

Regular Meeting of the Roswell City Council
Held in Commission Chambers
Chaves County Administrative Center
Thursday, October 9, 2025, at 6:00 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 25-28.

The meeting convened at 6:01 pm with Mayor Jennings presiding.

ROLL CALL:	Darrell Johnson	Present
	Juan Oropesa	Present
	Angela Moore	Present
	Will Cavin	Absent
	Robert Corn	Present
	Christopher Cortez	Present
	Ed Heldenbrand	Present
	Carlos Marrujo, Jr.	Present
	Cristina Arnold	Present
	Juliana Halvorson	Present, via phone

Councilor Oropesa led in the Pledge of Allegiance, and Councilor Marrujo led in prayer.

APPROVAL OF THE AGENDA

1. Approval of agenda - approve the agenda for the October 9, 2025, Regular City Council Meeting.

Councilor Heldenbrand made a motion to approve the agenda for October 9, 2025, with the following change:

- Move Item # 26 to be heard before Item #18.

Councilor Corn was the second.

ROLL CALL VOTE:	Darrell Johnson	Yes
	Juan Oropesa	Yes
	Angela Moore	Yes
	Robert Corn	Yes
	Christopher Cortez	Yes
	Ed Heldenbrand	Yes
	Carlos Marrujo, Jr.	Yes
	Cristina Arnold	Yes
	Juliana Halvorson	Yes, via GoTo

Motion passed 9-0 with Councilor Halvorson voting via GoTo.

2. Approval of consent agenda - approve the consent agenda for the October 9, 2025, Regular City Council Meeting, with the following change.

Councilor Heldenbrand made a motion to approve the consent agenda for October 9, 2025. Councilor Moore was the second. Councilor Cortez motioned the following change:

- Move Item # 16 to be heard before Item # 28.

ROLL CALL VOTE:	Darrell Johnson	Yes
	Juan Oropesa	Yes
	Angela Moore	Yes
	Robert Corn	Yes
	Christopher Cortez	Yes
	Ed Heldenbrand	Yes
	Carlos Marrujo, Jr.	Yes
	Cristina Arnold	Yes
	Juliana Halvorson	Yes, via GoTo

Motion passed 9-0 with Councilor Halvorson voting via GoTo.

CONSENT ITEMS *(items 3-17 will be approved at the time of the approval of the consent agenda)*

3. Ordinance 25-06: authorize to advertise for a public hearing to consider adopting proposed Ordinance 25-06: An Ordinance Amending Chapter 11 of the Roswell City Code Regarding Flood Damage Protection.

4. Approve a budget adjustment and purchase order increase in the amount of \$20,970 for the conservation of stone and metal collection items by The Conservation Center.

5. Approve a budget adjustment for Capital Projects that were approved for the Fiscal Year 2026 in a total amount of \$399,488 to the Landfill and \$1,069,358 to Collections, totaling \$1,468,846.

6. OSHA 24-29 Settlement

Resolution(s)

7. Resolution 25-48 Weeds - The Resolution shall mandate the cleanup of approximately forty-three (43) separate properties within the City.

8. Resolution 25-49 Condemnations - adoption of Resolution 25-49: the Resolution shall require the removal or demolition of one (1) dilapidated structure.

9. Resolution 25-50: Adoption of Resolution 25-50: approving the presentation of the budget to the city council.

10. Resolution 25-51: Adoption of Resolution 25-51: Participation in the Transportation Project Fund Program administered by the New Mexico Department of Transportation for pavement maintenance and re-striping of Second Street from Sunset Road to the east City limits.

11. Resolution 25-52: Adoption of Resolution 25-52 approving a budget adjustment for the fiscal year ending June 30, 2026.

ROW Leases

12. Approve for Bravo-3 Holdings, LLC to enter into a 5-year lease beginning August 1, 2025, and ending July 31, 2030, for Bunker No. 1143 at the Roswell Air Center.

13. Approval for FEMA to enter into a 1-year lease beginning August 10, 2025, and ending July 31, 2026, for Building 611, at the Roswell Air Center.

14. Approval for Cavu, Aerospace, Inc. to enter into a 10-year lease beginning October 1, 2025, and ending September 30, 2035, for Hangar No. 84 at the Roswell Air Center.

Bids, RFP's and Agreements

15. ITB-25-012 approval to award to Acushnet Company and BSN Sports, LLC, for golf merchandise as a multi-source.

Minutes

17. Approval of the minutes from the Regular City Council meeting on September 11, 2025.

NON-ACTIONS ITEMS (Information Items)

26. Approval for New Mexico Historical Air Museum to enter into a 3-year lease beginning October 1, 2025, and ending September 30, 2028, for AOA Land Parcel at the Roswell Air Center.

BACKGROUND: New Mexico Historical Air Museum requests to enter into a 3-year lease for AOA Land Parcel consisting of 166,037 square feet, more or less, located at the Roswell Air Center, commencing on October 1, 2025, and ending September 30, 2028. Dick Minzner presented this item via GoTo.

MOTION: Councilor Heldenbrand made a motion to approve the New Mexico Historical Air Museum to enter into a three-year lease beginning on October 1, 2025, and ending September 30, 2028. Councilor Johnson was the second.

ROLL CALL VOTE:	Darrell Johnson	Yes
	Juan Oropesa	Yes
	Angela Moore	Yes
	Robert Corn	Yes
	Christopher Cortez	Yes

1	Ed Heldenbrand	Yes
2	Carlos Marrujo, Jr.	Yes
3	Cristina Arnold	Yes
4	Juliana Halvorson	Yes, via phone

5
6 Motion passed 9-0 with Councilor Halvorson voting via GoTo.

7
8 18. Airport Updates (Bobbi Thompson)

9
10 19. Airport Advisory Commission Updates (Bud Kunkel)

11
12 20. Avflight Roswell Hangar Development Proposal (Garrett D. Hain)

13
14 21. TCS Community Solar Project in Roswell: Local Savings and Benefits (Ben Thomas, Owner,
15 and Brad Tito, Director of Community Energy, PowerMarket)

16
17 22. Employee Out-of-State Travel (Amalia Martinez)

18
19 **Public Participation on Agenda Items and Non-Agenda Items**

20
21 Laurie Rufe - A longtime Roswell resident with 40 years of museum experience—including 24
22 years as assistant director and director of the Roswell Museum—addressed the mayor and city
23 council about the future of the Roswell Museum, which was heavily impacted by flooding. She
24 emphasized the museum’s historic importance as a community and cultural cornerstone, economic
25 driver, and source of civic pride.

26
27 Ms. Rufe noted that while rebuilding the museum on the New Mexico Military Institute campus
28 is being considered, the decision process lacks transparency and community input. She urged the
29 city to form a planning task force composed of local government representatives, museum
30 professionals, trustees, architects, planners, engineers, and advocates to collaboratively reimagine
31 the museum’s future.

32
33 Sarah McArthur - A local artist speaking on behalf of a group of friends emphasized that the recent
34 challenges facing the Roswell Museum present a major opportunity for growth and renewal.
35 Though they haven’t formally organized, the group believes the community should “think big”
36 about the museum’s future—envisioning an expanded cultural hub that could include art exhibits,
37 a planetarium, and more educational programs. They expressed optimism that funding will come
38 and urged city leaders to create something inspiring that would encourage young people to stay in
39 the community.

40
41 **PUBLIC HEARING(S)**

42
43 23. Hold a public hearing and vote on whether to uphold the condemnation under Resolution 25-
44 46 of property located at 603 W. Van Buren, Myers Rediv Block 1 Lot 11.

1 **BACKGROUND:** On September 11, 2025, the City Council adopted Resolution 25-46, which
2 deems certain structures to be in a state of disrepair to constitute a dangerous building under
3 Roswell City Code Sec. 16-2. Under that section, an owner may appeal that decision to the City
4 Council, which should provide a hearing to hear evidence as to whether to uphold or rescind the
5 Resolution. If upheld, future costs to the City would be in the form of the cost of removing the
6 structure, which would be placed as a lien on the property.
7

8 **MOTION:** Councilor Heldenbrand made a motion to hold a public hearing and vote on whether
9 to uphold the condemnation under Resolution 25-46 of property located at 603 W. Van Buren.
10 Councilor Cortez was the second.
11

12 Before the start of the public hearing, City Clerk Amalia Martinez administered the oath to all
13 individuals wishing to speak, swearing them in to provide truthful testimony.
14

15 Toby Franco presented the history of ongoing code and condemnation issues for the property at
16 603 West Fury, which has been under enforcement action for about 10 years. The property was
17 first condemned in November 2015, after which the owner obtained a building permit to bring it
18 up to code, but never scheduled inspections or completed the work. In 2016, a roofing permit was
19 pulled, and while a roof appears to have been installed, no final inspection was done. The property
20 was condemned again in 2019; the owner pulled another permit in January 2020, but again failed
21 to follow through. A third condemnation was issued in March 2022, with yet another permit
22 granted, also without progress or inspections. The most recent condemnation occurred in July
23 2025, which the owner is now contesting. The official noted that the city denied a new permit
24 because state law requires a licensed contractor if the owner does not reside on the property. The
25 owner refused and insisted she could do the work herself. When inspected recently, the back door
26 was open, the building inspector entered and took photos showing poor conditions, and debris was
27 found behind the property on city-owned land, preventing mowing and maintenance.
28

29 Cecelia Goetz expressed frustration with how she has been treated by city staff, stating that every
30 visit to the building office was unpleasant and disrespectful. She said she had been actively
31 repairing the property, with photos and receipts to prove the work completed inside the house. She
32 denied responsibility for the pile of debris mentioned earlier, claiming it came from a neighbor
33 across the alley, and said another neighbor witnessed that person dumping materials there. Ms.
34 Goetz argued that the house is now cleaned, repaired, and safe, and that there is no reason to
35 condemn it. She suggested that the property could serve a community purpose—either as a studio
36 for her art or as a meeting place for a local ham radio organization, which lost its previous location
37 in a flood. She described her past involvement in the New Mexico Arts Association and efforts to
38 preserve art programs in schools, adding that she once managed an educational TV program for
39 children. She proposed that her property's layout (a small house with an adjacent lot) would make
40 it suitable for ham radio use, including space for antennas and parking.
41

42 **MOTION:** Councilor Moore made a motion to uphold the condemnation under Resolution 25-46
43 of the property located at 603 W. Van Buren, Myers Rediv Block 1 Lot 11. Councilor Arnold was
44 the second.
45

46 **ROLL CALL VOTE:** Darrell Johnson Yes

Juan Oropesa	Yes
Angela Moore	Yes
Robert Corn	Yes
Christopher Cortez	Yes
Ed Heldenbrand	Yes
Carlos Marrujo, Jr.	Yes
Cristina Arnold	Yes
Juliana Halvorson	Yes, via phone

Motion passed 9-0.

Those in Favor: Cecelia Goetz
Those opposed: none

Closed Session

24. Closed Session - Hold a closed session pursuant to NMSA 1978 § 10-15-1H (5) and (7), to discuss attorney-client privilege pertaining to threatened or pending litigation in which the City of Roswell is or may become a participant, pertaining to union negotiations.

MOTION TO GO INTO CLOSED SESSION: Councilor Heldenbrand moved that Council go into closed session, pursuant to NMSA 1978 § 10-15-1H (5) and (7), to discuss attorney-client privilege pertaining to threatened or pending litigation in which the City of Roswell is or may become a participant, pertaining to union negotiations. Voice vote was unanimous.

For The Record: Council went into closed session at 8:46 p.m.

For The Record: Council came back into open session at 9:11 pm. No action was taken, and no votes were made.

NEW BUSINESS / REGULAR ITEMS

16. Approval to enter into a professional services contract with True Business Solutions to provide internal audit services for the City of Roswell. Toni Gomez presented this item.

BACKGROUND: 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. Funding for these services is available in the adopted FY26 budget under the Finance Department's professional services line item 11014041 654801. The proposed contract amount shall not exceed \$58,500 plus applicable sales tax, and the agreement may be structured as a one-year term with an option to renew, subject to available funding and performance review.

MOTION: Councilor Corn made a motion to approve to enter into a professional services contract with True Business Solutions to provide internal audit services for the City of Roswell. Councilor Marrujo was the second.

ROLL CALL VOTE: Darrell Johnson Yes

Juan Oropesa	Yes
Angela Moore	Yes
Robert Corn	Yes
Christopher Cortez	No
Ed Heldenbrand	Yes
Carlos Marrujo, Jr.	Yes
Cristina Arnold	No
Juliana Halvorson	Yes, via phone

Motion passed 7-2.

25. Approve a budget adjustment up to \$127,934.00, inclusive of a lease extension for the current location for \$21,794; repairs, maintenance, and utilities estimated at \$45,000; and approval of a purchase order for \$61,140 for the lease of the Air Center property for collections, storage, and staff.

BACKGROUND: The museum collection that remained in Roswell was displaced following the October 2024 flood. Property was acquired on a monthly lease with a waived fee for the past 11 months to accommodate the museum as part of a philanthropic contribution to the recovery efforts. Due to business needs, the property is no longer available with a fee waiver, and the required rent is cost-prohibitive to stay, requiring a new location. This request is to cover a two-month extension at the current location in the amount of \$21,794 (a reduced rate) and \$61,140 for a 12-month lease of an air center property from December 1, 2025 through November 30, 2026 (\$5,095/month at \$7.50/sq. ft.) and to be considered for continuation on an annual basis as needed. The new property lease is for the property as is, and utilities, repairs, and maintenance would fall under the department's responsibilities. Estimated expenses of \$45,000 would cover central alarm, HVAC repairs and duct cleaning; lightbulb replacement; sprinkler system and fire alarm maintenance and repairs; fire extinguisher, pest control, and cleaning services; general maintenance; and utilities. Existing property rent of \$10,897 per month for 2 months (calculated at \$12 per square foot per year x 10,897 square feet) = \$21,794. Air Center property rent of \$5,095 per month, calculated at \$7.50 per square foot x 8,152 square feet for 12 months = \$61,140. The lease fees (\$82,934) may be reimbursable by the fine art insurance; an inquiry has been submitted to the claims adjuster. Funding Source: an increase to expense line 26114221 655001 in the amount of \$82,934 and 26114221 614002 for repairs and maintenance in the amount of \$45,000.

MOTION: Councilor Corn made a motion to approve a budget adjustment of \$127,934.00, which includes repairs, maintenance, and utilities for the lease of the Air Center property. Councilor Johnson was the second.

ROLL CALL VOTE:	Darrell Johnson	Yes
	Juan Oropesa	Yes
	Angela Moore	Yes
	Robert Corn	Yes
	Christopher Cortez	Yes
	Ed Heldenbrand	Yes
	Carlos Marrujo, Jr.	Yes
	Cristina Arnold	Yes

Juliana Halvorson

Yes, via phone

Motion passed 9-0.

27. Approval of the Scope of Work for RFP: Air Service Development for the Roswell Air Center. Bobbi Thompson presented the item.

BACKGROUND: The City of Roswell seeks to solicit proposals from qualified commercial airlines to provide scheduled passenger air service at the Roswell Air Center. This RFP is intended to secure reliable, sustainable, and cost-effective air service that meets the needs of Roswell residents, businesses, and visitors, while also supporting economic development in the region. The Scope of Work requires the selected Air Service Provider to: Offer aircraft with 50 to 100 passenger seat capacity. Provide at least 14 round-trips per week with daily service. Submit proposals that include a codeshare agreement with United Airlines covering both the ROW–DEN and DEN–ROW markets. Proposals must specify whether the codeshare applies to connecting flights only, local service only, or both. If no codeshare agreement is offered, the provider must present a reasonable plan for accommodating self-connecting passengers. Be willing to add capacity during the National Air Races. Funding will be provided through the previously awarded Small Community Air Service Development Program (SCASDP) federal grant to the Roswell Air Center. Additional funding is available through the State of New Mexico Rural Air Service Enhancement Grant Program (RASEGP), administered by the New Mexico Aviation Division

MOTION: Councilor Heldenbrand made a motion to approve the Scope of Work for RFP: Air Service Development for the Roswell Air Center. Councilor Moore was the second.

AMENDED MOTION: Councilor Corn made a motion to send this item to the Legal Committee. Councilor Johnson was the second.

ROLL CALL VOTE:	Darrell Johnson	Yes
	Juan Oropesa	Yes
	Angela Moore	No
	Robert Corn	Yes
	Christopher Cortez	Yes
	Ed Heldenbrand	Yes
	Carlos Marrujo, Jr.	Yes
	Cristina Arnold	Yes
	Juliana Halvorson	Yes, via phone

Motion passed 8-1.

28. Approval of the Scope of Work for RFP: Security Hold Room Facility at the Roswell Air Center. Bobbi Thompson presented this item.

BACKGROUND: The City of Roswell seeks to solicit proposals from qualified contractors to design and construct a security hold room facility at the Roswell Air Center (ROW). The facility will support current and future commercial airline operations by providing TSA-compliant, ADA-accessible secure passenger holding space. The Scope of Work requires the selected vendor to design and construct a turnkey security hold room facility that includes: Seating for 120 passengers

1 Two unisex restrooms with ADA-compliant stalls. Podium-style counter for airline gate operations
2 TSA-approved secure entry and emergency exit doors. CCTV security system fully integrated with
3 the airport's system. Connection to the existing terminal secure areas in compliance with TSA and
4 FAA requirements. The project will ensure the Air Center remains compliant with federal security
5 requirements while expanding passenger service capacity. Funding is anticipated through available
6 federal and state aviation grant programs.

7
8 **MOTION:** Councilor Heldenbrand made a motion to approve the Scope of Work for RFP:
9 Security Hold Room Facility at the Roswell Air Center. Councilor Oropesa was the second.

10
11 After much discussion, Councilor Heldenbrand removed his motion.

12
13 **AMENDED MOTION:** Councilor Corn made a motion to move this item to the Infrastructure
14 Committee. Councilor Arnold was the second.

15
16 **AMENDED MOTION ROLL CALL VOTE:**

17	Darrell Johnson	Yes
18	Juan Oropesa	Yes
19	Angela Moore	No
20	Robert Corn	Yes
21	Christopher Cortez	Yes
22	Ed Heldenbrand	Yes
23	Carlos Marrujo, Jr.	Yes
24	Cristina Arnold	Yes

25
26 **FOR THE RECORD:** Councilor Halvorson left the meeting at 10:00 MST.

27
28 **Motion passed 7-1.**

29
30 29. Approve ratification of PO #22600879 to Desert West Enterprises in the amount of
31 \$171,992.72 for paving the entry drop-off and walkway to the National Champion Air Races. Mac
32 Rogers presented this item.

33
34 **BACKGROUND:** This request is for ratification of PO #22600879 to Desert West Enterprises in
35 the amount of \$171,992.72 for paving the entry drop off and walkway with Micro surfacing to the
36 National Champion Air Races. Construction of the walkway was procured through Eddy County
37 RFP # 24-02, and the purchase was funded through the State Tourism Grant. This provided the
38 main entry walkway with ADA access and a vehicle drop-off area, as required by the City of
39 Roswell's agreement with RARA, approved on February 13, 2025. Funding is anticipated through
40 State Tourism Grant 510034334-817508.

41
42 **MOTION:** Councilor Corn made a motion to ratify PO #22600879 to Desert West Enterprises in
43 the amount of \$171,992.72. Councilor Marrujo was the second.

44
45 **FOR THE RECORD:** After much discussion, Councilor Oropesa called for the question.

1 **ROLL CALL VOTE ON THE QUESTION:**

2
3 Darrell Johnson Yes
4 Juan Oropesa Yes
5 Angela Moore Yes
6 Robert Corn Yes
7 Christopher Cortez Yes
8 Ed Heldenbrand Yes
9 Carlos Marrujo, Jr. Yes
10 Cristina Arnold Yes

11
12 Motion passed 8-0.

13
14 **ROLL CALL VOTE:**

15 Darrell Johnson Yes
16 Juan Oropesa Yes
17 Angela Moore Yes
18 Robert Corn No
19 Christopher Cortez Yes
20 Ed Heldenbrand Yes
21 Carlos Marrujo, Jr. Yes
22 Cristina Arnold No

23 Motion passed 6-2.

24
25 30. Approve ratification of PO #22600829 to J&G Electric in the amount of \$252,442.57 for
26 electrical equipment to provide power for the Grandstands at the National Champion Air Races.
27 Mac Roger presented this item.

28
29 **BACKGROUND:** This request is a ratification of PO #22600829 to J&G Electric in the amount
30 of \$252,442.57 for electrical equipment to provide power for the Grandstands at the National
31 Champion Air Races. The equipment was procured through State Price Agreement 40-00000-24-
32 00074, and the purchase was funded through the State Tourism Grant. Xcel was able to extend
33 primary power from another location within the airfield to the event site, and power to the
34 Grandstands was required for the event per the City of Roswell agreement with RARA, approved
35 on February 13th, 2025. Funding is anticipated through State Tourism Grant 510034334-817504
36

37 **MOTION:** Councilor Corn made a motion to approve ratification of PO #22600829 to J&G
38 Electric in the amount of \$252,442.57. Councilor Moore was the second.

39
40 **ROLL CALL VOTE:**

41 Darrell Johnson Yes
42 Juan Oropesa Yes
43 Angela Moore Yes
44 Robert Corn No
45 Christopher Cortez Yes
46 Ed Heldenbrand No
Carlos Marrujo, Jr. Yes

Cristina Arnold

No

Motion passed 5-3.

31. Approve ratification of PO #22601020 to J&G Electric in the amount of \$77,321.86 for boring services to provide primary power for the Grandstands at the National Championship Air Races. Mac Rogers presented this item.

BACKGROUND: This request is a ratification of PO #22601020 to J&G Electric in the amount of \$77,321.86 for boring services to provide primary power for the grandstands at the National Championship Air Races. The boring was procured through State Price Agreement 40-00000-24-00074, and the purchase was funded through the State Tourism Grant. The primary power service was provided by Xcel and allows for expanded service over time. Power to the grandstands was required for the event per the City of Roswell agreement with RARA, approved on February 13th, 2025. Funding is anticipated through State Tourism Grant 10034334-817504.

MOTION: Councilor Corn made a motion to approve ratification of PO #22601020 to J&G Electric in the amount of \$77,321.86. Councilor Johnson was the second.

ROLL CALL VOTE:	Darrell Johnson	Yes
	Juan Oropesa	Yes
	Angela Moore	Yes
	Robert Corn	No
	Christopher Cortez	Yes
	Ed Heldenbrand	No
	Carlos Marrujo, Jr.	No
	Cristina Arnold	Yes

Motion passed 5-3.

CITY MANAGER REPORTS/ANNOUNCEMENTS (Information Only)

Chad Cole thanked the mayor and council for ratifying purchase orders (POs) that allowed vendors for the air races project to be paid. He reported that 47 acres were paved with new driveways and infrastructure under FAA guidance and approval. He updated the council on several key issues:

Emergency Management:

- The county has hired its own emergency manager and will end cost-sharing with the city in FY27.
- The city will need to budget for its own emergency management costs going forward.

Financial Audits:

- The FY24 audit remains incomplete, which affects the city's bond rating and eligibility for grants.
- Weekly meetings are ongoing with former auditor Chris Gardner to finalize and transfer necessary workpapers to the new auditor, Audrey Jaramillo.

Financial Software Upgrade:

- The city is replacing the problematic Tyler accounting system with NetSuite.
- Staff are currently aligning the chart of accounts and integrating OpenGov budgeting software to ensure consistency.

Community Development Office Move:

- Due to repeated mechanical and safety issues (HVAC failures, elevator malfunctions, and fires), the department will move to the old Central 21 building on Kentucky Avenue.
- The move will take place on October 21–22, during which the office will be closed for relocation and IT setup.

Finally, the mayor noted a fatal traffic accident at McGaffey and Union about 90 minutes earlier, advising people to avoid the area.

ADJOURNMENT

Meeting adjourned at 10:50 p.m.

PASSED, ADOPTED, SIGNED, and APPROVED on this 13th day of November 2025.

(City Seal)

Timothy Z. Jennings, Mayor

Amalia Martinez, City Clerk