

**Roswell City Council
Chaves County Administrative Center
Commission Chambers - #1 St. Mary's Place
Thursday, February 13, 2025 at 2:00 p.m.**

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

The meeting reconvened at 2:00 p.m. with Mayor Jennings presiding:

ROLL CALL:

Councilor Arnold	Present
Councilor Cortez	Present
Councilor Halvorson	Present
Councilor Moore	Present
Councilor Marrujo, Jr.	Absent
Councilor Corn	Present
Councilor Heldenbrand	Present
Councilor Cavin	Present
Councilor Oropesa	Absent
Councilor Johnson	Present

Councilor Moore led in prayer, and Councilor Arnold led in the Pledge of Allegiance.

APPROVAL OF THE AGENDA

1. Approval of agenda - approve the agenda for the February 13, 2025, Regular City Council Meeting.

MOTION: Councilor Halvorson made a motion to approve the agenda for the February 13, 2025, Regular City Council Meeting with the following changes:

- Pull Item # 16 – Resolution 25-06: Budget Adjustment off the consent agenda and place it after Item 25, granting city management authority to enter into the first amended lease with Dean Baldwin.

Councilor Heldenbrand was the second.

ROLL CALL VOTE:

Councilor Arnold	Yes
Councilor Cortez	Yes
Councilor Halvorson	Yes
Councilor Moore	Yes
Councilor Corn	Yes
Councilor Heldenbrand	Yes

Councilor Cavin	Yes
Councilor Johnson	Yes

Motion passed: 8-0, with Councilors Marrujo and Oropesa being absent.

APPROVAL OF THE CONSENT AGENDA

2. Approval of consent agenda - approve the consent agenda for February 13, 2025, Regular City Council Meeting.

MOTION: Councilor Halvorson made a motion to approve the consent agenda as amended. Councilor Johnson was the second.

ROLL CALL VOTE:

Councilor Arnold	Yes
Councilor Cortez	Yes
Councilor Halvorson	Yes
Councilor Moore	Yes
Councilor Corn	Yes
Councilor Heldenbrand	Yes
Councilor Cavin	Yes
Councilor Johnson	Yes

Motion passed: 8-0 with Councilors Marrujo and Oropesa being absent.

CONSENT ITEMS (items 3-20 will be approved at the time of the approval of the consent agenda)

3. Authorization for approval to issue a purchase order in the amount of \$1,470,000.00 for the purchase of two (2) Class-A HME pumpers from Municipal Emergency Services.

4. Authorization to issue a purchase order in the amount of \$2,204,755.00 issued to Siddons Martin Emergency Group for a 100' Midmount Aerial Platform.

5. Authorization for PO approval to San Bar Construction Corporation in the amount of \$96,760.95 which includes GRT for re-striping of City roads.

6. Authorization for PO approval to New Mexico Gas Company in the amount of \$152,778.09 which includes GRT for extension of natural gas service to the southeast area of the Roswell Air Center.

7. Authorization for ratification of award of Roswell Substantial Damage Assessments Project to Stantec in the amount of \$133,154.18 which includes GRT.

8. Approval to purchase and install equipment for Consolidated Dispatch in the amount of \$345,229.86 using budgeted capital appropriation 24-I2882 awarded at \$350,000.00.

9. Authorization for ratification for PO 22501332 for emergency Water & Wastewater Repairs due to flood disaster on Hondo Draw Bypass (Hondo River Sewer Damage) in the amount of \$542,918.26, 4th Street manhole replacement in the amount of \$233,215.10 and Berrendo River Aerial sewer line repair in the amount of \$134,007.06 totaling \$910,140.42 to J & H Services, Inc. includes GRT, with a budget adjustment to GL 53014355-614020 in the amount of \$910,088.72.

10. Authorization for ratification for PO 22501336 for emergency water and wastewater repairs due to flood disaster to White Cloud Pipeline in the amount of \$369,329.49 including GRT, to include a budget adjustment to GL line 53004355-614020 of \$369,279.49.

11. Approval of license agreement, or agreement substantially similar to that presented, between Reno Air Racing Association (RARA) and City of Roswell (COR).

12. Authorization for ratification of the expenditure of \$179,216.33, over \$60,000.00, to procure engineering services from Molzen Corbin for the NCAR triangle site survey.

13. Authorization for ratification of the expenditure of \$186,050.93, over \$60,000.00, to procure engineering services from Molzen Corbin for a terminal improvement design.

Resolution(s)

14. Resolution 25-04 Weeds—The adoption of Resolution 25-04 shall mandate the cleanup of approximately three (3) separate properties within the City.

15. Resolution 25-05 Condemnations – The adoption of Resolution 25-05 shall require the removal or demolition of four (4) dilapidated structures.

17. Resolution 25-07 - adoption of Resolution 25-07 to seek approval for the disposal of City-owned assets that were damaged, destroyed, or rendered unusable due to the flood event on October 19-20, 2024.

Bids, RFPs, and Agreements

18. Authorization for ratification for PO 22501743 for the repair of a 20" water line leak on West Bland St. to White Cloud Pipeline in the amount of \$104,554.27 including GRT, to include a budget adjustment of \$18,629.08

19. Authorization for ratification of the purchase in the amount of \$144,988.81 (including GRT) to McClain Yu Architecture for planning and design of the HVAC system at the Roswell Police Department Headquarters.

Minutes

20. Approval of the minutes from the Regular City Council Meeting on January 9, 2025.

NON-ACTION ITEMS (Information Items)

21. Air Center Updates

22. Employee Out-of-state Travel

23. Recognition of Andrew Valadez for earning the Max N. Summerlot Award

PUBLIC PARTICIPATION ON AGENDA ITEMS AND NON-AGENDA ITEMS

- Kaarina Jager – spoke regarding item #26

Closed Session

24. Hold a closed session pursuant to NMSA 1978 § 10-15-1H (7)(8), to discuss attorney-client privilege pertaining to litigation threatened or pending against the City and discussion of the purchase, acquisition, or disposal of real property or water rights, and per the State Audit Rule. Hess Yntema presented the item.

MOTION: Councilor Halvorson moved that the Council go into a closed session pursuant to NMSA 1978 § 10-15-1H (7)(8), to discuss attorney-client privilege pertaining to litigation threatened or pending against the City and discussion of the purchase, acquisition, or disposal of real property or water rights, and per the State Audit Rule.

Councilor Arnold was the second.

ROLL CALL:

Councilor Arnold	Yes
Councilor Cortez	Yes
Councilor Halvorson	Yes
Councilor Moore	Yes
Councilor Corn	Yes
Councilor Heldenbrand	Yes
Councilor Cavin	Yes
Councilor Johnson	Yes

Motion passed: 8-0 with Councilors Marrujo and Oropesa being absent.

FOR THE RECORD: The Council went into closed session at 2:38 pm.

FOR THE RECORD: Councilor Arnold left at 2:38 pm and returned at 2:40 pm.

FOR THE RECORD: Councilor Marrujo arrived at 3:56 pm to the meeting.

Councilor Halvorson stated for the record Council is back in open session at 4:32 pm; we held a closed session pursuant to NMSA 1978 § 10-15-1H (7)(8), to discuss attorney-client privilege pertaining to litigation threatened or pending against the City and discussion of the purchase, acquisition or disposal of real property or water rights, and per the State Audit Rule. No action was taken, and no votes were cast.

NEW BUSINESS / REGULAR ITEMS

25. Grant City management authority to enter into a First Amended Lease with Dean Baldwin for Building 1083. Hess Yntema presented the item.

BACKGROUND: Dean Baldwin has rented Building 1083 for over 20 years and seeks to maintain the lease until 2029. No negative financial impact. Increased Rental Revenue over the course of the lease.

MOTION: Councilor Halvorson motioned to grant authority to the City Manager to enter into a lease with Dean Baldwin, Building 1083. Councilor Heldenbrand was the second.

ROLL CALL VOTE:

Councilor Arnold	Yes
Councilor Cortez	Yes
Councilor Halvorson	Yes
Councilor Moore	Yes
Councilor Marrujo, Jr.	Yes
Councilor Corn	Yes
Councilor Heldenbrand	Yes
Councilor Cavin	Yes
Councilor Johnson	Yes

Motion passed: 9-0 with Councilor Oropesa being absent.

16. Resolution 25-06 – Budget Adjustment – The adoption of Resolution 25-06 approving the budget adjustments for the fiscal year ending June 30, 2025.

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

MOTION: Councilor Halvorson made a motion to approve adopting resolution 25-06, approving budget adjustments for the fiscal year ending June 30, 2025. Councilor Arnold was the second.

AMENDED MOTION: Councilor Corn made a motion to amend the item with the following change: under the second whereas change \$5,528,467.18 to \$5,530,467.18. Councilor Cavin was the second.

VOTE ON AMENDMENT: A voice vote was unanimous **motion passed**, 9-0 with Councilor Oropesa being absent.

AS AMENDED ROLL CALL VOTE:

Councilor Arnold	Yes
Councilor Cortez	Yes
Councilor Halvorson	Yes
Councilor Moore	Yes
Councilor Marrujo, Jr.	Yes
Councilor Corn	Yes
Councilor Heldenbrand	Yes
Councilor Cavin	Yes
Councilor Johnson	Yes

Motion passed 9-0 with Councilor Oropesa being absent.

26. Approval of ratification of the City of Roswell, NM Disaster Declaration. Hess Yntema presented the item

BACKGROUND: The Ratification of this declaration allows the state to clean up. The state covers all costs.

MOTION: Councilor Halvorson made a motion to approve the ratification of the City of Roswell, NM Disaster Declaration. Councilor Cortez was the second.

VOTE: A voice vote was unanimous **motion passed**, 9-0 with Councilor Oropesa being absent.

Resolution(s)

27. Resolution 25-08 - adoption of Resolution 25-08 Instructing General Fund Departments to maintain a 2% Savings. Councilor Corn and Councilor Cavin presented the item.

BACKGROUND: The City of Roswell has suffered significant losses due to catastrophic flooding, and the City of Roswell, due to previously acquired debt, is in a significantly cash-poor position; so, the City of Roswell needs all available liquid funds to make essential repairs to destroyed municipal property caused by flooding. All departments utilizing monies from Fund 1101 shall maintain a 2% savings of their FY25 appropriations. All departments utilizing monies from Fund 1101 shall maintain a 2% savings of their FY25 appropriations.

MOTION: Councilor Corn made a motion to adopt Resolution 25-08 Instructing General Fund Departments to maintain a 2% Savings. Councilor Moore was the second.

AMENDED MOTION: Councilor Cavin made a motion to amend the item with the following change: after the word *shall* add “make best efforts to”. It would read, “All departments utilizing monies from Fund 1101 shall make best efforts to maintain a 2% savings of their FY25 appropriations.”

VOTE: Motion dies for lack of a second.

VOTE ON MAIN MOTION:

Councilor Arnold	No
Councilor Cortez	No
Councilor Halvorson	No
Councilor Moore	No
Councilor Marrujo, Jr.	No
Councilor Corn	Yes
Councilor Heldenbrand	No
Councilor Cavin	No
Councilor Johnson	No

Resolution 25-08 failed: motion failed 1-8 with Councilor Oropesa being absent.

28. Ordinance 25-01: authorize to advertise for a public hearing to consider the proposed Ordinance 25-01 amending the Municipal Campaign Finance Code. Hess Yntema presented the item.

BACKGROUND: The City amended its campaign finance code in 2023 to provide for greater transparency. Following the election, upon review, minor amendments appear prudent to clarify who is a candidate and who is subject to finance reporting. The proposed Ordinance creates no financial obligations for the City.

MOTION: Councilor Heldenbrand made a motion to authorize to advertise to hold a public hearing to consider the proposed Ordinance 25-01 amending the Municipal Campaign Finance Code. Councilor Corn was the second.

ROLL CALL VOTE:

Councilor Arnold	Yes
Councilor Cortez	Yes
Councilor Halvorson	Yes
Councilor Moore	No
Councilor Marrujo, Jr.	Yes
Councilor Corn	Yes
Councilor Heldenbrand	Yes
Councilor Cavin	Yes
Councilor Johnson	Yes

Motion passed: 8-1 with Councilor Oropesa being absent.

CITY MANAGER REPORTS/ANNOUNCEMENTS
(Information Only)

29. Administratively Executed Leases December 2024 - January 2025

ADJOURNMENT

Meeting adjourned at 5:04 p.m.

Approved on this 13th day of March 2025.

(City Seal)

Timothy Z. Jennings, Mayor

Amalia Martinez, City Clerk

DRAFT