

**MINUTES OF THE CITY OF CARLSBAD  
BUDGET COMMITTEE  
SPECIAL MEETING HELD ON  
WEDNESDAY, JANUARY 3, 2018 AT 3:30 PM  
IN THE CITY COUNCIL CHAMBERS AT THE MUNICIPAL BUILDING,  
101 N. HALAGUENO, CARLSBAD, NM**

**Voting Members Present:** Dick Doss Chairman/City Councilor  
J.R. Doporto City Councilor  
Wanda Durham City Councilor (*via telephone*)

**Also Present:** Steve McCutcheon City Administrator  
Mike Hernandez Deputy City Administrator  
Wendy Hammett Finance Director  
Sandy Gonzalez Accountant  
Kent Waller Chief of Police

**Absent:** Jason Shirley City Councilor

(recording failed)

**00:00:00 1. CALL TO ORDER**

City Administrator Steve McCutcheon called the meeting to order.

**00:00:00 2. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM**

City Administrator Steve McCutcheon called roll and it was determined by Chairman Dick Doss that there was a Quorum of the Voting Members.

Present: Chairman Dick Doss, Councilor J. R. Doporto, and Councilor Wanda Durham (*via telephone*)

Absent: Councilor Jason Shirley

**00:00:00 3. APPROVAL OF AGENDA**

The motion was made by Councilor Doporto and seconded by Councilor Durham (*via telephone*) to approve the January 3, 2018 Budget Committee Special Meeting Agenda.

The Vote was as follows:

Yes: Doss, Doporto, and Durham

No: None; Absent: Shirley

**00:00:00 4. CONSIDER APPROVAL OF MINUTES OF BUDGET COMMITTEE MEETING HELD ON DECEMBER 4, 2017**

The motion was made by Councilor Doporto and seconded by Councilor Durham (*via telephone*) to approve the minutes of the Budget Committee meeting held on December 4, 2017.

The Vote was as follows:

Yes: Doss, Doporto, and Durham

No: None; Absent: Shirley

**00:00:00**      **5.      CONSIDER APPROVAL OF BUDGET ADJUSTMENT REQUESTS**

- a) General Fund-Public Safety-Increase to Personnel Amount for salaries and benefits for 6 months for 2 new positions of Police Captain and Police Lieutenant \$125,720
- b) General Fund-Street-Increase to Personnel Amount for salary and benefits for 6 months for the Deputy Director of Public Works position \$66,176
- c) General Fund-Golf Course-Increase to Personnel Amount for salaries and benefits for 6 months for 3 part time Pro Shop Attendants and 3 part time Golf Attendants \$28,717
- d) General Fund-Parks-Increase to Revenue for an insurance reimbursement of \$10,335 and an Increase to Operating for \$4,500 to rebuild damaged entrance wall at the Shooting Range
- e) Lodgers' Tax-Promotional-Increase to Operating Amount for promotional expense for the MainStreet CavernFest event to be held June 2018 \$40,000
- f) Street Improvement
  - i. Increase to both the Revenue Account and the corresponding Capital Expenditure Line Item for Legislative Grant of \$25,000 to plan, design, and construct improvements to San Jose Boulevard
  - ii. Increase to both the Revenue Account for NMDOT Grant of \$74,500, and the corresponding Capital Expenditure Line Item for \$99,333 (includes 25% City match) to plan, design, construct, and repair roads

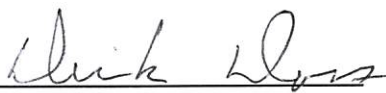
The motion was made by Councilor Doporto and seconded by Councilor Durham (via telephone) to approve the Budget Adjustment Requests.

The Vote was as follows:  
Yes: Doss, Doporto, Durham  
No: None; Absent: Shirley

**00:00:00**      **6.      ADJOURN**

The motion was made by Councilor Doporto and seconded by Councilor Durham (via telephone) to Adjourn.

The Vote was as follows:  
Yes: Doss, Doporto, Durham  
No: None; Absent: Shirley

  
Chairman