

Regular Meeting of the Legal Committee
Held in the Roswell City Hall
Thursday, April 24, 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 2:00 PM with Vice Chair Cortez presiding, Councilor Marrujo, and Councilor Oropesa being present, and with Chair Heldenbrand and Councilor Corn being absent.

Staff present: Hess Yntema, Christopher J. Nairn-Mahan, Vicky Eaton, Ron Garcia, Todd Verciglio, Jessica Vickers, Mike Mathews, Clint Caldwell, Amalia Martinez, Michelle Sanchez, Shelly Bell, Bobbi Thompson, Casey Conlee, Chad Cole, and Mayor Tim Jennings.

Guest present: Mike Espiritu, Tammy Mulcahy, Terry Haber and Julius Smith.

Public present via GoToMeeting: Merissa Guilez, Juliana Halvorson and 5 Guest.

APPROVAL OF AGENDA

Councilor Oropesa moved to approve the Legal Committee agenda with the following changes: * Move Items numbered 1 and 2 to be heard after Item number 8. Councilor Marrujo was the second. A voice vote 3-0, and the motion passed, with Chair Heldenbrand and Councilor Corn being absent.

NON-ACTION ITEMS

3. Community Development Department Report presented by Jessica Vickers. Numbers for March 2025 Business License issued were a total of 259, with 212 going to renewed license, 32 new license, 15 temporary permits. 73 total permits issued in the month of March.
4. Safety Department Monthly Report-Number for March 2025 was presented by Shelly Bell showing a total of 17 incidents and 9 of them were due to 3rd party.
5. HR Monthly Report presented by Clint Caldwell, reported 19 new employees, 13 promotions, and 20 exits. Turnover rate for the month of March is 3.21% and for the year and a vacancy rate of 8.84%. Payroll count for March 21, 2025 through April 3, 2025 was 622 total employees.

6. City Clerk Department Monthly Report- Update on monthly activities by the department. NextRequest for March 20, 2025 to April 16, 2025 reported 34 city clerk, 9 PVRCC (Chaves County Sherriff's Office), 166 Roswell Police Department.

REGULAR ITEMS

7. **Ordinance 25-XX: consider recommendation to authorize to advertise for a public hearing for Ordinance 25-XX: An Ordinance for the sale of Real Property and approval for the City of Roswell to enter into a Purchase and Sale Contract with Amazon.com Services, LLC.** This item was presented by Todd Verciglio.

The property located at the corner of South Sunset Avenue and Monksdale Road, Roswell, Chaves County, New Mexico.

Councilor Oropesa moved Ordinance 25-XX: consider recommendation to authorize to advertise for a public hearing for Ordinance 25-XX: An Ordinance for the sale of Real Property and approval for the City of Roswell to enter into a Purchase and Sale Contract with Amazon.com Services, LLC to City Council for consent agenda. Councilor Marrujo was the second. A voice vote was taken 3-0 and the motion was passed with Chair Heldenbrand and Councilor Corn being absent.

8. **Consider recommending approval to authorize AEVEX to enter into a 5-year lease agreement beginning May 1, 2025 and ending April 30, 2030, for Bunker No. 1130, 1131, 1137, and 1144 at the Roswell Air Center.** This item was presented by Michelle Sanchez.

AEVEX requests to enter into a 5-year lease for Bunker No. 1130, 1131 and 1137 consists of 1,560 square feet and Bunker No. 1144 consists of 2,080 square feet, located at the Roswell Air Center, commencing May 1, 2025, and ending April 30, 2030.

Councilor Marrujo moved to consider recommending approval to authorize AEVEX to enter into a 5-year lease agreement beginning May 1, 2025, and ending April 30, 2030, for Bunker No. 1130, 1131, 1137, and 1144 at the Roswell Air Center to City Council for consent agenda. Councilor Oropesa was the second. A voice vote was taken 3-0 and the motion was passed with Chair Heldenbrand and Councilor Corn being absent.

CLOSED SESSION:

RECESS: 2:35 P.M.-3:08

1. Hold a closed session pursuant to NMSA 1978 § 10-15-1H (7), to discuss attorney- client privilege pertaining to litigation threatened or pending against the City. Hess Yntema presented the item.

Councilor Oropesa made a motion to go into closed session pursuant to NMSA 1978, § 10-15-1H (7) to discuss attorney-client privilege pertaining to litigation threatened or pending against the City. Councilor Marrujo was the second. A voice vote was taken 3-0.

For the record: Council came back into open session at 3:08: p.m.

NON-ACTION ITEMS

2. Legal Department Communications presented by Hess Yntema. Two Administratively Executed Settlement for Edminsten v. Roswell, Claim No. 2019027084 and Tony Ontiveros.

CHAIR COMMENTS, REPORTS, ANNOUNCEMENTS

PUBLIC PARTICIPATION

ADJOURN

The meeting adjourned at 3:14 p.m.