

**Regular Meeting of the Legal Committee
Held in the Roswell City Hall
Thursday March 26, 2026**

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

ROLL CALL

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

Staff present: Amalia Martinez, Angela Garcia, Michelle Sanchez, Paul Vigil, Omar Gonzalez, Toby Franco, Jessica Vickers, Ron Garcia, Shelly Bell, Mike Espiritu, Steve Chavez, Mike Mathews, Bobbi Thompson, Mac Rogers, Clint Caldwell, Jeff Bechtel, Jared Olive

Guests present: Rita Kane-Doerhoefer, CV Harris, Michael Whelan, Emily Valencia

Public present via GoToMeeting:, 7 guests, JI, Juliana Halvorson, Nathaniel Mascarenas, AM, Terri Harber, Vanessa Sanchez, Zachary Scott, VRV

APPROVAL OF AGENDA

Councilor Heldenbrand made a motion to move the Non-Action Items 1-6 to the bottom of the March 26, 2026, Legal Committee Meeting Agenda, and pull Item 12. Councilor Arnold seconded the motion. A voice vote was taken, and the motion passed unanimously 5-0.

APPROVAL OF MINUTES

The February 26, 2026 minutes were inadvertently left off of the March 26, 2026 Agenda and will be added to the April 23, 2026, Legal Committee Meeting Agenda.

REGULAR ITEMS

7. **Consider recommending approval to advertise RFP 26-XX for construction services and repairs to City-owned facilities and infrastructure.** The item was presented by: Lee (Mac) Rogers.

Councilor Arnold made a motion to recommend approval of RFP 26-XX to the City Council, for placement on the Consent Agenda. Councilor Moore seconded the motion. Voice vote was taken. The motion passed unanimously 5-0.

8. **Consider recommending approval of a five-year water rights lease agreement with Leprino Foods Co. for 1,200 acre-feet of City of Roswell water rights, including an option for one (1) five-year renewal term.** The item was presented by: Josh Nairn-Mahan.

It was discussed to include option to amend with negotiations at City Council.

Councilor Arnold moved to recommend the approval of a five-year water rights lease with Leprino Foods, City Council, on the full agenda. Councilor Heldenbrand seconded the motion. Voice vote was taken. The motion passed unanimously 5-0.

9. **Consider recommending approval of the Professional Service Agreement with Sparktek Service, LLC.** The item was presented by: Josh Nairn-Mahan.

Chair Cavin noted that more than 20 % ownership interest is held by a former City employee.

FOR THE RECORD: Mike McClain is a former City of Roswell employee.

Councilor Moore made a motion to recommend approval of Sparktek to City Council, for placement on the Consent Agenda. Councilor Oropesa seconded the motion. Voice vote was taken. The motion passed unanimously 5-0.

10. **Consider recommending approval of a ten (10) year lease of Building 611 at the Roswell Air Center to Carlsbad Lifehouse Inc. for \$131,488.00 per annum.** The item was presented by: Josh Nairn-Mahan.

A contract with Lifehouse Carlsbad Inc. and the City of Roswell were approved at the March 12, 2026, for the Provision of Opioid Abatement/Treatment Services.

Councilor Oropesa made a motion to recommend approval of lease to Carlsbad Lifehouse Inc to the City Council, for placement on the Consent Agenda. Councilor Heldenbrand seconded the motion. Voice vote was taken. The motion passed unanimously 5-0.

11. **Consider recommending 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.** The item was presented by: Omar Gonzalez

Councilor Heldenbrand made a motion to recommend approval to the Finance Committee for the purchase of one (1) John Deere Broce RJT 350 Sweeper. Councilor Arnold seconded the motion. Voice vote was taken. The motion passed 5-0.

13. **Consider recommending 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.** The item was presented by: Omar Gonzalez.

Councilor Arnold made a motion to recommend approval of the work for BLM Taxiway L to the Finance Committee. Councilor Moore seconded the motion. Voice vote was taken. The motion passed unanimously 5-0.

14. **Consider recommending 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.** The item was presented by: Omar Gonzalez.

\$36,500.00 is paid for by City and remainder to be paid with grants. Mr. Gonzalez noted that this issue was identified during a recent inspection.

Councilor Moore made a motion to recommend approval of the airfield painting and striping to the Finance Committee. Councilor Oropesa seconded the motion. Voice vote was taken. The motion passed unanimously 5-0.

15. **Consider recommending approval of the City of Roswell's IT Department to enter into a month-to-month lease beginning March 1, 2026, for Building 92 at the Roswell Air Center.** The item was presented by: Michelle Sanchez

Councilor Oropesa made a motion to recommend approval of the City of Roswell IT Department lease, to the City Council, full agenda. Councilor Arnold seconded the motion. Voice vote was taken. The motion passed unanimously 5-0.

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

Councilor Oropesa requested for an update on the property on Sunset.

Councilor Heldenbrand made a motion recommending approval of the Resolution 26-XX to be sent to City Council, for placement on the Consent Agenda. Councilor Oropesa seconded the motion. Voice vote was taken. The motion passed 5-0.

17. **Consider recommending approval of the review of the updated Fire Code references within Chapter 13 of the City Ordinance.** The item was presented by: Jared Olive.

Councilor Arnold made a motion to recommend approval of the updated Fire Code references within Chapter 13 of the City Ordinance, to be sent to City Council, for placement on the Consent Agenda. Councilor Moore seconded the motion. Voice vote was taken. The motion passed unanimously 5-0.

18. **Consider recommending approval of the Amendment to Resolution 18-44, Resolution Amending the Roswell Airport Advisory Commission.** The item was presented by: Councilor Corn.

This item had previously been tabled at the November 18, 2025, Legal Committee Meeting. Councilor Heldenbrand made a motion to remove from the table for action

today. Councilor Moore seconded the motion. Voice vote was taken. Motion passed unanimously 5-0.

Discussion was held regarding the changes to the Resolution. Cavin requested the redline version be given to the Councilors.

Councilor Moore made a motion to defer action until the April 23, 2026, Legal Committee Meeting. Councilor Arnold seconded the motion. Voice vote was taken. Motion passed unanimously 5-0.

CLOSED SESSION: Councilor Heldenbrand made a motion to enter a Closed Session pursuant to NMSA 1978 § 10-15-1H (7), to discuss attorney-client privilege pertaining to threatened or pending litigation in which the City of Roswell is or may become a participant. The motion was seconded by Councilor Arnold.

FOR THE RECORD: The Councilors entered Closed Session at 3:55 p.m. No votes were taken, and no decisions were made during the Closed Session. The meeting reconvened at 4:05 p.m. A voice vote was taken, and the motion passed unanimously 5-0.

NON-ACTION ITEMS

1. Safety Monthly Report
2. Community Development Center Report
3. Human Resources Department Report
4. Legal Communications Department Report
5. City Clerk Department Report
6. **Consider recommending approval to the Finance Committee regarding the FY27 budget.** The item was presented by: Hessel Yntema.

Councilor Moore made a motion recommending the FY27 budget as amended, to the Finance Committee. Councilor Arnold seconded the motion. Voice vote was taken. Motion passed unanimously 5-0.

CHAIR COMMENTS, REPORTS, ANNOUNCEMENTS

NONE

PUBLIC PARTICIPATION

Rita Doerhoefer addressed the Legal Committee regarding the 2025 Air Races, commended the kindness of the staff, and requested that a previously submitted IPRA request be reopened for further review.

ADJOURN

The meeting adjourned at 5:12 p.m.