

Tuesday July 7, 2026
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday July 7, 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 by zoom, Clerk Mandi Park, Administrative Assistant Ilene Boband, Finance Administrator Rachelle Stagner, Assessor Stevin Floyd, Chief Deputy Treasurer Layle Sanchez, Probate Judge Kendall Terry, Road Superintendent Juan Dominguez, Detention Administrator Shayla Ramsey, Fairgrounds Manager Anthony Ortega, and community members Michael Davidson and Angie Smith.

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

1) **Approval of Agenda:** Ms. Forget asked to amend the agenda to move approval of accounts payables and payroll to the next meeting. Commissioner Dixon made a motion to amend the agenda as requested. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Commissioner Criswell made a motion to approve the amended 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 Criswell made a motion to approve the minutes from the June 23, 2026 special meeting, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

3) **Approval of Payroll and Payables:** Amended agenda to be approved at the next meeting.

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

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

Assessor: Mr. Floyd did not have a report. There were no questions for him.

Clerk: Ms. Park did not have a report, but has an item on the agenda.

Detention / MAT: Ms. Ramsey presented the detention report, stating the facility count is 62 this morning. There were 68 yesterday. She noted things can change rapidly. There are 47 males and 15 females currently in custody. There are 2 out-of-county detainees in custody. She stated Quay County was billed \$2,450.00 and Cannon Air Force Base was billed \$9,450.00 for the month of June. She stated there is currently one open position. Ms. Ramsey stated there are 13 detainees in the MAT Program, 11 males and 2 females. All 13 participate in both group and individual counseling, and all are participating in yoga. There are 2 detainees in the GED program and 2 receiving medications. Commissioner Parker asked Ms. Ramsey if detainees would be doing landscaping and clean-up any time soon. Ms. Ramsey stated she had some shift changes to cover that prevented detainees from working outside of the facility recently, but they would be back at it soon.

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

Emergency Management: Mr. Montiel was not in attendance.

Fairgrounds: Mr. Ortega stated the recent Little Wrangler's Junior Rodeo Association event went smoothly. He stated the new tractor is working wonderfully. He stated the next LWJRA event is going to be held July 18-19, 2026. It should be a good rodeo. He invited everyone to come watch. Commissioner Parker asked if the other items on the punch list are being taken care of? Mr. Ortega replied, he is working on a few items and chipping away at it. He stated there has also been a goat show, all-breed horse show and other events that have kept him busy. Commissioner Criswell asked if he was keeping up with spraying and mowing weeds. Mr. Ortega stated he was taking care of that. There was some conversation about the condition of the surface of the arena, some want more sand, some do not, due to injury risk. The county may survey the users of the arena to determine how best to maintain a surface suitable for many users. Commissioner Parker asked about the sandblasting of the chutes. Mr. Ortega stated they are ready for the work to begin.

Finance: Ms. Stagner did not have a report, but has an item on the agenda and the budget workshop to follow this meeting.

Maintenance: Mr. Spinks was not in attendance.

Human Resources: Ms. Orozco was not in attendance.

Probate Judge: Judge Terry presented his bi-annual report, stating there have been 16 probates filed since his last report, as well as 14 probate misc. documents. He explained the difference between probates and ancillary probates and misc. probates. He stated he had been invited to speak at the Senior Citizen's Center on June 11, 2026. He gave a presentation to approximately 40 in attendance, on how to be prepared for the probate process when the time comes, discussing transfer on death deeds, wills, trusts, etc. He provided resources for seniors to simplify the probate process. Judge Terry praised the clerk's staff for their work as the clerk of the court.

Road: Mr. Dominguez reported work on current projects are making progress. They will begin working on South Roosevelt Road 8 east of NM 88 later this month. He stated they are hauling caliche. There are blades on their

routes. They are also working on the road yard, cleaning and cutting weeds. He stated they have been working on downed trees and washout due to recent weather.

Sheriff: Sheriff Sanchez was not in attendance.

Treasurer: Ms. Sanchez presented the April general fund cash balance report. She was asked why it was lower than normal? She reminded commissioners they had approved a transfer to a money market investment account. She stated the May tax collections will bring the balance back up.

Manager: Ms. Forget stated she has requested and received quotes for sponsorship signage for the fairgrounds. She stated at 3'x5' vinyl is \$95-\$120, and 4'x8' is about \$145. They are moving forward with the jury deliberation room project, which will take about 2-3 months. They are setting up the fencing this week. They were waiting on quotes for the exterior doors for the courthouse, but they are measuring again to be sure they can be retrofitted properly. The original plan was to refurbish, but now they are thinking they will need to be replaced. Ms. Forget discussed a donation of replicas of historic documents from Charters of Freedom. She stated the donation is a gift to the citizens of the county, weighing about 500 lbs. There is a total of 7 panels. We will have to decide how to display them once they arrive. She suggested doing some fundraising to cover the cost of the display stands. Ms. Forget discussed the senior citizen transportation, stating there were 1548 transportation units, with 895 riders participating in the last quarter. She discussed a letter from DFA regarding the detention distribution. She discussed the LGRF notice of award totaling just over \$177,000.00. She discussed the FEMA Region 6 Application, which is one of three awarded in New Mexico.

Commissioners: Commissioner Parker requested finalizing the advertising policy for the fairgrounds on the next agenda. He also asked that the landscaping at the Bonem Home and Health Department be taken care of, stating we should lead by example. Commissioner Dixon stated she had attended several meetings regarding statutory amendments which started out as dispute resolution between commissioners and elected officials, to mandate mediation instead of litigation. She stated it snowballed into something bigger. She stated they are not working on anything controversial, just working towards better communication so that all voices can be heard. Commissioner Dixon also attended the EELU (land use) meeting through NACO. They discussed their opposition to NIETC to be renewed this year. She stated she will attend a conference in New Orleans this month. She stated data centers are a huge concern, due to fire risks associated with battery storage. She stated there is a meeting coming up in Amarillo on that topic. Commissioner Parker stated he does not like the idea of amending the constitution.

6) New Business:

A. **Presentation and Request for Approval of FY 25-26 Capital Assets Inventory Listing:** Ms. Stagner requested approval of the capital asset list. Commissioner Parker made a motion to approve the report as presented, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. **Indigent Healthcare:** Commissioner Criswell made a motion to go into Indigent Healthcare meeting, 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 annual report. She recapped payouts totaling \$86,210.68 for the year. Ms. Boband stated there were no medical claims for the quarter, but did have a request for indigent cremation. Ms. Boband stated the decedent was in fact a resident of Roosevelt County with no assets in their estate to cover the cost of cremation. Steed Todd handled the cremation and has requested payment at the allowable amount of \$1,000.00. Commissioner Parker made a motion to come out of Indigent Healthcare meeting, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Commissioner Criswell made a motion to approve the indigent cremation, with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-No, Commissioner Munoz-Yes.

7) Contracts – Agreements – Procurements:

A. **Consideration of Amendment Three to Roadrunner Health Services Agreement:** Ms. Forget stated the annual renewal includes at 3% increase as per the contract. Ms. Forget stated the contract can be terminated with a 90-day notice. Commissioner Grider made a motion to approve the third amended renewal, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. **Contract for Clerk Copier Purchase and Service:** Ms. Park requested approval of a purchase agreement with UCI to replace the copiers in the office as approved in the preliminary budget and to renew the services agreement with UCI for the maintenance of those copiers. Commissioner Dixon made a motion to approve the agreements, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

8) Media Communication: No media was present.

9) Adjourn: The meeting was adjourned at 9:47 am.

ATTEST:

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS

Mandi M. Park
Mandi M. Park
County Clerk



July 7, 2026

Tina Dixon
Tina Dixon
Commission Chair

