

**AGENDA *\*Amended\****  
**ROOSEVELT COUNTY BOARD OF COMMISSIONERS**  
**REGULAR BUSINESS MEETING**  
Tuesday, April 1, 2025 9:00 a.m.  
Roosevelt County Courthouse  
Commission Room  
109 E. First St.  
Portales, NM 88130



---

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 March 18, 2025 meeting minutes

**3. Informational Items:**

Update from Cordova CPAs, LLC on FY24 Audit report

**4. 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.

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

Clerks – Mandi Park  
Road – Juan Dominguez  
Treasurer – Vicki Ramos  
Manager – Annette Kirk  
Commissioners

**6. New Business:**

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

- a. Discussion and Consideration to update Roosevelt County Land Use/Mineral Plan – Commissioner Dixon
- b. Healthcare Assistance – Carla Weems
  - i. Indigent Healthcare Assistance Program (HCAP) – Board Meeting

**7. Resolutions – Ordinances – Proclamations:**

- a. Request for Approval of Resolution 2025-15 Authorizing Roosevelt County to Direct the Publication and Mailing of Notices of Its Intent to Consider an Ordinance Authorizing the Issuance of the Proposed Industrial Revenue Bonds Entitled Roosevelt County, New Mexico Taxable Industrial Revenue Bonds (DG Sundale, LLC Project), Series 2025 in an Aggregate Principal Amount up to \$17,325,000 and Inducing DG Sundale, LLC to Proceed with the Project – Peter Kelton/NextEra
- b. Consideration of Resolution 2025-15 Acceptance and Approval of the FY24 Annual Financial Audit – Rufino Rodriguez & Bobby Cordova/Annette Kirk

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

- a. Request for the Approval of the Equipment and Premises Lease and Services Agreement between Roosevelt County and the Food Bank of Eastern New Mexico – Dianna Sprague

- b. Request for the Approval of the Use and Management Agreement between Roosevelt County and Roosevelt County Community Development Corporation for the management services of the Roosevelt County Enterprise Center – Jodi Diaz

**9. Media Communication**

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

**11. Adjourn.**

**NEXT REGULAR COMMISSION MEETING --- Tuesday, April 15, 2025 at 6:00 p.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.rooseveltcounty.com](http://www.rooseveltcounty.com) by Saturday, March 29, 2025 by 9:00 a.m.

*Annette Kirk*

---

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.