



SPECIAL FINANCE COMMITTEE AGENDA

Monday, April 27, 2026 at 9:00 A.M.
City Hall - Mike Mathews Conference Room
425 N. Richardson Ave.
Roswell, New Mexico 88201

Committee Chair: Kurt Gass
Vice Chair: Ed Heldenbrand
Member: Will Cavin
Member: Juliana Halvorson
Member: Darrell Johnson
Staff Liaison: Tammi Smith

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

ACTION ITEMS

1. Discussion and direction on next steps for the proposed FY27 budget and recommendations that were made at the Infrastructure Committee meeting. (pg. 3)
2. Discussion and direction on next steps for the proposed FY27 budget and recommendations that were made at the Public Safety Committee meeting. (pg. 7)
3. Discussion and direction on next steps for the proposed FY27 budget and recommendations that were made at the Legal Committee meeting. (pg. 8)

TABLED ITEMS

4. Consider recommendation of approval of the Roswell Hispano Chamber of Commerce funding request of \$26,860 for Fiscal Year 2027. (Conyers) (pg.10)
5. Consider recommendation of approval of the MainStreet Roswell funding request of \$75,000 for Fiscal Year 2027. (Conyers) (pg. 27)
6. Consider recommending approval of the FY27 Proposed Budget. (pg. 46)

PUBLIC PARTICIPATION

ADJOURN

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 26-12.

NOTICE OF POTENTIAL QUORUM – A quorum of the City Council may or may not attend, but there will not be debate by the City Council.

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Clerk at 575-624-6700 if a summary of other type of accessible format is needed. **Printed and posted on Thursday, April 23, 2026.**

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**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Special Finance Committee

1.

Meeting Date: 04/27/2026

COMMITTEE: Finance

CONTACT: Tammi Smith

CHAIR: Kurt Gass

ACTION REQUESTED:

Discussion and direction on next steps for the proposed FY27 budget and recommendations that were made at the Infrastructure Committee meeting.

BACKGROUND:

Per Resolution 25-50, the FY27 Proposed Budget was presented at the March 16, 2026, Infrastructure Committee Meeting. The Infrastructure Committee reviewed and made recommendations for the departments that report to the committee. The departments are listed below.

- Adult Center
- Cemetery
- Central Control
- Engineering
- Facility Maintenance
- Fleet Maintenance/Transit
- Parks & Recreation
- Solid Waste
- Special Electronics/Streets
- Spring River Zoo
- Water Maintenance & Transmission
- WWTP & Sewer

FINANCIAL CONSIDERATION:

FY27 Proposed Budget.

LEGAL REVIEW:

Not applicable for this agenda item.

BOARD AND COMMITTEE ACTION:

The Infrastructure Committee reviewed and made recommendations on the FY27 Proposed Budget for the departments listed above at their March 16, 2026, meeting. The Finance Committee referred this to the Special Finance Committee at the April 02, 2026, Regular Finance Committee Meeting.

STAFF RECOMMENDATION:

Staff recommends discussion and direction from the Finance Committee. The FY27 proposed budget is not yet ready for final approval and would benefit from additional review, refinement, and potential workshop discussion.

Attachments

Infrastructure's Recommended Changes

City of Roswell
Infrastructure Committee Proposed Changes

Description	Account ID	Account Type	Changed
Facilities Maintenance			
M&R-Equipment	1101-40-4071-0000-614004	Expense	2,150.00
Supplies-Janitorial	1101-40-4071-0000-725608	Expense	6,000.00
Capital Outlay-Infrastructure	1101-40-4071-0000-817504	Expense	-
Parks			
Utilities-Water	1101-42-4231-0000-636304	Expense	380,000.00
Supplies-Office	1101-42-4231-0000-725602	Expense	1,700.00
Capital Outlay-Infrastructure	1101-42-4231-0000-817504	Expense	95,310.00
Capital Outlay-Equipment	1101-42-4231-0000-817505	Expense	85,000.00
Cemetery			
Supplies-General Materials	2602-43-4411-0000-724101	Expense	14,000.00
Supplies-Janitorial	2602-43-4411-0000-725608	Expense	2,500.00
Capital Outlay-Equipment	2602-43-4411-0000-817505	Expense	-
Spring River Zoo			
Employee Travel	2612-42-4232-0000-585902	Expense	2,500.00
Non-Capital-Furniture/Fixtures	2612-42-4232-0000-642903	Expense	2,900.00
Contract-Professional Services	2612-42-4232-0000-654801	Expense	8,000.00
Contract-Security Prof Svcs	2612-42-4232-0000-654830	Expense	600.00
G&A-Credit Card Fees	2612-42-4232-0000-712102	Expense	-
Nancy Lopez Golf Course			
Chgs4Svc-Golf Alcohol Sales	2613-00-0000-0000-454230	Revenue	263,243.62
Transfers in Frm Recreation			500,000.00
Contract-Professional Services			500,000.00
Supplies-Concession	2613-42-4233-0000-725604	Expense	270,000.00
Recreation			
Rentals - Building	2615-00-0000-0000-481100	Revenue	12,000.00
Recreation			
Non-Capital-Equipment	2615-42-4241-0000-642904	Expense	3,000.00
Supplies-Store Postage/Shippng	2615-42-4241-0000-724601	Expense	-
Pool			
Supplies-General	2615-42-4242-0000-725601	Expense	5,500.00
Sports Leagues			
M&R-Building	2615-42-4246-0000-614002	Expense	20,000.00

M&R-Grounds	2615-42-4246-0000-614006	Expense	80,000.00
Boys & Girls Club			
PubRelat-Community Development	2615-42-4249-0000-672827	Expense	40,000.00
SW Collections			
M&R-Vehicle	5200-60-4341-0000-614012	Expense	825,000.00
Capital Outlay-Equipment	5200-60-4341-0000-817505	Expense	1,060,000.00
Capital Outlay-Vehicles	5200-60-4341-0000-817506	Expense	50,000.00
SW Landfill			
Utilities-Mobile Telephones	5201-60-4342-0000-635802	Expense	3,000.00
Utilities-Electric	5201-60-4342-0000-636302	Expense	18,000.00
Contract-Professional Services	5201-60-4342-0000-654801	Expense	400,000.00
Computer-Internet	5201-60-4342-0000-663305	Expense	9,400.00
PubRelat-Advertising/Notices	5201-60-4342-0000-672805	Expense	1,000.00
G&A-Dues/Memberships	5201-60-4342-0000-712701	Expense	700.00
G&A-License Fees	5201-60-4342-0000-715303	Expense	310.00
Supplies-Office	5201-60-4342-0000-725602	Expense	2,000.00
Supplies-Janitorial	5201-60-4342-0000-725608	Expense	1,500.00
Capital Outlay-Infrastructure	5201-60-4342-0000-817504	Expense	50,000.00
Capital Outlay-Equipment	5201-60-4342-0000-817505	Expense	300,000.00
Water Administration			
G&A-Franchise Fees	5300-70-4351-0000-715304	Expense	-
Water Customer Service			
Employee Training	5300-70-4352-0000-585901	Expense	3,000.00
Employee Travel	5300-70-4352-0000-585902	Expense	4,500.00
Contract-Consulting/Training	5300-70-4352-0000-654803	Expense	-
Computer-Subscription/License	5300-70-4352-0000-663301	Expense	60,000.00
PubRelat-Printing & Publicatns	5300-70-4352-0000-674700	Expense	3,000.00
G&A-Cash Over/Short	5300-70-4352-0000-712300	Expense	-
G&A-License Fees	5300-70-4352-0000-715303	Expense	-
Water Source of Supply			
Employee Training	5300-70-4353-0000-585901	Expense	5,500.00
Contract-Professional Services	5300-70-4353-0000-654801	Expense	48,000.00
PubRelat-Printing & Publicatns	5300-70-4353-0000-674700	Expense	-
G&A-Dept Printing/Publications	5300-70-4353-0000-712710	Expense	-
G&A-Gen Permits/Fees/Penalties	5300-70-4353-0000-715301	Expense	-
Supplies-Water Meters	5300-70-4353-0000-724112	Expense	-
Supplies-Office	5300-70-4353-0000-725602	Expense	2,000.00
Capital Outlay-Infrastructure	5300-70-4353-0000-817504	Expense	799,270.53
Water Maint & Transmission			
Employee Training	5300-70-4354-0000-585901	Expense	15,000.00

Employee Travel	5300-70-4354-0000-585902	Expense	10,000.00
General Uniforms	5300-70-4354-0000-586101	Expense	25,000.00
M&R-Linen	5300-70-4354-0000-614014	Expense	18,000.00
Non-Capital-Tools	5300-70-4354-0000-642902	Expense	38,000.00
Non-Capital-Equipment	5300-70-4354-0000-642904	Expense	15,000.00
Non-Capital-Other	5300-70-4354-0000-642905	Expense	-
Contract-Security Prof Svcs	5300-70-4354-0000-654830	Expense	1,600.00
Computer-Subscription/License	5300-70-4354-0000-663301	Expense	6,900.00
Computer-Software Maintenance	5300-70-4354-0000-663303	Expense	10,000.00
G&A-Dues/Memberships	5300-70-4354-0000-712701	Expense	15,158.00
Supplies-Postage/Shipping	5300-70-4354-0000-724600	Expense	-
Supplies-General	5300-70-4354-0000-725601	Expense	95,000.00
Supplies-Janitorial	5300-70-4354-0000-725608	Expense	5,500.00
Supplies-Safety	5300-70-4354-0000-725612	Expense	20,000.00

Waste Water Treatment Plant

Employee Training	5301-70-4355-0000-585901	Expense	5,300.00
Utilities-Mobile Telephones	5301-70-4355-0000-635802	Expense	3,000.00
Capital Outlay-Infrastructue	5301-70-4355-0000-817504	Expense	3,912,241.00

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Special Finance Committee

2.

Meeting Date: 04/27/2026

COMMITTEE: Finance

CONTACT: Tammi Smith

CHAIR: Kurt Gass

ACTION REQUESTED:

Discussion and direction on next steps for the proposed FY27 budget and recommendations that were made at the Public Safety Committee meeting.

BACKGROUND:

Per Resolution 25-50, the Proposed Budget was presented at the March 17, 2026, Public Safety Committee Meeting. The Public Safety Committee reviewed the FY24 Proposed Budget for the departments that report to the committee. No recommended changes to the proposed budget were made. The departments are listed below.

- Animal Control
- Code Enforcement
- Consolidated Dispatch
- Emergency Management
- Fire
- Police

FINANCIAL CONSIDERATION:

FY27 Proposed Budget.

LEGAL REVIEW:

Not applicable for this agenda item.

BOARD AND COMMITTEE ACTION:

The Public Safety Committee reviewed the FY27 Proposed Budget for the departments listed above at their March 17, 2026, meeting. No recommended changes to the proposed budget were made. The Finance Committee referred this to the Special Finance Committee at the April 02, 2026, Regular Finance Committee Meeting.

STAFF RECOMMENDATION:

Staff recommends discussion and direction from the Finance Committee. The FY27 proposed budget is not yet ready for final approval and would benefit from additional review, refinement, and potential workshop discussion.

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Special Finance Committee

3.

Meeting Date: 04/27/2026

COMMITTEE: Finance

CONTACT: Tammi Smith

CHAIR: Kurt Gass

ACTION REQUESTED:

Discussion and direction on next steps for the proposed FY27 budget and recommendations that were made at the Legal Committee meeting.

BACKGROUND:

Per Resolution 25-50, the FY27 Proposed Budget was presented at the March 26, 2026, Legal Committee Meeting. The Legal Committee reviewed and made recommendations for the departments that report to the committee. The departments are listed below.

- Airport
- City Clerk
- Community Development
- Human Resources
- Safety

FINANCIAL CONSIDERATION:

FY24 Proposed Budget.

LEGAL REVIEW:

Not applicable for this agenda item.

BOARD AND COMMITTEE ACTION:

The Legal Committee reviewed and made recommendations on the FY27 Proposed Budget for the departments listed above at their March 26, 2026, meeting. The Finance Committee referred this to the Special Finance Committee at the April 02, 2026, Regular Finance Committee Meeting.

STAFF RECOMMENDATION:

Staff recommends discussion and direction from the Finance Committee. The FY27 proposed budget is not yet ready for final approval and would benefit from additional review, refinement, and potential workshop discussion.

Attachments

Legal's Recommended Changes

City of Roswell
Legal Committee Proposed Changes

Description	Account ID	Account Type	Changed
Executive Legislative			
PubRelat-Printing & Publicatns	1101-40-4011-0000-674700	Expense	3,500.00
City Administration			
Contract-Professional Services	1101-40-4013-0000-654801	Expense	160,000.00
Contract-Security Prof Svcs	1101-40-4013-0000-654830	Expense	600.00
PubRelat-Goodwill	1101-40-4013-0000-672802	Expense	1,500.00
Legal			
Contract-Legal Services	1101-40-4051-0000-654805	Expense	265,000.00
Air Center Operations			
Contract-Security Prof Svcs	5100-50-4332-0000-654830	Expense	380,000.00

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Special Finance Committee

4.

Meeting Date: 04/27/2026

COMMITTEE: Finance

CONTACT: Tammi Smith

CHAIR: Kurt Gass

ACTION REQUESTED:

Consider recommendation of approval of the Roswell Hispano Chamber of Commerce funding request of \$26,860 for Fiscal Year 2027. (Conyers)

BACKGROUND:

Initiated by: TJ Conyers

The requested funding will support programs and initiatives aimed at promoting local business development, cultural engagement, and economic vitality within the Roswell community.

The Roswell Hispano Chamber of Commerce provides resources and support for small businesses and entrepreneurs, including networking opportunities, business education, and community outreach. Their initiatives also include hosting cultural events, promoting tourism, and fostering partnerships that highlight the diversity and heritage of the region while contributing to local economic growth.

Approval of this funding request will enable the Roswell Hispano Chamber of Commerce to continue its efforts in supporting minority-owned and small businesses, enhancing community engagement, and contributing to the overall economic development and cultural enrichment of Roswell.

FINANCIAL CONSIDERATION:

Financial Impact (Revenue & Expense): Included in the FY27 Proposed Budget

Expense: 11014261-654831 (Public Affairs - Contract-Economic Development Services)

LEGAL REVIEW:

The City Attorney has reviewed the contract renewal.

BOARD AND COMMITTEE ACTION:

None

STAFF RECOMMENDATION:

Approve the Roswell Hispano Chamber of Commerce funding request of \$26,860 for Fiscal Year 2027.

Attachments

RHCC FY27 Funding Request Cover
RHCC FY27 Funding Request
RHCC Program Pillars Overview
Letter to City Attorney for Addendum to Agreement
RHCC Agreement Addendum
Active Members



01.29.2026 Board of Directors Meeting

Monday, March 9, 2026

City of Roswell

Mayor and City Council

Roswell, New Mexico

Dear Mayor Jennings and Council Members,

On behalf of the Roswell Hispano Chamber of Commerce (RHCC), we thank the City of Roswell for its continued support of our work on behalf of local businesses. Your investment has allowed the chamber to **rebuild its operational foundation** and reposition the organization to deliver **practical programs that help businesses grow while strengthening Roswell's visitor economy**.

Over the past year, RHCC focused on **rebuilding key organizational systems** while launching initiatives designed to provide **measurable value to the local business community**.

A major priority was the development of the **Business Growth & Operations System (BGOS)**. BGOS is designed as a series of **practical workshops** that help local businesses improve client acquisition, operations, marketing, and procurement readiness. Although the original BGOS partnership with the Small Business Development Center encountered unexpected challenges and ultimately could not proceed as initially planned, the process allowed RHCC to **refine the concept and reposition the program into a more practical, peer-driven model** centered on real-world business experience.

Under this model, local operators share practical operational insights with fellow business owners in a structured, hands-on format. **Each BGOS session is limited to 12 businesses and provides hands-on operational training**. Each session results in **participating businesses developing a specific operational improvement plan that can be implemented immediately**.

In addition to program development, RHCC invested considerable effort in **strengthening the organization's governance and operational framework**. Over the past year, the board adopted **internal policies designed to ensure continuity, transparency, and responsible management** of the organization.

RHCC also implemented new operational infrastructure, most notably a **Customer Relationship Management (CRM) system**, providing a **structured and accountable way to manage relationships** with members, vendors, sponsors, and community partners while tracking outreach activity, membership engagement, and program participation.

We also made substantial progress in **strengthening our digital presence**. RHCC launched the **PiñataFest-Roswell website platform**, developed in partnership with the New Mexico



01.29.2026 Board of Directors Meeting

Tourism Department and funded through the **NM True brand**. The platform is designed to **attract visitors to Roswell while showcasing local vendors, culture, cuisine, and history**.

Through feedback and discussions during member meetings, many business owners emphasized **attracting more visitors to Roswell, extending their stays, and connecting tourism activity to local commerce**. The **tourism initiative now included in RHCC's program portfolio** grew directly out of these conversations and reflects a shared recognition that a **stronger visitor economy can generate additional revenue for local businesses**.

Because much of the work this year focused on **building these foundational systems and platforms**, RHCC did not expend the entirety of the funds provided by the City during the prior funding cycle. Rather than accelerating expenditures to exhaust the allocation, the chamber deliberately paced spending while **completing the structural work necessary to support long-term programming**.

At the same time, RHCC continued **engaging the local business community** through membership outreach, vendor engagement initiatives, and networking opportunities designed to strengthen connections among Roswell businesses. These conversations helped **shape the chamber's program priorities** and laid the groundwork for the **expanded program activity outlined in our FY2027 plan**.

Looking forward, RHCC's work will focus on **three primary program areas**:

- **Small business growth through practical operational workshops**
- **Business engagement and membership development**
- **Tourism initiatives designed to attract visitors and support local businesses**

These programs are described in the **Program Pillars Overview and FY2027 budget**.

Together, these efforts position the Roswell Hispano Chamber of Commerce to serve as a **practical partner in strengthening Roswell's business community and supporting sustainable economic growth for the city**.

Thank you for your continued support.

Respectfully,

John Erard
President

**Roswell Hispano Chamber of Commerce
Membership and Educational Initiatives
Funding Request FY 2026-2027**

FY 2026-2027 Estimated Expenses

EXPENSE Small Business Support Programs

EXPENSE	Business Growth & Operations System Initiative (9 Small-business training workshops)	\$	4,860.00	
EXPENSE	Vendor to Member Initiative (6 Sessions)	\$	2,000.00	\$ 6,860.00

Business Engagement Programs

EXPENSE	Lapsed Member Workshops (4)	\$	2,000.00	
EXPENSE	Relationship Development	\$	1,000.00	\$ 3,000.00

EXPENSE Tourism & Visitor Economy Programs

EXPENSE	Tourism Best Practices Workshops (4)	\$	4,000.00	\$ 4,000.00
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EXPENSE Marketing & Communications

EXPENSE	Contact Management	\$	500.00	
EXPENSE	Printing	\$	1,000.00	
EXPENSE	Graphic content	\$	500.00	
EXPENSE	Social Media	\$	600.00	\$ 2,600.00

EXPENSE Other Expenses

EXPENSE	Contingency	\$	1,000.00	
EXPENSE	Membership Coordinator Wages (\$15 / Hr.)	\$	7,800.00	
EXPENSE	Payroll Taxes	\$	600.00	
EXPENSE	Supplies	\$	1,000.00	\$ 10,400.00

Total FY 2027 RHCC Funding Request		\$ 26,860.00
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RHCC Program & Impact Overview

Projected Annual Community Impact

Businesses Served	Workshops	Visitors	Economic Impact
100+	23	5000+	\$125k-\$250k

FY2027 RHCC Community Program & Impact Overview

Our programs focus on helping local businesses grow, strengthening the visitor economy, and bringing visitors to Roswell.

This summary outlines the three program pillars through which RHCC supports local business and education activity in Roswell.

1. Small Business Growth

Goal: Help Roswell small businesses grow and increase revenue.

Program:

Business Growth & Operations System (BGOS)

Practical workshops helping Roswell small businesses improve operations, increase sales, and grow jobs.

Activity:

- 9 hands-on workshops annually
- Practical systems training for small businesses
- Marketing, operations, and procurement readiness

Expected Impact:

- 50+ businesses participating
- Improved operational capacity and competitiveness

2. Business Engagement

Goal: Build a strong local business network.

Programs

Lapsed Member Initiative

Quarterly outreach sessions designed to reconnect with former members and reintroduce RHCC programs that support local business growth.

Vendor-to-Member Initiative

Small-group sessions focused on helping participating vendors understand the benefits of chamber membership and encouraging long-term participation in the local business network.

Projected Activity

- ~100 businesses participating



RHCC Program & Impact Overview

- 4 lapsed-member reengagement sessions annually
- 6 vendor-to-member sessions
- Continued growth of chamber membership

Operational Structure

- Lean staffing: Part-time Membership Coordinator
- Minimal administrative overhead
- Accounting services provided on a pro bono basis

3. Visitor Economy Development

Goal: Bring visitors to Roswell and support local businesses through increased visitor activity.

Programs:

Tourism Best Practices Initiative

Peer-led sessions where experienced local operators share proven practices with fellow businesses to attract visitors, extend stays, and increase local spending. Local operators share proven visitor-engagement practices with other Roswell businesses.

Pilot Program – Lodging Partner Initiative

A pilot program incorporating approximately twelve of Roswell's primary hotels and motels to collaborate with local businesses on strategies that increase visitor stays, lodging occupancy, and spending across the community.

Projected Activity

- Peer-led sessions with Roswell business operators
- Participation from key lodging partners and local businesses

PiñataFest-Roswell Cultural Event & Visitor Platform

A signature cultural event and tourism website/platform designed to attract visitors to Roswell and showcase local businesses.

Pilot Program – Separate PiñataFest-Roswell Website

Operating under the NM True Brand and supported in part by the NM Tourism Department.

Projected Activity

- 1 major tourism event
- 100+ participating local vendors and businesses
- Showcase local culture, cuisine and history
- Estimated local Economic Activity: \$125,000 - \$250,000



Mr. Christopher J. Narayan
Acting City Attorney
City of Roswell

Dear Mr. Narayan,

Attached for your consideration is a proposed addendum to our existing agreement with the City of Roswell. As you know, RHCC has conducted several structured Business Growth & Operations education sessions to date in fulfillment of our education commitment.

During those sessions, recurring feedback from participating businesses – particularly hotels, vendors, and other tourism-facing operators – highlighted the need for more targeted support in maximizing tourism-related revenue. In response, we are proposing to formally expand the educational scope under our existing agreement to include a **Tourism Trade Performance Initiative**.

To be clear, this is not “tourism education” in the traditional sense. RHCC will not be teaching tourism theory or destination marketing. Rather, we will identify and engage business operators whose enterprises are tourism-facing and who, through strong operations, are effectively securing their share of the visitor dollar.

The initiative will create a structured platform for **peer-led, execution-focused education** that helps local businesses. The following are examples of these sessions:

- Increase capture of visitor spending and improve length-of-stay conversion strategies
- Strengthen cross-promotion between lodging, dining, retail, and experiences
- Develop pricing, packaging, and upsell strategies tailored to tourism traffic
- Improve profitability from existing visitation rather than relying solely on increased traffic

The purpose of this addendum is not to alter the financial terms of the agreement, but rather to clarify and expand the educational scope in a manner responsive to business community feedback and aligned with the City’s tourism and economic development objectives.

Our objective remains consistent: strengthen business execution across Chaves County so that more locally generated revenue – from tourism, regional trade, and everyday commerce – is captured, retained, and reinvested within our community.

Respectfully,

A handwritten signature in black ink, appearing to read 'John Erard', is written over a white background.

John Erard
President

**ADDENDUM NO. 1
TO PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF ROSWELL
AND
ROSWELL HISPANO CHAMBER OF COMMERCE**

This Addendum No. 1 ("Addendum") is entered into by and between the City of Roswell ("City") and the Roswell Hispano Chamber of Commerce ("RHCC") and amends the Professional Services Agreement dated July 1, 2024 ("Agreement").

WHEREAS, the Agreement provides for RHCC to deliver structured business education and capacity-building services in support of local economic development; and

WHEREAS, RHCC has conducted multiple structured Business Growth & Operations education sessions pursuant to the Agreement; and

WHEREAS, feedback from participating businesses — particularly hotels, vendors, lodging operators, retailers, and other tourism-facing enterprises — has identified an opportunity to expand execution-focused education designed to strengthen operational performance and improve capture and retention of visitor-driven revenue within the local economy;

NOW, THEREFORE, the parties agree as follows:

1. Expansion of Educational Scope

Section 2(A) – Education Services of the Agreement is hereby expanded to include a Tourism Trade Performance Initiative.

This initiative shall remain educational in nature and is intended to strengthen the operational execution of tourism-facing businesses within Roswell and Chaves County. The initiative is designed to complement existing tourism and economic development efforts and will not provide destination marketing or promotional services.

Programming under this initiative may include structured workshops, facilitated sessions, and peer-led education designed to support improvements in:

- Operational readiness during peak visitation periods
- Pricing discipline and margin management
- Packaging and upsell strategies aligned with visitor demand
- Collaboration and referral coordination among tourism-facing businesses

- Customer capture and retention systems
- Improved profitability derived from existing visitor traffic

The intent of this initiative is to support local tourism-facing businesses in more effectively converting existing visitation into measurable local economic impact.

2. No Change to Compensation

This Addendum does not modify the compensation, payment schedule, funding structure, or total contract amount established in the original Agreement.

3. All Other Terms Remain in Effect

Except as expressly amended herein, all other terms and conditions of the Agreement remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Addendum as of the dates set forth below.

CITY OF ROSWELL

By: Hess Yotema

Name: [Signature]

Title: City manager

Date: 3-24-26

Approved as to Form:

[Signature]

Christopher J. Nairn-Mahan, City Attorney

ROSWELL HISPANO CHAMBER OF COMMERCE

By: _____

John Erard

Title: _____

Date: _____

**Roswell Hispano Chamber of Commerce
Membership and Educational Initiatives
Funding Request FY 2026-2027**

FY 2026-2027 Estimated Expenses

EXPENSE	Small Business Support Programs		
EXPENSE	Business Growth & Operations System Initiative (9 Small-business training workshops)	\$ 4,860.00	
EXPENSE	Vendor to Member Initiative (6 Sessions)	<u>\$ 2,000.00</u>	\$ 6,860.00
	Business Engagement Programs		
EXPENSE	Lapsed Member Workshops (4)	\$ 2,000.00	
EXPENSE	Relationship Development	<u>\$ 1,000.00</u>	\$ 3,000.00
EXPENSE	Tourism & Visitor Economy Programs		
EXPENSE	Tourism Best Practices Workshops (4)	\$ 4,000.00	\$ 4,000.00
EXPENSE	Marketing & Communications		
EXPENSE	Contact Management	\$ 500.00	
EXPENSE	Printing	\$ 1,000.00	
EXPENSE	Graphic content	\$ 500.00	
EXPENSE	Social Media	<u>\$ 600.00</u>	\$ 2,600.00
EXPENSE	Other Expenses		
EXPENSE	Contingency	\$ 1,000.00	
EXPENSE	Membership Coordinator Wages (\$15 / Hr.)	\$ 7,800.00	
EXPENSE	Payroll Taxes	\$ 600.00	
EXPENSE	Supplies	<u>\$ 1,000.00</u>	\$ 10,400.00
	Total FY 2027 RHCC Funding Request		<u>\$ 26,860.00</u>



RHCC Program & Impact Overview

Projected Annual Community Impact

Businesses Served	Workshops	Visitors	Economic Impact
100+	23	5000+	\$125k-\$250k

FY2027 RHCC Community Program & Impact Overview

Our programs focus on helping local businesses grow, strengthening the visitor economy, and bringing visitors to Roswell.

This summary outlines the three program pillars through which RHCC supports local business and education activity in Roswell.

1. Small Business Growth

Goal: Help Roswell small businesses grow and increase revenue.

Program:

Business Growth & Operations System (BGOS)

Practical workshops helping Roswell small businesses improve operations, increase sales, and grow jobs.

Activity:

- 9 hands-on workshops annually
- Practical systems training for small businesses
- Marketing, operations, and procurement readiness

Expected Impact:

- 50+ businesses participating
- Improved operational capacity and competitiveness

2. Business Engagement

Goal: Build a strong local business network.

Programs

Lapsed Member Initiative

Quarterly outreach sessions designed to reconnect with former members and reintroduce RHCC programs that support local business growth.

Vendor-to-Member Initiative

Small-group sessions focused on helping participating vendors understand the benefits of chamber membership and encouraging long-term participation in the local business network.

Projected Activity

- ~100 businesses participating



RHCC Program & Impact Overview

- 4 lapsed-member reengagement sessions annually
- 6 vendor-to-member sessions
- Continued growth of chamber membership

Operational Structure

- Lean staffing: Part-time Membership Coordinator
- Minimal administrative overhead
- Accounting services provided on a pro bono basis

3. Visitor Economy Development

Goal: Bring visitors to Roswell and support local businesses through increased visitor activity.

Programs:

Tourism Best Practices Initiative

Peer-led sessions where experienced local operators share proven practices with fellow businesses to attract visitors, extend stays, and increase local spending. Local operators share proven visitor-engagement practices with other Roswell businesses.

Pilot Program – Lodging Partner Initiative

A pilot program incorporating approximately twelve of Roswell's primary hotels and motels to collaborate with local businesses on strategies that increase visitor stays, lodging occupancy, and spending across the community.

Projected Activity

- Peer-led sessions with Roswell business operators
- Participation from key lodging partners and local businesses

PiñataFest-Roswell Cultural Event & Visitor Platform

A signature cultural event and tourism website/platform designed to attract visitors to Roswell and showcase local businesses.

Pilot Program – Separate PiñataFest-Roswell Website

Operating under the NM True Brand and supported in part by the NM Tourism Department.

Projected Activity

- 1 major tourism event
- 100+ participating local vendors and businesses
- Showcase local culture, cuisine and history
- Estimated local Economic Activity: \$125,000 - \$250,000



Roswell Hispano Chamber of Commerce

practical support for local businesses

Mr. Christopher J. Narayan
Acting City Attorney
City of Roswell

Dear Mr. Narayan,

Attached for your consideration is a proposed addendum to our existing agreement with the City of Roswell. As you know, RHCC has conducted several structured Business Growth & Operations education sessions to date in fulfillment of our education commitment.

During those sessions, recurring feedback from participating businesses — particularly hotels, vendors, and other tourism-facing operators — highlighted the need for more targeted support in maximizing tourism-related revenue. In response, we are proposing to formally expand the educational scope under our existing agreement to include a **Tourism Trade Performance Initiative**.

To be clear, this is not “tourism education” in the traditional sense. RHCC will not be teaching tourism theory or destination marketing. Rather, we will identify and engage business operators whose enterprises are tourism-facing and who, through strong operations, are effectively securing their share of the visitor dollar.

The initiative will create a structured platform for **peer-led, execution-focused education** that helps local businesses. The following are examples of these sessions:

- Increase capture of visitor spending and improve length-of-stay conversion strategies
- Strengthen cross-promotion between lodging, dining, retail, and experiences
- Develop pricing, packaging, and upsell strategies tailored to tourism traffic
- Improve profitability from existing visitation rather than relying solely on increased traffic

The purpose of this addendum is not to alter the financial terms of the agreement, but rather to clarify and expand the educational scope in a manner responsive to business community feedback and aligned with the City’s tourism and economic development objectives.

Our objective remains consistent: strengthen business execution across Chaves County so that more locally generated revenue — from tourism, regional trade, and everyday commerce — is captured, retained, and reinvested within our community.

Respectfully,

A handwritten signature in black ink, appearing to read 'John Erard', is written over a horizontal line.

John Erard
President



01.29.2026 Board of Directors Meeting

Monday, March 9, 2026

City of Roswell

Mayor and City Council

Roswell, New Mexico

Dear Mayor Jennings and Council Members,

On behalf of the Roswell Hispano Chamber of Commerce (RHCC), we thank the City of Roswell for its continued support of our work on behalf of local businesses. Your investment has allowed the chamber to **rebuild its operational foundation** and reposition the organization to deliver **practical programs that help businesses grow while strengthening Roswell's visitor economy**.

Over the past year, RHCC focused on **rebuilding key organizational systems** while launching initiatives designed to provide **measurable value to the local business community**.

A major priority was the development of the **Business Growth & Operations System (BGOS)**. BGOS is designed as a series of **practical workshops** that help local businesses improve client acquisition, operations, marketing, and procurement readiness. Although the original BGOS partnership with the Small Business Development Center encountered unexpected challenges and ultimately could not proceed as initially planned, the process allowed RHCC to **refine the concept and reposition the program into a more practical, peer-driven model** centered on real-world business experience.

Under this model, local operators share practical operational insights with fellow business owners in a structured, hands-on format. **Each BGOS session is limited to 12 businesses and provides hands-on operational training**. Each session results in **participating businesses developing a specific operational improvement plan that can be implemented immediately**.

In addition to program development, RHCC invested considerable effort in **strengthening the organization's governance and operational framework**. Over the past year, the board adopted **internal policies designed to ensure continuity, transparency, and responsible management** of the organization.

RHCC also implemented new operational infrastructure, most notably a **Customer Relationship Management (CRM) system**, providing a **structured and accountable way to manage relationships** with members, vendors, sponsors, and community partners while tracking outreach activity, membership engagement, and program participation.

We also made substantial progress in **strengthening our digital presence**. RHCC launched the **PiñataFest-Roswell website platform**, developed in partnership with the New Mexico



01.29.2026 Board of Directors Meeting

Tourism Department and funded through the **NM True brand**. The platform is designed to **attract visitors to Roswell while showcasing local vendors, culture, cuisine, and history**.

Through feedback and discussions during member meetings, many business owners emphasized **attracting more visitors to Roswell, extending their stays, and connecting tourism activity to local commerce**. The **tourism initiative now included in RHCC's program portfolio** grew directly out of these conversations and reflects a shared recognition that a **stronger visitor economy can generate additional revenue for local businesses**.

Because much of the work this year focused on **building these foundational systems and platforms**, RHCC did not expend the entirety of the funds provided by the City during the prior funding cycle. Rather than accelerating expenditures to exhaust the allocation, the chamber deliberately paced spending while **completing the structural work necessary to support long-term programming**.

At the same time, RHCC continued **engaging the local business community** through membership outreach, vendor engagement initiatives, and networking opportunities designed to strengthen connections among Roswell businesses. These conversations helped **shape the chamber's program priorities** and laid the groundwork for the **expanded program activity outlined in our FY2027 plan**.

Looking forward, RHCC's work will focus on **three primary program areas**:

- **Small business growth through practical operational workshops**
- **Business engagement and membership development**
- **Tourism initiatives designed to attract visitors and support local businesses**

These programs are described in the **Program Pillars Overview and FY2027 budget**.

Together, these efforts position the Roswell Hispano Chamber of Commerce to serve as a **practical partner in strengthening Roswell's business community and supporting sustainable economic growth for the city**.

Thank you for your continued support.

Respectfully,

John Erard
President

Dear Josh,

Attached for your consideration is a proposed addendum to our existing agreement with the City of Roswell. As you know, RHCC has conducted several structured Business Growth & Operations education sessions to date in fulfillment of our education commitment.

During those sessions, recurring feedback from participating businesses — particularly hotels, vendors, and other tourism-facing operators — highlighted a need for more targeted support in maximizing tourism-related revenue. In response, we are proposing to formally expand the education scope under our existing agreement to include a Tourism Trade Performance Initiative.

To be clear, this is not “tourism education” in the traditional sense. RHCC will not be teaching tourism theory or destination marketing. Rather, we will identify and engage business operators whose enterprises are tourism-facing and who, through strong operations, execution, pricing discipline, packaging strategies, and customer capture systems, are effectively securing their share of the visitor dollar. The initiative will create a structured platform for peer-led, execution-focused education that helps other local businesses:

- Increase capture of visitor spending
- Improve length-of-stay conversion strategies
- Strengthen cross-promotion between lodging, dining, retail, and experiences
- Improve operational readiness during peak visitation events
- Develop pricing, packaging, and upsell strategies tailored to tourism traffic
- Improve profitability from existing visitation rather than relying solely on increased traffic

The purpose of this addendum is not to alter the financial terms of the agreement, but rather to clarify and expand the educational scope in a manner directly responsive to business community feedback and aligned with the City’s tourism and economic development objectives.

Our objective remains consistent: strengthen business execution across Chaves County so that more locally generated revenue — from tourism, regional trade, and everyday commerce — is captured, retained, and reinvested within our community, benefiting both the business ecosystem and the City’s broader economic goals.

We welcome the opportunity to discuss this addendum at your convenience. Respectfully,

John Erard
President
Roswell Hispano Chamber of Commerce

Company name	Industry	Primary Contact	Email	Phone Number	Relationship Type
ADJ Lovelink Studios	Arts / Entertainment	David Bugarin	dcbugarin@yahoo.com	(806) 690-1340	Member
Agape Home Care, LLC	Health / Wellness	Rolando Mendoza	agapehomecare@msn.com	(575) 626-6759	Member
Alisara, Inc.	Professional Services	Alex Urquidez	alexurquides@gmail.com	(575) 622-9213	Member
Almas Restaurant	Food / Beverage	Alma	lospotrillos88210@gmail.com	(575) 748-8931	Member
Ambercare	Health / Wellness	Luz Meza	lmeza@edus.com	(575) 627-7883	Member
Ancients of Days	Shopping / Retail	Donald James	info@ancientsofdays.net	(716) 472-1793	Member
Anderson Bethany Funeral Hm	Professional Services	Jeremy Hurley	liz@andersonbethany.com	(575) 622-5888	Sponsor
Antigua Cocina Mexicana	Food / Beverage	Saul Aguilar	saualaguilar@me.com	(575) 637-4120	Member
Apple Blossom Flower Shop	Shopping / Retail	Carlos Carrillo	roswellappleblossom@gmail.com	(575) 623-9636	Member
Area 52	Attractions / Tourism	Patricia Loranca		(575) 840-9491	Member
AuralTec Hearing Centers	Health / Wellness	Wesley Miller	info@miracle-ear-nm.com	(575) 622-2887	Member
Aztec Imports LLC	Shopping / Retail	Travis Spencer	aztec_imports@yahoo.com	(575) 420-8888	Member
Brents Eyeglasses	Shopping / Retail	Brent Seilheimer	brentseyewear@gmail.com	(575) 444-6177	Member
Cheros Boots	Shopping / Retail	Cisco Gonzalez	cisco@cherosboots.com	(575) 626-7564	Member
Comfort Inn Suites	Hospitality / Lodging	Bob Gutman	bobgutman@yahoo.com	(575) 910-6013	Member
Cross Roads Express	Food / Beverage	Richard McCayn	richardmccayni@gmail.com	(325) 213-0282	Member
DMV Express	Shopping / Retail	Anthony Urquidez	mvd2017@yahoo.com	(575) 622-5213	Member
El Toro Bravo Restaurant & Bakery	Food / Beverage	Marcella	eltorobravo.06@gmail.com	(575) 622-9280	Member
Energy Resources - Excel	Business Services (B2B)	Leticia Kuykendal	letty.kuykendall@xcelenergy.com	(575) 706-5998	Sponsor
Farm Bureau Financial Services	Professional Services	Larry Marshal	larry.marshall@fbfs.com	(575) 623-1020	Member
Game Day	Attractions / Tourism	Tom Kummerle	tkummerle@gmail.com	(575) 624-0889	Member
Hanna Carlton Insurance	Professional Services	Hannah Carlton	hannah@hannahcartloninsurance.com	(575) 404-9456	Member
House of Aliens	Attractions / Tourism	David Dominguez	houseofaliensllc@gmail.com	(575) 626-7459	Member
J Cano Trucking	Business Services (B2B)	Joshua Cano	joshuacano010@gmail.com	(575) 291-9019	Member
Jackson Hewitt	Professional Services	Sheyanne Ibarra	beyondtaxesllc.sheyanne@outlook.com	(575) 755-8299	Member
Khamerican Donuts	Food / Beverage	Rottmony Rath	longkimbeang@gmail.com	(505) 464-9898	Member
Kim Ly Vasquez, LLC	Professional Services	Kim Ly Vasquez	k.lyvasquez@gmail.com	(575) 317-2682	Member
Kraft Law, LLP	Professional Services	Richard L. Kraft	rkraft@kraftlawfirm.org	(575) 625-2000	Member
Luxury Rides	Professional Services	Linda Ortiz	lindalittletree169@gmail.com	(575) 291-5835	Member
Magical Mexico Boutique	Shopping / Retail	Faviola Davalos	favy.gmz@gmail.com	(253) 259-1453	Member
Marshall Financial Services	Professional Services	Larry Marshall	larry.marshall@fbfs.com	(575) 734-5415	Member
Martins Capital Cafe	Food / Beverage	Martin Torrez		(575) 624-2111	Member
May, Taylor & Company	Professional Services	Richard Taylor	richard@maytaylorco.com	(575) 622-2330	Member
Mexico Boutique	Shopping / Retail	Faviola Davalos	favi.gmz@gmail.com	(253) 259-1453	Member
Michael J. McKee Insurance Agency Inc.	Professional Services	Michael McKee	michael@mjmckee.com	(575) 622-1668	Member
Moon Man Printing	Business Services (B2B)	Josh Martinez	orders@moonmanprinting.com	(505) 974-1125	Member
N&E Enterprises		Chris Arnold	chrisarnold089@gmail.com	(575) 297-7212	Member
New Mexico Gas Company	Business Services (B2B)	Customer Service	customerservice@nmgeo.com	(888) 664-2726	Sponsor
Noalmark Broadcasting	Arts / Entertainment	Aaron Ferrister	aaron@noalmark.com	(575) 397-4969	Sponsor
Otero Federal Credit Union	Professional Services	Dana Bedwell	dbedwell@oteroofcu.org	(800) 367-9000	Sponsor
Paizon Entertainment	Arts / Entertainment	Andy Herrera	tshoerepair@gmail.com	(575) 840-8700	Member
Pampas Trailer	Food / Beverage	Carlos Marrujo	carlos.marrujo@roswell.enmu.edu	(575) 626-7881	Member
Parnall Law firm	Professional Services	Chris Czmyrid	chrisczmyrid@paralllaw.com	(505) 577-6450	Sponsor
Payroll Vault Tuttle	Professional Services	Betty Tuttle	betty.tuttle@payrollvaut.com	(575) 244-7141	Member
Peppers Grill & Bar	Food / Beverage	Adam Roe		(575) 626-5453	Member
Plateau Telecommunications	Professional Services	Hannah Cox	hannah@plateautel.com	(575) 755-1000	Member
Public Energy Resources	Shopping / Retail	Merlinda Aragon	merlinda.franco@yahoo.com	(575) 914-1173	Member
Quality Care, LLC	Health / Wellness	Nicholas Marrujo	nicholas@qualitycare1.com	(575) 755-8270	Member
Raviga Technologies, LLC	Business Services (B2B)	Alfredo Garcia	agarcia@ravigatechnologies.com	(575) 221-9297	Member
RISD		Brian Luck	bluck@risd.k.122.nm.us		Sponsor
RISD Apex Coach		Thomas Davis	(325) 213-0282	(575) 291-5584	Member
Roswell Appliance	Shopping / Retail	Travis Steel	Roswellapplianceoutlet@gmail.com	(575) 363-9236	Member
Roswell's Bakery	Food / Beverage	Beto Ledezma	beto69ledezma@yahoo.com	(951) 534-9366	Member
Simon Anaya Printing	Business Services (B2B)	Simon Anaya	simon@anayaprints.com	(575) 244-0271	Member
Sophia Vanden Bout State Farm Ins.	Professional Services	Sophia Vanden Bout	sophia@myagentsophia.com	(575) 208-0137	Member
Sparklight	Business Services (B2B)	Gary Elliott	laura.mccann@sparklight.biz	(575) 623-2391	Sponsor
Sunvalley Energy Corporation	Business Services (B2B)	Phelps Anderson	phelpsanderson@dfn.com	(575) 625-9152	Sponsor
Super Meat Mart	Food / Beverage	Javier Ledezma	javierledezma21@rocketmail.com	(575) 910-0756	Member
The Hot Beverage	Food / Beverage	Luke Sanchez	luke@roswellmag.com	(305) 707-7927	Member
The Miscellaneous Office	Business Services (B2B)	Pliar Aldavaz	office@themiscoffice.com	(575) 910-9322	Member
Tiny Trends	Shopping / Retail	Victoria Jobe	tinytrendsclothingco@gmail.com	(575) 291-5575	Member
Tom's Towing	Professional Services	Armida Lujan	tomstowingserv@yahoo.com	(575) 623-7265	Member
WaFd Bank	Business Services (B2B)	Melissa Nayeres	melissa.nayeres@wafd.com	(575) 622-6201	Member
Wells Fargo	Business Services (B2B)	Suzu Santana	sam.miraglia@wellsfargo.com	(575) 291-2369	Sponsor

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Special Finance Committee

5.

Meeting Date: 04/27/2026

COMMITTEE: Finance

CONTACT: Tammi Smith

CHAIR: Kurt Gass

ACTION REQUESTED:

Consider recommendation of approval of the MainStreet Roswell funding request of \$75,000 for Fiscal Year 2027. (Conyers)

BACKGROUND:

Initiated by TJ Conyers

The requested funding will support downtown revitalization efforts and initiatives aimed at enhancing economic development, historic preservation, and community engagement within the MainStreet district.

MainStreet Roswell focuses on strengthening the downtown corridor through business recruitment and retention, support for local entrepreneurs, and the promotion of existing businesses. Key initiatives include beautification and placemaking projects, organization of community events and festivals, marketing and promotion of downtown Roswell, and preservation of historic assets that contribute to the area's unique character.

Approval of this funding request will allow MainStreet Roswell to continue implementing strategic programs that drive foot traffic, support small business growth, and enhance the overall vitality and attractiveness of downtown Roswell as a destination for residents and visitors alike.

FINANCIAL CONSIDERATION:

Financial Impact (Revenue & Expense): Included in the FY27 Proposed Budget

Expense: 11014261-654831 (Public Affairs - Contract-Economic Development Services)

LEGAL REVIEW:

The agreement has no requested changes and will be renewed July 1, 2026

BOARD AND COMMITTEE ACTION:

None

STAFF RECOMMENDATION:

Approve the MainStreet Roswell funding request of \$75,000 for Fiscal Year 2027.

Attachments

FY27 MSR Funding Request
February 2026 Financial Statements
Statement of Financial Position
Statement of Activity



Revenue Source	Amount	Remarks	
City of Roswell	\$ 75,000.00	projected	14%
Chaves County	\$ 50,000.00	projected	10%
Grants	\$ 25,000.00		
UFO Festival Sponsor	\$ 102,000.00	actual	20%
Lodgers Tax - UFO Festival Advertisement	\$ 20,000.00	actual	4%
UFO Festival - income	\$ 40,000.00	projected	8%
MainStreet Events	\$ 2,000.00	projected	0%
Capital Outlay Funding	\$ 200,000.00	projected	39%
Friends of MainStreet Roswell	\$ 5,000.00	projected	1%
Total (est.) \$ 519,000.00			

Expenses	Amount	Remarks	
Internet	\$ 1,000.00	currently \$670	0.20%
Postage	\$ 1,300.00	est.	0.26%
Office Expense (supplies)	\$ 1,250.00		0.25%
Storage	\$ 840.00	Red Planet	0.17%
Computers, software, systems	\$ 4,000.00	Adobe, Quickbooks, Eventeneer	0.80%
Telephones, Telecom	\$ 1,200.00		0.24%
Payment Systems	\$ 800.00	Square Reader	0.16%
Insurance / Liability, D and O	\$ 4,304.00		0.86%
Taxes	\$ 800.00	GRT	0.16%
UFO Festival	\$ 122,000.00	includes advertising	24.44%
MainStreet Events	\$ 4,300.00		0.86%
Travel and Meetings	\$ 2,500.00		0.50%
Contract Services (Accounting, etc)	\$ 1,000.00		0.20%
Advertising (General)	\$ 4,000.00		0.80%
MSR Regranting Program	\$ 25,000.00		5.01%
Revitalization Program	\$ 200,000.00		40.06%
Bank Fees	\$ 100.00		0.02%
Salaries	\$ 100,000.00		20.03%
Payroll Taxes	\$ 5,800.00		1.16%
Employee Benefits	\$ 20,000.00	UI and Workman's Comp	4.01%
Bonuses			0.00%
Miscellaneous			0.00%
Total (est.) \$ 499,194.00			
Net Excess \$ 19,806.00			

Budget vs. Actuals_Budget_FY25_P&L_Report

January 1-December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	MONEY REMAINING	PERCENT REMAINING
Income				
42000 Spring Fund Raiser	\$0.00	\$0.00	\$0.00	
42105 Spring Fund Raiser Donation	125.00	0.00	-125.00	
Total for 42000 Spring Fund Raiser	\$125.00	\$0.00	-\$125.00	
42101 Fundraising Events	\$0.00	\$0.00	\$0.00	
42102 Ticket Sales	815.00	0.00	-815.00	
42103 Fund raising proceeds	0.00	5,000.00	5,000.00	100.0 %
Total for 42101 Fundraising Events	\$815.00	\$5,000.00	\$4,185.00	83.7 %
43400 Direct Public Support	\$0.00	\$0.00	\$0.00	
43410 PSA with City	56,250.00	75,000.00	18,750.00	25.0 %
Total for 43400 Direct Public Support	\$56,250.00	\$75,000.00	\$18,750.00	25.0 %
45000 Investments	\$0.00	\$0.00	\$0.00	
45030 Interest-Savings, Short-term CD	55.60	100.00	44.40	44.4 %
Total for 45000 Investments	\$55.60	\$100.00	\$44.40	44.4 %
46500 UFO/Alien Fest	\$0.00	\$0.00	\$0.00	
46501 UFO Alien Fest Vendors	37,465.00	30,000.00	-7,465.00	-24.88 %
46502 UFO/Alien Fest Sponsorship	56,500.00	15,000.00	-41,500.00	-276.67 %
46503 UFO/Alien Fest Merchandise	8,176.01	0.00	-8,176.01	
46508 Lodgers Tax Reimbursement	20,000.00	20,000.00	0.00	0.0 %
46505 UFO/Alien Fest Donations	0.00	500.00	500.00	100.0 %
46512 UFO/Alienfest In Kind donation	0.00	200.00	200.00	100.0 %
56504 City of Roswell Reimb. Gen. Fun	0.00	50,000.00	50,000.00	100.0 %
Total for 46500 UFO/Alien Fest	\$122,141.01	\$115,700.00	-\$6,441.01	-5.57 %
46600 Holiday Events & Other Events	\$0.00	\$0.00	\$0.00	
46601 Holiday Lights Donations	1,000.00	15,000.00	14,000.00	93.33 %
46605 Holiday Events Sponsor	1,000.00	1,500.00	500.00	33.33 %
46604 Holiday Events Vendors	0.00	1,200.00	1,200.00	100.0 %
Total for 46600 Holiday Events & Other Events	\$2,000.00	\$17,700.00	\$15,700.00	88.7 %
47500 Farmers Market Income	\$2,891.00	\$0.00	-\$2,891.00	
47501 Farmers Market Income	-584.97	5,200.00	5,784.97	111.25 %
Total for 47500 Farmers Market Income	\$2,306.03	\$5,200.00	\$2,893.97	55.65 %
49000 Caps to Benches	350.00	0.00	-350.00	
46300 ChileCheese	\$0.00	\$0.00	\$0.00	
46301 Chile Cheese Vendor Fee	0.00	900.00	900.00	100.0 %
46302 Chile Cheese Sponsorship	0.00	2,000.00	2,000.00	100.0 %
Total for 46300 ChileCheese	\$0.00	\$2,900.00	\$2,900.00	100.0 %

Budget vs. Actuals_Budget_FY25_P&L_Report
January 1-December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	MONEY REMAINING	PERCENT REMAINING
48000 Misc. Income	\$0.00	\$0.00	\$0.00	
48001 Donations	0.00	500.00	500.00	100.0 %
48002 RDR Ads	0.00	75.00	75.00	100.0 %
Total for 48000 Misc. Income	\$0.00	\$575.00	\$575.00	100.0 %
Total for Income	\$184,042.64	\$222,175.00	\$38,132.36	17.16 %
Cost of Goods Sold	0.00	0.00	0.00	
Gross Profit	\$184,042.64	\$222,175.00	\$38,132.36	17.16 %
Expenses				
10015 Petty Cash Events	0.00	0.00	0.00	
60900 Business Expenses	\$105.78	\$0.00	-\$105.78	
60920 Business License	126.00	0.00	-126.00	
Total for 60900 Business Expenses	\$231.78	\$0.00	-\$231.78	
62100 Contract Services	\$0.00	\$0.00	\$0.00	
62110 Accounting Fees	950.49	3,200.00	2,249.51	70.3 %
62120 Office Consulting	273.00	0.00	-273.00	
Total for 62100 Contract Services	\$1,223.49	\$3,200.00	\$1,976.51	61.77 %
65000 Operations	\$0.00	\$0.00	\$0.00	
65005 Advertising	500.00	0.00	-500.00	
65010 Books, Subscriptions, Reference	126.00	0.00	-126.00	
65017 Internet Expense	619.23	300.00	-319.23	-106.41 %
65020 Postage, Mailing Service	877.44	400.00	-477.44	-119.36 %
65030 Printing and Copying	75.07	0.00	-75.07	
65035 Office Expenses	413.65	2,000.00	1,586.35	79.32 %
65040 Supplies	422.29	600.00	177.71	29.62 %
65048 Storage	630.00	1,120.00	490.00	43.75 %
65049 Computers, software, systems	8,226.46	7,500.00	-726.46	-9.69 %
65050 Telephone, Telecommunications	702.87	2,000.00	1,297.13	64.86 %
65055 Web Hosting	378.98	700.00	321.02	45.86 %
65056 Donation	-500.00	0.00	500.00	
65045 Training	0.00	50.00	50.00	100.0 %
Total for 65000 Operations	\$12,471.99	\$14,670.00	\$2,198.01	14.98 %
65012 Fees for Square Reader	517.62	50.00	-467.62	-935.24 %
65060 UFO Festival/Alien Fest	\$0.00	\$0.00	\$0.00	
65061 UFO/Alien Advertising	5,410.38	2,000.00	-3,410.38	-170.52 %
65062 UFO/Alien Fest Entertainment	41,518.58	50,000.00	8,481.42	16.96 %
65064 UFO/Alien Fest Meals/Lodging	5,443.50	3,000.00	-2,443.50	-81.45 %
65065 UFO/Alien Fest Printing	1,446.56	0.00	-1,446.56	
65066 UFO/Alien Fest Supplies	1,528.52	5,000.00	3,471.48	69.43 %
65067 UFO/Alien Fest Security	18,089.34	18,000.00	-89.34	-0.5 %

Budget vs. Actuals_Budget_FY25_P&L_Report

January 1-December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	MONEY REMAINING	PERCENT REMAINING
65068 UFO/Alien Fest Merchandise	6,177.70	9,000.00	2,822.30	31.36 %
65069 UFO/Alien Fest Contest Prizes	-499.98	2,400.00	2,899.98	120.83 %
Total for 65060 UFO Festival/Alien Fest	\$79,114.60	\$89,400.00	\$10,285.40	11.5 %
65080 Farmers Market	\$0.00	\$0.00	\$0.00	
65084 Farmers Market other expenses	35.00	50.00	15.00	30.0 %
65082 Farmers Market Rentals	0.00	500.00	500.00	100.0 %
65083 Farmers Market Supplies	0.00	500.00	500.00	100.0 %
Total for 65080 Farmers Market	\$35.00	\$1,050.00	\$1,015.00	96.67 %
65090 Other Events	\$0.00	\$0.00	\$0.00	
65091 Other Events Advertising	268.88	0.00	-268.88	
65094 Other Events Misc. expenses	0.00	0.00	0.00	
Total for 65090 Other Events	\$268.88	\$0.00	-\$268.88	
65100 Other Types of Expenses	\$0.00	\$0.00	\$0.00	
65120 Insurance - Liability, D and O	3,714.00	4,500.00	786.00	17.47 %
65180 Gross Receipts Tax	831.25	750.00	-81.25	-10.83 %
65160 Other Costs	0.00	100.00	100.00	100.0 %
Total for 65100 Other Types of Expenses	\$4,545.25	\$5,350.00	\$804.75	15.04 %
65101 UFO Stipends	3,600.00	0.00	-3,600.00	
65500 City Spon. Expense UFO/Alienfes	\$0.00	\$0.00	\$0.00	
65504 Meals and Lodging	940.44	500.00	-440.44	-88.09 %
Total for 65500 City Spon. Expense UFO/Alienfes	\$940.44	\$500.00	-\$440.44	-88.09 %
66000 Salary Expenses	\$0.00	\$0.00	\$0.00	
66010 Payroll Taxes	2,035.72	4,500.00	2,464.28	54.76 %
66050 Director's Salary	31,065.69	58,150.00	27,084.31	46.58 %
66015 Workmans Comp	0.00	20.00	20.00	100.0 %
66020 Unemployment Insurance	0.00	105.00	105.00	100.0 %
Total for 66000 Salary Expenses	\$33,101.41	\$62,775.00	\$29,673.59	47.27 %
66100 Holiday Events	\$0.00	\$0.00	\$0.00	
66104 Holiday Lights Advertising	215.79	300.00	84.21	28.07 %
66105 Holiday Event Vendor Dep. Reim.	10,250.10	0.00	-10,250.10	
Holiday Street Closures	1,006.00	1,500.00	494.00	32.93 %
66101 Holiday Lights Supplies	0.00	1,100.00	1,100.00	100.0 %
66102 Holiday Lights Inst. and Remova	0.00	22,000.00	22,000.00	100.0 %
66107 Holiday Entertainment Expensse	0.00	2,200.00	2,200.00	100.0 %
66108 Holiday Events Prizes	0.00	1,250.00	1,250.00	100.0 %
66109 PayPal Fees Holiday Events	0.00	75.00	75.00	100.0 %
66111 Security	0.00	600.00	600.00	100.0 %
Total for 66100 Holiday Events	\$11,471.89	\$29,025.00	\$17,553.11	60.48 %

Budget vs. Actuals_Budget_FY25_P&L_Report

January 1-December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	MONEY REMAINING	PERCENT REMAINING
66125 Contests	\$0.00	\$0.00	\$0.00	
66126 Parade Contest Winners	216.71	250.00	33.29	13.32 %
Total for 66125 Contests	\$216.71	\$250.00	\$33.29	13.32 %
66200 Caps to Benches Expenses	\$0.00	\$0.00	\$0.00	
66201 Bench Purchase	-350.00	0.00	350.00	
Total for 66200 Caps to Benches Expenses	-\$350.00	\$0.00	\$350.00	
68300 Travel and Meetings	\$0.00	\$0.00	\$0.00	
68310 Conference, Convention, Meeting	116.47	100.00	-16.47	-16.47 %
68320 Travel and Meals	92.79	700.00	607.21	86.74 %
Total for 68300 Travel and Meetings	\$209.26	\$800.00	\$590.74	73.84 %
Payroll Expenses	\$0.00	\$0.00	\$0.00	
Taxes	2,825.30	1,000.00	-1,825.30	-182.53 %
Wages	9,441.68	10,000.00	558.32	5.58 %
Total for Payroll Expenses	\$12,266.98	\$11,000.00	-\$1,266.98	-11.52 %
65008 Bank Fees	0.00	1,200.00	1,200.00	100.0 %
65070 Chile Chesse Festival	\$0.00	\$0.00	\$0.00	
65072 Chile Cheese Entertainment	0.00	500.00	500.00	100.0 %
65073 Chile Cheese Rentals	0.00	350.00	350.00	100.0 %
65074 Chile Cheese Supplies	0.00	800.00	800.00	100.0 %
Total for 65070 Chile Chesse Festival	\$0.00	\$1,650.00	\$1,650.00	100.0 %
Uncategorized Expense	0.00	400.00	400.00	100.0 %
Total for Expenses	\$159,865.30	\$221,320.00	\$61,454.70	27.77 %
Net Operating Income	42,927.34	\$855.00	-\$23,322.34	-2727.76 %
Other Income	0.00	0.00	0.00	
Other Expenses	0.00	0.00	0.00	
Net Other Income	\$0.00	\$0.00	\$0.00	
Net Income	\$24,177.34	\$855.00	-\$23,322.34	-2727.76 %
	42,927.34			

Management Report

MainStreet Roswell

For the period ended February

Prepared by

Rosario (Rosy) Rubio

Prepared on

March 26, 2026

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Statement of Activity

February 2026

	Total
REVENUE	
43400 Direct Public Support	
43410 PSA with City	37,500.00
Total 43400 Direct Public Support	37,500.00
45000 Investments	
45030 Interest-Savings, Short-term CD	5.00
Total 45000 Investments	5.00
46600 Holiday Events & Other Events	250.00
48000 Misc. Income	665.48
51000 250th Birthday Celebration	
51001 Event Sponsorship	12,040.00
51003 Merchandise Sales	75.00
Total 51000 250th Birthday Celebration	12,115.00
Total Revenue	50,535.48
GROSS PROFIT	50,535.48
EXPENDITURES	
65000 Operations	
65017 Internet Expense	70.00
65035 Office Expenses	15.56
65040 Supplies	29.41
65048 Storage	70.00
65049 Computers, software, systems	14.06
65050 Telephone, Telecommunications	82.98
Total 65000 Operations	282.01
65012 Fees for Square Reader	38.71
65090 Other Events	
65091 Other Events Advertising	631.76
65093 Other Events Supplies	129.92
65094 Other Events Misc. expenses	5.00
Total 65090 Other Events	766.68
65100 Other Types of Expenses	
65120 Insurance - Liability, D and O	1,579.00
Total 65100 Other Types of Expenses	1,579.00
66000 Salary Expenses	
66050 Director's Salary	4,720.84
Total 66000 Salary Expenses	4,720.84
68300 Travel and Meetings	
68310 Conference, Convention, Meeting	360.33
68320 Travel and Meals	34.06
Total 68300 Travel and Meetings	394.39
95000 250th Birthday Celebration*	

	Total
95001 Advertising	8,512.49
95002 Merchandise	175.00
95003 Office Expenses	19.50
Total 95000 250th Birthday Celebration*	8,706.99
Payroll Expenses	
Taxes	376.72
Total Payroll Expenses	376.72
Unapplied Cash Bill Payment Expense	1,831.81
Total Expenditures	18,697.15
NET OPERATING REVENUE	31,838.33
NET REVENUE	\$31,838.33

Statement of Financial Position

As of February 28, 2026

	Total
ASSETS	
Current Assets	
Bank Accounts	
10000 MSR CHECKING 6665	33,067.48
10001 MSR Savings 4377	15,863.42
10007 Farmers Market 6783	17,359.90
10012 MainStreet Roswell Alienfest	40,151.89
10020 250th BD (8731) - 1	8,408.01
Total Bank Accounts	114,850.70
Other Current Assets	
10005 Petty Cash	100.00
10010 PayPal	354.70
QuickBooks Tax Holding Account	902.02
Total Other Current Assets	1,356.72
Total Current Assets	116,207.42
Fixed Assets	
15000 Furniture and Equipment	33,110.86
15500 Accumulated Depreciation	-33,110.86
Total Fixed Assets	0.00
TOTAL ASSETS	\$116,207.42
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	-2,619.04
Total Accounts Payable	-2,619.04
Other Current Liabilities	
24000 Payroll Liabilities	808.42
Federal Taxes (941/943/944)	2,386.32
NM Income Tax	1,322.04
NM Unemployment Tax	62.83
NM Worker's Compensation Fee	0.50
Total 24000 Payroll Liabilities	4,580.11
Total Other Current Liabilities	4,580.11
Total Current Liabilities	1,961.07
Long-Term Liabilities	
27200 Other Liabilities	321.78
Total Long-Term Liabilities	321.78
Total Liabilities	2,282.85
Equity	
30000 Opening Balance Equity	82,503.42

	Total
32000 Unrestricted Net Assets	4,300.62
Net Revenue	27,120.53
Total Equity	113,924.57
TOTAL LIABILITIES AND EQUITY	\$116,207.42

Statement of Activity YTD Comparison

February 2026

	TOTAL	
	Feb 1 - Feb 28 2026	Jan 1 - Feb 28 2026 (YTD)
Income		
10011 Bank Fee Refund	0.00	0.00
43400 Direct Public Support		
43410 PSA with City	37,500.00	37,500.00
Total for 43400 Direct Public Support	\$37,500.00	\$37,500.00
45000 Investments		
45030 Interest-Savings, Short-term CD	5.00	10.56
Total for 45000 Investments	\$5.00	\$10.56
46600 Holiday Events & Other Events	250.00	250.00
48000 Misc. Income	665.48	665.48
51000 250th Birthday Celebration		
51001 Event Sponsorship	12,040.00	17,040.00
51003 Merchandise Sales	75.00	75.00
Total for 51000 250th Birthday Celebration	\$12,115.00	\$17,115.00
250th		0.00
Total for Income	\$50,535.48	\$55,541.04
Cost of Goods Sold		
Gross Profit	\$50,535.48	\$55,541.04
Expenses		
65000 Operations		
65017 Internet Expense	70.00	140.00
65035 Office Expenses	15.56	78.97
65040 Supplies	29.41	29.41
65048 Storage	70.00	140.00
65049 Computers, software, systems	14.06	3,786.20
65050 Telephone, Telecommunications	82.98	166.09
Total for 65000 Operations	\$282.01	\$4,340.67
65012 Fees for Square Reader	38.71	49.54
65090 Other Events		
65091 Other Events Advertising	631.76	631.76
65093 Other Events Supplies	129.92	129.92
65094 Other Events Misc. expenses	5.00	5.00
Total for 65090 Other Events	\$766.68	\$766.68
65100 Other Types of Expenses		
65120 Insurance - Liability, D and O	1,579.00	1,579.00
Total for 65100 Other Types of	\$1,579.00	\$1,579.00

TOTAL		
	Feb 1 - Feb 28 2026	Jan 1 - Feb 28 2026 (YTD)
Expenses		
66000 Salary Expenses		
66050 Director's Salary	4,720.84	9,441.68
Total for 66000 Salary Expenses	\$4,720.84	\$9,441.68
68300 Travel and Meetings		
68310 Conference, Convention, Meeting	360.33	399.22
68320 Travel and Meals	34.06	96.32
Total for 68300 Travel and Meetings	\$394.39	\$495.54
95000 250th Birthday Celebration*		
95001 Advertising	8,512.49	8,512.49
95002 Merchandise	175.00	175.00
95003 Office Expenses	19.50	19.50
Total for 95000 250th Birthday Celebration*	\$8,706.99	\$8,706.99
Payroll Expenses		
Taxes	376.72	755.99
Total for Payroll Expenses	\$376.72	\$755.99
Unapplied Cash Bill Payment Expense	1,831.81	1,831.81
65060 UFO Festival/Alien Fest		
65064 UFO/Alien Fest Meals/Lodging		100.28
65069 UFO/Alien Fest Contest Prizes		75.00
Total for 65060 UFO Festival/Alien Fest		\$175.28
65500 City Spon. Expense UFO/Alienfes		
65504 Meals and Lodging		18.56
Total for 65500 City Spon. Expense UFO/Alienfes		\$18.56
66100 Holiday Events		
66101 Holiday Lights Supplies		58.77
66107 Holiday Entertainment Expense		50.00
66108 Holiday Events Prizes		150.00
Total for 66100 Holiday Events		\$258.77
Total for Expenses	\$18,697.15	\$28,420.51
Net Operating Income	\$31,838.33	\$27,120.53
Other Income		
Other Expenses		
Net Other Income		
Net Income	\$31,838.33	\$27,120.53

Statement of Financial Position
Mainstreet Roswell
As of February 28, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
10000 MSR CHECKING 6665	33,067.48
10001 MSR Savings 4377	15,863.42
10007 Farmers Market 6783	17,359.90
10012 MainStreet Roswell Alienfest	40,151.89
10020 250th BD (8731) - 1	8,408.01
Total for Bank Accounts	\$114,850.70
Other Current Assets	
10005 Petty Cash	100.00
10010 PayPal	354.70
12000 Undeposited Funds	0.00
QuickBooks Tax Holding Account	902.02
Total for Other Current Assets	\$1,356.72
Total for Current Assets	\$116,207.42
Fixed Assets	
15000 Furniture and Equipment	33,110.86
15500 Accumulated Depreciation	-33,110.86
Total for Fixed Assets	\$0.00
Total for Assets	\$116,207.42
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	-2,619.04
Total for Accounts Payable	-\$2,619.04
Other Current Liabilities	
24000 Payroll Liabilities	808.42
Federal Taxes (941/943/944)	2,386.32
NM Income Tax	1,322.04
NM Unemployment Tax	62.83
NM Worker's Compensation Fee	0.50
Total for 24000 Payroll Liabilities	\$4,580.11
28001 PPP Loan 2nd	0.00
90000 PPP Loan Forgiveness	0.00
Direct Deposit Payable	0.00
Total for Other Current Liabilities	\$4,580.11

Total for Current Liabilities	\$1,961.07
Long-term Liabilities	
27200 Other Liabilities	321.78
28000 PPP Loan	0.00
Total for Long-term Liabilities	\$321.78
Total for Liabilities	\$2,282.85
Equity	
30000 Opening Balance Equity	82,503.42
32000 Unrestricted Net Assets	4,300.62
Net Income	27,120.53
Total for Equity	\$113,924.57
Total for Liabilities and Equity	\$116,207.42

Cash Basis Friday, March 27, 2026 10:49 AM GMT-06:00

Statement of Activity
Mainstreet Roswell
July, 2025-February, 2026

	Total
Income	
10011 Bank Fee Refund	10.83
250th	0.00
43400 Direct Public Support	
43410 PSA with City	56,250.00
Total for 43400 Direct Public Support	\$56,250.00
45000 Investments	
45030 Interest-Savings, Short-term CD	52.88
Total for 45000 Investments	\$52.88
46300 ChileCheese	
46301 Chile Cheese Vendor Fee	1,850.00
46302 Chile Cheese Sponsorship	1,000.00
46304 Chile Cheese Donation	2,000.00
Total for 46300 ChileCheese	\$4,850.00
46500 UFO/Alien Fest	432.14
46501 UFO Alien Fest Vendors	505.00
46502 UFO/Alien Fest Sponsorship	3,500.00
46503 UFO/Alien Fest Merchandise	8,176.01
Total for 46500 UFO/Alien Fest	\$12,613.15
46600 Holiday Events & Other Events	250.00
46601 Holiday Lights Donations	23,270.00
46604 Holiday Events Vendors	585.00
46605 Holiday Events Sponsor	1,850.00
Total for 46600 Holiday Events & Other Events	\$25,955.00
47500 Farmers Market Income	4,143.00
47501 Farmers Market Income	-444.97
Total for 47500 Farmers Market Income	\$3,698.03
48000 Misc. Income	665.48
51000 250th Birthday Celebration	
51001 Event Sponsorship	17,040.00
51003 Merchandise Sales	75.00
Total for 51000 250th Birthday Celebration	\$17,115.00
Total for Income	\$121,210.37
Gross Profit	\$121,210.37
Expenses	
10015 Petty Cash Events	0.00
60900 Business Expenses	105.78
60920 Business License	126.00

Total for 60900 Business Expenses	\$231.78
65000 Operations	
65017 Internet Expense	560.00
65020 Postage, Mailing Service	349.44
65035 Office Expenses	931.13
65040 Supplies	55.78
65048 Storage	570.00
65049 Computers, software, systems	4,977.89
65050 Telephone, Telecommunications	679.18
Total for 65000 Operations	\$8,123.42
65008 Bank Fees	10.00
65012 Fees for Square Reader	423.61
65060 UFO Festival/Alien Fest	
65061 UFO/Alien Advertising	2,633.49
65062 UFO/Alien Fest Entertainment	26,453.06
65064 UFO/Alien Fest Meals/Lodging	5,543.78
65065 UFO/Alien Fest Printing	1,446.56
65066 UFO/Alien Fest Supplies	2,089.17
65067 UFO/Alien Fest Security	6,487.93
65068 UFO/Alien Fest Merchandise	206.25
65069 UFO/Alien Fest Contest Prizes	732.90
Total for 65060 UFO Festival/Alien Fest	\$45,593.14
65070 Chile Chesse Festival	
65072 Chile Cheese Entertainment	2,632.80
65076 Chile Cheese Prize Payout	15.00
65077 Chile Cheese other expenses	336.00
Total for 65070 Chile Chesse Festival	\$2,983.80
65080 Farmers Market	
65081 Farmers Market Advertisement	541.58
Total for 65080 Farmers Market	\$541.58
65090 Other Events	
65091 Other Events Advertising	1,225.45
65093 Other Events Supplies	129.92
65094 Other Events Misc. expenses	5.00
Total for 65090 Other Events	\$1,360.37
65100 Other Types of Expenses	
65120 Insurance - Liability, D and O	3,394.00
Total for 65100 Other Types of Expenses	\$3,394.00
65101 UFO Stipends	3,600.00
65500 City Spon. Expense UFO/Alienfes	
65504 Meals and Lodging	18.56
Total for 65500 City Spon. Expense UFO/Alienfes	\$18.56
66000 Salary Expenses	

66020 Unemployment Insurance	254.44
66050 Director's Salary	38,766.72
Total for 66000 Salary Expenses	\$39,021.16
66100 Holiday Events	602.45
66101 Holiday Lights Supplies	436.02
66102 Holiday Lights Inst. and Remova	9,285.73
66106 Movie Rental Holiday Events	541.36
66107 Holiday Entertainment Expense	1,050.00
66108 Holiday Events Prizes	150.00
66111 Security	493.71
Total for 66100 Holiday Events	\$12,559.27
66125 Contests	
66126 Parade Contest Winners	280.81
66127 Parade of Windows	108.00
Total for 66125 Contests	\$388.81
68300 Travel and Meetings	10.00
68310 Conference, Convention, Meeting	438.11
68320 Travel and Meals	508.32
Total for 68300 Travel and Meetings	\$956.43
95000 250th Birthday Celebration*	
95001 Advertising	8,512.49
95002 Merchandise	175.00
95003 Office Expenses	19.50
Total for 95000 250th Birthday Celebration*	\$8,706.99
Payroll Expenses	
Taxes	3,036.95
Total for Payroll Expenses	\$3,036.95
Unapplied Cash Bill Payment Expense	5,712.96
Total for Expenses	\$136,662.83
Net Operating Income	-\$15,452.46
Net Other Income	
Net Income	-\$15,452.46

Cash Basis Friday, March 27, 2026 10:50 AM GMT-06:00

**ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT**

Special Finance Committee

6.

Meeting Date: 04/27/2026

COMMITTEE: Finance

CONTACT: Tammi Smith

CHAIR: Kurt Gass

ACTION REQUESTED:

Consider recommending approval of the FY27 Proposed Budget.

BACKGROUND:

Per Resolution 25-50, the City Manager has presented the FY27 Proposed Budget to the Infrastructure, Legal, and Public Safety Committee for review. These committees were responsible for reviewing departmental budgets and referring their recommendation to the Finance Committee.

The Finance Committee serves as the next step in the budget process and is tasked with reviewing committee recommendations and providing direction toward the development of the preliminary budget to be presented in May, in accordance with the established timeline.

FINANCIAL CONSIDERATION:

FY27 Proposed Budget

LEGAL REVIEW:

Not applicable for this agenda item.

BOARD AND COMMITTEE ACTION:

The FY27 Proposed Budget was presented at the March 16, 2026, Infrastructure Committee, the March 17, 2026, Public Safety Committee, and the March 26, 2026, Legal Committee.

STAFF RECOMMENDATION:

Staff recommends discussion and direction from the Finance Committee on next steps for the FY27 Proposed Budget in alignment with the timeline and process established in Resolution 25-50.
