

**AGENDA**  
**ROOSEVELT COUNTY BOARD OF COMMISSIONERS**  
**REGULAR BUSINESS MEETING**  
Tuesday, Feb. 18, 2025 6:00 p.m.  
Roosevelt County Courthouse  
Commission Room  
109 E. First St.  
Portales, NM 88130



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Call Meeting to Order  
Invocation  
Pledge of Allegiance  
Salute to the Flag of New Mexico

**1. Approval of Agenda:**

**2. Approval of Minutes:**

Approve Minutes of Jan. 7, 2025 meeting minutes

**3. Approval of Accounts Payable and Payroll:**

Payroll from Jan. 1, 2025 through Jan. 31, 2025  
Accounts Payable from Nov. 1, 2024 through Dec. 31, 2024

**4. Informational Items:**

Presentation update on Conservation District Projects with Roosevelt Soil & Water Conservation District – Mike Cone  
Discussion on Road AV with DoD – George Jones with CAFB

**5. Public Requests:**

At the Discretion of the Commission Chair. For information only (**No Action Can Be Taken**). All public comments will follow the 2023-02 Public Participation Resolution, and is limited to three (3) minutes.

**6. Elected Officials/Department Heads Reports:**

Treasurer – Victoria Ramos  
September thru December Monthly Reports  
Assessor – Stevin Floyd  
Clerks – Mandi Park  
Detention – Shayla Ramsey  
DWI – Darla Reed  
Sheriff – Javier Sanchez  
Road – Juan Dominguez  
Manager – Annette Kirk  
Presentation of the FY25 Q1 & 2 Financial Reports submitted to DFA  
Commissioners

**7. Old Business:**

a. Discussion and Consideration on Clean & Beautiful/turf project – Annette/Carla

**8. New Business:**

*The Commission may take action on any item listed.*

a. Healthcare Assistance – Carla Weems

i. Indigent Healthcare Assistance Program (HCAP) – Board Meeting

b. Discussion and Consideration of Red Rock Fuels for bulk storage – Randy Knight  
c. Discussion and Consideration to move IPRA's from Administration to Clerks office.  
d. Discussion and Consideration of changes in Organizational Chart for Detention/MAT Program – Shayla Ramsey

**9. Resolutions – Ordinances – Proclamations:**

a. Consideration of Resolution 2025-06 Resolution Establishing the County's Policy to Respect Federal Immigration Law – Commissioners

- b. Consideration of Resolution 2025-07 Resolution to Approve Overtime Salaries for work on the Reappraisal Cycle – Stevin Floyd
- c. Consideration of Resolution 2025-08 Resolution Opposing the National Interest Electric Transmission Corridors – Commissioners
- d. Consideration of Resolution 2025-09 Authorizing the County to Submit an Application to the Department of Finance and Administration, Local Government Division, to Participate in the Local DWI Grant and Distribution Program – Darla Reed
- e. Consideration of Ordinance 2025-01 to Repeal Ordinance 2021-01 Relating to the Promotion of the Ethical Conduct of Public Officials within Roosevelt County and Addressing Interference by County Commissioners or Other Elected Officials – Commissioner Parker

**10. Contracts – Agreements - Procurements:**

- a. Request for Approval of Memorandum of Understanding with the Department of Finance and Administration/Local Government Division/Driving While Intoxicated (DWI) Program – Darla Reed
- b. Request for Approval of Statement of Assurances for the Local DWI Grant and Distribution Program – Darla Reed
- c. Request for Approval of Interdepartmental Agreement for Use of Local DWI Funds – Darla Reed
- d. Request for Approval of Professional Services Agreement for Be Well for the DWI/Compliance Program – Darla Reed
- e. Request for Approval of the maintenance contract with Jori’s Landscape Maintenance Services for Courthouse and Magistrate Court – Annette Kirk
- f. Request for Approval of FY25 Roosevelt County Sheriff’s Office Traffic Grant in the amount of \$25,245.00 – Sheriff Sanchez/Morrison

**11. Media Communication**

**12. Executive Session:** Pursuant to 10-15-1 N.M.S.A. (1978) H (2) attorney-client privileged information pertaining to threatened or pending litigation, and/or limited personnel matters pertaining to the County Manager/Department Heads, as needed. Any further action necessary as a result of the closed executive session

**13. Adjourn.**

**NEXT REGULAR COMMISSION MEETING --- Tuesday, March 4, 2025 at 9:00 a.m.  
Roosevelt County Courthouse Commission Room**

This is to certify that a copy of this agenda was emailed to local and regional media outlets, a copy was provided to the County Clerk’s Office, and posted on the Roosevelt County website [www.rooseveltcountry.com](http://www.rooseveltcountry.com) by Friday, February 14, 2025 by 6:15 p.m.

*Annette Kirk*

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Annette Kirk, County Manager

Members of the public unable to attend the meeting in person can view the meeting live on YouTube <https://www.youtube.com/channel/UC1bHckYttNQnmm6ymJhWaXQ> and a recording of the meeting will be saved as a public video and linked from the County’s website following the public meeting.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact ADA Coordinator Johnny Montiel at 575.359.2869 at least one (1) day prior to the meeting or as soon as possible.