** COUNCIL MEETING**

**Wednesday, May 3, 2017**

**103 Water St. Elephant Butte, NM 87935**

**ACTION MINUTES**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Kent called the Meeting to order at 2:00pm, and Councilor Rogers led the Pledge of Allegiance.

**ROLL CALL**

Clerk Rieth called the roll.

Mayor Kent, Mayor Pro-Tem Skinner, Councilor Lafont, Councilor Trager and Councilor Rogers were all present.

Clerk Rieth declared a quorum was present.

Also in attendance were two members of the Press and fifteen members of the Public

**STATEMENT OF OPEN MEETINGS RESOLUTION AND THREE MINUTE LIMIT PER SPEAKER ON ALL ISSUES**

**PUBLIC COMMENT**

There was no public comment at this time.

**PRESENTATIONS**

1. Proclamation – American Legion Auxiliary Poppy Month Included for the Record
2. Proclamation – National Clerk Week Included for the Record

**APPROVAL OF AGENDA** –

**Councilor Rogers made a motion to approve the Agenda**

**Councilor Lafont seconded.**

**A Roll Call Vote was held:**

**Mayor Pro-Tem Skinner voted yes.**

**Councilor LaFont voted yes.**

**Councilor Rogers voted yes.**

**Councilor Trager voted yes.**

**Motion carried.**

**MAYOR AND COUNCIL REPORT**

Mayor Pro-Tem Skinner reported that there were numerous meeting the last couple of weeks. The Hospital Board members wanted it to be stated that the Board Members did get together to create a letter as per request. Mayor Kent, Mayor Green, and Mayor Pro-Tem Skinner made some revisions and the letter was delivered to Chairperson Warren Cross and a copy will be sent to the board. Also, the New Mexico tourism department will be doing a presentation, a Sharks Tanks presentation to be held May 10th at 10:05AM at the Hyatt. The regents will be judged on the presentation, and will report the outcome on the judgment of the presentation. Also, a Workforce Solutions meeting will be held in Deming, NM. A report will be given after the meeting.

Councilor Lafont had nothing to report at this time

Councilor Trager had nothing to report at this time

Councilor Rogers reported that the SCRDA Board Meeting had been changed from May 10, 2017 to May 17, 2017 same time and same location.

Mayor Kent announced that she is waiting for final paperwork for the Road Exchange for Rock Canyon Blvd, which was submitted for the exchange of Rock Canyon for the NM DOT to the City of Elephant Butte. The Final Signatures are in Santa Fe after being signed by Mayor Kent. A final word on the transfer should be received within the next couple of weeks. Golf Carts and ATV’s will be able to be driven on Rock Canyon once the transfer is complete. A conference call is scheduled for May 5th with Christy Tafoya with the State Parks, because there are several citizens that have approached Mayor Kent with the interest in having ATV capability on the State Park Land, the purpose of this call is to see if this issue can be approved for the weekenders who would like to come down and ride their ATV’s. The point made by citizens is “Farming Trucks can be on State Parks Land, why can’t ATV’s”. Conveyance of the Golf Course is moving along. The Liquor License has been approved, which means the bar at the Golf Course will be open the afternoon of May 3rd, but will be with the lease of License from Turtleback Mountain Properties until the complete transfer is made. The bar had to be closed for seven days while the lease was completed. Last weekend there was a tournament with no bar available so the tournament participants were disappointed that there was not going to be alcohol served. The Elephant Butte Inn applies for a Picnic License to be able to serve for that weekend, which was beneficial because participants were able to eat at the restaurant and have their drinks as well, which the outcome was money for the Bar/Restaurant. Progression is being made and things are looking better from a financial view. The restaurant proposal that was awarded has a target date of June 1st.

**Manager’s Report**

Manager Lucero is in Albuquerque for a Planning and Zoning Training. Clerk Rieth and Manager Lucero have been working hard on the budget. Manager Lucero will be meeting with Public Works Director Cole for Water and Wastewater Budge as well as with Chief Boone for Fire and EMS Budget. Manager Lucero’s goal with the budget is to tighten our belts. There have been many things going on that we need to keep in mind such as Golf Course and Lake Shore acquisitions and the impending Dam Site Project. As you know, revenues from the state have been declined for the last couple of years so we need to make sure that we can weather any storm that may appear. This year SCRDA went down to $11,000. We are working a number of cost saving measures. We are looking at getting the road grader, dump truck, and water truck from TMP. Public Works Director Cole has already had someone assess them and they will need some work which most of it is minor, overall they are in good condition. This addition will save the city $46,000 on just the road grading and repair contract for the year. Yes, we do have a person on staff who can operate all of this machinery. We also anticipate a cost saving on outsourcing other work such as water and sewer taps which cost us $2,400 a piece and other such items that we have been outsourcing, Please pay special attention to the bottom of page 4 of the general fund budget that Clerk Rieth distributed. In other news, we have received our completed contract for the highway, which will be filed with the county clerk this week. Waiting on work from DOT on the final awards of Michigan and Warm Springs, this will be worked into the budget. Manager Lucero has not heard anything else from the County on the minimum pool resolution, or when they would like to have that approved. Nor has Manager Lucero heard anything further on the issue with the Sheriff’s department and the proposed contract. Susan Raitt from Spaceport America contacted Mayor Pro-Tem Skinner requesting information on Hoteliers in T or C or Elephant Butte that will have vacancies on June 19th through the 25th, and is requesting that Hoteliers contact Susan Raitt directly with rates, availability, and contact information.

**Clerk-Treasurer’s Report**

Clerk Rieth reported that the Clerk’s office received $540 grant reimbursement for CPO Training for Deputy Clerk Apodaca, which we are working on getting Deputy Clerk Apodaca as a secondary so if Clerk Rieth is out of the office there will a Procurement Officer present . A GRT trend chart has been included for the record. Manager Lucero had a great idea to streamline the Utility Billing process by moving from the traditional format to a postcard bill, which would save approximately $1,152.00 per year. Clerk Rieth would like to request that the money saved be allocated toward sending the Utility Clerk along with the Deputy Clerk and City Clerk through the Clerk’s training program, which is approximately an equivalent expense, and would provide some very valuable and much needed training.

**Chamber Report**

The Chamber lost a few officers and had a hard time filling those posts. As a result of that the Lodger’s Tax entry date was missed. Had the Chamber been more focused the deadline would not have passed them. Election process will start this month. Highly encourage people to step up and run for these positions. Those position need to be filled and none of the interim are planning on running for those positions. Quarterly reports will be filed regularly again there was a delay because of the turn overs and lack of focus. Mayor Kent asked the Chamber that they advertise a little more so people are more aware of what is needed and expected from any wanting to get involved in the Chambers.

**CONSENT ITEMS**

**Councilor Rogers made a motion to approve the Consent Items: Approval of Regular Meeting Minutes; April 19, 2017; Acknowledgement of FY 16-17 3rd Quarter report. ; Councilor Lafont seconded**

**A Roll Call Vote was held:**

**Councilor Trager voted yes.**

**Councilor Rogers voted yes.**

**Councilor LaFont voted yes.**

**Mayor Pro-Tem Skinner voted yes.**

**Motion carried.**

**REGULAR ITEMS**

Clerk Rieth presented the summary sheet for RFP 16-17-002 Sierra Del Rio Golf Cart Lease which is included for the Record. Bid opening was held on April 29th at 2:00PM. Which was a three person evaluating committee to evaluate three submittals two which were from Masek Rocky Mountain Golf Cars out of Albuquerque for two different carts one was a 2017 Yamaha QuieTech EFI and the other was a 2017 Yamaha Drive Two. The third was from Eric Eggleston PGA out of Ruidoso which was a Club Car Precedent i2. The recommendation from the committee after everything was taken into consideration goes to Masek Rocky Mountain Golf Cars for the 2017 Yamaha QuieTeck EFI. The Mayor stated that if the Golf Course is leased then the license of the lease of Golf Carts would have to transferred to the new management if the Golf Course is leased would there be a penalty if the lease is the broken. This possible transfer of lease was taken into consideration as well. A public comment was to leave the electric chargers framework option open for future if needed.

**Mayor Pro-Tem Skinner made a motion to approve** **Recommendation of Award; RFP 16-17-002 Sierra Del Rio Golf Cart Lease; Councilor Lafont seconded**

Clerk Rieth reported on a report that was included for the record. Manager Lucero has really tightened the belt and really brought down the deficit from the General Fund. Last year expenditures were more than revenue. GRT is still low even though we are at our highest point. The General Fund has been taking a dive. This is just a Preliminary discussion of Budget. Some office supplies will be put in the General Fund and so the Clerk’s office will purchase all supplies and bill each department for supplies for needed. This will also be the same for postage.

**EXECUTIVE SESSION**

**At 2:54pm, Councilor Rogers made a motion to go into Executive Session to discuss NMSA 1978 10-15-1(H)(8) purchase, acquisition or disposition of real property of water rights by the public body: Turtleback Mountain Properties**

**Councilor Lafont seconded.**

**A Roll Call Vote was held:**

**Mayor Pro-Tem Skinner voted yes.**

**Councilor LaFont voted yes.**

**Councilor Rogers voted yes.**

**Councilor Trager voted yes.**

**Motion carried.**

**Council came out of executive session at 4:24pm.**

Councilor Lafont certified that only matters on the agenda had been discussed, no decisions had been made, and no action had been taken.

**ADJOURNMENT:**

**Councilor Rogers made a motion to adjourn.**

**Councilor Lafont seconded.**

**Meeting adjourned at 4:37pm.**

*Minutes approved and adopted at the Regular meeting of the City Council on:*

*May 17, 2017*

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Melissa Apodaca, Deputy Clerk

Attest:

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Karen Rieth, CMC

 Clerk-Treasurer