

**AMENDED AGENDA
ROOSEVELT COUNTY BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING**

Tuesday October 7, 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 Tuesday September 9, 2025 meeting minutes and Special Meeting Minutes Tuesday September 25, 2025.

3. Approval of Accounts Payable and Payroll:

Payroll from September 1, 2025 through September 30, 2025

Total: \$282,500.24

Accounts Payable from September 1, 2025 through September 30, 2025

Check No: 772-784,4805-4807,83275-83395

Total Amount of Checks: \$835,400.19

Total Amount of Drafts: \$286,455.82

4. Informational Items:

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:

- Clerks – Mandi Park
- Sheriff – Sanchez
- Detention/MAT – Ramsey
- DWI/Compliance – Reed/Jimenez
- HR – Mary Orozco
- Road – Juan Dominguez
- Special Projects - Carla Weems
- Interim Manager – Layle Sanchez
- Commissioners

7. Old Business:

a. Discussion and Possible action for purchase of tractor for dedicated fairground use. – Malin Parker

b. Discussion and Possible action to go out to bid on additional electrical and water hookups for Roosevelt County Fairgrounds. – Malin Parker

8. New Business:

The Commission may take action on any item listed.

- a. Presentation and Request for Approval of FY25 Capital Asset Inventory Listing- Layle Sanchez

9. **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, regarding County Manager position, Finance Administrator, and others as needed. Any further action necessary as a result of the closed executive session.

10. **Resolutions – Ordinances – Proclamations:**

- a. Request for Approval of Resolution 2025-30, Establishing Double-Time Pay Rates for Overtime Worked or Events Hosted at the Roosevelt County Fairgrounds. - Sheriff Javier Sanchez
- b. Request for Approval for Resolution 2025-31, A Resolution Establishing The Finance Director as a Position Appointed by the County Commission. – Commission
- c. Consideration of Proclamation Declaring November 1, 2025 as “Walk to End Alzheimer’s Day” in Roosevelt County- Commissioner Tina Dixon

11. **Contracts – Agreements – Procurements:**

- a. Discussion and Consideration of Renewal of contract with NM Local Government Law, LLC- Commission
- b. Request for Approval of Franchise Agreement with Comcast Cable Communication Management, LLC.- Layle Sanchez
- c. Request for Approval of New Mexico Capital Outlay Grant Agreement between the State Of New Mexico, Department of Finance & Administration and Roosevelt County in the amount of \$600,000.00 to plan and construct, renovate, furnish, and equip the historic county courthouse in Portales in Roosevelt County. -Carla Weems
- d. Discussion and Approval of Memorandum of Agreement by and between the City of Portales, City of Clovis, County of Roosevelt, and County of Curry for the purpose of effectuating the completion of a Department of Defense Office of Local Defense Communities Cooperation (hereinafter “OLDCC”) – Commissioners Parker/Grider
- e. Discussion and Approval of BHRIA Funding Opportunity Letter of Commitment- Commissioner Tina Dixon

12. **Media Communication**

13. **Adjourn.**

**NEXT REGULAR COMMISSION MEETING --- Tuesday October 21, 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.rooseveltcountry.com by Saturday, March 29, 2025 by 9:00 a.m.

Layle L Sanchez

Layle L Sanchez, Interim 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.