

LEGAL COMMITTEE MEETING MINUTES

Thursday, February 26, 2026 AT 2:00 P.M.

Notice of this meeting was given to the public in compliance with NMSA 1978 §10-15-1 through 4 and Resolution 25-28.

ROLL CALL:

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

Staff: Bobbie Thompson, Amalia Martinez, Angela Garcia, Jessica Vickers, Enid Costley, Toby Franco, Clint Caldwell, Shelly Bell, James MacCornack, Vicky Eaton, Josh Nairn-Mahan, Mike Mathews, Judy Scharmer

Guest: Mike Espiritu, Phil Huster, Rita Kane-Doerhoefer, Terry Harber.

Public present via GoTo Meeting: Abraham Chapparo, Debbie Reyer, 4 guests, 1 anonymous, Mr. Duffy

APPROVAL OF AGENDA

Councilor Moore moved to approve the February 26, 2026 Legal Committee agenda. Councilor Arnold seconded the motion. A roll call vote was taken. The motion passed 5-0.

APPROVAL OF MINUTES

Councilor Heldenbrand moved to approve the following minutes:

- Special Meeting Minutes – October 13, 2025
- Meeting Minutes – October 23, 2025
- Meeting Minutes – November 18, 2025
- Meeting Minutes – January 22, 2026

Councilor Oropesa seconded the motion. A roll call vote was taken. The motion passed 5-0.

NON-ACTION ITEMS

1. Clerk's January Monthly Report
2. Human Resources Report
3. Safety Monthly Report
4. Community Development Report

FOR THE RECORD: NO ACTION WAS TAKEN ON THESE ITEMS.

REGULAR ITEMS

9. Resolution 26-XX: consider recommending adoption of Resolution 26-XX, requiring the removal or demolition of three (3) dilapidated structures constituting a public nuisance.

The item was presented by: Toby Franco.

Councilor Heldenbrand moved to recommend approval of Resolution 26-XX to the City Council for placement on the Consent Agenda. Councilor Arnold seconded the motion. Voice vote was taken. The motion passed 5-0.

10. Resolution 26-XX: consider recommending the adoption of Resolution 26-XX relating to Industrial Revenue bonds. This item was presented by: Hessel Yntema

Mr. Duffy provided information regarding Industrial Revenue Bonds (IRBs), including projected job creation and customer benefits.

Councilor Arnold moved to recommend approval of Resolution 26-XX to the City Council. Councilor Moore was second. Voice vote was taken. The motion passed 5-0.

11. Resolution 26-XX: Consider recommending adoption of Resolution 25-XX pursuant to the New Mexico Open Meetings Act. This item was presented by: Amalia Martinez.

Councilor Heldenbrand moved to recommend the approval of Resolution 26-XX to City Council for placement on the Consent Agenda. Councilor Arnold was the second. Voice vote was taken. The motion passed 5-0.

12. Resolution 26-XX: consider recommending adoption of Amendment to Resolution 18-44 a Resolution Amending the Roswell Airport Advisory Commission. This item was to be presented by Councilor Corn but he was absent. Presented by: Hessel Yntema.

This item had previously been tabled at the November 18, 2025, Legal Committee Meeting.

Councilor Heldenbrand moved to table this item to the March 26, 2026, Legal Committee Meeting. Councilor Oropesa was the second. Voice vote was taken and the motion passed 5-0.

13. Ordinance 26-XX: consider recommending authorization to advertise for public hearing on proposed Ordinance 26-XX amending the City of Roswell Purchase Procedure. This item was presented by: Hessel Yntema.

Internal Auditor Judy Scharmer reported findings in the Procurement Process and discussed options for improvement.

Councilor Arnold moved to recommend authorization to advertise Ordinance 26-XX for public hearing before the City Council. Councilor Moore was the second. Voice vote taken. The motion passed 4-1 with Councilor Heldenbrand dissenting.

14. Consider recommending approval of contract, or one substantially similar, between LifeHouse LLC and the City of Roswell for the Provision of Opioid Abatement / Treatment Services. This item was presented by: Hessel Yntema.

FOR THE RECORD: Councilor Arnold recused herself from this item.

Councilor Moore moved to recommend approval of contract, or one substantially similar between LifeHouse, LLC and the City of Roswell to City Council. Councilor Oropesa was the second. Voice vote was taken. Motion passed 4-0 with Councilor Arnold abstaining due to recusal.

15. Consider approval of the award ITB-26-008 to Mevacon LLC- for construction of the Roswell Public Library Children's Garden/Jardín de Niños project in the amount of \$297,774.70, which includes applicable New Mexico Gross Receipts Tax (GRT). This item was presented by: Enid Costley.

Councilor Arnold moved to consider the approval of ITB-26-008 to Mevacon, LLC to the City Council. Councilor Heldenbrand was the second. Voice vote was taken. Motion passed 5-0.

16. Consider approval of a budget adjustment in the General Operating Budget of the Roswell Public Library at the amount of \$18,504.00 to pay for utilities costs.

Item was introduced; no motion was made. Item died for lack of a motion.

CHAIR COMMENTS, REPORTS, ANNOUNCEMENTS

PUBLIC PARTICIPATION

ADJOURN

The meeting was adjourned at 3:45 p.m.