

**MINUTES OF THE CITY OF CARLSBAD
BUDGET COMMITTEE
SPECIAL MEETING HELD ON
MONDAY, APRIL 16, 2018 AT 11:00 AM
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
	Mike Hernandez	Deputy City Administrator
	Wendy Hammett	Finance Director
	Sandy Gonzalez	Accountant
	Shane Skinner	Police Chief
	Richard Lopez	Fire Chief

00:00:01 1. CALL TO ORDER

Budget Committee Chairman Edward Rodriguez called the meeting to order.

00:00:05 2. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM

City Administrator Steve McCutcheon 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

00:00:21 3. APPROVAL OF AGENDA

The motion was made by Councilor Shirley and seconded by Councilor Carter 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

00:00:38 4. CONSIDER APPROVAL OF MINUTES OF BUDGET COMMITTEE MEETING HELD ON APRIL 3, 2018

The motion was made by Councilor Shirley and seconded by Councilor Anaya-Flores to approve the minutes of the Budget Committee meeting held on April 3, 2018.

The Vote was as follows:

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

No: None; Absent: None

00:01:06 5. CONSIDER APPROVAL OF BUDGET ADJUSTMENT REQUESTS

- a) GRT Capital Outlay – Transfer out of GRT Capital Outlay Fund to the Water & Sewer Fund for engineering work and easements for future Tatum waterline crossing State land in Lea County \$300,000

b) Water and Sewer

- a. Double Eagle – Transfer in/Increase to Capital Amount for engineering work and easements for future Tatum waterline crossing State land in Lea County \$300,000
- b. Collections – Increase to Capital Amount for replacement of Flygt primary lift station sewer pump \$130,000

The motion was made by Councilor Shirley and seconded by Councilor Carter to approve the FY 17-18 Budget Adjustment Requests.

The Vote was as follows:

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

No: None; Absent: None

00:08:15 6. REVIEW & DISCUSSION OF FISCAL YEAR 2018-2019 BUDGET

- a) Richard Lopez, Fire Chief presented the request for 6 new positions within the Fire Department. Chief Lopez explained that the additional staff and upgrading of employees will help absorb and decrease the amount of over-time taking place. The 6 new positions; beginning at the Firefighter level, will have an annual cost of approximately \$515,088. New recruits will attend mandatory training which takes place in Roswell, NM and should be capable of being put on shift in November 2018, at which time the savings in over-time should begin. By June 2019, the employees will be fully trained and certified. In addition to the request of 6 new positions there are 3 other positions that are currently vacant. Chief Lopez informed the board members that the cost for training, books, uniforms, etc. for the 6 new positions plus the 3 vacant positions is estimated to be \$59,000.

The motion was made by Councilor Shirley and seconded by Councilor Carter to amend the agenda and approve the Fire Departments request for FY17-18 instead of FY18-19.

The Vote was as follows:

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

No: None; Absent: None

- b) Shane Skinner, Police Chief presented the request for 4 new patrol officer positions. Due to the increase in population, unfortunately dispatch response times are down and the service to the community has suffered. Chief Skinner informed the board that so far this calendar year, dispatch has received roughly 41,000 calls which excludes any traffic stops and other proactive duties. The Carlsbad Police Department has great community support and Chief Skinner worries that with the continuation of mediocre service, the department could lose some of that support. The annual expense of 4 patrol positions is approximately \$560,000 which includes wages, benefits, Police Academy, uniforms, and duty gear. Over-time costs are expected to be reduced by about 10%.

The motion was made by Councilor Shirley and seconded by Councilor Anaya-Flores to amend the agenda and approve the Police Departments request for FY17-18 instead of FY18-19.

The Vote was as follows:

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

No: None; Absent: None

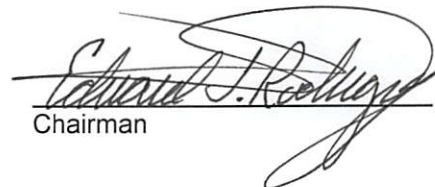
00:39:00 7. ADJOURN

The motion was made by Councilor Carter and seconded by Councilor Shirley to Adjourn

The Vote was as follows:

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

No: None; Absent: None


Chairman