

**Regular Meeting of the Roswell City Council
Held in Commission Chambers
Chaves County Administrative Center
Commission Chambers #1 St. Mary's Place
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 6:00 pm with Mayor Pro Tem Halvorson presiding and Mayor Jennings being absent.

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

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

APPROVAL OF THE AGENDA

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

Councilor Heldenbrand made a motion to approve the agenda for the November 13, 2025, Regular City Council agenda with the following changes:

- Move item #27, Ordinance 25-XX -An ordinance for the sale of Real Property, to the consent agenda, to be placed after # 14.
- Item # 27 should reflect that it was assigned Ordinance # 25-07
- Page 103, line 19, change the vote to “no”
- Page 107, line 27, add the word “Corn” between Councilor and made
- Page 108, line 43, remove the first “made a motion”

Councilor Cavin was the second.

ROLL CALL VOTE:	Cristina Arnold	Yes
	Ed Heldenbrand	Yes
	Carlos Marrujo, Jr.	Yes

Darrell Johnson	Yes
Will Cavin	Yes
Juan Oropesa	Yes
Christopher Cortez	Yes
Robert Corn	Yes
Angela Moore	Yes
Juliana Halvorson	Yes

Motion passed 10-0.

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

Councilor Heldenbrand made a motion to approve the agenda as amended for the November 13, 2025, Regular City Council agenda. Councilor Marrujo was the second. The voice vote was unanimous, and the motion passed 10-0.

CONSENT ITEMS (items 3-14 will be approved at the time of the approval of the consent agenda)

3. Consider recommending approval of a lease agreement with First National Tower, Ltd for property located at 400 N. Pennsylvania Avenue, Roswell, NM 88201, inclusive of a ratification for November 1-30, 2025.

4. Approval of a budget adjustment to recognize an award from the New Mexico Board of Finance Emergency Operating Fund Grant in the amount of \$970,000.00, and authorization to issue a purchase order to 411 Equipment, LLC in the amount of \$960,055.12 for the acquisition of two (2) Mini Rescue Pumpers equipped with NFPA-compliant equipment and Amkus Rescue Tool.

5. Approval of a budget adjustment in the amount of \$123,270 to fund the Paladin Drones software and equipment contract.

6. Approval for the Roswell Police Department's request to allocate \$26,000 from School Resource Officer reimbursement funds received from the Roswell Independent School District (RISD) to provide thirteen (13) non-union civilian employees, each with more than one (1) year of service, a one-time retention incentive of \$2,000.

7. Approval of award for ITB-26-003 - SWAT Warehouse Renovation and Covered Parking Structure to Hubbard & Sons, Inc., in the amount of \$89,874.24, including Gross Receipts Tax.

8. Approval of award for ITB-25-009: Roswell Air Center Taxiway C Rehabilitation Project to Constructors, Inc. in the amount of \$562,347.38, including GRT.

Resolution(s)

9. Resolution 25-53: Adoption of Resolution 25-53: approving a budget adjustment for the fiscal year ending June 30, 2026.

10. Resolution 25-54: Weeds - The Resolution shall mandate the cleanup of approximately twenty-nine (29) separate properties within the City.

11. Resolution 25-55: Condemnations - adoption of Resolution 25-55 the Resolution shall require the removal or demolition of two (2) dilapidated structures.

Minutes

12. Approval of the minutes from the Regular City Council meeting on October 9, 2025.

13. Approval of the minutes from the Special City Council meeting on October 13, 2025.

14. Approval of the minutes from the Special City Council meeting on October 30, 2025.

27. Ordinance 25-07: Authorize to advertise for a public hearing Ordinance 25-07: An Ordinance for the sale of Real Property.

NON-ACTION ITEMS (Information Items)

15. Airport Updates (Bobbi Thompson)

16. MainStreet Roswell UFO Festival 2025 Report (Barbara Gomez)

17. Catalina Muniz Award for the 2025 Project Excellence Awards to James MacCornack and Andrew Valadez (Chad Cole)

18. Employee Out-of-State Travel (Chief Lance Bateman and Chief Steve Chavez)

PUBLIC PARTICIPATION ON AGENDA ITEMS AND NON-AGENDA ITEMS

In order to speak, you must sign up prior to the Council Meeting.

- Nancy Fleming spoke on the Museum

PUBLIC HEARING(S)

19. Hold a public hearing and vote on a Restaurant B (Beer, Wine and Spirits) License with on-premise consumption for Lemongrass Thai, LLC |DBA Lemon Grass Thai Cuisine located at 610 South Main Street, Roswell, NM 88203. Hess Yntema presented this item

BACKGROUND: Under NMSA 1978 § 60-6B-4, the governing body is required to conduct a public hearing on the application and must, by roll call vote, approve or disapprove the requested application. The hearing is quasi-judicial in nature and must be conducted accordingly. Lemongrass Thai Inc. d/b/a Lemon Grass Thai Cuisine, located at 610 South Main Street, Roswell, NM 88203, has applied for a Restaurant B (Beer, Wine and Spirits) License with on-premise consumption. In considering whether to approve or disapprove the application, the governing body may only disapprove of the application if it finds substantial evidence to support one of the

following: 1) The proposed location is within an area where the sale of alcoholic beverages is prohibited by the laws of New Mexico; or 2) The issuance or transfer would be in violation of the zoning or other ordinance of the governing body; or 3) The issuance or transfer of a license would be detrimental to the public health, safety, or morals of the residents of the local option district. The governing body is required to notify the Director of Alcohol and Gaming Division of the New Mexico Regulation and Licensing Department within thirty (30) days of the public hearing whether it has approved or disapproved the application. This is done by the City Clerk.

MOTION: Councilor Heldenbrand made a motion to Hold a public hearing and vote on a Restaurant B (Beer, Wine and Spirits) License with on-premise consumption for Lemongrass Thai, LLC |DBA Lemon Grass Thai Cuisine, located at 610 South Main Street, Roswell, NM 88203

FOR THE RECORD: City Clerk, Amalia Martinez, swore in everyone for items numbers 19, 20, 21, and 22.

Councilor Arnold was the second.

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

Those in favor: none

Those opposed: none

Motion passed 9-1.

20. Hold a public hearing and vote on a Restaurant B -- Beer Wine and Spirits Liquor License with on-premises consumption only with patio service for Backdraft Barbeque, LLC located at 301 N. Railroad Avenue, Roswell, NM 88201. Hess Yntema presented this item.

BACKGROUND: Under NMSA 1978 § 60-6B-4, the governing body is required to conduct a public hearing on the application and must, by roll call vote, approve or disapprove the requested application. The hearing is quasi-judicial in nature and must be conducted accordingly. Backdraft BBQ, LLC located at 301 N. Railroad Ave, Roswell, NM 88201, has applied for a Restaurant B-Beer, Wine and Spirits Liquor License with on-premises consumption only with patio service. In considering whether to approve or disapprove the application, the governing body may only disapprove of the application if it finds substantial evidence to support one of the following: 1) The proposed location is within an area where the sale of alcoholic beverages is prohibited by the laws of New Mexico; or 2) The issuance or transfer would be in violation of the zoning or other ordinance of the governing body; or 3) The issuance or transfer of a license would be detrimental

to the public health, safety, or morals of the residents of the local option district. The governing body is required to notify the Director of Alcohol and Gaming Division of the New Mexico Regulation and Licensing Department within thirty (30) days of the public hearing whether it has approved or disapproved the application. This is done by the City Clerk.

MOTION: Councilor Heldenbrand made a motion to hold a public hearing and vote on a Restaurant B -- Beer Wine and Spirits Liquor License with on-premises consumption only with patio service for Backdraft Barbeque, LLC located at 301 N. Railroad Avenue, Roswell, NM 88201. Councilor Arnold was the second.

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

Those in favor: none

Those opposed: none

Motion passed 9-1.

21. Hold a public hearing and vote on a Restaurant B (Beer, Wine and Spirits) License with on-premise consumption for JASAL, LLC | DBA Los Cerritos Mexican Kitchen located at 2103 N. Main Street, Roswell, NM 88201. Hess Yntema presented this item.

BACKGROUND: Under NMSA 1978 § 60-6B-4, the governing body is required to conduct a public hearing on the application and must, by roll call vote, approve or disapprove the requested application. The hearing is quasi-judicial in nature and must be conducted accordingly. JASAL, LLC | DBA Los Cerritos Mexican Kitchen, located at 2103 N. Main Street, Roswell NM 88201, has applied for a Restaurant B (Beer, Wine and Spirits) License with on-premise consumption. In considering whether to approve or disapprove the application, the governing body may only disapprove of the application if it finds substantial evidence to support one of the following: 1) The proposed location is within an area where the sale of alcoholic beverages is prohibited by the laws of New Mexico; or 2) The issuance or transfer would be in violation of the zoning or other ordinance of the governing body; or 3) The issuance or transfer of a license would be detrimental to the public health, safety, or morals of the residents of the local option district. The governing body is required to notify the Director of Alcohol and Gaming Division of the New Mexico Regulation and Licensing Department within thirty (30) days of the public hearing whether it has approved or disapproved the application. This is done by the City Clerk.

MOTION: Councilor Heldenbrand made a motion to hold a public hearing and vote on a Restaurant B (Beer, Wine and Spirits) License with on-premise consumption for JASAL, LLC |

DBA Los Cerritos Mexican Kitchen located at 2103 N. Main Street, Roswell, NM 88201. Councilor Marrujo was the second.

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

Those in favor: none

Those opposed: none

Motion passed 9-1.

22. Ordinance 25-06: Hold a public hearing to consider adopting proposed Ordinance 25-06: Amending Chapter 11 of the Roswell City Code Regarding Flood Damage Protection. James MacCornack presented this item.

MOTION: Councilor Heldenbrand made a motion to hold a public hearing adopting Ordinance 25-06: Amending Chapter 11 of the Roswell City Code Regarding Flood Damage Protection. Councilor Cavin was the second.

BACKGROUND: The City of Roswell had a Community Assistance Visit from FEMA personnel. During this visit, required updates were identified to the City Flood Damage Prevention Ordinance to enable the City to remain compliant with National Flood Insurance Program regulations. The proposed changes are directly from the language in the Code of Federal Regulations Title 44 and FEMA guidance documents. Proposed changes will not affect the current process or procedures in floodplain administration

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

Those in favor: none

Those opposed: none

Ordinance 25-06 was enacted 10-0.

NEW BUSINESS / REGULAR ITEMS

23. Approval to advertise RFP 26-002 for Design Professional Services for flood-related projects (DR-4843NM). Mac Rogers presented the item.

BACKGROUND: This request is for approval to advertise RFP 26-002 for Design Professional Services for flood-related projects (DR-4843NM). The city is requesting architecture and engineering firms to submit proposals for the purposes of developing plans to repair city-wide flood damages and incorporate hazard mitigation measures where necessary as a result of the October 19th, 2024, flood event that required a FEMA public assistance claim.

MOTION: Councilor Heldenbrand made a motion to approve to advertise RFP 26-002 for Design Professional Services for flood-related projects (DR-4843NM). Councilor Arnold was the second.

The voice vote was unanimous, and the motion passed 10-0.

24. Approval for Ramon Zapata (Engineering Technician) to exceed \$1,500 in travel reimbursements this current fiscal year, per Resolution 24-55.

BACKGROUND: Mr. Zapata has been attending certification courses through the Associated Contractors of New Mexico (ACNM) in Albuquerque to obtain the necessary certifications for the City of Roswell materials testing laboratory. These certifications are essential for maintaining compliance and allowing the City to continue performing in-house testing for construction materials. To date, Mr. Zapata has participated in several sessions under this program and will be attending six additional training classes to complete certifications in Concrete, Asphalt, and Densometer Testing. These trainings are critical to ensure that the City maintains qualified personnel for materials testing and minimizes the need for outsourced services. The total travel reimbursements for Mr. Zapata are expected to exceed the \$1,500 per fiscal year limit; therefore, this request is being submitted for City Council review and approval in compliance with Resolution 24-55.

MOTION: Councilor Heldenbrand made a motion to approve Ramon Zapata (Engineering Technician) to exceed \$1,500 in travel reimbursements this current fiscal year, per Resolution 24-55. Councilor Marrujo was the second.

The voice vote was unanimous, and the motion passed 10-0.

25. Approve Sergeant Trong Nguyen to exceed the \$1,500 limit in travel reimbursements for the current fiscal year, in accordance with Resolution 24-55.

MOTION: Councilor Heldenbrand made a motion to approve Sergeant Trong Nguyen to exceed the \$1,500 limit in travel reimbursements for the current fiscal year, in accordance with Resolution 24-55. Councilor Cavin was the second.

The voice vote was unanimous, and the motion passed 10-0.

Resolution(s)

26. Resolution 25-56: adoption of Resolution 25-56: Creating the Roswell Flood Recovery Taskforce.

BACKGROUND: The City of Roswell, New Mexico, suffered massive flooding on October 19 and 20, 2024, that was well outside the 100-year floodplain, and the Mayor and Governor declared a disaster. The City of Roswell passed an emergency ordinance on March 30, 2025, to increase the Gross Receipts Tax (GRT) for flood damage repairs starting on July 1, 2025. The City has the authority to generally protect the property of its municipality and its inhabitants, regulate flood and mudslide-hazard areas, regulate and conduct municipal flood control activities, and create a task force by resolution.

MOTION: Councilor Corn made a motion to approve Resolution 25-56: Creating the Roswell Flood Recovery Taskforce. Councilor Marrujo was the second.

FOR THE RECORD: Councilor Heldenbrand called for the question. The voice vote was unanimous.

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

Closed Session

28. Hold Closed Session: Pursuant to NMSA 1978 §§ 10-15-1H (5) and (8) for the discussion of collective bargaining strategy preliminary to collective bargaining negotiations and for the discussion of the purchase, acquisition or disposal of real property.

Councilor Heldenbrand made a motion to hold a Hold Closed Session: Pursuant to NMSA 1978 §§ 10-15-1H (5) and (8) for the discussion of collective bargaining strategy preliminary to collective bargaining negotiations and for the discussion of the purchase, acquisition or disposal of real property. Councilor Arnold was the second,

ROLL CALL VOTE:	Cristina Arnold	Yes
	Ed Heldenbrand	Yes
	Carlos Marrujo, Jr.	Yes

Darrell Johnson	Yes
Will Cavin	Yes
Juan Oropesa	Yes
Christopher Cortez	Yes
Robert Corn	Yes
Angela Moore	Yes
Juliana Halvorson	Yes

FOR THE RECORD: Council went into closed session at 7:54 p.m.

FOR THE RECORD: Council came back into open session at 8:05 pm. No action was taken, and no votes were made.

CITY MANAGER REPORTS/ANNOUNCEMENTS

(Information Only)

Fire Department

Successful training at the fire training center, including the use of their ARFF (Aircraft Rescue and Firefighting) truck on a real fire for the first time. A new ARFF truck is awaiting required chemicals before it can be used.

Fleet Maintenance / Solid Waste Department

Abraham Chaparro and Debbie Reyer have taken over fleet maintenance and are doing excellent work. The city successfully recruited a highly qualified Emergency Vehicle Technician—the only one in New Mexico certified to work on ARFF trucks. This will drastically reduce service costs (previously \$4,000 per fire truck oil change), eliminate reliance on a monopoly provider, and may allow the city to service vehicles for surrounding communities, generating revenue. The new hire begins January.

Police Department

Recently hired five new officers, leaving only two existing vacancies (not counting 10 unfilled new positions). The city obtained a “Pitbull” SWAT breaching vehicle through the municipal league, replacing an unreliable surplus vehicle. The new vehicle has already proven valuable during a recent critical incident.

ADJOURNMENT

Meeting adjourned at 8:12p.m.

PASSED, ADOPTED, SIGNED, and APPROVED on this 11th day of December 2025.

(City Seal)

Timothy Z. Jennings, Mayor

Amalia Martinez, City Clerk

DRAFT