



**SPECIAL MEETING
CITY OF ROSWELL COUNCIL
WEDNESDAY, JULY 23, 2025, at 3:00 p.m.
CITY HALL Large Conference Room
425 N. Richardson Ave.
Roswell, New Mexico 88201**

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution No. 25-28. Except for emergency matters, the City Council shall take action only on the specific items listed on the Agenda.

JULY 23, 2025		MAYOR - Timothy Z. Jennings			3:00 p.m.
Ward I	Ward II	Ward III	Ward IV	Ward V	
Cristina A. Arnold	Juliana Halvorson	Edward L. Heldenbrand	Robert B. Corn	Angela G. Moore	
Juan Oropesa	Will Cavin	Christopher Cortez	Darrell Johnson	Carlos Marrujo Jr.	

WELCOME! We are very glad you have joined us for the Roswell City Council meeting. If you wish to speak, please sign up at the podium. The Council is pleased to hear relevant comments; however, a 3-minute limit is set in accordance with Resolution 17-65 (Governing Body Rules of Order). Large groups are asked to name a spokesperson. Robert's Rules of Order govern the conduct of the meeting. THANK YOU for participating in your City Government.

OPENING CEREMONIES

Call to Order by Presiding Officer
Roll Call & Determination of Quorum

APPROVAL OF THE AGENDA

1. Approval of agenda - approve the agenda for the July 23, 2025, Special City Council Meeting. (Halvorson/Martinez)

PUBLIC PARTICIPATION ON AGENDA ITEMS

CLOSED SESSION

1. Hold a closed session - pursuant to NMSA 1978, § 10-15-1(H)(5), to discuss attorney-client privileged communication relating to Utility Workers' Union of America AFL-CIO Local 51 in which the City of Roswell is or may become a participant. • pursuant to NMSA 1978 § 10-15-1H (8), to discuss the purchase, acquisition, or disposal of real property. (Halvorson/Yntema)

REGULAR ITEMS

1. Approval of the Utility Workers' Union of America AFL-CIO, Local 51 agreement. (Halvorson/Yntema)
2. The Roswell Police Department is seeking approval to proceed with the purchase and installation of a new 40-ton AC condenser unit to replace the existing York condenser located on the north side of the RPD building. The purchase will be made through Rhoads Co., and this procurement will be completed under TIPS cooperative contract #24-1001. (Corn/Taylor)
3. Approval to move monies, or a budget adjustment, from the General Fund account to the Roswell Police Department (Capital outlay vehicle account) in reference to the auction money obtained from the sale of used/unused/deadline police units for the amount of \$91,581.00 (Corn/Aldana)
4. Resolution 25-34 approval of Resolution 25-34 approving a budget adjustment for the fiscal year ending June 30, 2026. (Corn/Gomez)
5. Resolution 25-35 approval of Resolution 25-35 for the year-end budget adjustments for the fiscal year ending June 30, 2025. (Corn/Gomez)
6. Resolution 25-36 approval of Resolution 25-36 for the Final (4th) Quarter Financial Report for the Fiscal Year Ending June 30, 2025. (Corn/Gomez)

7. Resolution 25:37 Approval of Resolution 25:37 for the Final Budget for the City of Roswell for Fiscal Year 2025--2026 and authorization for submission to the New Mexico Department of Finance and Administration -- Local Government Division (DFA-LGD). (Corn/Gomez)

ADJOURNMENT

If you are an individual with a disability who needs a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 at least one week before the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 575-624-6700 if a summary of another type of accessible format is needed.

Printed and posted: July 20, 2025

**ROSWELL NEW MEXICO
AGENDA ITEM ABSTRACT**

Special Council Meeting

1.

Meeting Date: 07/23/2025

COMMITTEE: N/A

CONTACT: Hessel Yntema

CHAIR: Juliana Halvorson

ACTION REQUESTED:

Hold a closed session - pursuant to NMSA 1978, § 10-15-I(H)(5), to discuss attorney-client privileged communication relating to Utility Workers' Union of America AFL-CIO Local 51 in which the City of Roswell is or may become a participant. æ¿ pursuant to NMSA 1978 § 10-15-1H (8), to discuss the purchase, acquisition, or disposal of real property. (Halvorson/Yntema)

BACKGROUND:

Initiated by: Hess Yntema
Hold a closed session -

- pursuant to NMSA 1978, § 10-15-I(H)(5), to discuss attorney-client privileged communication relating to Utility Workers' Union of America AFL-CIO Local 51, in which the City of Roswell is or may become a participant.
- pursuant to NMSA 1978 § 10-15-1H (8), to discuss the purchase, acquisition, or disposal of real property.

FINANCIAL CONSIDERATION

To be reviewed with the Council.

LEGAL REVIEW:

Pursuant to NMSA 1978, § 10-15-1(H) & (I), a majority of a quorum of the City Council may vote to enter closed session to discuss a narrow range of topics. No action may be taken during the closed session.

BOARD AND COMMITTEE ACTION:

There is no board or committee review.

STAFF RECOMMENDATION:

Proceed as presented.

**ROSWELL NEW MEXICO
AGENDA ITEM ABSTRACT**

Special Council Meeting

2.

Meeting Date: 07/23/2025

COMMITTEE: Finance

CONTACT: Toni Gomez

CHAIR:

ACTION REQUESTED:

The Roswell Police Department is seeking approval to proceed with the purchase and installation of a new 40-ton AC condenser unit to replace the existing York condenser located on the north side of the RPD building. The purchase will be made through Rhoads Co., and this procurement will be completed under TIPS cooperative contract #24-1001. (Corn/Taylor)

BACKGROUND:

Initiated by: Michael Taylor

The existing 40-ton AC condenser serving the north side of the Roswell Police Department building has failed due to a system burnout and refrigerant contamination, leading to unreliable cooling within the facility. To restore proper climate control, the unit will be removed and replaced with a new 40-ton TempMaster condenser. The project includes the installation of roof supports, new TXV valves, refrigerant filter cores, and reconnection to the existing electrical system. The purchase will be made through Rhoads Co., utilizing TIPS cooperative contract #24-1001.

FINANCIAL CONSIDERATION

TIPS cooperative contract #24-1001

LEGAL REVIEW:

N/A

BOARD AND COMMITTEE ACTION:

The Finance Committee heard this item on July 23, 2025, before today's Special City Council meeting.

STAFF RECOMMENDATION:

Pending new quote from Rhoads.

Attachments

Rhoads Co Quote

RHOADS CO

PROPOSAL

Date: 6/24/2025

Location of Project: RPD

To: City of Roswell
Address: 3100 W. Brasher, Roswell, NM 88203

Phone #(s):
and Contact(s):

We hereby submit a brief description of what our proposal includes:

Replacement of a York 40 ton AC only condenser controlling the north side of the building

SCOPE OF WORK:

Provide and install:

Tempmaster 40 ton AC only condenser (New R454b A2L refrigerant)

Condenser roof supports

(2) new R454b TXV's for the indoor evap coil

Flush the evap coil and refrigerant piping due to the refrigerant change over and compressor burnouts from the existing condenser

New refrigerant line filter cores (the cores will be checked after a few days of operation to determine if the cores will need to be replaced again)

Re-adapt to the existing refrigerant lines with new connections

An electrician will be provided to re-adapt to the existing electrical power supply and disconnect

A crane will be provided to safely lift these units to and from the roof

Equipment lead time: TBD (waiting on a response from the manufacture)

Warranty: 1 year labor, 1 year parts, 1 year compressor

Exclusions: Any work that is not as described above, any needs from ACS (if any), any work to any other equipment, any roofing

This proposal can be utilized with our TIPS contract #24-1001

Total Investment:				Additional 3% fee if paid by credit card
\$75,139.16	+tax	\$5,932.84	\$81,072.00	
Payment to be made as follows: Net Due Upon Completion. If payment is not received within 30 days from completion date, the customer agrees to pay past due fees and all collection costs including court costs and attorney's fees. Rhoads Co. reserves the right to repossess installed equipment if payment is not received.				

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above scope of work involving extra costs will be executed only upon written agreement, and will become an extra charge over and above this proposal.

Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance. **"NOTICE:** Neither the Contractor's License Bond nor the license issued under 60-13-19 of the Construction Industries Licensing Act protects the consumer if the contractor defaults on this contract."

It is agreed that you, the customer and Rhoads Co. waive subrogation rights from all liability or any loss, damage, occurrence, event or condition against each other and against employees, agents and consultants.

ACCEPTANCE OF PROPOSAL - The above prices, scope of work, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. The payment will be made as outlined above.

Date of Acceptance: _____

Authorized
Signature: _____

Caleb Kimberly

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Signature: _____

Signature: _____

INDUSTRIAL \ COMMERCIAL // RESIDENTIAL
107 E 6th St., Roswell, NM 88201
NM License # 7729



www.RHOADSCO.com

HEATING \ AIR CONDITIONING // PLUMBING
MAIL: PO Box 1635, Roswell, NM 88202
Ph: 575.622.4977 F: 575.622.4978

**ROSWELL NEW MEXICO
AGENDA ITEM ABSTRACT**

Special Council Meeting

3.

Meeting Date: 07/23/2025

COMMITTEE: Finance

CONTACT: Toni Gomez

CHAIR: Robert B. Corn

ACTION REQUESTED:

Approval to move monies, or a budget adjustment, from the General Fund account to the Roswell Police Department (Capital outlay vehicle account) in reference to the auction money obtained from the sale of used/unused/deadline police units for the amount of \$91,581.00 (Corn/Aldana)

BACKGROUND:

Initiated by: Albert Aldana

The Roswell Police Department has obtained a total of \$91,581.00 over a period of time from the sale of used/unused/deadline vehicles from March 17, 2025, to July 4, 2025. The money from these used/unused/deadline vehicles came from grants, the city, or internal transfer of Roswell Police Department monies. The department is in need to purchase two (2) new K9 units. At this time, we have one (1) 2025 Chevrolet Tahoe we can purchase for \$55,330.00 from Melloy in Las Lunas, NM.

FINANCIAL CONSIDERATION

Request that the money deposited into the General Fund account be returned to us so we can purchase a new K9 unit.

LEGAL REVIEW:

N/A

BOARD AND COMMITTEE ACTION:

N/A

STAFF RECOMMENDATION:

Proceed as presented.

Attachments

FY25 Auction Results

2025 Chevy Tahoe PPV Roswell PD Quote



CITY OF ROSWELL
YEAR-TO-DATE AUCTION RESULTS
FY2025 and FY2026

NO. OF UNITS SOLD	SALE DATE	AMOUNT COLLECTED	DEPARTMENT
8	3/17/2025	\$ 21,550	Police Vehicles
1	5/5/2025	12,500	WWTP Flood Salvage Equipment
1	5/6/2025	5,600	Police Vehicle
1	5/7/2025	4,000	Police Salvage Vehicle
3	5/14/2025	8,650	Police Vehicles
2	5/15/2025	9,500	Police Vehicles
1	5/22/2025	4,000	Transit Bus
3	5/30/2025	6,900	Police Vehicles
1	5/30/2025	2,125	Landfill Vehicles
1	5/30/2025	11,210	Airport Tractor
1	6/6/2025	4,600	Police Vehicle
2	6/12/2025	4,777	Police Vehicles
1	6/12/2025	2,275	Airport Pickup
1	6/13/2025	153	Fire Camper Shell
1	6/13/2025	16	Scrap Scaffolding
1	6/22/2025	4,000	Streets Paving Truck
5	6/27/2025	11,776	Police Vehicles
1	6/30/2025	3,000	Police Vehicle
1	6/30/2025	1,575	Park Vehicle
1	7/2/2025	2,100	Airport Dump Truck
3	7/3/2025	371	Sanitation Parts
2	7/4/2025	11,228	Police Vehicles
2	7/4/2025	1,146	Equipment Parts
		\$ 133,051	
Police		\$ 91,581	



FLEET

June 11, 2025

City of Roswell

New Mexico State Price Agreement: 40-00000-24-00068

Item #11 – Full Size SUV, ICE Powered, 4Door, 4WD

2025 Chevrolet Tahoe PPV, 4WD, Black

Base Price	\$57,495.00
Less 2% Discount per Contract	(\$2,650.00)
Options – Remote Keyless Entry	\$75.00
Skid Plates	INCL
Trailer Tow Package	INCL
Window Tint	\$420.00
Total Options	\$495.00
Less 2% Discount per Contract	(\$10.00)
Total	\$55,330.00

Karen Sluga

Melloy Auto Group

Fleet/Government Sales

(505)866-3180

Melloy Chevrolet

377 Emilio Lopez Rd

Los Lunas, NM 87031

**ROSWELL NEW MEXICO
AGENDA ITEM ABSTRACT**

Special Council Meeting

4.

Meeting Date: 07/23/2025

COMMITTEE: Finance

CONTACT: Toni Gomez

CHAIR: Robert B. Corn

ACTION REQUESTED:

Resolution 25-34 approval of Resolution 25-34 approving a budget adjustment for the fiscal year ending June 30, 2026. (Corn/Gomez)

BACKGROUND:

Initiated by: Toni Gomez

The New Mexico Department of Finance Administration (DFA), requires approval of a budget adjustment when increasing revenue and/or expenses in the approved budget. The finance department is requesting a budget adjustment for line items in Exhibit "A". These adjustments are for various departments.

FINANCIAL CONSIDERATION

- Various Funds: Expenses \$1,787,866.00

LEGAL REVIEW:

No legal review is required at this time.

BOARD AND COMMITTEE ACTION:

The Finance Committee heard this item on July 23, 2025, before today's Special City Council meeting.

STAFF RECOMMENDATION:

Proceed as presented. "Exhibit A" will be provided as a separate handout once completed.

Attachments

Resolution 25-34

Resolution 25-34 Exhibit A Budget Adjustments July 2025

RESOLUTION 25-34

A RESOLUTION OF THE CITY OF ROSWELL, NEW MEXICO, AMENDING THE BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2026, FOR VARIOUS DEPARTMENTS.

WHEREAS, the governing body of the City of Roswell, State of New Mexico, has previously approved a budget for the fiscal year 2025-2026, ending June 30, 2026; and

WHEREAS, the City of Roswell desires to amend said budget in the amount of \$1,787,886.00 in expenses, detailed in Exhibit A and summarized below:

- Various Funds: Expenses \$1,787,886.00

WHEREAS, it is the majority opinion of the Governing Body that the proposed amended budget continues to meet fiscal requirements as currently determined for the fiscal year 2025-2026.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL AS THE GOVERNING BODY OF THE CITY OF ROSWELL, NEW MEXICO, hereby adopts the budget adjustment hereinabove described and respectfully requests approval for same from the Local Government Division of the Department of Finance and Administration, State of New Mexico.

PASSED, ADOPTED, SIGNED, and APPROVED the 23rd day of July 2025.

CITY SEAL

Timothy Z. Jennings, Mayor

ATTEST:

Amalia Martinez, City Clerk

Budget Adjustment for July 2025
Exhibit A

			Funds	Totals
Expenditures:				
Police 11014111 817503	\$	81,072.00	General 1101	\$ 172,653.00
Police 11014111 817506	\$	91,581.00	Museum 2611	\$ 57,520.00
Museum 26114221 585901	\$	3,200.00	Air Center 5100	\$ 1,557,713.00
Museum 26114221 585902	\$	2,800.00		\$ 1,787,886.00
Museum 26114221 614002	\$	8,000.00		
Museum 26114221 614003	\$	8,000.00		
Museum 26114221 614006	\$	300.00		
Museum 26114221 614004	\$	400.00		
Museum 26114221 663301	\$	1,305.00		
Museum 26114221 712701	\$	1,735.00		
Museum 26114221 642901	\$	2,700.00		
Museum 26114221 655003	\$	1,800.00		
Museum 26114221 725608	\$	1,200.00		
Museum 26114221 725602	\$	800.00		
Museum 26114221 712102	\$	2,400.00		
Museum 26114221 724600	\$	1,200.00		
Museum 26114221 724601	\$	1,500.00		
Museum 26114221 672801	\$	2,180.00		
Museum 26114221 674700	\$	6,000.00		
Museum 26114221 725603	\$	12,000.00		
Air Center 51004334 817506	\$	1,557,713.00		
Total		\$ 1,787,886.00		

**ROSWELL NEW MEXICO
AGENDA ITEM ABSTRACT**

Special Council Meeting
Meeting Date: 07/23/2025

5.

COMMITTEE: Finance

CONTACT: Toni Gomez

CHAIR: Robert B. Corn

ACTION REQUESTED:

Resolution 25-35 approval of Resolution 25-35 for the year-end budget adjustments for the fiscal year ending June 30, 2025. (Corn/Gomez)

BACKGROUND:

Initiated by: Toni Gomez

The New Mexico Department of Finance Administration (DFA), requires approval of a budget adjustment when increasing revenue and/or expenses in the approved budget. The finance department is requesting a budget adjustment for line items in Exhibit "A". These adjustments are for various departments.

FINANCIAL CONSIDERATION

- Various Funds

LEGAL REVIEW:

No legal review is required at this time.

BOARD AND COMMITTEE ACTION:

The Finance Committee heard this item on July 23, 2025, before today's Special City Council meeting.

STAFF RECOMMENDATION:

Will provide "Exhibit A" once completed.

Attachments

Resolution 25-35

RESOLUTION 25-35

**A RESOLUTION OF THE CITY OF ROSWELL, NEW MEXICO APPROVING THE
YEAR-END BUDGET ADJUSTMENTS FOR THE FISCAL YEAR ENDING JUNE
30, 2025.**

WHEREAS, the governing body of the City of Roswell, State of New Mexico, has previously approved a budget for the fiscal year 2024-2025, ending June 30, 2025; and

WHEREAS, at the close of the fiscal year, it is necessary to reconcile the budgeted revenues and expenditures with actual revenues received and expenditures incurred; and

WHEREAS, the finance department has prepared final year-end budget adjustments, detailed in Exhibit A, to align the City's budget with actual year-end figures in all applicable funds; and

WHEREAS, it is the majority opinion of the Governing Body that the proposed amended year-end budget continues to meet fiscal requirements as currently determined for the fiscal year 2024-2025.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL AS THE GOVERNING BODY OF THE CITY OF ROSWELL, NEW MEXICO, hereby adopts the budget adjustment hereinabove described and respectfully requests approval for same from the Local Government Division of the Department of Finance and Administration, State of New Mexico.

PASSED, ADOPTED, SIGNED, and APPROVED the 23rd day of July 2025.

CITY SEAL

Timothy Z. Jennings, Mayor

ATTEST:

Amalia Martinez, City Clerk

**ROSWELL NEW MEXICO
AGENDA ITEM ABSTRACT**

Special Council Meeting
Meeting Date: 07/23/2025

6.

COMMITTEE: Finance

CONTACT: Toni Gomez

CHAIR: Robert B. Corn

ACTION REQUESTED:

Resolution 25-36 approval of Resolution 25-36 for the Final (4th) Quarter Financial Report for the Fiscal Year Ending June 30, 2025. (Corn/Gomez)

BACKGROUND:

Initiated by: Toni Gomez

The State of New Mexico Department of Finance and Administration (DFA) requires that the Final (4th) Quarter Financial Report for the fiscal year ending June 30, 2025, be approved by the governing body.

FINANCIAL CONSIDERATION

No financial review is required at this time.

LEGAL REVIEW:

No legal review is required at this time.

BOARD AND COMMITTEE ACTION:

The Finance Committee heard this item on July 23, 2025, before today's Special City Council meeting.

STAFF RECOMMENDATION:

Will provide "Attachment A" once completed.

Attachments

Resolution 25-36

RESOLUTION 25-36

**A RESOLUTION APPROVING THE FINAL (4TH) QUARTER FINANCIAL
REPORT FOR FISCAL YEAR ENDING JUNE 30, 2025, FOR THE CITY OF
ROSWELL, NEW MEXICO**

WHEREAS, at a special meeting of the Governing Body of the City of Roswell held on July 23, 2025, the following was among the proceedings:

WHEREAS, the Governing Board in and for the City of Roswell, State of New Mexico, has developed a budget for fiscal year 2024-2025; and

WHEREAS, the final quarterly report has been reviewed and approved to ensure the accuracy of the beginning balances used on the fiscal year 2025-2026 budget; and

WHEREAS, it is hereby certified that the contents in this report are true and correct to the best of our knowledge and that this report depicts all funds for fiscal year 2024-2025.

NOW, THEREFORE, BE IT RESOLVED THAT THE GOVERNING BODY OF THE CITY OF ROSWELL, STATE OF NEW MEXICO, hereby approves the final (4th) quarter report for fiscal year 2024-2025 herein described as “Attachment A” and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

PASSED, ADOPTED, SIGNED, and APPROVED the 23rd day of July 2025.

CITY SEAL

Timothy Z. Jennings, Mayor

ATTEST:

Amalia Martinez, City Clerk

**ROSWELL NEW MEXICO
AGENDA ITEM ABSTRACT**

Special Council Meeting

7.

Meeting Date: 07/23/2025

COMMITTEE: Finance

CONTACT: Toni Gomez

CHAIR: Robert B. Corn

ACTION REQUESTED:

Resolution 25:37 Approval of Resolution 25:37 for the Final Budget for the City of Roswell for Fiscal Year 2025--2026 and authorization for submission to the New Mexico Department of Finance and Administration -- Local Government Division (DFA-LGD). (Corn/Gomez)

BACKGROUND:

Initiated by: Toni Gomez

The City of Roswell is required under NMSA 1978, Section 6-6-6, to submit a balanced final budget to DFA-LGD no later than July 31 of each year. The final budget reflects updated revenue projections, expenditure adjustments, and all known obligations, including any changes since the preliminary budget was adopted.

FINANCIAL CONSIDERATION

No financial consideration at this time.

LEGAL REVIEW:

No legal review is required for this item.

BOARD AND COMMITTEE ACTION:

Approval of the Final Budget for the City of Roswell for Fiscal Year 2025--2026 and authorization for submission to the New Mexico Department of Finance and Administration -- Local Government Division (DFA-LGD).

STAFF RECOMMENDATION:

Proceed as presented. Will provide updated beginning cash balance once completed.

Attachments

Resolution 25-37 Final Budget

RESOLUTION 25-37

A RESOLUTION ADOPTING AND APPROVING THE FINAL BUDGET FOR THE FISCAL YEAR 2025-2026 FOR THE CITY OF ROSWELL, NEW MEXICO

WHEREAS, the governing body of the City of Roswell, State of New Mexico, has developed a budget for the fiscal year 2025-2026; and

WHEREAS, said budget has been reviewed and approved in its preliminary form by the New Mexico Department of Finance and Administration, Local Government Division, as required by law; and

WHEREAS, the budget furthers the City's mission to provide services in a financially responsible manner while maintaining essential public services and aligning with community priorities; and

WHEREAS, it is the majority opinion of this governing body that the proposed final budget meets the requirements as currently determined for necessary governmental operations and long-term financial sustainability;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROSWELL, STATE OF NEW MEXICO, hereby adopts the Final Budget for fiscal year 2025-2026, as herein described and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

PASSED, APPROVED, and ADOPTED this 23rd day of July 2025.

CITY SEAL

Timothy Z. Jennings, Mayor

ATTEST:

Amalia Martinez, City Clerk