

**LINKED MINUTES OF SPECIAL MEETING OF THE CITY COUNCIL OF THE
CITY OF CARLSBAD, NEW MEXICO, HELD IN THE MUNICIPAL BUILDING
ON MARCH 26, 2010 AT 8:00 A.M.**

Present:	Dale Janway	Mayor
	Sandra K. Nunley	Councilor
	Richard Graves, Jr.	Councilor
	Judith E. Waters	Councilor
	Richard Doss	Councilor
	Fred Woody	Councilor
Absent:	Paul C. Aguilar	Councilor
	Nick G. Salcido	Councilor
	Wesley Carter	Councilor
Also Present:	Harry Burgess	City Administrator
	Eileen P. Riordan	City Attorney
	Amanda J. Asbury	City Clerk

Time Stamps and headings below correspond to recording of meeting and the recording is hereby made a part of the official record.

0:00:00 **Call Meeting to Order**

Due to technical difficulties there will not be an audio recording to go along with the written minutes.

1. APPROVAL OF AGENDA

Motion to approve the Agenda

The motion was made by Councilman Woody and seconded by Councilman Doss to approve the March 26, 2010 Agenda.

Vote

The vote was as follows: Yes – Doss, Graves, Nunley, Waters, Woody; No – None; Absent – Aguilar, Carter, Salcido. The motion carried.

2. DISCUSSION AND PRESENTATION OF CITY OPERATIONS BY DEPARTMENT DIRECTORS

A. Fire Department

Chief Reynolds introduced himself and his staff. He then gave an overview of the Fire Department including:

- ❖ Structure
- ❖ Operations
- ❖ Training
- ❖ Facilities
- ❖ Special Teams

B. Human Resources

Scot Bendixsen, Personnel Director gave an overview of the Human Resources Department.

Discussion was held regarding:

- ❖ Drug screenings
- ❖ The hiring process
- ❖ Salary Survey of 2008
- ❖ Personnel Policy Manual

C. City Clerk

Amanda Asbury, City Clerk gave an overview of the functions of the City Clerk's office with emphasis on:

- ❖ Records
- ❖ Council minutes
- ❖ Open Meetings Act Compliance
- ❖ Lodgers' Tax
- ❖ Liquor Licenses
- ❖ Municipal Elections

D. Community Development

John Beasley, Director of Community Development gave an overview of the functions of Community Development. Staff and volunteers presented for their individual departments within Community Development including:

- ❖ Beautification
- ❖ Museum and Art Center
- ❖ Public Library
- ❖ San Jose Senior Center
- ❖ North Mesa Senior Center
- ❖ Licensing and Permits
- ❖ Cavern City Airport
- ❖ Municipal Transit
- ❖ Riverwalk Family Recreation Complex
- ❖ Retired Senior Volunteer Program

Adjourn

There being no further business, the meeting was adjourned at 12:10 p.m.

____/s/ Dale Janway_____
Mayor

ATTEST:

____/s/ Amanda J. Asbury_____
City Clerk