



**NOTICE OF CITY OF ELEPHANT BUTTE
CITY COUNCIL MEETING**
103 Water Avenue, Elephant Butte, NM 87935
Wednesday, June 10, 2026 – 2:00PM

Minutes*

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Holcomb called the meeting to order, and Councilor Harmon led the pledge of allegiance.

2. ROLL CALL

Mayor Richard Holcomb – Present
Mayor Pro Tem Kim Skinner – Present
Councilor Cathy Harmon – Present
Councilor Michael Williams – Present
Councilor Skylar Arnold – Present

City Clerk Cobleigh conducted a roll call and declared a quorum.

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

Mayor Holcomb made the recommendation to remove item 8e from the agenda.

Councilor Williams made a motion to approve the agenda, accepting the recommendation to remove item 8e. Mayor Pro Tem Skinner seconded the motion. 4-0.

City Clerk Cobleigh 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 (l.cobleigh@cityofebnm.gov) before the meeting.

None Submitted.

5. CONSENT ITEMS

a. Regular City Council Minutes May 13, 2026

Councilor Williams made a motion to approve with minutes with one amendment; clarify there are no fees for using ACH draft regarding the upcoming credit card fee. Mayor Pro Tem Skinner seconded the motion. 4-0.

City Clerk Cobleigh conducted a roll call vote.

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

- b. Special City Council Minutes May 20, 2026
 - c. Special City Council Minutes June 3, 2026
- Councilor Williams** made a motion to approve items 5a and 5b as presented. Mayor Pro Tem Skinner seconded the motion. 4-0.
- City Clerk Cobleigh** conducted a roll call vote.
- Mayor Pro Tem Skinner – Yes
 Councilor Harmon – Yes
 Councilor Williams – Yes
 Councilor Arnold – Yes
 Motion Carried.

6. PRESENTATIONS

- a. Sierra County Sheriff's Office – Sheriff Joshua Baker
Sheriff Baker reported there were 9 criminal incidents last month. There was a total of 131 patrol hours last month with it being an uneventful Memorial Day Weekend. Sheriff Baker noted that he will be working on a press release regarding aerial fireworks and creating public awareness. Sheriff Baker asked for the City's help on creating awareness as well. Sheriff Baker stated he met with the City of TorC and Laura Whiteside on Animal Control Officer. Sheriff Baker stated he will be amending his contract and MOU.
 Mayor Holcomb asked what are the options we have to address the fireworks situation? Sheriff Baker stated that his stance is to show up educate folks on the codes and ordinances in place and issue a citation on the second offense. Mayor Holcomb asked what the fine on that would be. Sheriff Baker looked to City Clerk Cobleigh who stated the code reference for fines is §10.99. Sheriff Baker stated the best thing we can do is partner with local businesses to push the information out as much as possible.
- b. Bohannon Huston
Eric Hamilton addressed the mayor and council with current project updates.
 Colonias Funding – application for wastewater phase 4c was submitted on March 3, 2026. This would extend services to 4-5 streets. Awarded \$410,000.00, offer letter to be received by June 30, 2026.
 LGRF MAP – Application submitted on March 11, 2026, for \$900,000.00 for the Rock Canyon Road drainage project. No update.
 Cooperative Road Fund Project – This application was for \$187,000.00, 75% grant with a 25% match. The match can be done with in-kind work rather than a match.
 Mayor Pro Tem Skinner asked about the request on Colonias as it was \$7million and we were only awarded \$410,000.00. Hamilton stated that this award was for the design phase this year from the original \$5million requested.
 NMDOT TPF – This project is a 95% grant and 5% match this would be for the planning and design of Country Club Blvd.

7. APPOINTMENT

- a. Zoning Commission – Fulltime Commissioner Seat
 Mayor Holcomb made the recommendation to appoint Debbie Martin to the Zoning Commission as a full-time commissioner seat.
Councilor Williams made a motion to approve Debbie Martin in the full-time Zoning Commissioner seat. Mayor Pro Tem Skinner seconded the motion. 4-0.
City Clerk Cobleigh conducted a roll call vote.
 Mayor Pro Tem Skinner – Yes
 Councilor Harmon – Yes

Councilor Williams – Yes
Councilor Arnold – Yes
Motion Carried.

8. REGULAR ITEMS (DISCUSSION POSSIBLE ACTION)

- a. Discussion/Possible Action: Resolution 25-26-132 Credit Card Fees

City Treasurer, Laura Whiteside, presented this item to the mayor and council for approval. This had been discussed at the previous meeting. The City of Elephant Butte will now be passing on the 3% fee to customers rather than absorbing the fees.

Councilor Williams made a motion to approve the agenda with an amendment; section 5 to include Cash, Check, and ACH. Mayor Pro Tem Skinner seconded the motion. 4-0.

City Clerk Cobleigh 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 25-26-133 ICIP FY2028-2032

Mayor Pro Tem Skinner suggested combining Country Club under City Streets, add 4 & 5 together and moving Public Works to 5.

Councilor Williams made a motion to approve Resolution 25-26-133 ICIP FY2028-2032 with amendments noted by Mayor Pro Tem Skinner. Mayor Pro Tem Skinner seconded the motion. 4-0.

City Clerk Cobleigh conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Williams – Yes

Councilor Arnold – Yes

Motion Carried.

- c. Discussion/Possible Action: Resolution 25-26-134 Hazard Mitigation Action Plan

Chief Long presented this item to the mayor and council for review and approval. Chief Long stated that this plan will open both the city and the fire department up to more grant funding including federal funding.

Councilor Williams made a motion to approve Resolution 25-26-134 Hazard Mitigation Action Plan. Mayor Pro Tem Skinner seconded the motion. 4-0.

City Clerk Cobleigh conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Williams – Yes

Councilor Arnold – Yes

Motion Carried.

- d. Discussion: Amendments to Interim Budget

City Treasurer, Laura Whiteside, provided the council with a copy of the interim budget with amendments to it. Whiteside noted that the amendments are highlighted in blue to include; FICA, workers comp, cannabis fund, and fund 217 for events.

No action required.

- ~~e. Discussion/Possible Action: MOU with Sierra County Floodplain Regulation Management~~

9. CITY STAFF REPORTS

a. Discussion of Department Reports

Public Works

David Smith updated the mayor and council on receiving the certificate of occupancy on the public event bathrooms located at 102 Water Avenue. Smith stated the public works department has begun an easement cleanup project to clear out overgrowth. This is in preparation for monsoon season. Smith stated he is in the process of using equipment funds on road equipment before the end of FY25-26.

Mayor Holcomb asked where he was at with the removal of the trailer in Mescal. Smith stated he is waiting on a quote from Bartoo to remove the trailer, should have the quote by the end of June. The crew has been working on the second lot in the meantime.

Fire Department

Chief Long reported to the mayor and council that there was a total of 31 calls for service during the last month; 27 EMS, 2 Fire, and 2 motor vehicle accidents. Chief Long reported that during the Memorial Day Weekend the Fire Department stage with Sierra Vista Hospital and gave away 350 lifejackets that were obtained through grant funding. Chief Long reported that work has begun on the water project at 45 Underwood. Chief Long stated there was one call over the Memorial Day Weekend. Chief Long stated he is working on updating the agreement with SVH as the current one is outdated.

No Questions.

Land Use

Rachel Black presented her written report to the mayor and council. There were four permits issued for the last month. Black stated she has been taking on other roles within the office lately as well as working land use.

No Questions.

Code Enforcement

Lindsey Cobleigh presented her written report to the mayor and council. Cobleigh went over some of the reports that came in over the Memorial Day Weekend which included fireworks and reports of trucks parking on the walking path along Rock Canyon Road.

Mayor Holcomb asked if the city should place no parking signs along the walking path. Cobleigh reminded the council and staff that our walking path is at times an entrance to businesses and cannot be blocked or impeded by signage. David Smith suggested he could stencil "No Parking" along the walking path before the next big weekend to cut down on the confusion.

Clerk Report

Lindsey Cobleigh presented a written report to the mayor and council on everything she has been working on for the clerk's office lately. Cobleigh reported that she had sent out a total of 176 business registration renewals on May 27, 2026. So far there have been 50 renewals received back in office. Cobleigh stated she is actively working on the asset inventory for the NMSIF which will be for the FY27-28 year. Cobleigh is working with Systems MD on a file merge project taking the city from Dropbox to SharePoint. Cobleigh requested approval to bring an amended community center rental agreement back to the council to add a weekend rental rate. Cobleigh stated she had done a review on the businesses subject to Lodgers' tax and found there were two that were delinquent in filing records with the city, both have been contacted. Cobleigh let the council know she will be drafting a request for destruction of obsolete computers.

No Questions.

Treasurers Report

Laura Whiteside presented a written report to the mayor and council. Councilor Williams had a question regarding a charge on the fifth page of the report, Whiteside clarified it is for employee health insurance. Councilor Williams had questions regarding two other transactions that were both for the fire department, one was the salto electronic locks that were installed at all the stations and two was the fire fighting foam for the trucks.

Interim City Manager

Laura Whiteside presented a report to the mayor and council. Whiteside reported that the audit is very close to completion. Has been working with DFA on expending \$39,000.00 for the paving project at the community center before end of fiscal year. Whiteside noted that with the approval of the credit card fee resolution this will save the city approximately \$38,000.00 annually. The RFQ for Engineering Services was issued and closes on July 10, 2026. Whiteside stated she met with the NMML regarding the water trust board grants and will be working with both TorC and State Parks on funding. Cancelled the RFP for the EBFD Pumping Station as the requests came in over budget. The project has until December 31, 2026, to expend the funds. Attended the 5:01pm party hosted by the Elephant Butte Chamber of Commerce, it was hosted at Zia Kayak. Councilor Williams asked when the council will receive the MOU for the animal control contract. Whiteside stated she is waiting on clarification on the pricing of the call outs. Whiteside stated that the new MOU amount would be around \$12,000.00 + \$200.00 per call out/animal pick up.

10. EXECUTIVE SESSION

- a. Discussion of limited personnel matters – closed pursuant to NMSA 1978, Section 10-15-1(H)(2) –*City Manager's Office*
- b. Closed pursuant to NMSA 1978, Section 10-15-1(H)(7) to discuss pending litigation – *Mascaro Saavedra v. COEB, Bachicha v. COEB.*
- c. Closed pursuant to NMSA 1978, Section 10-15-1(H)(8) for discussion of the purchase, acquisition, or disposal of real property.

Councilor Williams made a motion to enter an executive session for Executive Session item 10a, 10b, and 10c. Mayor Pro Tem Skinner seconded the motion. 4-0.

City Clerk Cobleigh conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Williams – Yes

Councilor Arnold – Yes

Motion Carried.

All attendees by Zoom were removed and placed into the waiting room.

Mayor Pro Tem Skinner made a disclosure statement that there was no discussion of items other than the discussion of item 10a, 10b, and 10c.

11. ACTION

- a. Action required following discussion of limited personnel matters –pursuant to NMSA 1978, Section 10-15-1(H)(2) *City Manager's Office*
No Action
- b. Action required following discussion pursuant to NMSA 1978, Section 10-15-1(H)(7) to discuss pending litigation – *Mascaro Saavedra v. COEB, Bachicha v. COEB.*
No Action
- c. Action required following discussion closed pursuant to NMSA 1978, Section 10-15-1(H)(8) for discussion of the purchase, acquisition, or disposal of real property
No Action

12. MAYOR AND COUNCIL REPORTS/COMMENTS

Mayor Holcomb stated he had drafted a monthly updated to be placed on the website.

Councilor Arnold updated the council, staff, and public of the upcoming 4th of July Event located at the city event grounds. There will be vendors, food trucks, car show, and a DJ. This event will be from 9-5.

Councilor Williams reported he has the SCRDA meeting next week.

Councilor Harmon reported that the TPF meeting went well regarding Country Club. SCCOG meeting in Vado in two weeks.

Mayor Pro Tem Skinner stated she had attended a couple meetings, the workforce board and Spaceport Authority Tax District Board.

13. ADJOURNMENT

Mayor Holcomb adjourned the meeting.

Minutes approved and adopted at the City Council meeting on July 8, 2026



Richard Holcomb
Richard Holcomb, Mayor

ATTEST:

Lindsey Cobleigh
Lindsey Cobleigh, City Clerk