

Tuesday May 19, 2026
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday May 19, 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 Randall VanVleck, Clerk Mandi Park, Administrative Assistant Ilene Boband, Human Resources Coordinator Mary Orozco, Detention Administrator Shayla Ramsey, Finance Administrator Rachelle Stagner, DWI Prevention Coordinator Darla Reed, Assessor Stevin Floyd, Treasurer Victoria Ramos, Chief Deputy Treasurer Layle Sanchez, GIS Technician Johnny Montiel, Chief Deputy Bryan Holmes, Road Superintendent Juan Dominguez, Maintenance Supervisor Gary Spinks, presenter Judge Drew Tatum, Laurie Collins, community members Deborah Gentry, Carol Flores, Wes Weems, Mayor Durward Dixon, and Sharna Gardner, staff reporter with the Eastern New Mexico News.

Call to Order – Commissioner Dixon at 9:00 a.m.

Invocation – Commissioner Grider

Pledge – Commissioner Dixon

Commissioner Dixon asked to read a message prior to starting the meeting. The message was from the daughter of an elderly gentleman who had made his way from Lubbock to the outskirts of Portales before running out of gas. He was in need of assistance when Commissioner Munoz stopped to offer help. He stayed with the gentleman and contacted his family to ensure the man was safe and cared for, putting the needs of the gentleman ahead of his own priorities. The family of the gentleman wanted Commissioner Munoz' constituents to know of the selfless good deeds of Commissioner Munoz. Commissioner Dixon thanked Commissioner Munoz for being the kind of man who takes care of his neighbors.

1) **Approval of Agenda:** Commissioner Criswell made a motion to approve the agenda with a second by Commissioner Grider. 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 21, 2026 meeting, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

3) **Informational Items:** Ms. Laurie Collins from the Roosevelt County Health Council, gave a report on the progress of the projects that the health council are involved in. Ms. Collins stated it is a requirement of the grant funding received by the council that reports be presented to the governing body. She thanked the commission for allowing her the time to share the information. She stated the council has been involved in community gardens at early head start and public schools, along with community partners. She stated they are also conducting an awareness campaign about the dangers of vaping, and other efforts.

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

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

Assessor: Mr. Floyd did not have a report.

Clerk: Ms. Park stated early voting is underway, but turnout has been low. She stated early voting at the Jake Lopez Building began on Saturday. Poll worker training was held on May 14, 2026. Road department will assist with equipment delivery and election day is June 2, 2026.

Detention / MAT: Ms. Ramsey presented the detention report, stating the count yesterday was 63. Four detainees were transported to Department of Corrections, and the count stands at 59 today. There are 50 males and 9 females currently in custody. There are 2 out-of-county detainees in custody. Ms. Ramsey stated there have been 7 detainees transported by detention. She stated Quay County was billed \$ 6,475.00 for April, Cannon Air Force Base was billed \$10,500.00 and Chaves County was billed \$6,475.00 for the same time period. She stated there are currently 2 open positions, and 3 interviews are scheduled to fill those positions. Ms. Ramsey stated there are 17 detainees in the MAT Program, 14 males and 3 females. All 17 participate in both group and individual counseling, and all are participating in yoga. There are 2 detainees in the GED program and 5 receiving medications.

DWI / Compliance: Ms. Reed stated they are wrapping up final spending and working on next year's budget and grant preparation. She stated teen court is wrapping up, there were 14 participants. She stated they are on target and waiting on their 4th quarter distribution, which is generally cut a little, but she is not anticipating a big cut. They will make it work either way.

Emergency Management: Mr. Montiel stated he had attended the NENA Conference. He stated the GIS data is accurate and up-to-date. He stated the funding has been secured for the upgrades to the severe weather warning sirens.

Fairgrounds: Mr. Ortega was not in attendance.

Finance: Ms. Stagner did not have a report, but commissioners thanked her for all her work on the budget, and the preparation that went into the budget meetings that started yesterday and continue following this meeting. There were no questions for Ms. Stagner.

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

Maintenance: Mr. Spinks stated things are business as usual.

Road: Mr. Dominguez reported work South Roosevelt Road AL is complete. They are currently working on South Roosevelt Road L between Roads 6 and 7 doing the tree removal to get that project started. He stated they are hauling caliche. There are blades on their routes at South Roosevelt Road 9 and South Roosevelt Road Q, South Roosevelt Road 20 and South Roosevelt Road F and South of Floyd. He stated they are working on cattle guards, tumbleweeds and fires. Commissioner Parker thanked Mr. Dominguez and Ms. Ramsey for their crew's efforts on getting the outdoor arena in shape.

Sheriff: Sheriff Sanchez was not in attendance, but Chief Holmes reported they have been consumed with an on-going homicide investigation. Chief Holmes stated the Major Crimes Unit was called out on Tuesday and have been actively investigating over the last week. There is one suspect in custody, and others sought for questioning. They are in the process of serving warrants.

Treasurer / Board of Finance: Ms. Ramos presented the March general fund balances. She stated the beginning cash balance for March 1, 2026 for the general fund was \$9,726,457.66 with an ending balance of \$6,357,381.39 as of March 31, 2026.

Manager: Ms. Forget stated they are hard at work on budget preparation, she expressed appreciation for her staff, department heads, elected officials and Ms. Rivera for all of the work they have put in to this point to get the budget ready for approval and submission to the state. Commissioners thanked Ms. Forget for her work on the budget.

Commissioners: Commissioner Criswell addressed a misconception about the fire ban. He stated the fire ban is only in effect the national weather service issues a red flag warning. Mr. Montiel stated any state wide burn bans put in place by the state forestry department are in effect until lifted by that agency. If the state lifts their ban, any ban put in place by the county ordinance (red flag) would still be in effect for as long as the national weather service has the red flag warning in effect.

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

7) **New Business:**

A. **Discussion and Consideration of Advertisement Policy/Signage at Fairgrounds:** Commissioner Dixon stated the updated draft of the policy is vague and does not include pricing. Commissioner Parker asked if there was a difference between what is allowed to hang permanently and what is hung during vendor sponsored events. Mr. VanVleck stated we have to decide that, and a distinction can be made, however we can regulate the time, place and manner of advertising, but not the content of that protected free speech. He stated there are pros and cons to the vagueness of the policy. Commissioner Parker asked for clarification between the two drafts, regarding the wording of intoxicating products. After some discussion, Commissioners asked that additional changes be brought to a future meeting for consideration. No action was taken.

B. **Indigent Health Care:** At 9:49 a.m. Commissioner Parker made a motion to go into indigent healthcare with a second by Commissioner Munoz. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Ms. Boband presented the indigent report, stating that 3 claims were submitted, totaling \$458.40. She recommended approval of all 3 claims. At 9:50 a.m. Commissioner Parker made a motion to come out of indigent healthcare with a second by Commissioner Munoz. 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, with a second by Commissioner Munoz. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

8) **Contracts – Agreements – Procurements:**

A. **Request for Approval for Milnesand Volunteer Fire Department to Purchase Spartan ERV 3000 Gallon**

Tanker: Chief Bilbrey requested approval for the purchase of the tanker, stating the funds are available and it would improve the ISO rating of the department as it would allow them to replace a 1978 model vehicle that does not have a tank. Commissioner Criswell made a motion to approve, with a second from Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. **Request for Ratification of the Contract with Beasley, Mitchell & Co. for the FY26 Audit:** Ms. Forget stated the RFP for an audit firm was put out, as the contract with the previous auditor was expiring. She stated Beasley, Mitchell & Co. was the only firm to respond. She stated she has worked with them in the past and has been pleased with their work. She stated they are out of Albuquerque and the price is comparable to what it has been in the past. Commissioner Parker made a motion to ratify the contract, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

C. **Request for Approval of FY27 MOU Between Roosevelt County and the Ninth Judicial District for Courthouse Deputy Reimbursement:** Judge Drew Tatum stated the agreement is a renewal of the agreement from last year for a deputy to provide court security during normal business hours. The agreement is for the court to pay \$75,000 per year for a deputy salary for court security. Commissioner Parker asked Ms. Forget if that fully covers the salary of the deputy. Ms. Forget responded nearly 100%. She stated that deputy also provides perimeter security when court is not in session. 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.

9) **Resolutions – Ordinances – Proclamations:**

A. **Consideration of Proclamation Declaring May 3-9, 2026 as National Correctional Officer Appreciation**

Week: Ms. Ramsey read the proclamation aloud. Commissioner Parker made a motion to approve the

proclamation, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. **Consideration of Proclamation Recognizing May 10-16, 2026 as National Police Week and National Peace Officer Memorial Day May 15, 2026:** Chief Holmes expressed the gratitude of the Sheriff's Office and the Major Crimes Unit for all of the support shown during Police Week as they were in the middle of a homicide investigation that demanded a lot of hours from everyone. Chief Holmes read the proclamation aloud. Commissioner Grider made a motion to approve the proclamation, with a second from Commissioner Munoz. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

C. **Consideration of Proclamation Recognizing May 2-3, 2026 as National Fallen Fire Fighters Memorial Weekend and May 17-23, 2026 as Emergency Medical Services Week:** Commissioner Dixon read the proclamation aloud. Commissioner Parker made a motion to approve the proclamation, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

D. **Consideration of Proclamation Declaring May as Motorcycle Awareness Month:** Chief Holmes read the proclamation aloud. Commissioner Grider made a motion to approve the proclamation, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

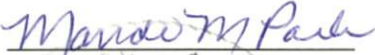
10) **Media Communication:** Ms. Gardener was in attendance, but did not have any questions at this time.

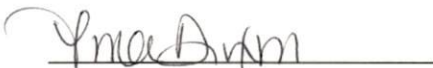
11) **Executive Session:** Commissioner Grider made a motion to go into executive session at 10:10 am with a second by Commissioner Parker. Commissioner Dixon stated only those items on the agenda will be discussed in the closed session. Commissioner Grider-Yes, Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Those present in the executive session included the 5 commissioners, the county manager, and the county attorney. At 10:47 am Commissioner Grider made a motion to come out of executive session with a second by Commissioner Criswell. 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.

12) **Adjourn:** The meeting was adjourned at 10:48 am.

ATTEST:

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS


Mandi M. Park
County Clerk


Tina Dixon
Commission Chair

