

**Regular Meeting of the Finance Committee
City Hall – Mike Mathews Conference Room
425 N. Richardson Ave.
Thursday, April 2, 2026, at 2:00 PM**

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

ROLL CALL

This meeting convened at 2:00 PM with Councilor Gass presiding. Councilor Heldenbrand, Councilor Johnson, and Councilor Cavin present, Councilor Halvorson present via GoTo Meeting.

An invocation was given by Councilor Gass.

STAFF PRESENT

Angela Garcia, Amalia Martinez, Mac Rogers, Jeff Bechtel, Enid Costley, Hess Yntema, Toni Gomez, Tammi Smith, Mayor Timothy Z. Jennings, Caroline Brooks, Mike Taylor, Danny Delacerda, Louis Romero, Frank Rincon, Justin Jones, Zachary Lujan, Debbie Reyer, Amanda Dickerson, Omar Gonzalez, Jim Burress, Jamie D. Fierro, Nathaniel Mascarenas, Mike Espiritu, Michael Fry, Alberto Aldana, Christopher Moore, Bobbi Thompson, T.J. Conyers, George Peterson, James Norton, Lee Rogers, Randy Bunch, and Ryan Craine.

GUESTS PRESENT

Rita Kane-Doerhoefer, Del Journey, and Terri Harber

GUESTS ONLINE

ZS, Rita, AM, VS, CG, TV, Vicki, unknown, A. Chaparral, Councilor Arnold, Roswell Infrastructure Meeting, Josh Nairn-Mahan, and (9) guests

APPROVAL OF AGENDA

Councilor Heldenbrand made a motion to approve the agenda. Councilor Cavin seconded the motion. The motion passed 5-0.

NON-ACTION ITEMS

1. Golf – report stands as presented.
2. Visitor Center - report stands as presented.
3. Public Affairs - report stands as presented.
4. Museum Monthly Report - Staff reported receipt of a small grant from the State of New Mexico to develop a portable water exhibit to be available locally and statewide next year. An upcoming community “mix and mingle” event was announced to gather public

input as planning begins for a new museum. No additional questions or concerns were raised by the Committee.

5. Roswell Public Library Monthly Report - Staff noted that the Children's Garden project has received requisition approval and is awaiting issuance of a purchase order to begin work. Additional outreach efforts, including a brick campaign fundraiser, were highlighted to encourage community participation and support. Committee discussion was limited, with no formal questions raised.
6. Cannabis Excise Tax / Gross Receipts Tax - Staff reported cannabis tax revenues below budget for the month, while gross receipts tax revenues exceeded projections, resulting in a positive variance. It was noted that budget figures do not include flood-related tax revenues, which impacts overall comparisons. Discussion included clarification of variances and overall revenue trends.
7. Solid Waste review of all costs and rates per Ordinance 24-07 - Staff reported improved financial performance compared to the prior year, noting the landfill is trending positively and no longer operating at a deficit. No transfers from other funds have been required this fiscal year. Committee members had minimal questions, and the discussion focused on overall financial stability.
8. Proposed Police Station Discussions – Discussion focused on ongoing facility deficiencies at the Police Department, including drainage issues, structural concerns, and HVAC system failures. Staff outlined potential options, including renovation, relocation, or new construction, with cost considerations ranging significantly. Additional discussion included consideration of a potential new location, with emphasis on long-term needs, site constraints, and supporting future growth and operational efficiency.
9. Procurement Ordinance Discussions - Staff indicated the procurement ordinance is now a City Council item and may be deferred for further consideration. Interim procurement guidance will be distributed to departments to provide clarity through the remainder of the fiscal year. Discussion centered on addressing department concerns and improving consistency in procurement processes.

FLOOD DISASTER UPDATES

10. Staff reported 44 FEMA-obligated projects totaling approximately \$26 million, including major items such as the convention center, Spring River corridor fencing, sewer repairs, and police department damages. Reimbursements remain unchanged, and no updates were available on revolving loan fund applications. Discussion focused on prioritization of projects, potential bidding strategies, coordination with FEMA, and estimated timelines, including approximately one year to restore the convention center once funding and design are completed. No changes were reported regarding reimbursement totals.

ACTION ITEMS

11. Consider the recommendation for approval of PO request for Brasier Asphalt for \$1,114,910.16 for pavement milling and overlay on Second Street from Sunset to East City Limit. Presented by Frank Rincon.

City of Roswell was awarded a project under the NMDOT Transportation Project Fund for pavement maintenance on Second Street from Sunset to East City Limits. Quote was obtained for the pavement milling and overlay from Brasier Asphalt utilizing statewide price agreement 30-80500-23-17019. Brasier Asphalt is the low-quote vendor on this price agreement.

Staff presented the project for pavement milling and overlay on Second Street, noting it is primarily state-funded with a City match. Discussion was minimal, with clarification provided on funding and scope of work. No additional concerns were raised by the Committee.

Councilor Heldenbrand made a motion for the recommendation for approval of PO request for Brasier Asphalt for \$1,114,910.16 for pavement milling and overlay on Second Street from Sunset to East City Limit to be placed on the consent agenda. Councilor Cavin seconded the motion. The motion passed 5-0.

12. Consider a recommendation for PO approval to San Bar Construction Corporation in the amount of \$99,999.95 which includes GRT for re-striping of City roads. Presented by Frank Rincon.

Road Department maintenance budget includes \$150,000 for city-wide re-striping of streets. Quote was obtained using NMDOT State Wide Price Agreement 60-80500-25-17177. San Bar is currently the lowest bidder on the Price Agreement. This striping work is being scheduled for Spring 2026.

Staff explained the request for annual road striping services, which are included in the department's budget. Discussion was limited to clarification of the amount and funding source. The Committee had no further questions.

Councilor Johnson made a motion for the recommendation for PO approval to San Bar Construction Corporation in the amount of \$99,999.95 which includes GRT for re-striping of City roads to be placed on the consent agenda. Councilor Heldenbrand seconded the motion. The motion passed 5-0.

13. Consider recommendation for approval of PO request for San Bar for \$79,266.13 for replacing pavement striping and markings on Second Street from Sunset to East City Limit. Presented by Frank Rincon.

City of Roswell was awarded a project under the NMDOT Transportation Project Fund for pavement maintenance on Second Street from Sunset to East City Limits. Quote

was obtained for replacing pavement striping and markings from San Bar utilizing statewide price agreement 30-80500-22-16995. San Bar is the low-quote vendor on this price agreement.

Staff presented the additional striping and marking work associated with the Second Street project. Discussion was minimal and focused on confirming project scope and funding alignment. No concerns were raised by the Committee.

Councilor Cavin made a motion for the recommendation for approval of PO request for San Bar for \$79,266.13 for replacing pavement striping and markings on Second Street from Sunset to East City Limit to be placed on the consent agenda. Councilor Johnson seconded the motion. The motion passed 5-0.

14. Consider recommending Resolution 26-XX for support of projects in response to the NMDOT's January 2026 TPF Funding, Call for Projects. Presented by Louis Romero.

The NMDOT has issued a "Call for Projects". These are projects that should be considered easily ready for bidding or other procurement processes. The funding level for awarded projects under the TPF program is 95% NMDOT and 5% local match. The City of Roswell has received previous awards from this program, including the award of Second Street Pavement Maintenance Project. Formal project awards will be in the Fall, 2026. Projects to be applied for are:

1. S. Atkinson Mill & Fill/ADA Capital Project (Brasher to McGaffey), and
2. Garden-McGaffey-Main Pavement Maintenance (Garden from Marker Rd. to McGaffey, McGaffey from Garden to Main, S. Main from McGaffey to Oliver Street).

Staff explained the resolution supports submission of transportation projects for state funding consideration. Discussion was minimal, with clarification that the item is for project support rather than immediate funding allocation. The Committee expressed no additional concerns.

Councilor Heldenbrand made a motion recommending Resolution 26-XX for support of projects in response to the NMDOT's January 2026 TPF Funding, Call for Projects to be placed on the consent agenda. Councilor Cavin seconded the motion. The motion passed 5-0.

15. Consider recommendation of approval of the Roswell-Chaves County Economic Development Corporation funding request of \$200,000 for Fiscal Year 2027. Presented by TJ Conyers.

The requested funding will support ongoing economic development initiatives focused on business recruitment, retention, and expansion within Roswell and Chaves County.

RCCEDC's efforts include targeted industry recruitment, workforce development partnerships, site and infrastructure readiness, marketing and promotion of the region, and support for existing local businesses. Additionally, RCCEDC works collaboratively with regional and state partners to attract new investment, diversify the local economy, and create quality job opportunities.

Approval of this funding request will allow RCCEDC to continue implementing strategic initiatives that enhance economic growth, strengthen the business climate, and increase long-term sustainability for the Roswell and Chaves County community.

Representatives provided an overview of ongoing economic development efforts, including business recruitment, workforce initiatives, and major projects with significant job and investment potential. The organization reported continued growth in membership and strong regional partnerships. Discussion was limited, with general support expressed for continued funding.

Councilor Cavin made a motion for the recommendation of approval of the Roswell-Chaves County Economic Development Corporation funding request of \$200,000 for Fiscal Year 2027 to be placed on the consent agenda. Councilor Johnson seconded the motion. The motion passed 5-0.

16. Consider recommendation of approval of the Roswell Hispano Chamber of Commerce funding request of \$26,860 for Fiscal Year 2027. Presented by TJ Conyers.

The requested funding will support programs and initiatives that promote local business development, cultural engagement, and economic vitality in 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 region's diversity and heritage while contributing to local economic growth.

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

Councilor Gass recommends tabling this item for the next regular Finance Committee meeting to allow for additional review and discussion. No detailed presentation or discussion occurred at this time. Staff indicated the item would return with further information. Councilor Heldenbrand made a motion to table the item. Councilor Cavin seconded the motion. The motion passed 5-0.

17. Consider recommendation of approval of the MainStreet Roswell funding request of \$75,000 for Fiscal Year 2027. Presented 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.

Councilor Gass recommended tabling this item for the next regular Finance Committee meeting to allow for additional review and discussion. A representative from MainStreet Roswell addressed the Committee to highlight ongoing and future projects, including improvements in the railroad district and event planning efforts. Committee members indicated they would meet with staff prior to the next meeting to gather additional information before consideration. Councilor Heldenbrand made a motion to table the item. Councilor Cavin seconded the motion. The motion passed 5-0.

18. Consider the recommendation of a budget adjustment in the amount of \$303,033 to purchase vehicles needed for the Water Maintenance Construction Crew from the Water Enterprise cash reserve. Presented by Danny Delacerda.

This purchase is intended to equip a 9-person construction crew to perform in-house replacement of aging waterline infrastructure. This will enable the City to save on contractor costs by in-sourcing replacement projects.

This purchase will include the following:

- QTY 2 2026 Chevy Silverado Crew Cab Pickups
- QTY 1 2026 International Dump Truck
- QTY 1 2026 Ford F250 Utility Bed Pickup

Staff explained the need to establish an internal construction crew to reduce reliance on outsourced work, which is significantly more expensive. Equipment and vehicles are being purchased in advance of hiring to ensure readiness for the next fiscal year. Discussion included timing of procurement and available cash reserves.

Councilor Johnson made a motion for the recommendation of a budget adjustment in the amount of \$303,033 to purchase vehicles needed for the Water Maintenance

Construction Crew from the Water Enterprise cash reserve to be placed on the consent agenda. Councilor Heldenbrand seconded the motion. The motion passed 5-0.

19. Consider the recommendation of a budget adjustment in the amount of \$714,316.51 to purchase equipment needed for the Water Maintenance Construction Crew from the Water Enterprise Fund cash reserves. Presented by Danny Delacerda.

This purchase is intended to equip a 9-person construction crew to perform in-house replacement of aging waterline infrastructure. This will enable the City to save on contractor costs by insourcing replacement projects.

This purchase will include the following:

- QTY 1 2026 Cat Loader
- QTY 2 Sykes Pumps
- QTY 2 Backhoes
- QTY 1 Hydra-Stop Valve Insertion Equipment

Staff explained the need to establish an internal construction crew to reduce reliance on outsourced work, which is significantly more expensive. Discussion included equipment needs, timing of procurement, and available funding from enterprise reserves.

Councilor Johnson made a motion for the recommendation of a budget adjustment in the amount of \$714,316.51 to purchase equipment needed for the Water Maintenance Construction Crew from the Water Enterprise Fund cash reserves. Councilor Cavin seconded the motion. The motion passed 5-0.

20. Consider the recommendation of a budget adjustment and approval to issue a purchase order through Sourcewell Contract #101221-VAC to Vac-Con, Inc., in the amount of \$580,527.77 from the Wastewater Enterprise cash reserves. Presented by James Norton.

The Wastewater Collection Division is requesting replacement of the existing 2015 Vactor Unit 356, which is approximately 11 years old and has required increasing maintenance and repair costs over time.

This equipment is critical for maintaining the City's sewer collection system, including cleaning sewer lines, responding to blockages, and supporting overall system operations. Replacement of this unit will improve reliability, reduce maintenance costs, and ensure continued service delivery.

Discussion included confirmation that the cooperative contract had been extended and remained valid. No additional concerns were raised by the Committee.

Councilor Cavin made a motion for the recommendation of a budget adjustment and approval to issue a purchase order through Sourcewell Contract #101221-VAC to Vac-Con, Inc., in the amount of \$580,527.77 from the Wastewater Enterprise cash reserves

to be placed on the consent agenda. Councilor Johnson seconded the motion. The motion passed 5-0.

21. Consider the recommendation of a budget adjustment and approval to issue a purchase order to Wagner Equipment Co. under Sourcewell Contract #011723-CAT, in the amount of \$202,041.27, for the purchase of a Caterpillar 920 wheel loader from the Wastewater Enterprise cash reserves. Presented by James Norton.

This purchase is intended to replace a Case loader that was lost during the October flood, pending FEMA reimbursement. The loader is critical equipment for biosolids processing operations, including handling materials at drying beds and sludge piles. Replacement of this equipment is necessary to maintain operations, meet regulatory requirements for Class A sludge production, and ensure continued compliance with environmental standards. The proposed purchase includes a new Caterpillar 920 wheel loader and associated maintenance agreement to support long-term reliability and reduce downtime.

Discussion was minimal and focused on confirmation of contract details and funding source. No additional questions were raised by the Committee.

Councilor Heldenbrand made a motion for the recommendation of a budget adjustment and approval to issue a purchase order to Wagner Equipment Co. under Sourcewell Contract #011723-CAT, in the amount of \$202,041.27, for the purchase of a Caterpillar 920 wheel loader from the Wastewater Enterprise cash reserves to be placed on the consent agenda. Councilor Johnson seconded the motion. The motion passed 5-0.

22. Consider a recommendation for a budget adjustment and approval to authorize early loan payoff to eliminate debt obligations and maximize cost savings by avoiding future interest in the amount of \$1,695,762.11 from the Public Safety Fund. Presented by Derek Washichek.

The Roswell Fire Department currently has apparatus financed through PNC Bank with an outstanding balance of \$2,009,520.31. Following the scheduled payment in the next fiscal year, the remaining balance would be reduced to \$1,695,762.20.

In addition to the financial considerations, several of the apparatuses under this loan were destroyed during the October 2024, flood event. Despite the loss of these vehicles, the City remains financially obligated for the associated debt.

Paying off the remaining loan balance would resolve these outstanding obligations, follow our 5-year plan, and ensure the City is no longer making payments on apparatus that are out of service.

This proposal provides an opportunity to eliminate debt tied to both existing and destroyed apparatus, avoid future interest payments, and secure full ownership of currently deployed frontline equipment.

Staff explained the request to pay off debt on the fire apparatus damaged during the flood to obtain titles and reduce interest costs. The City is currently facing a contractual timing issue, and early payoff would resolve compliance concerns. Discussion included clarifying funding sources, FEMA reimbursement expectations, and moving forward now with the payoff rather than waiting next fiscal year to make the final payment.

Councilor Cavin made a motion, as amended, to recommend approval to fully satisfy the debt obligation of the loan in the total amount of \$2,009,520.31, utilizing \$1,695,762.11 from the Public Safety Fund and the remaining balance from the Fire Fund to be placed on the consent agenda. Councilor Heldenbrand seconded the motion. The motion passed 5-0.

23. Approval to award RFP 26-005 for Ground EMS Billing Services to EMS Management & Consultants, Inc. Presented by Randy Bunch.

Requesting approval to award RFP 26-005 for Ground EMS Billing Services to EMS Management & Consultants, Inc. The City issued RFP 26-005 seeking proposals from qualified vendors to provide comprehensive EMS billing and revenue cycle management services for the Roswell Fire Department. These services include claim preparation, submission, denial management, payment posting, customer service, compliance reporting, and collections.

Staff presented the results of the RFP process for ground EMS billing services and recommended an award to EMS Management & Consultants, Inc. based on qualifications and experience. Discussion included confirmation of the evaluation process, service capabilities, and transition considerations. No significant concerns were raised by the Committee.

Councilor Johnson made a motion for the recommendation for approval to award RFP 26-005 for Ground EMS Billing Services to EMS Management & Consultants, Inc., to be placed on the consent agenda. Councilor Cavin seconded the motion. The motion passed 5-0.

24. Consider the recommendation for a budget adjustment for \$50,075.76, and approval to award the proposed estimate to White Rock Construction & Services, Inc. for the renovation of RFD Station 5 for \$150,075.76. Presented by Derek Washichek.

The current dormitory configuration consists of three rooms within the existing footprint. A renovation plan has been developed to reconfigure the existing layout, allowing for an additional full bathroom and the addition of a fourth dorm room without expanding the building's footprint. The proposed changes focus on improving space and efficiency while maintaining safety and functionality standards.

Staff presented the project to improve accommodations for female firefighters, including facility modifications. Discussion included clarification on tax applicability and cost breakdown. Committee members expressed general support.

Councilor Heldenbrand made a motion for the recommendation for a budget adjustment up to \$50,075.76, and approval to award the proposed estimate to White Rock Construction & Services, Inc. for the renovation of RFD Station 5 up to \$150,075.76 to be placed on the consent agenda. Councilor Cavin seconded the motion. The motion passed 5-0.

25. Consider the recommendation for a budget adjustment and approval to issue a purchase order to Wagner Equipment Co. under Sourcewell Contract #011723-CAT, in the amount of \$150,384.00, for a Caterpillar 420 backhoe for South Park Cemetery. Presented by Jim Burress.

South Park Cemetery has been operating with its current backhoe loader for approximately seven years. In the event of unexpected equipment failure, the cemetery does not have backup equipment available, which could impact daily operations and service delivery.

The purchase of a new Caterpillar 420 backhoe will ensure continued operational efficiency, reduce downtime, and provide reliable equipment to support cemetery maintenance activities.

Staff presented the request for a budget adjustment and purchase of a backhoe to support operations at South Park Cemetery. Discussion included confirmation of the Sourcewell cooperative contract and the need for the equipment to maintain cemetery operations. No significant concerns were raised by the Committee.

Councilor Cavin made a motion for the recommendation for a budget adjustment and approval to issue a purchase order to Wagner Equipment Co. under Sourcewell Contract #011723-CAT, in the amount of \$150,384.00, for a Caterpillar 420 backhoe for South Park Cemetery to be placed on the consent agenda. Councilor Heldenbrand seconded the motion. The motion passed 5-0.

26. Consider the recommendation of budget adjustment in the amount of \$34,990.79, and approval to purchase the replacement of two compressors on the VRV system at the Recreation Center. Presented by Jim Burress.

Replacement of the two compressors, A1 and A2, on the VRV system. This includes cleaning and flushing the refrigerant system, adding filter canisters and filters, new refrigerants, system startup, and checkout.

Staff presented the need to replace two compressors on the VRV system, including system cleaning, refrigerant replacement, and startup. Discussion focused on system condition and the urgency of repairs. Funding options were discussed,

including consideration of transferring funds rather than a standard budget adjustment.

Councilor Heldenbrand made a motion for the recommendation of a budget adjustment in the amount of \$34,990.79, and approval to purchase the replacement of two compressors on the VRV system at the Recreation Center from the Recreation Center Fund Cash Balance to be placed on the consent agenda. Councilor Cavin seconded the motion. The motion passed 5-0.

27. Consider approval of a purchase order in the amount of \$123,185 for conservation of two-dimensional collection items by The Conservation Center. Presented by Caroline Brooks.

The Conservation Center (TCC) specializes in large-scale disaster recovery for collections. TCC aided the museum with the evacuation of the collection following the flood, and approximately 5,300 items were transported to their facility in Chicago for potential conservation treatment. The multi-phase conservation process will take approximately 3 to 4 years to complete. Over the coming months, TCC will provide treatment proposals and costs for review by museum staff. The grouping in this proposal is for a batch of two-dimensional items, including paintings, prints, drawings, and photographs, referred to as “flats” for which there is a gap between appraised value (amount covered by insurance) and treatment cost, and the staff are recommending that TCC move forward.

Items not included in this proposal are a) those in this batch that have values above the treatment costs and the insurance is directly paying for the conservation, and b) those that are still under review due to pending appraisals and/or clarification needed on coverage or treatment and which will be presented, as needed, at a later date.

Funding will be coming from the department salaries line from vacancy savings. A sole source application was filed and approved with the State of New Mexico in accordance with procurement requirements for use of a sole source vendor. The Conservation Center is the only vendor identified with the capacity to handle the volume of items in need of conservation.

Councilor Johnson made a motion to recommend approval of a purchase order in the amount of \$123,185 for the conservation of two-dimensional collection items by The Conservation Center, to be placed on the consent agenda. Councilor Heldenbrand seconded the motion. The motion passed 5-0.

28. Consider the recommendation of a budget adjustment and approval to issue a purchase order to RoofCare Services through CES Contract #2026-05-G1123-ALL, in the amount of \$75,669.45, for City Hall roof renovation services for the entirety of the building's roof. Presented by Nathaniel Mascarenas

The existing TPO roofing system exhibits advanced signs of aging and weathering, including membrane brittleness, surface cracking, and seam separation. Prolonged UV exposure and loss of flexibility have compromised the integrity of the membrane, resulting in active water infiltration.

Ponding water is also present in the central roof area near HVAC units, further accelerating membrane deterioration. Based on these conditions, the roofing system has reached the end of its service life and requires renovation to prevent continued water intrusion and associated damage.

Staff explained that the roof system has deteriorated and is experiencing water infiltration. Replacement is necessary to prevent further damage. Discussion was minimal.

Councilor Heldenbrand made a motion for the recommendation of a budget adjustment and approval to issue a purchase order to RoofCare Services through CES Contract #2026-05-G1123-ALL, in the amount of \$75,669.45, for City Hall roof renovation services for the entirety of the building's roof to be placed on the consent agenda. The motion passed 5-0.

29. Consider approval of the purchase of one (1) John Deere Broce RJT350 Sweeper from 4 Rivers Equipment for airport runway and taxiway maintenance, in the amount of \$77,706.98, utilizing the CES Cooperative Contract 2022-10-C102-ALL. Presented by Omar Gonzalez.

The Broce RJT350 sweeper will be used to remove debris from runways and taxiways prior to rubber removal operations, improving surface conditions and extending the lifespan of existing equipment.

Proper surface preparation is critical for effective rubber removal. Utilizing the sweeper will enhance operational efficiency, reduce wear on the Cyclone 4600 rubber removal machine, and support consistent maintenance of airport surfaces.

Councilor Heldenbrand made a motion for the recommendation of approval of the purchase of one (1) John Deere Broce RJT350 Sweeper from 4 Rivers Equipment for airport runway and taxiway maintenance, in the amount of \$77,706.98, utilizing the CES Cooperative Contract 2022-10-C102-ALL to be placed on the consent agenda. Councilor Cavin seconded the motion. The motion passed 5-0.

30. Consider approval for airfield painting and striping services with Desert West Enterprises, LLC, at the Roswell Air Center, in the amount of \$377,891.20, through CES Cooperative Contract 2026-06-R1239-ALL. Presented by Omar Gonzalez

The City of Roswell received funding from the New Mexico Department of Transportation (NMDOT) to support runway and taxiway striping at the Roswell Air

Center. During a recent FAA inspection, deficiencies were identified in the condition of existing pavement markings. Addressing these deficiencies is necessary to maintain compliance with FAA standards.

Flooding contributed to the deterioration of the markings, as floodwaters removed the glass beads that provide reflectivity for nighttime visibility.

Desert West Enterprises, LLC, through CES Cooperative Contracting, is able to meet the required project timeline and provide the necessary services to complete the work and address the inspection findings.

Councilor Cavin made a motion for the recommendation for the approval, as amended, for airfield painting and striping services with Desert West Enterprises, LLC, at the Roswell Air Center, in the updated amount of \$438,921.41, through CES Cooperative Contract 2026-06-R1239-ALL to be on the consent agenda. Councilor Johnson seconded the motion. The motion passed 5-0.

31. Consider approval of the request to perform the following work for BLM Taxiway L. A change order has been set in place in the amount of \$135,144.69. Presented by Omar Gonzalez.

A change order has been issued due to the contractor identifying previously unmarked electrical and water lines that required replacement due to asphalt paving. Quotes from the contractor were submitted for both and the project is fully state funded with no local funds involved. The time provided for completion in the contract will be increased by 85 calendar days. This change order was submitted to the FAA in December 2025. NM Aviation Division has agreed to fund this change order.

Discussion was minimal and no concerns were raised.

Councilor Heldenbrand made a motion for the recommendation of approval of the request to perform the following work for BLM Taxiway L. A change order has been set in place in the amount of \$135,144.69 to be placed on the consent agenda. Councilor Johnson seconded the motion. The motion passed 5-0.

32. Consider the recommendation of a budget adjustment of \$12,595.25 and approval of the installation of flooring replacement and abatement for the City Hall Administration offices in the amount of \$22,572.84. Presented by Amalia Martinez.

The existing flooring in the Administration Offices has deteriorated over time and now presents a safety hazard for staff and visitors. Replacement flooring was purchased previously in anticipation of this need. During preparation for the flooring replacement, it was determined that asbestos-containing materials are present beneath the existing flooring. As a result, asbestos remediation is required as part of the project to ensure compliance with safety regulations and to protect the health of employees and the

public. The flooring replacement and abatement will be coordinated to address both the safety concerns and regulatory requirements efficiently.

Discussion was minimal and no concerns were raised.

Councilor Cavin made a motion for the recommendation of a budget adjustment of \$12,595.25 and approval of the installation of flooring replacement and abatement for the City Hall Administration offices in the amount of \$22,572.84. Councilor Heldenbrand seconded the motion. The motion passed 5-0.

33. Consider recommending the adoption of Resolution 26-XX approving a budget adjustment for the fiscal year ending June 30, 2026. Presented by Toni Gomez.

The New Mexico Department of Finance Administration (DFA) requires governing body approval for any budget adjustment that increases or decreases revenue or expenditures in the approved budget. The finance department is requesting approval of budget adjustments, as summarized in Exhibit "A", to align the City's FY2025-2026 budget with current funding allocations. These adjustments include updates to various grants, transfers, and departmental budgets.

Staff noted updates to revenue and expenditures, including the addition of grant funding and adjustments related to prior items. Total revenue adjustments were \$538,035.00 and total expenditures were \$4,307,171.62.

Councilor Heldenbrand made a motion recommending the adoption of Resolution 26-XX approving a budget adjustment for the fiscal year ending June 30, 2026, to be placed on the consent agenda. Councilor Johnson seconded the motion. The motion passed 5-0.

FOR THE RECORD – Councilor Cavin left at 3:27 p.m.

34. Request approval for ratification of the five-year strategic plan within the Roswell Fire Department. Presented by Derek Washichek.

Five-year plan was presented in September 2025. Now moving to request ratification of our five-year plan.

Councilor Heldenbrand made a motion to approve the ratification of the five-year strategic plan with the Roswell Fire Department. Councilor Johnson seconded the motion. The motion passed 4-0.

35. Consider recommending approval of the RPD Five-Year Strategic Plan for ratification. Presented by Alberto Aldana

The Roswell Police Department proposed the 5-Year Strategic Plan. This will provide the community and the city council members with a view of the future of the Roswell Police Department and its intent for the next five years.

Councilor Heldenbrand asked how the City could strengthen the Neighborhood Watch group.

Councilor Johnson made a motion to ratify the five-year strategic plan with the Roswell Police Department. Councilor Heldenbrand seconded the motion. The motion passed 4-0

36. Request for committee ratification and approval of the proposed five-year business plan to guide organizational direction and long-term planning.

Roswell Air Center's five-year business plan, designed to guide organizational growth, financial sustainability, and strategic development.

Councilor Heldenbrand made a motion to ratify the five-year strategic plan with the Roswell Air Center Department. Councilor Johnson seconded the motion. The motion passed 4-0.

37. Consider ratification of Engineering, Streets, and Special Electronics 5-Year Plans.

Finance Committee review and ratification of 5-year plan for Engineering, Streets, and Special Electronics.

Councilor Johnson made a motion to ratify the five-year strategic plan with the Engineering, Streets, and Special Electronics. Councilor Heldenbrand seconded the motion. The motion passed 4-0

FOR THE RECORD – Councilor Halvorson left at 3:55 p.m.

38. Consider ratification of the Solid Waste Department Five Year Plan for Fiscal Years FY27–FY31.

This item was presented at the September 4, 2025 Finance Committee. We have been directed to bring the item forward for consideration of ratification.

Councilor Johnson made a motion to ratify the five-year strategic plan with the Solid Waste Department. Councilor Heldenbrand seconded the motion. The motion passed 3-0

39. Consider recommending approval of the Parks & Recreation 5 - year plans for ratification.

Five - year plans were presented on February 3, 2026. Parks & recreation are now moving to request ratification of our five - year plans.

Discussion included revisions to the plan, including removal of certain components and adjustments to staffing considerations.

Councilor Heldenbrand made a motion to ratify the five-year strategic plan with the Parks & Recreation Department as amended. Councilor Johnson seconded the motion. The motion passed 3-0.

40. Ratification of Water's 5-year plan to guide capital improvements, operational priorities and regulatory compliance.

In 2025, this plan was formally presented to the Finance Committee for review and discussion.

Councilor Heldenbrand made a motion to ratify the five-year strategic plan with the Water Department. Councilor Johnson seconded the motion. The motion passed 3-0.

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

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

Committee members discussed the process for reviewing the full FY27 budget, including scheduling special meetings. The goal is to finalize recommendations for Council consideration in May 2026. Discussion emphasized timeline constraints and thorough review.

The Committee referred this item to a Special Finance Committee meeting scheduled for April 27, 2026, and April 28, 2026, at 9:00 AM.

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

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

The Committee referred this item to a Special Finance Committee meeting scheduled for April 27, 2026, and April 28, 2026, at 9:00 AM.

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

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

The Committee referred this item to a Special Finance Committee meeting scheduled for April 27, 2026, and April 28, 2026, at 9:00 AM.

44. Consider recommending approval of the FY27 Proposed Budget.

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 recommendations 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 2026, in accordance with the established timeline.

The Committee tabled this item to a Special Finance Committee meeting scheduled for April 27, 2026, and April 28, 2026, at 9:00 AM.

APPROVAL OF MINUTES

45. Consider recommendation approval of the March 5, 2026, Regular Finance Committee Minutes.

Councilor Heldenbrand made a motion for the recommendation approval of the March 5, 2026, Regular Finance Committee Minutes. Councilor Johnson seconded the motion. The motion passed 3-0.

PUBLIC PARTICIPATION

Randy Bunch encouraged everyone to sign up with Trans Arrow as a citizen to receive free medical air service.

ADJOURN

The meeting adjourned at 4:15 PM.