at 4:00 PM.

Julius Smith stated that he feels that his voice was not included when it comes to amending Ordinances like the Animal Ordinance. He would like to have someone represent him and the public to consider their point of view.

ADJOURN

The meeting adjourned at 4:32 p.m.