Tuesday July 28, 2026
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday July 28, 2026 at 4:00 p.m. in the Jake Lopez Building at the Roosevelt County Fairgrounds 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, Treasurer Victoria Ramos, Detention Administrator Shayla Ramsey, Fairgrounds Manager Anthony Ortega, DWI Prevention Coordinator Darla Reed, GIS Technician Johnny Montiel, Human Resources Coordinator Mary Orozco, Sheriff Javier Sanchez, Chief Deputy Brian Holmes, FCCLA honorees Ahnyka Watkins, Lexi Montoya, Kaylee Summers, Story Cavazos, Rowen Hightower, Ryker Hightower, Mikayla Bricker, Aspen Dotson, Ava Cordova, and community members Vickie Grider, Duward Dixon, Bonnie Norton, Kenny Reed, Kim Summers, Dana Jo Howell, Dewight Bell, Toni Whitecotton, Dianne Parker, Brooke Cordova, Gary Watkins, Twila Watkins, Jodi Shifflett, Christine Hightower, Ryan Hightower as well as other parent of FCCLA students.

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

1) **Approval of Agenda**: Commissioner Parker 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 Criswell made a motion to approve the minutes from the July 7, 2026 regular meeting and budget workshop, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

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

4) **Elected Officials and Department Heads Reports:**
Assessor: Mr. Floyd did not have a report. There were no questions for him.

Clerk: Ms. Park requested scheduling a special meeting for the purpose of canvassing the Elida School Special Election for Wednesday August 19, 2026 at 11:00 a.m. Ms. Park stated that date is the only available day in the canvass window as she and her staff will be in election school on August 20-21, 2026 in Albuquerque.

Detenion / MAT: Ms. Ramsey did not have a report as she presented earlier in the month.

DWI / Compliance: Ms. Reed did not have a report.

Emergency Management: Mr. Montiel did not have a report.

Fairgrounds: Mr. Ortega stated the final Little Wrangler's Junior Rodeo Association event of the season was held last weekend and went smoothly. He stated the next LWJRA season has been scheduled and they are happy with the facility. He stated there is an all-breed horse show this weekend. Mr. Ortega stated they are getting ready for the fair and will have lots of help on work days prior to the August 17, 2026 fair entry day.

Finance: Ms. Stagner did not have a report, but has items on the agenda.

Human Resources: Ms. Orozco stated she received a call from Little Wranglers expressing their appreciation for Anthony and Cap during the LWJRA events. She stated Roads, Sheriff and Fairgrounds are fully staffed. She stated The MAT Program Director has accepted a position elsewhere and Captain Danion Rich will assume the role of MAT Program Director. The Care Coordinator position has been filled. The Court Compliance position has been filled from within the county, leaving and opening in the Assessor's Office. That position of Appraiser Associate has been posted. The Grant Writer position is still posted. Ms. Orozco stated they are working on the job description for the IT position. Ms. Forget stated Yucca intends to submit a proposal for providing IT services.

Maintenance: Mr. Spinks was not in attendance.

Road: Mr. Dominguez was not in attendance, but Ms. Forget reported the caliche crew has completed resurfacing South Roosevelt Road 8 east of NM 88. They are really close to being ready for chipseal on SRR 8. She also reported current projects include caliche work on SRR E. There are blades on their routes on Road AP near NM 89, on SRR AB and SRR 3, on SRR 4 and SRR Z, on SRR AP and SRR 19, on SRR P and SRR 35, on SRR X and SRR 20. They are also working on shredding in the Elida area. Crews are cleaning cattle guards and repairing areas of washouts.

Sheriff: Sheriff Sanchez reported he anticipates losing 2 deputies in the near future, though Ms. Orozco noted the Sheriff's Office is fully staffed. One Deputy is moving out of the area and one is accepting a conditional offer with another agency locally. He stated his staff have been very busy in June and July taking 108 reports. They have made 3 DWI arrests, worked a child abuse case, a CSPM case and various property crimes. Sheriff Sanchez stated on a more positive note, they will host a fishing event in September to interact with the public at Oasis State Park.

Treasurer: Ms. Ramos presented the May general fund cash balance report, stating there was a beginning balance of $2,016,948.49 with debits of $2,771,639.92 and credits of $983,279.05 leaving an ending balance of $3,805,309.36 for the month of May 2026.

Manager: Ms. Forget stated she had received the report from NMC for the safety inspection. She reported it was significantly better than the last one. She noted the inspector was happy with staff participation. She stated we have 30 days to remedy any issues. Most are easy to fix and can be remedied within the time frame. Ms. Forget discussed a Chamber of Commerce committee working on downtown beautification. Their focus is consistency with white lights for Christmas decorations. They will begin with white lights and then build on that with trees and wreaths, etc. Ms. Forget stated the chamber is continuing to work with the Curry County Chamber on the legislative reception. They considered hosting a separate legislative reception in Santa Fe. Ms. Forget stated the work on the audit is about complete, they are waiting on a single item to finalize and the exit interview can be scheduled as soon as it is done. Work on FY26 audit will begin as soon as FY26 is complete. Ms. Forget stated she and Toni Whitecotton will be attending base council to discuss and promote the Roosevelt County Fair.

Commissioners: Commissioner Criswell stated after the last meeting he was thinking about the proposed succession plan that the Assessor's Office had requested. He stated he would like to re-think that decision, knowing now that Ms. Grassel has also accepted a new position and will be leaving the Assessor's Office. Others agreed. Commissioner Criswell thanked the road department for working on the wash outs and cattleguards following the rain. Commissioner Parker asked if the bids for vendor hook-ups at the fairgrounds were moving along. Ms. Forget replied, we are no closer than before as budget and audit have been the focus of administration. He also asked about the GRT from the Melrose Bombing Range. Ms. Forget did not have any new information to share. Commissioner Parker also stated he wanted to clarify that the commission did not think it was fiscally responsible to approve both a COLA and step increases at the same time. He said COLA is not off the table, but it could be revisited. They want to be certain that the budget can sustain a COLA before one is approved. Commissioner Dixon stated she had looked into it and we have done both in the same year on occasion, and it can be done as a budget adjustment later in the year, when we are certain we can afford it. Commissioner Parker asked Ms. Stagner if the budget could sustain a COLA and how long before budget adjustments could be made. Ms. Stagner stated there is room in the budget for the 3% COLA, and once the budget is approved by DFA, it can be adjusted. Commissioners asked that the COLA and the succession plan adjustments be added to the next agenda. Commissioner Dixon stated that NM 114 from Causey to the state line needs to be shredded. She stated she has spoken to Mannon at NMDOT regarding shredding. Commissioner Munoz stated it was also part of the conversation at the last meeting. Commissioner Dixon stated at last year's NACO Conference there was a resolution against the NIETC project, which had full support. She stated the same resolution was passed again this year with the full support of those in attendance at the conference. She stated it was a good meeting with lots of conversation about the pros and cons of data centers. Commissioner Dixon stated the NMC Board meeting will be August 6-7 at the Yam, here in Portales. She stated she is working with the city manager to host the meeting in the city owned facility. Commissioner Parker asked Ms. Forget about a contract for a groundskeeper.

5) **Informational Item:** Presentation of FCCLA awards recognition. Students from both Portales and Elida schools were recognized for the awards they received at the national FCCLA competition. Award winners included Lexi Montoya, Kaylee Summers, Ahnyka Watkins, Story Cavazos, Mikayla Bricker, Aspen Dotson, Ryker Hightower, Rowen Hightower, and Ava Cordova. Other students not present to receive recognition were Roxanna Garcia, Anna Stokes, Audree Gonzales, Paige Hunton, Danai Landeros, Miles Bonds, King Bolbert, Daylin Jiminez, Madison Romero and Katherine McLeod

6) **Contracts – Agreements – Procurements:**
A. **Discussion and Consideration to FY27 Laurie Collings Professional Services Agreement:** Ms. Reed stated the contract is an annual renewal l. Commissioner Parker asked if it would be ok to approve all three contacts with a single motion. All are renewals. Commissioner Parker made a motion to approve items 6a, 6b, and 6c, with a second from Commissioner Munoz. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. **Discussion and Consideration to FY27 Shannon Morrison Associates Professional Services Agreement:** Approved in item 6a above.

C. **Discussion and Consideration to FY27 Prevention Services Proposal:** Approved in item 6a above.

7) **Resolutions – Ordinances - Proclamations:**
A. **Consideration of Resolution 2026-18 Adoption of A County Advertising Policy:** Commissioner Parker stated the advertising policy had been reviewed by the commission and by the attorney and is as generic and controllable as possible. Commissioner Parker made a motion to approve the resolution, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. **Consideration of Resolution 2026-19 FY26 Budget Adjustment for 4th Quarter Fiscal Report:** Ms. Stagner requested approval of the resolution stating the budget adjustments are required and balance the accounts. Commissioner Grider made a motion to approve the resolution, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

C. **Consideration of Resolution 2026-20 FY26 4th Quarter Final Report:** Ms. Stagner requested approval of the resolution, stating it is required by DFA to close out the prior year. It is a recap of the general fund and the road fund. Commissioner Grider made a motion to approve the resolution, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

D. **Consideration of Resolution 2026-21 2026-27 Fiscal Year Budget Adoption:** At 4:55 pm Commissioner Grider made a motion to go into Public Hearing for the purpose of receiving public input on the budget prior to adoption of the final budget, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Ms. Stagner stated all requested changes had been made from the July 7, 2026 budget meeting. Ms. Forget thanked Ms. Stagner for her tireless work on this budget since she came to the County in April. Commissioners agreed Ms. Stagner has put in a great deal of effort. Commissioner Grider also expressed his appreciation to Liliana Rivera for her guidance. There was no other public input. At 4:56 Commissioner Girder made a motion to come out of public hearing with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Ms. Stagner requested adoption of the final budget. Commissioner Criswell made a motion to adopt the resolution of the final budget to be submitted to DFA, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

8) **Media Communication:** No media was present.

9) **Executive Session:** Commissioner Grider made a motion to go into executive session at 4:58 pm with a second by Commissioner Criswell. 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 was called int the executive session at 6:17 pm. At 6:47 pm Commissioner Dixon 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.

10) **Adjourn:** The meeting was adjourned at 6:48 pm.

ATTEST:	BOARD OF ROOSEVELT COUNTY COMMISSIONERS
Mandi M. Park	Tina Dixon
County Clerk	Commission Chair

ROOSEVELT COUNTY CLERK SEAL

BOARD OF COUNTY COMMISSIONERS OFFICIAL SEAL ROOSEVELT COUNTY