

**AGENDA**  
**ROOSEVELT COUNTY BOARD OF COMMISSIONERS**  
**REGULAR BUSINESS MEETING**  
Tuesday, March 18, 2025 6:00 p.m.  
Roosevelt County Courthouse  
Commission Room  
109 E. First St.  
Portales, NM 88130



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Call Meeting to Order  
Invocation  
Pledge of Allegiance  
Salute to the Flag of New Mexico

**1. Approval of Agenda:**

**2. Approval of Minutes:**

Approve Minutes of February 18, 2025 meeting minutes

**3. Approval of Accounts Payable and Payroll:**

Payroll from Feb. 1, 2025 through Feb. 28, 2025

Accounts Payable from Feb. 1, 2025 through Feb. 28, 2025

**4. Informational Items:**

a. Presentation on restoration of Ethanol Plant project – Eduard Zaydman

b. Presentation on Heelstone Renewable Energy Wind Project – Aaqib Syed

c. Presentation of DG Sundale, LLC Project from NextEra Energy, Inc. in anticipation of a request for the County to issue Industrial Revenue Bonds to Support the project – Christine Hefferman/Peter Kelton

**5. Public Requests:**

At the Discretion of the Commission Chair. For information only (**No Action Can Be Taken**). All public comments will follow the 2023-02 Public Participation Resolution, and is limited to three (3) minutes.

**6. Elected Officials/Department Heads Reports:**

Clerks – Mandi Park

Sheriff – Javier Sanchez

Road – Juan Dominguez

Manager – Annette Kirk

Commissioners

**7. Old Business:**

a. Discussion and Consideration of Organizational Chart for IPRA from Administration to Clerk's office

**8. New Business:**

*The Commission may take action on any item listed.*

**Board of Finance Meeting**

a. Presentation of Investments– Layle Sanchez

b. Request for Approval of Arch Volunteer Firefighters Annual PERA Reporting – Chief Lang/Gemma Martin

c. Request for Approval of Milnesand Volunteer Firefighters Annual PERA Reporting – Chief Billbrey/Gemma Martin

d. Request for Approval of Disposal, Sale, Destruction of non-essential Firearms in the Sheriff's Office – Sheriff Sanchez

e. Request for Approval of the Submission of the FY25 Law Enforcement Protection Fund Application for the Sheriff's Office – Sheriff Sanchez

f. Request for Approval of Letters of Intent to the New Mexico Department of Transportation Regarding the FY26 Local Government Road Fund (LGRF) Project Applications – Juan Dominguez

**9. Resolutions – Ordinances – Proclamations:**

- a. Consideration of Resolution 2025-10 Establishing Double-Time Pay Rates for Overtime worked for Safer New Mexico Traffic Grants – Sheriff Sanchez
- b. Consideration of Resolution 2025-11 Sponsorship of a Transportation Project Fund and Project Match Commitments for Funding Application of Approximately Twenty-Seven and Three-Quarter Miles of Various Roosevelt County Rural Roadways – Juan Dominguez
- c. Consideration of Resolution 2025-12 2025 Annual Certified County Maintained Mileage – Juan Dominguez
- d. Consideration of Resolution 2025-13 FY25 Budget Adjustment for 3<sup>rd</sup> Quarter Fiscal Reports – Annette Kirk

**10. Media Communication**

**11. Executive Session:** Pursuant to 10-15-1 N.M.S.A. (1978) H (2) attorney-client privileged information pertaining to threatened or pending litigation, contracts and/or limited personnel matters pertaining to the County Manager, as needed. Any further action necessary as a result of the closed executive session

**12. Adjourn.**

**NEXT REGULAR COMMISSION MEETING --- Tuesday, April 1, 2025 at 9:00 a.m.  
Roosevelt County Courthouse Commission Room**

This is to certify that a copy of this agenda was emailed to local and regional media outlets, a copy was provided to the County Clerk's Office, and posted on the Roosevelt County website [www.rooseveltcounty.com](http://www.rooseveltcounty.com) by Saturday, March 15, 2025 by 5:00 p.m.

*Annette Kirk*

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Annette Kirk, County Manager

Members of the public unable to attend the meeting in person can view the meeting live on YouTube <https://www.youtube.com/channel/UC1bHckYttNQnmm6ymJhWaXQ> and a recording of the meeting will be saved as a public video and linked from the County's website following the public meeting.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact ADA Coordinator Johnny Montiel at 575.359.2869 at least one (1) day prior to the meeting or as soon as possible.