

**Regular Meeting of the Legal Committee
Held in the Roswell City Hall
Thursday, June 26, 2025.**

Notice of this meeting was given to the public in compliance with NMSA 1978 §10-15-1 through 4 and Resolution 24-03.

ROLL CALL

The meeting convened at 2:00 PM with Chair Heldenbrand presiding, Vice Chair Cortez, Councilor Corn and Councilor Oropesa present, and with Councilor Marrujo being absent.

Staff present: Hessel Yntema, Christopher J. Nairn-Mahan, Councilor Cavin, Kathryn Litt, Amalia Martinez, Angela Garcia, Jim Burress, Jessica Vickers, Bobbie Thompson, Shelly Bell, Jordon Isley, Steve Chavez, Chad Cole, Chief Lance Bateman. Deputy Chief Alberto Aldana and George Peterson.

Guests present: Rita Kane-Doerhoefer and Terry Haber

Public present via GoToMeeting: James MacCornack, Melissa Garcia, Lillian Downs, Stacey Hayes, Vicky Eaton, Zachary Scott, and 11 guests.

APPROVAL OF AGENDA

Councilor Corn moved to approve the June 26, 2025 Agenda, Legal Committee meeting agenda. Councilor Cortez was the second. A voice vote was 4-0, and the motion passed.

APPROVAL OF MINUTES

Councilor Oropesa moved to approve the Legal Committee meeting minutes as presented from May 22, 2025. Councilor Cortez was the second. A voice vote was 3-0, Councilor Corn recused himself since he was not present for the May 22, 2025 Legal Committee Meeting, and the motion passed.

NON-ACTION ITEMS

2. Legal Department Monthly Report- May/ June 2025; Numbers for the month of May and June are 3 tort claims, 1 for Solid Waste, 1 for Roswell Police Department and 1 for Utilities.
3. Community Development Department Report- Numbers from April 2025 were presented by Jessica Vickers, Business License issued were a total of 201, with 136 going to renewed license, 16 new license, and 49 temporary permits. 54 permits issued in the month of April. The cases filed in the Municipal court are: Santana A. Anaya for 16-4 (A-D) Overgrown property; 16-6 (A-E) Unsanitary Premises, Judgement and Sentence filed on May 15, 2025; Eugena M. Martinez for 16-4 (A-D) Overgrown property—Judgement and Sentence filed on May 29, 2025; Nick Walter Padilla Jr. for 16-47 (A-D)

Overgrown property; 16-6 (A-E) Unsanitary Premises, Article 24 Sect. 2 (B)(4) Illegally parked RV: Permanently connected Sewer/Water Lines: Judgement and Sentence filed on May 19, 2025.

4. Human Resource Department Report- Numbers for June 2025, reported 23 new employees, 9 promotions and 16 exits including 1 retirement. Turnover rate for the month is 2.5% and for the year so far is 12.98%. Our vacancy rate is 21.01%. Payroll count for May 16, 2025 to May 29, 2025 was 639 total employees.
5. Safety Department Monthly Report – Number for May 2025 were presented by Shelly Bell, showing a total of 21 incidents and 9 of them were due to third party. Injury/ Illness reports a total of 3 and first aid only reports a total of 3. Training reports 1485 hours and 280 employees attended.
6. City Clerk's Office Monthly Report- May 2025 report regular Local Election, November 4, 2025; Liquor License Renewal, New Staff: Angela Garcia, Zachary Scott and Stacey Hayes. Special Thanks to Jaeden Mascarenas for covering and helping in the admin office. NextRequest for May 19, 2025 to June 18, 2025 report: City Clerk 50 IPRA request, Municipal Court 1 IPRA Request, PVRCC 93 IPRA Request, Roswell PD 184 IPRA Request.
7. Discuss Town Plaza Apartment Updates, presented by Hess Yntema- There is a new owner for the property and they are cleaning up the trash and debris at the property. They are also putting boards on the open windows or doors and they wanting to rehab the apartments.
8. Discuss the Zoning Code, presented by Merideth Hildreth. Zoning Code needs to be updated before the Master Plan.

FOR THE RECORD: Councilor Marrujo arrived at 2:30 p.m.

REGULAR ITEMS

9. **Resolution 25-XX: consider recommending adoption of Resolution 25-XX to apply for grant in the amount of \$970,000.00 for the purchase of two fully equipped Brush/ Rescue units through Siddons-Martin.** This item was presented by Chief Steve Chaves.

A resolution to the New Mexico Board of Finance in support of emergency funding.

AMENDMENTS: On paragraph four, second sentence, need correct "two" instead of *tow*.

Councilor Corn moved to consider recommending adoption of Resolution 25-XX to apply for grant in the amount of \$970,000.00 for the purchase of two fully equipped Brush/ Rescue units through Siddons-Martin as amended to Finance

Committee. Councilor Cortez was the second. A voice vote was taken 5-0 and the motion passed.

10. **Resolution 25-XX: consider recommending adoption of Resolution 25-XX pursuant to the New Mexico Open Meetings Act.** This item was presented by Amalia Martinez.

Section 10-15-1 of the New Mexico Open Meetings Act requires that the City determine on an annual basis in a public meeting what notice is reasonable for the City Council and its standing committees.

Councilor Oropesa moved to consider recommending adoption of Resolution 25-XX pursuant to the New Mexico Open Meetings Act to City Council for Consent Agenda. Councilor Marrujo was the second. A voice vote was taken 5-0 and the motion passed.

11. **Resolution 25-XX: consider recommending adoption of Resolution 25-XX Opposing Amending 2021 International Energy Conservation Code Adopted as the New Mexico Residential and Commercial Energy Conservation Codes by the New Mexico Construction Industries Commission.** This item was presented by Hess Yntema.

The amended 2021 International Energy Conservation Code now mandates, through the New Mexico Commercial Energy Conservation Code, that newly constructed and other remodeled commercial facilities, including apartment complexes, retail centers, and public buildings be equipped with at least 5% electric vehicle parking spaces, which must include charging stations, or different levels of pre-installed infrastructure for future expansion. This will come at a tremendous cost to Roswell as it recovers from the October 2024 flood. There is a case to be made that this amendment to the state code was outside the scope of CID's authority. It has presently been challenging by philanthropic interests in Artesia, NM.

Councilor Corn moved to consider recommending adoption of Resolution 25-XX Opposing Amending 2021 International Energy Conservation Code Adopted as the New Mexico Residential and Commercial Energy Conservation Codes by the New Mexico Construction Industries Commission to City Council for Consent Agenda. Councilor Cortez was the second. A voice vote was taken 5-0 and the motion passed.

12. **Consider recommending approval to authorize Red Mountain Arsenal LLC to enter into a 1-year lease agreement beginning June 1, 2025 and ending May 31, 2026, for Building 60 at the Roswell Air Center.** This item was presented by Bobbi Thompson.

Red Mountain Arsenal, LLC requests to enter into a 1-year lease for Building 60

and consists of 8,770 square feet, more or less, and an area of land consisting of 74,00 square feet, more or less, located at the Roswell Air Center.

Councilor Cortez moved to consider recommending approval to authorize Red Mountain Arsenal LLC to enter into a 1-year lease agreement beginning June 1, 2025, and ending May 31, 2026, for Building 60 at the Roswell Air Center to City Council for Consent Agenda. Councilor Oropesa was the second. A voice vote was taken 5-0 and the motion passed.

With the following change to Article 4- Security Deposit. With the change to read "Lessee is required to pay at the time of signing this Lease, the amount of \$5000.00 as a security deposit as security for Lessee's full and faithful performance of all terms of this Lease."

13. **Review and ranking of the FY 2027-2031 Infrastructure Capital Improvement Plan (ICIP).** This item was presented by Toni Gomez.

The intent is to allow for discussion and decision among staff and council on the ranking of projects to develop the annual FY 2027-2031 Infrastructure Capital Improvement Plan (ICIP). No Motion was moved.

CHAIR COMMENTS, REPORTS, ANNOUNCEMENTS

NONE

PUBLIC PARTICIPATION

Rita Kane-Doerhoefer stated that Keep Chaves County Beautiful will be dedicating two trees and a bench at the Chaves County Court house on July 3, 2025 at 10:30 AM in honor for Jim Gill from Roswell Seed. It will be on 5th and Main Street.

ADJOURN

The meeting adjourned at 4:39 PM.