

**LINKED MINUTES OF AN ORGANIZATIONAL MEETING OF THE CITY  
COUNCIL OF THE CITY OF CARLSBAD, NEW MEXICO, HELD IN THE  
MUNICIPAL ANNEX BUILDING ON MARCH 13, 2018 AT 6:00 P.M.**

Present:	Dale Janway	Mayor
	Lisa A. Anaya Flores	Councilor
	Edward T. Rodriguez	Councilor
	Leo B. Estrada	Councilor
	Jason O. Chavez	Councilor
	Jason Shirley	Councilor
	Judith E. Waters	Councilor
	Wesley A. Carter	Councilor
	Mark C. Walterscheid	Councilor <i>via telephone</i>

Absent:

Also Present:	Steve McCutcheon	City Administrator
	Michael Hernandez	Deputy City Administrator
	Eileen P. Riordan	City Attorney
	Nadine Mireles	City Clerk
	John Lowe	Community Dev. Director
	Luis Camero	Director of Engineering Services
	Ron Myers	Director of Utilities
	LaVelta Jenkins	Assistant City Treasurer
	Richard Lopez	Fire Chief
	Jeff Patterson	Planning Director
	Kent D. Waller	Police Chief
	Patrick Cass	Public Works Director

Time Stamps and headings below correspond to recording of meeting and the recording is hereby made a part of the official record.

0:00:00      **Call Meeting to Order**

0:00:01      Invocation - Pledge of Allegiance

0:00:31      **1. APPROVAL OF AGENDA**

0:00:34      **Motion**

The motion was made by Councilor Shirley and seconded by Councilor Anaya Flores to approve the Agenda

0:00:40       **Vote**

The vote was as follows: Yes -Shirley, Waters, Walterscheid, Anaya Flores, Chavez, Carter, Estrada, Rodriguez; No - None; Absent- None; the motion carried.

0:00:57       **2.       ELECT MAYOR PRO TEM**

0:01:08       **Motion**

The motion was made by Councilor Carter and seconded by Councilor Estrada to nominate Councilor Rodriguez as Mayor Pro Tem

0:01:16       **Vote**

The vote was as follows: Yes -Shirley, Waters, Walterscheid, Anaya Flores, Chavez, Carter, Estrada, Rodriguez; No - None; Absent- None; the motion carried.

0:01:39       **3.       DETERMINE TIME AND PLACE OF COUNCIL MEETINGS**

0:01:46       **Motion**

The motion was made by Councilor Shirley and seconded by Councilor Rodriguez to continue to have Council Meetings on the 2nd and 4th Tuesday of the month at 6:00 p.m.

0:02:00       **Vote**

The vote was as follows: Yes -Shirley, Waters, Walterscheid, Anaya Flores, Chavez, Carter, Estrada, Rodriguez; No - None; Absent- None; the motion carried.

0:02:16       **4.       DETERMINE RULES OF PROCEEDINGS**

**Ms. Riordan** explained these are the rules by which the meetings are operated and the Council has typically used Robert's Rules of Order.

0:02:35       **Motion**

The motion was made by Councilor Rodriguez and seconded by Councilor Waters to continue to use Robert's Rules of Order

0:02:43       **Vote**

The vote was as follows: Yes -Shirley, Waters, Walterscheid, Anaya Flores, Chavez, Carter, Estrada, Rodriguez; No - None; Absent- None; the motion carried.

0:03:00       **5.       CONSIDER APPROVAL OF RESOLUTION NO 2018-16, A RESOLUTION CONFIRMING THE NAMES OF PERSONS WHO SHALL FILL THE EMPLOYMENT AND APPOINTIVE OFFICES OF THE MUNICIPALITY**

**Mr. McCutcheon** explained when the Mayor is re-elected the names of Directors and all employees come before the Mayor and Council for reaffirmation.

0:03:36        **Motion**

The motion was made by Councilor Rodriguez and seconded by Councilor Shirley to approve Resolution No. 2018-16, a Resolution confirming the names of persons who shall fill the employment and appointive offices of the municipality

0:03:43        **Vote**

The vote was as follows: Yes -Shirley, Waters, Walterscheid, Anaya Flores, Chavez, Carter, Estrada, Rodriguez; No - None; Absent- None; the motion carried.

0:04:04        **Mr. McCutcheon** added on behalf of himself and all the members of the city staff, your vote is appreciated.

0:04:14        **6.     ADJOURN**

0:04:18        **Motion**

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

0:04:25        **Vote**

The vote was as follows: Yes -Shirley, Waters, Walterscheid, Anaya Flores, Chavez, Carter, Estrada, Rodriguez; No - None; Absent- None; the motion carried.

0:49:29        There being no further business, the meeting was adjourned at 6:06 p.m.

\_\_\_\_\_ /s/Dale Janway \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_ /s/Nadine Mireles \_\_\_\_\_  
City Clerk