



**SPECIAL MEETING
CITY OF ROSWELL COUNCIL
THURSDAY, OCTOBER 30, 2025, at 2:00 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.

OCTOBER 30, 2025		MAYOR - Timothy Z. Jennings			2:00 p.m.
Ward 1	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

PUBLIC PARTICIPATION ON AGENDA ITEMS

REGULAR ITEMS

1. Consider approval of award of RFP-26-001 Air Service Development for Roswell Air Center (ROW)

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 575-637-6202 if a summary of another type of accessible format is needed. Printed and posted: **October 27, 2025.**

Please join my meeting from your computer, tablet, or smartphone. <https://meet.goto.com/554948949>
You can also dial in using your phone. Access Code: 554-948-949 United States: +1 (224) 501-3412
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**ROSWELL NEW MEXICO
AGENDA ITEM ABSTRACT**

Special Council Meeting

1.

Meeting Date: 10/30/2025

COMMITTEE: N/A

CONTACT: Hessel Yntema

CHAIR: Juliana Halvorson

ACTION REQUESTED:

Consider approval of award of RFP-26-001 Air Service Development for Roswell Air Center (ROW)

BACKGROUND:

Initiated by: Bobbi Thompson

The City of Roswell solicited proposals from qualified commercial airlines to provide scheduled passenger air service at the Roswell Air Center (ROW). The purpose of this RFP was to secure a 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 required the selected Air Service Provider to:

- Operate aircraft with a seating capacity of 50 to 100 passengers.
- Provide a minimum of 14 round trips per week, ensuring daily service.
- Include a codeshare agreement with United Airlines for both the ROW--DEN and DEN--ROW markets, specifying whether the codeshare applies to connecting flights, local service, or both.
- If no codeshare agreement is available, provide a reasonable plan for accommodating self-connecting passengers.
- Be capable of increasing flight capacity during the annual National Air Races.

FINANCIAL CONSIDERATION

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.

LEGAL REVIEW:

Contracts will be reviewed by the legal department upon award.

BOARD AND COMMITTEE ACTION:

This item is presented to the City Council for consideration of award. This item was not brought to a board or a committee and was recommended by Mayor Jennings.

STAFF RECOMMENDATION:

At the time of posting, this item is pending completion of the evaluation. Once the evaluation is finalized, it will be presented with a recommendation for award for RFP-26-001: Air Service Development for Roswell Air Center (ROW).
