

**MINUTES OF THE CITY OF CARLSBAD  
BUDGET COMMITTEE  
SPECIAL MEETING HELD ON  
FRIDAY, FEBRUARY 2, 2018 AT 3:30 PM  
IN THE CITY COUNCIL CHAMBERS AT THE MUNICIPAL BUILDING,  
101 N. HALAGUENO, CARLSBAD, NM**

**Voting Members Present:**

Dick Doss  
J.R. Doporto  
Jason Shirley

Chairman/City Councilor  
City Councilor *(via telephone)*  
City Councilor *(via telephone)*

**Also Present:**

Steve McCutcheon  
Mike Hernandez  
Wendy Hammett  
Sandy Gonzalez

City Administrator  
Deputy City Administrator  
Finance Director  
Accountant

**Absent:**

Wanda Durham

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 *(via telephone)*, and Councilor Jason Shirley *(via telephone)*

Absent: Councilor Wanda Durham

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

The motion was made by Councilor Doporto *(via telephone)* and seconded by Councilor Shirley *(via telephone)* to approve the February 2, 2018 Budget Committee Special Meeting Agenda.

*The Vote was as follows:*

*Yes: Doss, Doporto, and Shirley*

*No: None; Absent: Durham*

**00:00:00 4. CONSIDER APPROVAL OF MINUTES OF BUDGET COMMITTEE MEETING HELD ON JANUARY 3, 2018**

The motion was made by Councilor Doporto *(via telephone)* and seconded by Councilor Shirley *(via telephone)* to approve the minutes of the Budget Committee meeting held on January 3, 2018.

*The Vote was as follows:*

*Yes: Doss, Doporto, and Shirley*

*No: None; Absent: Durham*

**00:00:00      5.      CONSIDER APPROVAL OF REQUEST FOR NON-PROMOTIONAL LODGERS TAX FUNDING FROM CITY OF CARLSBAD PROJECTS DEPARTMENT – WATER PARK EXPANSION**

Funding will be used to place an additional water slide as well as concrete etching around the park to prevent slips and falls. Estimated completion of the project is around the beginning of April 2018.

The motion was made by Councilor Shirley (*via telephone*) and seconded by Councilor Doporto (*via telephone*) to approve the non-promotional lodger's tax funding for the water park expansion.

**The Vote was as follows:**

**Yes: Doss, Doporto, Shirley**

**No: None; Absent: Durham**

**00:00:00      6.      CONSIDER APPROVAL OF REQUEST FOR NON-PROMOTIONAL LODGERS TAX FUNDING FROM CITY OF CARLSBAD PROJECTS DEPARTMENT – WALTER GERRELS PERFORMING ARTS CENTER**

Funding will be used to replace damaged sound equipment as well as new stage curtains.

The motion was made by Councilor Shirley (*via telephone*) and seconded by Councilor Doporto (*via telephone*) to approve the non-promotional lodger's tax funding for the Walter Gerrels Performing Arts Center.

**The Vote was as follows:**

**Yes: Doss, Doporto, Shirley**

**No: None; Absent: Durham**

**00:00:00      7.      CONSIDER APPROVAL OF BUDGET ADJUSTMENT REQUESTS**

- a) General Fund-Increase to Revenue for donation made from OXY \$5,000 for the Fire Department
- b) General Fund-Increase to Revenue for donation made from XTO \$7,000 to the Police Department and \$7,000 to Fire Department for a total donation of \$14,000
- c) General Fund-Fire Department-Increase to Operating Amount for the purchase of tough books in the amount of \$12,000; \$5,000 donation from OXY and \$7,000 donation from XTO
- d) General Fund-Golf-Increase to Capital Amount for Golf Course Pro Shop renovations and improvements \$75,000
- e) Lodgers' Tax Non-Promotional-Increase to Capital Amount to purchase sound system and curtains for Walter Gerrels Performing Arts Center \$15,000
- f) Lodgers' Tax Non-Promotional-Increase to Capital Amount for additional slide at Water Park \$170,000
- g) Lodgers' Tax Non-Promotional-Increase to Capital Amount for concrete improvements at Water Park \$55,000

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

**The Vote was as follows:**

**Yes: Doss, Doporto, Shirley**

**No: None; Absent: Durham**

**00:00:00      8.      CONSIDER APPROVAL TO AUTHORIZE THE OPENING AND MANAGING OF BANK ACCOUNTS**

Finance Director, Wendy Hammett presented the proposal to begin banking & investing relations with First American Bank and Moreton Capital Markets, LLC.

The motion was made by Councilor Doporto (*via telephone*) and seconded by Councilor Shirley (*via telephone*) to approve the opening of accounts with First American Bank and Moreton Capital Markets LLC.

**The Vote was as follows:**

**Yes: Doss, Doporto, Shirley**

**No: None; Absent: Durham**

**00:00:00      9.      ADJOURN**

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

**The Vote was as follows:**

**Yes: Doss, Doporto, Shirley**

**No: None; Absent: Durham**

  
Chairman