

Regular Meeting of the Legal Committee
Held at City Hall, Mike Mathews Conference Room
Thursday June 25, 2026

Notice of this meeting was given to the public in compliance with NMSA 1978 §10-15-1 through 4 and Resolution 26-12.

ROLL CALL

The meeting convened at 2:00 p.m. with Chair Cavin presiding, Vice Chair Arnold, Councilor Heldenbrand, and Councilor Oropesa present.

Staff present: Amalia Martinez, Angela Garcia, Omarr Mendoza, Omar Gonzalez, Jessica Vickers, Michelle Sanchez, Clint Caldwell, Debbie Reyer, Toby Franco, Ron Garcia, Shelly Bell, Jordon Isley, Michael Vickers, Merideth Hildreth, Vicky Eaton, Shawna Van Dyke.

Guests present: Rita Kane Doerhoefer, Julius Smith, Diane Taylor, Judy Scharmer, Darrell Johnson and Julie Seilier.

Public present via GoToMeeting: 12 guests, Abraham Chaparro, Rick, TV, VB, Victoria Chavez with Able City, Viviana Fernandez, VRV, Vanessa Sanchez and Zachary Scott.

APPROVAL OF AGENDA

Councilor Arnold made a motion to amend the agenda by removing Item 8. Councilor Oropesa seconded the motion. A voice vote was taken, and the motion passed unanimously, 5-0.

FOR THE RECORD: Councilor Moore joined the meeting in person at 2:02 p.m.

APPROVAL OF MINUTES

Councilor Oropesa moved to approve the May 28, 2026 minutes as presented. Councilor Arnold was the second. A voice vote was taken, and the motion passed unanimously, 5-0.

NON-ACTION ITEMS

1. Community Development Monthly Report
2. Human Resources Department Monthly Report
3. Clerks Monthly Report
4. Legal Department Monthly Report
5. Safety Department Monthly Report

REGULAR ITEMS

7. **Consider recommending approval of Resolution 26-XX which shall require the removal or demolition of four (4) dilapidated structures.** The item was presented by: Toby Franco.

Councilor Heldenbrand made a motion to recommend adoption of Resolution 26-XX which shall require the removal of demolition of four (4) dilapidated structures to the City Council, for placement on the Consent Agenda. Councilor Moore seconded the motion. A voice vote was taken, and the motion passed unanimously, 5–0.

9. **Consider recommending approval of Reno Air Racing Association Inc to enter into a 1-year lease beginning July 1, 2026, and ending June 30, 2027, for building 100 at the Roswell Air Center.** The item was presented by: Michelle Sanchez.

Councilor Moore made a motion to recommend approval for Reno Air Racing Association Inc to enter into a 1-year lease beginning July 1, 2026, and ending June 30, 2027, for building 100 at the Roswell Air Center to the City Council, for placement on the Consent Agenda. Chair Cavin opened the item for questions, and discussion was held regarding abatement during the lease term. In light of the questions raised and to allow the full City Council the opportunity to fully consider the lease and abatement details, Councilor Moore amended her motion to recommend approval for Reno Air Racing Association Inc to enter into a 1-year lease beginning July 1, 2026, and ending June 30, 2027, for building 100 at the Roswell Air Center to Full City Council. Chair Cavin seconded the motion. Voice vote was taken. The motion passed unanimously 5-0.

FOR THE RECORD: Councilor Oropesa stated that if any member objects to placing an item on the Consent Agenda, a single “no” vote should remove the item from the Consent Agenda.

10. **Consider recommending approval to advertise for a public hearing for Ordinance 26-XX: An Ordinance to amend Chapter 2 of the Administrative Code related to City Council compensation structure.** The item was presented by: Councilor Arnold.

Councilor Arnold made a motion to table recommending approval to advertise for a public hearing for Ordinance 26-XX: An ordinance to amend Chapter 2 of the Administrative Code related to City Council compensation structure, to allow City Administration time to conduct a comparative study. Councilor Moore seconded the motion. Voice vote was taken. The motion passed unanimously 5-0.

TABLED ITEMS

11. **Consider recommending approval of Resolution 26-XX and adopting the 2026 City of Roswell Comprehensive Master Plan as the official planning guide to replace the 2016 Comprehensive Master Plan for the City of Roswell, New Mexico.** The item was presented by: Merideth Hildreth.

Councilor Arnold made a motion to remove the item from the table. Victoria Chavez with Able City was available via GoToMeeting for any questions. None were presented. Councilor Heldenbrand made a motion to recommend approval of Resolution 26-XX and adopting the 2026 City of Roswell Comprehensive Master Plan as the official

planning guide to replace the 2016 Comprehensive Master Plan for the City of Roswell, New Mexico to Full City Council. Councilor Arnold seconded the motion. Voice vote was taken. The motion passed unanimously 5-0.

12. Consider recommending approval of Resolution 26-XX: The Keep Roswell Beautiful Resolution.

The item remained on the table.

13. Consider recommending approval to advertise for a public hearing for Ordinance 26-XX: An Ordinance authorizing the sale of Hangar 91, located at 99 Will Rogers Rd, consisting of a 21,544 square-foot hangar only, for \$250,000.00 upon the terms set forth in the Purchase and Sale Agreement and authorizing the City Manager and/or the Mayor to finalize an appropriate ground lease consistent with the material terms set forth below.

The item remained on the table.

14. Consider recommending approval to advertise for a public hearing for Ordinance 26-04: An Ordinance amending the City of Roswell's Purchasing Procedures. The item was presented by: Josh Nairn-Mahan.

Councilor Heldenbrand made a motion to remove the item from the table. Discussion was held to amend the Procedures as follows:

- Section 2-146(b), line 2: After the semicolon shall be inserted "when within budget". The amount \$250,000 shall read \$125,000 and the amount \$500,000 shall read \$250,000.
- Section 2-146(c): The same amendments to the numerical amounts are adopted as in subsection (b).
- Section 2-146(f), The same amendments to the numerical amounts are adopted as in subsection (b).
- Section 2-146(d), line 2: The amount \$50,000 is amended to \$60,000.

The motion passed 4-1, with Councilor Oropesa opposed. Councilor Arnold then made a motion to consider recommending approval to advertise for a public hearing for Ordinance 26-04: An Ordinance amending the City of Roswell's Purchasing Procedures as amended, to Finance Committee. Councilor Moore seconded the motion. A voice vote was taken. The motion passed unanimously 5-0.

15. Consider recommending to City Council for ratification of the Procurement Policy. The item was presented by: Josh Nairn-Mahan.

Councilor Moore made a motion to remove the item from the table. Discussion was had to amend the Policy. Its dollar amounts are to be consistent with the Ordinance. Councilor Arnold made a motion to send to City Council for ratification of the

Procurement Policy as amended. Councilor Moore seconded the motion. Voice vote was taken. The motion passed 5-0.

CHAIR COMMENTS, REPORTS, ANNOUNCEMENTS

NONE

PUBLIC PARTICIPATION

Julius Smith addressed the Legal Committee and stated that he had voted to increase Councilor compensation to \$21,000. He posed additional questions to be addressed at a later time.

ADJOURN

The meeting adjourned at 4:01 p.m.