

**MINUTES OF THE CITY OF CARLSBAD  
BUDGET COMMITTEE  
SPECIAL MEETING HELD ON  
MONDAY, APRIL 16, 2018 AT 1:00 PM  
IN THE CITY COUNCIL CHAMBERS AT THE MUNICIPAL BUILDING,  
101 N. HALAGUENO, CARLSBAD, NM**

**Voting Members Present:**

Edward Rodriguez	Chairman/City Councilor
Jason Shirley	City Councilor
Lisa Anaya-Flores	City Councilor
Wes Carter	City Councilor

**Also Present:**

Steve McCutcheon	City Administrator <i>(excused from meeting at 05:56)</i>
Mike Hernandez	Deputy City Administrator
Wendy Hammett	Finance Director
Robert Defer	Carlsbad Chamber of Commerce
Janel Whitlock	Carlsbad Chamber of Commerce
John Waters	Carlsbad Department of Development
Belinda Lopez	Southeast NM Community Action Corporation
Sherra Hester	Southeast NM Community Action Corporation
Joana Wells	Carlsbad Community Coalition
Leandra Berdoza	Carlsbad Community Coalition
Sharon Bentley	Carlsbad MainStreet
Karla Hamel	Carlsbad MainStreet
JoAnn Moore	Carlsbad Transitional Housing & Homeless Shelter
Gene Harbaugh	Carlsbad Transitional Housing & Homeless Shelter
Robert Jacquez	Carlsbad Community of Hope
Patricia Jacquez	Carlsbad Community of Hope

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

Budget Committee Chairman Edward Rodriguez called the meeting to order.

**00:00:04      2.      ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM**

Deputy City Administrator Mike Hernandez called roll and it was determined by Chairman Edward Rodriguez that there was a Quorum of the Voting Members.

Present: Chairman Edward Rodriguez, Councilor Jason Shirley, Councilor Lisa Anaya-Flores, and Councilor Wes Carter

Absent: None

**00:00:19      3.      APPROVAL OF AGENDA**

The motion was made by Councilor Shirley and seconded by Councilor Anaya-Flores to approve the April 16, 2018 Budget Committee Special Meeting Agenda.

*The Vote was as follows:*

*Yes: Rodriguez, Shirley, Anaya-Flores, and Carter*

*No: None; Absent: None*

**00:00:21      4.      PRESENTATION & DISCUSSION REGARDING ANNUAL FUNDING REQUESTS FROM OUTSIDE AGENCIES**

Chairman Edward Rodriguez requested City Administrator Steve McCutcheon give everyone a brief overview of the budget. Mr. McCutcheon discussed the reduction in funding over the past 2 years but informed everyone present that the City's revenues and gross receipt taxes have increased. There are many frozen positions throughout the City and Mr. McCutcheon expressed that the City will be conservative in filling any vacant positions. Capital projects throughout the City have fallen behind but are expected to pick back up. The City will finish the year on a positive

note being revenue neutral. At this time Steve McCutcheon asked to be excused from the meeting which was approved by Chairman Edward Rodriguez.

- a. Janell Whitlock and Robert Defer presented the request from Carlsbad Chamber of Commerce Retirement Council in the amount of \$44,250, \$32,250 for the Retirement Funding and \$12,000 for the City Service Agreement which is the same amount requested for FY17-18.
- b. John Waters presented the request from the Carlsbad Department of Development in the total amount of \$293,000 which is an increase from the amount requested for FY17-18. The amount requested would fund operations, economic development initiatives and a comprehensive economic, leakage & traffic study.
- c. Belinda Lopez presented the request from Southeast NM Community Action Corporation in the amount of \$15,000 which is an increase from the amount requested for FY17-18. Ms. Lopez informed the board that Eddy County has discontinued their contribution.
- d. Dora Batista presented the request from Southeastern NM Economic Development District in the amount of \$7,641 which is the same amount requested for FY17-18.
- e. Joana Wells and Leandra Berdoza presented the request from the Carlsbad Community Coalition-Teen Court in the amount of \$25,000 which is an increase from the amount requested for FY17-18. Ms. Wells stated that requests for funding were presented to both United Way and Eddy County. There has been no response from Eddy County but the organization was awarded funds from United Way.
- f. Karla Hamel and Sharon Bentley presented the request from Carlsbad MainStreet in the amount of \$96,124 for operational costs which is an increase from the amount requested for FY17-18.
- g. No presenter reported and a request for funding was not submitted.
- h. Gene Harbaugh and JoAnn Moore presented the request from the Carlsbad Transitional Housing & Homeless Shelter in the amount of \$15,000 which is the same amount requested for FY17-18. Mr. Harbaugh informed the board the organization would like to request an additional \$15,000 to help with maintenance and updating of a new 3 bedroom home that is being purchased.
- i. Carlsbad Municipal Schools submitted a request for funding in the amounts of \$20,000 for the Natatorium (same request for FY17-18); \$39,000 for the Summer Reading Academy (increase from request for FY17-18); \$7,000 for the Youth Citizenship Program (same request for FY17-18); \$25,000 for Tutoring program (same request for FY17-18); and \$15,000 for the STEAM After School Program (increase from request for FY17-18).
- j. Robert and Patricia Jacquez presented the request from the Carlsbad Community of Hope Center in the amount of \$30,000 which is an increase from the amount requested for FY17-18. Mr. Jacquez did state that the organization has received funding from United Way, NM Coalition grants, and donations made by individuals.

No Action Required

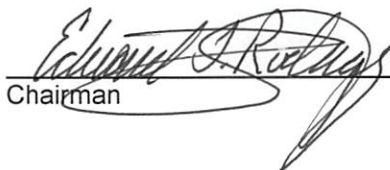
**01:01:42 5. ADJOURN**

The motion was made by Councilor Anaya-Flores and seconded by Councilor Shirley to Adjourn

The Vote was as follows:

Yes: Rodriguez, Shirley, Anaya-Flores, and Carter

No: None; Absent: None

  
Chairman