

**NOTICE OF CITY OF ELEPHANT BUTTE
SPECIAL CITY COUNCIL MEETING
103 Water Avenue, Elephant Butte, NM 87935
Monday July 29, 2024 – 4:00PM**

Minutes*

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Pro Tem Skinner called the meeting to order, and Councilor Harmon led the pledge of allegiance.

2. ROLL CALL

Mayor Phillip Mortensen – Present by Phone
Mayor Pro Tem Kim Skinner – Present
Councilor Cathy Harmon – Present
Councilor Michael Williams – Present
Councilor Skylar Arnold – Present by Phone

City Manager Janet Porter-Carrejo conducted a roll call and declared a quorum.

3. APPROVAL OF AGENDA – Council Declaration of Conflict of Interest

Councilor Harmon made a motion to approve the agenda as submitted. Councilor Williams seconded the motion. 4-0.

City Manager Porter-Carrejo conducted a roll call vote.

Mayor Pro Tem Skinner – Yes
Councilor Harmon – Yes
Councilor Williams – Yes
Councilor Arnold – Yes
Motion Carried.

4. PUBLIC COMMENT

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

Public comments can be made in person, by phone or given to the City Clerk by email (cityclerk@cityofeb.com) before the meeting.

None Submitted.

5. REGULAR ITEMS (DISCUSSION POSSIBLE ACTION)

a. Discussion/Possible Action: Resolution 24-25-105 BAR #1 for FY2023-2024

Mayor Pro Tem Skinner introduced the item and asked the council if there was any discussion on this item. Javier Machuca introduced this matter and detailed the adjustments needed. Machuca directed the Mayor Pro Tem and Council to the Budget Summary Report that was provided to them for an overview of the accounts and the activity for FY23-24. Machuca

noted that the General Fund will reflect being \$500,000.00 short due to the adjustments that were needed to be made. Machuca stated that now that all adjustments have been made within the software system, reporting monthly to the council will reflect in the same way each month with no confusion to the council or staff.

Councilor Williams made a motion to approve the Resolution 24-25-105 BAR #1 for FY2023-2024. Councilor Harmon seconded the motion. 4-0.

City Manager Porter-Carrejo conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Williams– Yes

Councilor Arnold – Yes

Motion Carried.

- b. Discussion/Possible Action: Resolution 24-25-106 Final Budget Adoption FY2024-2025

Mayor Pro Tem Skinner had a draft copy of the agenda that had item “4th Quarter Report Resolution 24-25-106” and asked for clarification on this item.

Janet Porter-Carrejo stated that there was no resolution for the 4th Quarter Report. Javier Machuca stated that per DFA standards there is no need for a resolution for the 4th Quarter. Javier Machuca stated that all reporting is up to date, 2nd Quarter, and 3rd Quarter have been submitted.

Mayor Pro Tem Skinner asked for a motion to approve the submittal of the 4th Quarter Report to DFA. Councilor Harmon made a motion to submit the 4th Quarter Report to DFA. Councilor Williams seconded the motion. 4-0.

City Manager Porter-Carrejo conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Williams– Yes

Councilor Arnold – Yes

Motion Carried.

Javier Machuca introduced the Final Budget Adoption for FY2024-2025 to the Mayor Pro Tem and Council. Machuca went over the final budget with the Council and how he and Janet Porter-Carrejo came up with the final numbers to create this budget. Mayor Pro Tem Skinner asked if going forward there will be monthly Budget v. Detail Reports provided to the council.

No Questions from Council.

Councilor Harmon made a motion to approve Resolution 24-25-106 Final Budget Adoption FY2024-2025. Councilor Arnold seconded the motion. 4-0.

City Manager Porter-Carrejo conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Williams– Yes

Councilor Arnold – Yes
Motion Carried.

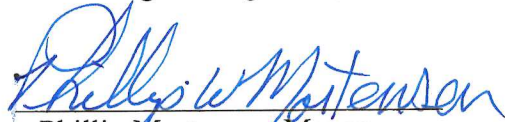
6. MAYOR AND COUNCIL REPORTS/COMMENTS

No Reports.

7. ADJOURNMENT

Mayor Pro Tem Skinner adjourned the meeting.

Minutes approved and adopted at the City Council meeting on August 21, 2024.


Phillip Mortensen, Mayor

ATTEST:


Lindsey Cobleigh, City Clerk



