

**MINUTES OF THE CITY OF CARLSBAD
BUDGET COMMITTEE MEETING HELD ON
FRIDAY, SEPTEMBER 28TH, 2018 AT 3:30 PM
IN THE CITY COUNCIL CHAMBERS AT THE MUNICIPAL BUILDING,
101 N. HALAGUENO, CARLSBAD, NM**

Voting Members Present:	Edward Rodriguez Jason Shirley Lisa Anaya-Flores	Chairman/City Councilor City Councilor City Councilor
Also Present:	Mike Hernandez John Lowe Wendy Hammett Sandy Gonzalez Ron Myers Shane Skinner Ken Britt Eileen Riordan	City Administrator Deputy City Administrator Finance Director Accountant Director of Utilities Chief of Police Director of Community Development City Attorney
Absent:	Wes Carter	City Councilor

00:00:00 1. CALL TO ORDER

Budget Committee Chairman Edward Rodriguez called the meeting to order.

00:00:01 2. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM

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 and Councilor Lisa Anaya-Flores

Absent: Councilor Wes Carter

00:00:10 3. APPROVAL OF AGENDA

The motion was made by Councilor Shirley and seconded by Councilor Anaya-Flores to approve the September 28, 2018 Budget Committee Meeting Agenda.

The Vote was as follows:

Yes: Rodriguez, Shirley, and Anaya-Flores

No: None; Absent: Carter

00:00:33 4. CONSIDER APPROVAL OF MINUTES OF BUDGET COMMITTEE MEETING HELD ON AUGUST 24, 2018

The motion was made by Councilor Shirley and seconded by Councilor Anaya-Flores to approve the August 24, 2018 Budget Committee Meeting Minutes.

Yes: Rodriguez, Shirley, and Anaya-Flores

No: None; Absent: Carter

00:01:04 5. CONSIDER APPROVAL OF BUDGET ADJUSTMENT REQUESTS

- General Fund: Executive – Increase to Operating Amount for ELEA funding \$10,000
- General Fund: Executive – Increase to Operating Amount to hire professional firm for oil & gas applications and capital planning study \$60,000
- General Fund: Executive – Increase to Personnel Amount for 1/3 PTO payout for City Attorney \$82,350
- General Fund: Information Technology – Increase to Capital Amount for installation of fiber optic cable from police department to water department on Stevens Street \$100,000
- General Fund: Police Department – Increase to Personnel Amount for implementation of \$5K hiring incentive for police officers \$100,000

- General Fund: Golf – Increase to Capital Amount for purchase of chemicals and equipment used to manage water quality of the effluent ponds at golf course \$100,000
- Lodgers Tax Promotional – Increase to Operating Amount for Roadway Safety Integrated Project \$10,000
- Sports Complex – Increase to Capital Amount for press box, bleachers, and concrete work on the Junior/Senior Field #1 \$60,000
- Water & Sewer: Water – Increase to Operating Amount for the hiring of a professional firm to update the City's water plan \$40,000
- Health Insurance – Transfer out to various departments for employee health insurance rebate \$1,289,191
- General Fund – Transfer in from Health Insurance Fund and Increase to Personnel Amount for employee health insurance rebate \$1,026,755
- Municipal Transit – Transfer in from Health Insurance Fund and Increase to Personnel Amount for employee health insurance rebate \$28,050
- Solid Waste – Transfer in from Health Insurance Fund and Increase to Personnel Amount for employee health insurance rebate \$68,974
- Sports Complex – Transfer in from Health Insurance Fund and Increase to Personnel Amount for employee health insurance rebate \$17,746
- Water & Sewer – Transfer in from Health Insurance Fund and Increase to Personnel Amount for employee health insurance rebate \$147,666

The motion was made by Councilor Shirley and seconded by Councilor Anaya-Flores to approve the Budget Adjustment Requests.

The Vote was as follows:

Yes: Rodriguez, Shirley, and Anaya-Flores

No: None; Absent: Carter

00:29:13 6. REVIEW OF INCREASE & DECREASE BUDGET ADJUSTMENTS

Finance Director, Wendy Hammett explained the provided list of increase/decrease budget adjustments to the board. For these items, monies are simply transferred from one account to another with no change in the Fund.

- General Fund: Public Safety – Increase to Building Maintenance & Repair and Decrease to Capital for make-up air unit at the police department \$10,000
- General Fund: Fire – Increase to Materials & Supplies and Decrease to Capital for the cost of thermal imagers \$10,000
- General Fund: Parks – Increase to Capital and Decrease to Materials & Supplies for the cost of aerator for turf at city parks \$2,000
- General Fund: Cemetery – Increase to Capital and Decrease Materials & Supplies for construction materials and costs for new portable storage building at Cemetery \$7,000
- Emergency Medical Services – Increase to Materials & Supplies and Decrease to Capital for the cost of cardiac monitor and purchase of defibrillators \$13,230
- Water & Sewer: Water – Increase to Capital and Decrease to Equipment Maintenance & Repair for replacement of worn out line tapping equipment \$10,933
- Water & Sewer: Sewer – Increase to Capital and Decrease to Materials & Supplies for rag compactor rebuild at waste water treatment plant \$30,369

No Vote Required

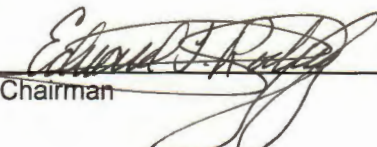
00:30:55 7. ADJOURN

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

The Vote was as follows:

Yes: Rodriguez, Shirley, and Anaya-Flores

No: None; Absent: Carter


Chairman