



**NOTICE OF CITY OF ELEPHANT BUTTE
REGULAR CITY COUNCIL MEETING - OPEN TO THE PUBLIC**

Tuesday, July 30, 2019

Municipal Building, 103 Water St. Elephant Butte, NM 87935

**Special Meeting
Minutes**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Pro-tem Trager called the meeting to order. Councilor LaFont led the pledge.

2. ROLL CALL

City Clerk-Treasurer Rani Bush called roll.

Mayor Pro-Tem Edna Trager - Present

Councilor Gerald LaFont- Present

Councilor Kim Skinner – Present via phone

Councilor Travis Atwell – Present

City Clerk-Treasurer Rani Bush declared there was a quorum present.

**3. STATEMENT OF OPEN MEETINGS RESOLUTION & 3 MINUTE LIMIT PER
SPEAKER ON ALL ISSUES**

4. PUBLIC COMMENT – None

5. APPROVAL OF AGENDA - Council Declaration of Conflict of Interest

Councilor LaFont made a motion to approve the agenda. Councilor Atwell seconded. 4-0. Motion Carried.

6. CONSENT ITEMS (Roll Call Vote)

a. Approval of Meeting Minutes, July 10, 2019

Mayor Pro-tem Trager stated that the meeting minutes from July 10, 2019 would be tabled at this meeting due to a request for more information to be provided. The minutes from July 10, 2019 will be on the agenda for August 7, 2019.

7. REGULAR ITEMS

a. Discussion/Possible Action: Resolution 19-20-101 Final Quarter Financial Report Year Ending 2018-2019

City Clerk-Treasurer Rani Bush began the discussion by stating this resolution needed passed by this meeting, July 30, 2019 to be able to submit it by the end of the month. It was explained by City Clerk-Treasurer Bush explained that in prior years there were actual report sheets that would need to be turned into the state and now it can all be submitted on a excel spreadsheet. An income statement and a balance sheet were provided to each of the Councilors for their review of the third quarter as well as a fund summary page. City Clerk-Treasurer Bush explained that there were some adjustments to the budget this quarter as some funds had been combined with others to streamline the financial reporting. City Clerk-Treasurer Bush explained which funds she had combined and where the Councilors could find this information on their provided packets. Michael Steininger has been working closely with the City Clerk-Treasurer Bush to establish this coming fiscal year's budget and help clean up the prior year's budget. It was mentioned that there is still clean-up going on in the financial/budget area for the previous year due to mislabeled funds and funds being distributed to incorrect line items. City Clerk-Treasurer Bush stated that Michael Steininger will be coming to the City of Elephant Butte the end of August to assist her some more. There is also an accounting firm that is assisting the City of Elephant Butte correct the financial books.

Mayor Pro-tem Trager had a question in regards to the financials for Sierra del Rio as it was stating Sierra del Rio was going into fiscal year 20 with a 0-fund amount. City Clerk-Treasurer Bush clarified that, no, this is not the case that the funds for Sierra del Rio were taken from the General Fund.

Councilor Atwell brought up the question as to why the City has not received property tax as per the report that was presented to the Councilors. City Clerk-Treasurer Bush did clarify that it has been received, but due to how the line items within our software is coded it is not showing correctly. Mayor Pro-tem Trager assured the Council that she is working with the City Clerk-Treasurer Bush to get these issues solved with the software company.

Councilor LaFont made a motion to approve Resolution 19-20-101 Final Quarter Financial Report Year Ending 2018-2019. Councilor Skinner seconded. 4-0. Motion Carried.

- b. Discussion/Possible Action: Removing David DuVall from the City of Elephant Butte's signature cards at First Savings Bank.

Councilor LaFont made a motion to remove David DuVall from the City of Elephant Butte's signature cards at First Savings Bank. Councilor Atwell seconded. 4-0. Motion Carried

- c. Discussion/Possible Action: Adding Kim Skinner to the City of Elephant Butte's signature cards at First Savings Bank.

Councilor LaFont made a motion to add Kim Skinner to the City of Elephant Butte's signature cards at First Savings Bank. Councilor Atwell seconded. 4-0. Motion Carried.

8. EXECUTIVE SESSION- None

9. ADJOURNMENT

Councilor LaFont made a motion to adjourn. Councilor Atwell seconded. 4-0. Motion Carried.

Minutes approved and adopted at the City Council Meeting on August 7th, 2019.



Rani Bush
City Clerk-Treasurer