

Tuesday January 6, 2026
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday January 6, 2026 at 9:00 a.m. in the County Commission Room with those present being: Commissioner Paul Grider, Commissioner Roy Lee Criswell, Commissioner Tina Dixon, Commissioner Malin Parker, Commissioner Fabian Munoz, County Manager Meadow Forget, County Attorney Michael Garcia, Clerk Mandi Park, Probate Judge Kendell Terry, Treasurer Victoria Ramos, Chief Deputy Treasurer Layle Sanchez, Chief Deputy Assessor George Beggs, Detention Administrator Shayla Ramsey, Special Programs Coordinator Carla Weems, Chief Deputy Sheriff Bryan Holmes, Human Resources Coordinator Mary Orozco, GIS Technician Johnny Montiel, Mayor Mike Davidson, City Councilor Angie Smith, RCCDC Executive Director Jodi Diaz, community member Betty Caber, and Eastern New Mexico News reporter Sage Grabowsky.

Call to Order – Commissioner Dixon at 9:07 a.m. (technical difficulties)

Invocation – Commissioner Grider

Pledge – Commissioner Dixon

1) **Elect Chairperson for 2026:** Commissioner Grider nominated Commissioner Criswell to serve as Commission Chairman for 2026, Commissioner Parker nominated Commissioner Dixon. Nominations ceased with no further nominations for the chair position. Commissioner Dixon called for the vote on the first nominee, Commissioner Criswell: Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Abstain, Commissioner Parker-No, Commissioner Munoz-No. Commissioner Dixon called for the vote for the second nominee, Commissioner Dixon: Commissioner Grider-No, Commissioner Criswell-No, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Commissioner Dixon was elected to remain chairperson for 2026.

2) **Elect Vice Chairperson for 2026:** Commissioner Criswell nominated Commissioner Parker. Nominations ceased with no further nominations. Commissioner Dixon confirmed with Commissioner Parker that he was willing to serve in the role of Vice-Chair. Commissioner Parker agreed. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Abstain, Commissioner Munoz-Yes. Commissioner Parker was elected to serve as vice-chair for 2026.

3) **Approval of Agenda:** Commissioner Grider made a motion to approve the agenda with a second by Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

4) **Approval of Minutes:** Commissioner Parker made a motion to approve the minutes from the December 16, 2025 regular meeting, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

5) **Informational Items:** Jodi Diaz presented a report on new construction since her semi-annual report a few months ago. Ms. Diaz stated construction has begun on the Cannon Federal Credit Union building on Kilgore. LEDA funds have been awarded to Mariposa for construction of a new independent senior living facility near Good Life. Work has begun on the land for a new business near Wells Fargo. Permits have been approved for a Circle K near Walmart. There is a new retail business on Main. The new medical clinic on South Avenue D is open and seeing patients. Ms. Diaz stated The RCCDC and Chamber are hosting their annual banquet on Thursday evening. She stated there are recruitment events scheduled for February and May and a hiring event in April. She stated there are 3 projects in the works that are still in the non-disclosure stage. She stated she is working on grants and there are land surveys coming up. She noted there is also construction ongoing inside the old Valley Furniture building.

6) **Public Requests:** There were no public comments.

7) **Elected Officials and Department Heads Reports:**

Assessor: Mr. Floyd was not in attendance, but Mr. Beggs stated the Assessor's office did not have anything to report at this time.

Clerk: Ms. Park stated Ms. Humpe has been appointed to the Chief Deputy Position following Ms. Baca's retirement. She will be sworn in immediately after this meeting and she welcomed all to attend. Ms. Park stated there will be a new-hire starting this week.

Sheriff: Sheriff Sanchez was not in attendance, but Chief Deputy Holmes presented the report for 2025 stats. Chief Holmes stated the Sheriff's Office handled 5,867 calls for services. Those are initiated by the public or dispatch, and does not include traffic stops and other deputy-initiated calls. There were 515 initial reports taken. There were 128 arrests and 161 vehicle crashes. Commissioner Criswell stated there had been lots of thefts in the southern part of the county and asked for increased patrols. Chief Holmes stated they would increase patrol. He stated they also use trail cameras, door-bell cameras, and depend on neighbors to watch out for each other. He stated they also work closely with the livestock commission when calves are stolen. They are proactive but can't be everywhere all of the time. It is necessary for people to report suspicious activity.

Treasurer / Board of Finance: Ms. Ramos presented the August general fund cash balances. She stated the beginning cash balance was \$6,005,199.80 with an ending cash balance of \$5,904,685.59 as of August 31, 2025. There were no questions for Ms. Ramos.

Detention / MAT: Ms. Ramsey reported the facility count at 51 with 43 male detainee and 8 females. There are 9 out-of-county detainees. Billing for the month of December was \$9,800.00 billed to Quay County, \$10,850.00 billed to Chaves County, \$2,975.00 billed to Guadalupe County, and \$5,475.00 billed to Cannon Air Force Base. Ms.

Ramsey reported the facility is fully staffed, but she has received notice of a transfer to another agency. Ms. Ramsey reported there are 6 participants in the MAT Program with all 6 participating in both group and individual counseling and yoga. There is 1 participant in GED classes and 1 graduate in December. There is 1 detainee receiving medication that is not in the MAT program.

DWI Compliance: Ms. Reed was not in attendance.

Finance: Ms. Weems did not have anything to report for finance.

Human Resources: Ms. Orozco did not have a report.

Maintenance: Mr. Spinks was not in attendance.

Road: Mr. Dominguez was not in attendance, but provided a report to Ms. Forget. She stated crews are moving to SRR AG, they are patching and blades are out on their routes. She stated Mr. Dominguez has received positive feedback on recent projects.

Special Projects: Ms. Weems did not have a report.

Probate Judge: Judge Terry gave his 2025 report, stating there had been 54 probates opened over the last year, noting that is down some from a high of 80+ in 2020. He stated he would be in Santa Fe the week of conference for required training. He noted he would be seeking an increase to the budget for the coming year, as a result of legislation passed last year, the administrative office of the courts will no-longer cover the cost of travel for required trainings. They will still cover the training expenses, but not the travel costs associated with those trainings. Those expenses will be the responsibility of the counties moving forward. He stated he is coming to the end of his first term at the end of 2026. He intends to seek re-election. He stated he, like most other small county judges, have office hours by appointment only. He stated that is working well and he takes lots of calls. In addition to the 54 probates, many other small estate affidavits are files and some probates are directed to district court.

Manager: Ms. Forget stated she would place the payables and payroll information on the next agenda, as it was not yet available at the time of publication, due to the holidays and year end processes. She stated payroll processing will again be done in-house and the finance position description and pay-band are being reviewed to re-open the position. Ms. Forget stated she had met with members of the City of Portales staff and council and ENMU staff to get acquainted and discuss projects that the city and county can collaborate on. She stated the City would like a letter of support for the projects they are working on. She said there is an open house scheduled to discuss PFAS clean-up, as well as an Armed Forces Committee meeting.

Commissioners: Commissioner Parker asked Mr. Garcia if he had any additional information on the GRT from the Melrose Range. Mr. Garcia stated he had spoken with New Mexico Taxation and Revenue and they said Roosevelt County is receiving GRT from operations. Commissioner Parker asked Mr. Garcia to ask NMTRD to provide proof that Roosevelt County has received GRT payments from the Melrose Range. Mr. Garcia stated there is a website where payments can be tracked. Mr. Parker asked is there has been any progress on the portable buildings for the detention center. Ms. Ramsey stated they are working on a schedule for the move. Commissioner Parker asked Ms. Forget for an update on the electrical bids and the tractor purchase for the fairgrounds. Ms. Forget responded, we must provide first quarter reporting to DFA before we can make any budget adjustments, for projects like the tractor and the electrical. Ms. Forget stated Ms. Weems is working on the leg work to have the bid plans ready to go. Commissioner Parker stated the arena floor must be prepped for renters specific to the use of the renter. He stated the arena was not properly prepped for a recent event, as it had been hard packed for a prior event. Commissioner Munoz thanked all staff for the work they put in, and is looking forward to a good 2026. Ms. Forget stated all commissioners are signed up for the legislative conference which will take place the week of the 19th in Santa Fe.

8) Old Business:

A. Discussion of San Juan Mesa PILOT Project: Commissioner Dixon stated She and others participated in a meeting with San Juan, but did not get answers to a lot of the questions that were asked. She stated Peter Kelton was not present at the meeting, but she wanted his input on the necessary stipulations in the contracts, including roads, decommissioning, etc. She stated she did not want Roosevelt County to become a dumping ground for turbine blades, battery storage, etc. She asked that the Soil and Water Conservation districts be included in development of an updated land use policy that addresses these issues. No action was taken.

9) New Business:

A. Discussion and Possible Action to Approve Mural on Back of Enterprise Center and Seeking LEADS

Grant: Jodi Diaz requested permission to have a mural painted on the back side of the enterprise center facing the farmer's market. She intends to seek grant funding to cover the cost of that public art as well as additional upgrades to the farmer's market including shade structures and lighting. That grant application is due in April of 2026 and would be a phased project. Commissioner Parker asked if the commission would get to see a draft of the design before work begins. Ms. Diaz assured him that they would. Commissioner Grider made a motion to approve the request for a mural, with a second from Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. Indigent Health Care: At 10:05 a.m. Commissioner Dixon made a motion to go into indigent healthcare with a second by Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Ms. Weems presented the indigent report, asking that 8 claims be considered, totaling \$14,418.13. Ms. Weems recommended approval of 5 claims at \$11, 462.13. She stated that those recommended for disapproval the patients were brought in by the Portales Police Department. At 10:07 a.m. Commissioner Criswell made a motion to come out of indigent healthcare with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Commissioner Criswell made a motion to approve the report

as presented by Ms. Weems, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

C. Request for Approval of Both Chairman and Vice-Chairman as Authorized Signatory Officials for Bank Accounts with JP Stone Community Bank, with Authorization to sign Checks or Orders for the Payment of Money, Withdraw or Transfer Funds on Deposit with Financial Institution. If Financial Institution Accepts this Power with a Multiple Signature Limitation, Domestic Government Unit Agrees to Waive a Multiple Signature Requirement for any Withdraw in a Format that does not Allow Financial Institution and Opportunity to Examine Signatures and Number of Signatures Required: Two: Commissioner Grider made a motion to approve authorization of chair and vice-chair signatures on bank accounts, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

D. Discussion and Possible Action to Approve 2026 Roosevelt County Committee Assignments: Ms. Forget discussed the need to appoint current commissioners to a variety of committees. Ms. Forget will follow-up with the different committees and assigned representatives contact information. Ms. Forget will replace Ms. Hamilton on the New Mexico Counties Insurance Authority Pool Board. Commissioner Parker asked for contact information on the Burlington Northern Santa Fe board, as there have not been any meetings since he was appointed to the board last year. He asked that BNSF be held accountable to clean up their right-of-way and fire hazards. Commissioner Munoz made a motion to approve the assignments as discussed, with a second from Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

E. Discussion of Changing Commission Meeting Times: Commissioner Grider asked the commission to consider moving the meeting times back to all daytime meetings, stating the evening meetings have not produced a greater public turnout or participation. Commissioner Munoz stated it is beneficial for working people who want to serve to have evening meetings. He would be agreeable to an earlier start time. Commissioner Grider made a motion to change the meetings back to daytime meetings, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-No, Commissioner Parker-Yes, Commissioner Munoz-No.

10) Resolutions - Ordinances – Proclamations:

A. Consideration of Resolution 2026-01 Compliance with New Mexico Open Meetings Act: Ms. Forget stated the resolution is required and is the standard language consistent with prior years. After some discussion, commissioners asked Ms. Forget to remove the language pertaining to live stream of meetings and to update to reflect the meeting times as just approved. Commissioner Criswell made a motion to approve the resolution as amended, with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. Consideration of Resolution 2026-02 Public Participation At Roosevelt County Commission Meetings: Ms. Forget stated the resolution is required and is consistent with prior years, allowing for public comment and participation in open meetings of the commission. Commissioner Criswell made a motion to approve the resolution, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

C. Consideration of Resolution 2026-03 Delegation of Authority to the County Manager for Disbursement of Vendor Checks: Ms. Forget stated the resolution is required and is consistent with prior years, allowing the manager to assure that the bills are paid in a timely manner. Commissioner Dixon made a motion to approve the resolution, with a second by Commissioner Munoz. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

D. Consideration of Resolution 2026-04 Delegation of Authority to the County Manager to Enter into Certain Contracts and Settlement Agreements: Ms. Forget stated the resolution is consistent with prior years. Commissioner Parker made a motion to approve the resolution, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

11) Media Communication: Reporter Sage Grabowsky was present for the Eastern New Mexico News, but did not have any clarifying questions for the commission.

12) Adjourn: The meeting was adjourned at 10:46 a.m.

ATTEST:

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS

Mandi M. Park

Mandi M. Park
County Clerk

Tina Dixon

Tina Dixon
Commission Chair

