



**City of Saxman  
Finance  
August 16, 2022  
4:00 PM**

## **MINUTES**

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### **Call to Order**

*Mayor Seludo called the meeting to order at 4:08 PM.*

### **Roll Call**

#### **PRESENT**

Mayor Frank Seludo  
Vice Mayor Billy Joe Thomas  
Committee Member Woody Watson  
Committee Member Rick Makua  
Committee Member Denny Blair  
Committee Member Norman Natkong Sr.  
Committee Member Gabriella Blair - Telephonically

### **Public Comments**

There were no public comments.

### **FY23 Financials**

*A motion was made to recommend to the City Council approving July Financials. Motion Passed.*

Motion made by Committee Member Watson, Seconded by Committee Member Makua.  
Voting Yea: Mayor Seludo, Vice Mayor Thomas, Committee Member Watson, Committee Member Makua, Committee Member Blair, Committee Member Natkong Sr., Committee Member Blair

1. July General Fund Financials  
Background: Presentation of the General Fund Financials.
2. July Water and Sewer Financials  
Background: Presentation of the Water and Sewer Financials.
3. July Seaport Financials  
Background: Presentation of the Seaport Financials.

4. July Cash Accounts

Background: Presentation of the Cash Accounts.

5. File Hold Record Management Software

Background: Currently the City keeps all paper records. This is time consuming and takes up a lot of space. It also makes it difficult to find records and dispose of records according to the retention schedule. If the City invests in file management software it will make a dramatic change in the ease of access, timely filing, and timely disposal of all city records. The Clerk has investigated several options and finds this company to be the best quote with the easiest program.

*A motion was made to recommend to the Council to approve the spending for the File Hold Record Management Software and to bring it to the Regular Council Meeting on August 17, 2022.*

*Motion Passes.*

Motion made by Committee Member Watson, Seconded by Committee Member Makua.

Voting Yea: Mayor Seludo, Vice Mayor Thomas, Committee Member Watson, Committee Member Makua, Committee Member Blair, Committee Member Natkong Sr., Committee Member Blair

The City Administrator will work on the budget and ensure it gets to the budget mod.

## **Adjournment**

*A motion was made to adjourn the meeting. Motion Passed.*

Motion made by Committee Member Watson, Seconded by Committee Member Makua.  
Voting Yea: Mayor Seludo, Vice Mayor Thomas, Committee Member Watson, Committee Member Makua, Committee Member Blair, Committee Member Natkong Sr., Committee Member Blair

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Frank H. Seludo, Mayor

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Lori Richmond, City Clerk