

Tuesday April 21, 2026
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday April 21, 2026 at 4:00 p.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, Chief Deputy Clerk Silke Humpe, Administrative Assistant Ilene Boband, Human Resources Coordinator Mary Orozco, Special Projects Coordinator Carla Weems, Assessor Stevin Floyd, Chief Deputy Assessor George Beggs, Treasurer Victoria Ramos, Chief Deputy Treasurer Layle Sanchez, GIS Technician Johnny Montiel, Sheriff Javier Sanchez, Chief Deputy Bryan Holmes, Road Superintendent Juan Dominguez, Fairgrounds Manager Anthony Ortega, community members Wes Weems, Kenny Reed, Mayor Durward Dixon, Portales Fire Chief Timothy Cathey, Portales Emergency Manager Antoinette Brezovski, Floyd Jones, Ursula Parker, Truitt Sallee, Renee Floyd, Tatum Sallee, Kirsten Massey, Kevin Floyd, and Sharna Gardner, staff reporter with the Eastern New Mexico News.

Call to Order – Commissioner Dixon at 4:00 p.m.

Invocation – Commissioner Criswell

Pledge – Commissioner Dixon

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

2) **Approval of Minutes:** Commissioner Grider made a motion to approve the minutes from the April 7, 2026 meeting, with a second from Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

3) **Approval of Payroll and Payables:** Commissioner Grider made a motion to approve the payables and payroll for March 2026, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

4) **Informational Items:** Truitt Sallee, chapter president of the Melrose FFA, competed in the district 4 competition for Public Speaking. Mr. Sallee gave his speech titled "Powerlines and Pastures," addressing the impact of imminent domain on agriculture. Mr. Sallee was presented with a certificate. Commissioners expressed their appreciation for the work and research that went into Mr. Sallee's speech and wished him well.

5) **Public Requests:** Ursula Parker stated she had sent invitation by email to each commissioner for the Roosevelt County Water Coop Annual Meeting to be held May 12, 2026 at 5:30 in the Campus Union Ballroom. She invited all to attend.

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

Assessor: Mr. Floyd did not have a report.

Clerk: Ms. Park stated ballot programming and proofing is complete. She stated tabulator certification will take place next week, beginning Monday April 27, followed by the start of early voting on May 5, and Poll worker training on May 14. Election day is June 2, 2026.

Detention / MAT: Ms. Ramsey was not in attendance. She presented her report earlier this month.

DWI / Compliance: Ms. Reed was not in attendance.

Emergency Management: Mr. Montiel did not have a report, at this time, but has items further down the agenda.

Finance: Ms. Forget stated the new finance administrator. Mr. Stagner will be in attendance at the next meeting.

Human Resources: Ms. Orozco stated there is one opening in Maintenance, but there have not been a lot of applicants for that job. She stated there is a job fair on May 15, 2026.

Maintenance: Mr. Spinks was not in attendance, but Ms. Forget stated he was working on the project at the Bonem Home. The lighting has been installed and the project at the health department is next on the list.

Road: Mr. Dominguez did not have a report.

Sheriff: Sheriff Sanchez stated he had a call from Commissioner Criswell regarding suspicious activity. He encouraged residents to report suspicious activity rather than to follow or engage with suspicious individuals, for their own safety.

Special Projects: Ms. Weems had nothing to report.

Treasurer / Board of Finance: Ms. Ramos presented the January and February general fund balances. She stated the beginning cash balance for January 1, 2026 for the general fund was \$10,676,979.75 with debits of \$614,193.57 and credits of \$656,610.15 leaving and ending balance of \$10,634,563.17. The February beginning balance is the same with debits of \$500,812.24 and credits of \$1,408,917.75 leaving an ending balance of \$9,726,457.66 as of February 28, 2026.

Manager: Ms. Forget stated she had received notification from Congresswoman Leger Fernandez' office designating the area as a drought disaster area. She stated the designation make the area eligible for loans from the FSA disaster assistance programs. Ms. Forget asked the commission to move their email from their own names to a generic by district email account for continuity. Ms. Forget stated she has placed the flag bin outside the commission chamber for retiring worn and tattered flags. Ms. Forget stated she and Sheriff Sanchez attended a

town hall with the city discussing a regional animal control. She stated the national day of prayer is May 7, 2026 and will be held on the square at noon. Ms. Forget stated the Roosevelt County Electric Coop will hold their annual meeting on April 27, 2026.

Commissioners: Commissioner Grider thanked Mr. Montiel and Mr. Dominguez for the work they do. Commissioner Criswell thanked Mr. Forget for the invitation to the cannon spouses club event held on base last week. He stated the event was well-attended and was a success. He stated he had also attended a meeting Lovington with New Mexico Cattle Growers and received a NITCE update as well as an update on the Phillips 66 pipeline update. Commissioner Dixon expressed gratitude for the help with the fire on South Roosevelt Road 5. She stated she had attended a meeting in Albuquerque yesterday with NMC, as part of the statutory amendments board. They are reviewing legislative language for future bills for the upcoming legislative session. Commissioner Dixon stated she was shopping in Clovis last week and many businesses were very busy with rodeo participants. Commissioner Parker asked Mr. Forget when the website updates would be complete. That item is further down the agenda for discussion or approval. He stated the New Mexico High School Rodeo Association would be interested in using our facilities once the rough stock chutes are in working order. He stated those rodeos would have an economic impact on not just the facility, but the community. He stated he had reviewed their economic impact study. He also stated they would be seeking lodger's tax funding if they were to add Portales to the schedule. Commissioner Parker stated he had spoken with Xcel Energy and engineer drawings would not be needed for new service for the fairgrounds, but the contractor would have some permitting requirements. He stated Mr. Garcia had received some advertising signage policy and pricing templates from Albuquerque that he would share and bring to the next meeting.

7) **Old Business:** there was no old business listed on the agenda.

8) **New Business:**

A. **Indigent Health Care:** At 4:48 p.m. Commissioner Grider 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, stating that 18 claims were submitted, totaling \$22,110.03. Ms. Weems recommended approval of 12 claims at \$19,231.03. She recommended disapproval of claims totaling \$2,879.00 as those patients were not detainees at the time of service. At 4:50 p.m. Commissioner Parker made a motion to come out of indigent healthcare with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Commissioner Grider made a motion to approve the report as presented by Ms. Weems, with a second by Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. **Request to Transfer from General Fund to Moreton Investments:** Ms. Sanchez requested permission to move up to five million dollars from the general fund account into an investment account with Moreton. She stated the funds would be added to the bond ladder, or a money market depending on the best rate available at the time of the transfer. Commissioner Dixon asked if this is usually this much. Ms. Sanchez stated it is more this year, because there is more available to be invested. Commissioner Parker asked if we would have access to those funds if they are needed. Ms. Sanchez stated our investments are structured in a ladder so there is always something maturing so that assets are available as needed. Commissioner Grider made a motion to approve the transfer to Moreton for up to \$5,000,000.00, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

9) **Contracts – Agreements – Procurements:**

A. **Request for the Approval of the FY27 Fire Protection Fund Distribution Application Submittal for Arch Volunteer Fire District:** Commissioner Grider made a motion to combine items 9A and 9B to approve with one motion, with a second from Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Commissioner Grider made a motion to approve both, with a second from Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. **Request for the Approval of the FY27 Fire Protection Fund Distribution Application Submittal for Milnesand Volunteer Fire District:** Approved above with item 9A.

C. **Request for Approval of the Operating and Use Agreement Between Roosevelt County and La Casa de Buena Salud:** Ms. Weems stated the agreement is an annual renewal. Commissioner Parker made a motion to approve the agreement, with a second from Commissioner Munoz. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

D. **MOU Between Curry County and Roosevelt County for Implementation of the Behavioral Health Reform and Investment Act:** Ms. Forget stated this is Senate Bill 3 funds. She stated Curry County is the fiscal agent for the project. Two million dollars was awarded to be split, with the MAT Program, and re-entry and youth treatment receiving \$375,000.00 and the balance going to Horizon Behavioral Health Regional Facility. Ms. Forget stated they are currently seeking an administrator to manage that facility. Commissioner Grider made a motion to approve the MOU, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

E. **Request for Approval of Contract with Civic Plus for New Website Including ADA Compliance and Hosting:** Ms. Forget stated the contract is for upgrades and redesign of the website to make the site easier to navigate and compliant with updated ADA standards. Ms. Forget stated she was able to negotiate 2 free months for early implementation. Billing would not begin until next fiscal year. She stated she also negotiated no upcharge in the second year. Commissioner Parker asked if it would include an app for stall rentals, etc. Ms. Forget explained it would allow for future upgrades, but this step is simply for the redesign. Ms. Park noted the ADA compliance is the urgent need. The current site is hosted by Yucca Telecom and is not robust enough to add the things the

commission would like to see for calendar, facility scheduling and rental payments. The redesign would be the first step to building a site that is robust enough to accommodate future upgrades. Commissioner Criswell made a motion to approve the contract with civic plus with a second by Commissioner Grider. Commissioner Grider-No, Commissioner Criswell-Yes, Commissioner Dixon-No, Commissioner Parker-No, Commissioner Munoz-Yes.

10) Resolutions – Ordinances – Proclamations:

A. **Request for Approval of Ordinance 2026-01 Red Flag Open Burn Ban:** Mr. Montiel stated this ban would not replace the other ordinance, and would only be in effect during times when the National Weather Service has a Red Flag Warning in place for high winds. Commissioner Parker asked Sheriff Sanchez if there was already a statute for enforcement in place. Sheriff Sanchez stated this would be an additional tool to help enforce the statute that is in place. Commissioner Parker made a motion to approve the ordinance with a second from Commissioner Munoz. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. **Request for Approval of Ordinance 2026-02 Amending the Roosevelt County Personnel Ordinance; Providing for Future Amendments to this Ordinance to be Enacted by Resolution of the Board of County Commissioners:** Commissioner Grider made a motion to approve Ordinance 2026-02 with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

11) Media Communication: Ms. Gardener was in attendance, but did not have any questions at this time.


Recess – Commissioner Dixon called for a recess at 5:22 pm. Commissioner Dixon called the meeting back to order at 5:26 pm.


12) Executive Session: Commissioner Criswell made a motion to go into executive session at 5:26 pm with a second by Commissioner Munoz. Commissioner Dixon stated only those items on the agenda will be discussed in the closed session. Commissioner Grider-Yes, Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Those present in the executive session included the 5 commissioners, the county manager, and the county attorney. At 6:04 p.m. Commissioner Criswell made a motion to come out of executive session with a second by Commissioner Munoz. Commissioner Dixon stated only those items on the agenda were discussed in executive session. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. No action was needed and no action was taken as a result of the executive session. There was discussion of scheduling budget meetings. Notice for those meetings will be posted. They will be held May 18, 2026 and following the regular meeting on May 19, 2026. A special meeting will be called for May 28, 2026 for approval of the preliminary budget. There will not be a meeting on May 5, 2026.

13) Adjourn: The meeting was adjourned at 6:09 p.m.

ATTEST:

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS


Mandi M. Park
County Clerk


Tina Dixon
Commission Chair

