



BENNY L. JASSO, MAYOR

AARON SERA, ADMINISTRATOR

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POPULATION 14,000

# CITY COUNCIL MEETING

## AGENDA

### July 26, 2023

### 10:00 A.M.

*You may dial in 10-15 minutes before the meeting begins.*

Please join the meeting from your computer, tablet or smartphone.

<https://meet.goto.com/CityofDeming>

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3119](tel:+13127573119)

Access Code: 595-334-189

Password: 595334189

## CALL TO ORDER/PLEDGE OF ALLEGIANCE/ATTENDANCE ROLL CALL

1. Ratification of Physical Inventory for Fiscal Year 2023
2. Resolution to approve the FY 23 Final Quarter Financial Report
3. Resolution to approve the FY 23 Final Budget Adjustments
4. Resolution to approve the FY 24 Final Budget
5. Intent to Adopt Solar Energy as Additional Source of Power for City of Deming Power Consumption
6. Public Hearing: To Consider an Ordinance Regarding the Sale of City Property to Butterfield Trail Ranch, LLC
7. Adjourn Meeting

*The next regular City Council Meeting is scheduled for August 15, 2023, at 5:30 p.m.*

# CITY COUNCIL SPECIAL MEETING MINUTES July 26, 2023

**Council Present:**

Monica Topham, Mayor Pro Tem                      Joe "Butter" Milo, Councilor  
Irmalsela "Irma" A. Rodriguez, Councilor

**Council Absent:** Benny L. Jasso, Mayor                      Alex Valdespino, Councilor

**Staff Present:** Aaron Sera, Administrator                      Clint Hogan, Chief of Police  
Laura Holguin, Finance Director/Treasurer                      Jim Massengill, Public Works Director  
Azucena Vargas, Community Services Director                      Jose Montoya, Police Patrol Captain  
Adrian Coloma, IT                      Amanda Sanders, Public Relations Officer  
Cassie Ward, Economic Development Coordinator                      Andrea Alonzo, Human Services Director  
Jeremy Garvis, Special Projects Coordinator

**Recording Secretary:** Mary Jo Valdez, CMC, Municipal Clerk

Mayor Pro Tem Topham called the meeting to order at 10:01 a.m. and led the Pledge of Allegiance.

A ROLL CALL was conducted to verify a quorum:

Councilor Milo	Present
Councilor Rodriguez	Present
Mayor Pro Tem Topham	Present

Ms. Valdez noted those absent are Mayor Benny L. Jasso and Councilor Alex Valdespino; a quorum is confirmed.

## **1. Ratification of Physical Inventory for Fiscal Year 2023**

Ms. Holguin addressed Council and read a memorandum into the record, requesting Council's ratification to complete all requirements of the City's inventory certification process.

Councilor Rodriguez made the motion to ratify the physical inventory for the fiscal year of 2023, as presented; second by Councilor Milo; motion carried by the following roll call vote:

ROLL CALL VOTE:	
Councilor Rodriguez	Aye
Councilor Milo	Aye
Mayor Pro Tem Topham	Aye

**2. Resolution: To Approve the FY23 Final Quarter Financial Report**

Ms. Holguin read the resolution for the record and explained that the report reflect the actual figures for fiscal year 2023. Ms. Holguin placed an emphasis on the ending cash; noting that cannabis tax received was \$89,000; Gross Receipts Tax was a total of \$16 million; noting also on page 1, fund 27000 stating that it is a special fund which was created and that there hasn't been a decision made on what it will be expended on.

Mayor Pro Tem Topham asked Council if they had any questions of if they were prepared to make a motion.

Councilor Rodriguez made a motion to approve the resolution, as submitted; motion second by Councilor Milo; motion carried by the following roll call vote:

ROLL CALL VOTE:

Councilor Rodriguez	Aye
Councilor Milo	Aye
Mayor Pro Tem Topham	Aye

**3. Resolution: To Approve the FY 23 Final Budget Adjustments**

Ms. Holguin read the resolution for the record and explained that she keeps the City's budget the same and if there is a need to adjust, funds are moved between line items, if possible. Ms. Holguin stated that line item transfers do not require approval all changes are presented at fiscal year end for the consideration of approval.

Ms. Holguin highlighted the gas fund on page 7, stating that the adjustment was due to the City absorbing the elevated gas bill costs for city residents.

Mayor Pro Tem Topham asked if Council had any questions or if they were prepared to make a motion.

Councilor Milo motioned to approve the resolution approving the final budget adjustments for FY23, as presented; motion second by Councilor Rodriguez; motion carried by the following roll call vote:

ROLL CALL VOTE

Councilor Milo	Aye
Councilor Rodriguez	Aye
Mayor Pro Tem Topham	Aye



#### 4. **Resolution: To Approve the FY24 Final Budget**

Ms. Holguin read the resolution for the record and presented the budget recap for council. Ms. Holguin reminded council that the budget includes the items that were reviewed during the budget workshop. Ms. Holguin discussed the decreases and increases in funds with an emphasis on the following funds:

There was an increase in transfers out from the general fund to EDC under community building, due to beginning cash balance at year end; transfer of \$100,000.00 to airport, due to cash balance; and addition of \$200,000 for land acquisition in the executive budget; decrease of \$250,000 on water park detail as it was completed in FY 23; increase of \$5,000 for police overtime for driving tests; an increase for full time positions by \$330,952 for the difference in cash balance in the American Rescue Act Fund, this would be the final year; and an increase of \$200,000 for lighting at the Kmart building.

Mayor Pro Tem Topham asked if Council had any questions or if they were prepared to make a motion.

Councilor Rodriguez motioned to approve the resolution approving the final budget for fiscal year 2024, as presented; motion second by Councilor Milo;

Mr. Sera asked Council to also approve that the Mayor and City Administrator have the authority to sign all necessary documents to purchase property approved within the proposed budget.

Councilor Rodriguez made a friendly amendment to her motion, to add that the Mayor and City Administrator be authorized to sign all necessary documents related to the purchase of property included within the presented budget; friendly amendment second by Councilor Milo; motion carried by the following roll call vote:

##### ROLL CALL VOTE

Councilor Milo	Aye
Councilor Rodriguez	Aye
Mayor Pro Tem Topham	Aye

#### 5. **Intent to Adopt Solar Energy as Additional Source of Power for City of Deming Power Consumption**

Mr. Sera explained that the proposed letter is to express the intent that the city is interested in obtaining solar power as an additional source of power for city owned properties. Mr. Sera stated that the letter will be sent to a consultant company that will find vendors to get funded in doing so.

Mayor Pro Tem Topham asked if Council had any questions or if they were prepared to make a motion.

Councilor Milo motioned to approve the letter of intent, as presented; motion second by Councilor Rodriguez; motion carried by the following roll call vote:

##### ROLL CALL VOTE

Councilor Rodriguez	Aye
Councilor Milo	Aye
Mayor Pro Tem Topham	Aye

**6. Public Hearing: To Consider an Ordinance Regarding the Sale of City Property to Butterfield Trail Ranch, LLC**

Mr. Sera noted that Ms. Valdez informed him that the hearing requires the attendance of all council members and since there all are not in attendance, he requested that council postpone the ordinance until the next meeting.

Mayor Pro Tem Topham asked if Council had any questions or if they were prepared to make a motion.

Councilor Milo motioned to postpone the public hearing until the next meeting; motion second by Councilor Rodriguez; motion carried by the following roll call vote:

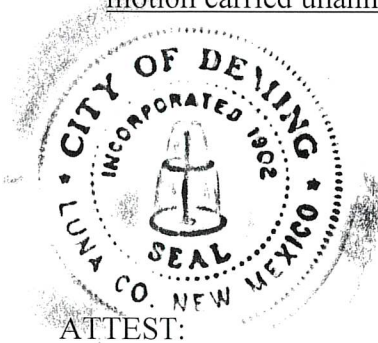
ROLL CALL VOTE

Councilor Milo	Aye
Councilor Rodriguez	Aye
Mayor Pro Tem Topham	Aye

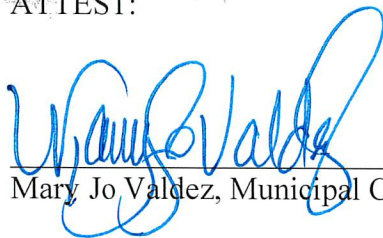
**7. Adjourn Meeting**

With no further business to discuss, Mayor Pro Tem Topham entertained a motion to adjourn the meeting.

Councilor Milo motioned to adjourn the meeting; Councilor Rodriguez second the motion; motion carried unanimously. The meeting adjourned at 10:21 a.m.



ATTEST:

  
Mary Jo Valdez, Municipal Clerk

**CITY OF DEMING, NEW MEXICO**

  
Benny L. Jasso, Mayor