

**LINKED MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE
CITY OF CARLSBAD, NEW MEXICO, HELD IN THE MUNICIPAL ANNEX
BUILDING ON MAY 22, 2018 AT 6:00 P.M.**

Present:	Dale Janway	Mayor
	Lisa A. Anaya Flores	Councilor <i>via telephone</i>
	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

Absent:

Also Present:	Michael Hernandez	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
	Sam Plumlee	IT Director
	Wendy Hammett	Finance Director
	Richard Lopez	Fire Chief
	Jeff Patterson	Planning Director
	Shane Skinner	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

0:00:38 **1. APPROVAL OF AGENDA**

0:00:40 **Motion**

The motion was made by Councilor Rodriguez and seconded by Councilor Waters to approve the Agenda

0:00:45 **Vote**

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

0:01:02 **2. CONSIDER APPROVAL OF RESOLUTION 2018-32, A RESOLUTION MAKING CERTAIN BUDGETARY ADJUSTMENTS TO THE 2017-2018 FISCAL YEAR BUDGET**

Mrs. Gonzales reviewed the revenue and expenditures making certain Budgetary Adjustments to the 2017-2018 Fiscal Year Budget highlighting the General Fund with a request to increase expenditures \$50,000 to continue demolitions and clean ups resulting in condemnations approved by Council. She explained this request is a decrease to the fund bringing the unrestricted cash balance of the general fund to \$2,647,040.

0:01:49 **Motion**

The motion was made by Councilor Rodriguez and seconded by Councilor Shirley to approve Resolution No. 2018-32, a Resolution Making Certain Budgetary Adjustments to the 2017-2018 Fiscal Year Budget

0:01:55 **Vote**

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

0:02:13 **3. CITY OF CARLSBAD FINANCIAL REPORT FOR APRIL 2018**

Ms. Hammett reviewed the revenues and expenditures as of April 2018 for the General Fund and selected Enterprise and Special Funds contained within the City Budget. She explained the City had a beginning fiscal year cash balance of \$71.5 million and has an ending cash balance of \$77.6 million. She explained the city's revenues of \$71.8 million are \$10.4 million favorable to budget and 14% above target. She said the city's total expenditures of \$66.5 million are \$26 million favorable to budget and 23% below target. She added she is pleased to report that Gross Receipt Tax Revenue received in May was \$4.9 million and is the highest amount ever received by the city.

0:03:31 **4. ROUTINE AND REGULAR BUSINESS**

- A. Minutes of the Regular City Council Meeting held on May 8, 2018
- B. City Personnel Report
- C. Purchasing:
 - 1. Consider approval to Conduct Annual Bids for the 2018-2019 Fiscal Year for Ready Mix Concrete, Tree Trimming and Pest Control Services
 - 2. Consider approval to Award RFP 2018-07 to Banisters Air Conditioning for On Call HVAC Services
 - 3. Consider approval to Award Bid 2018-10 to Golden Rule Signs for new LED Sign for the Walter Gerrells Performing Arts Center
- D. Contracts and Agreements:

1. Consider Approval of Agreement between the City of Carlsbad and On-Target Firefighter Combat Challenge, September 22 and 23, 2018
2. Consider Approval of Renewal Agreement between the City of Carlsbad and Chandler Aviation, LLC for Ground and Terminal Space Leases at the Cavern City Air Terminal

E. Monthly Reports:

1. Community Development Department Monthly Report, April 2018
2. Transportation & Facilities Department Monthly Report, March 2018
3. Utilities Department Monthly Report, April 2018

0:03:55 **Mayor Janway asked Mr. Hernandez to discuss Item D.1 Consider approval of Agreement between the City of Carlsbad and On-Target Firefighter Combat Challenge, September 22 and 23, 2018; and Item D.2 Consider Approval of Renewal Agreement between the City of Carlsbad and Chandler Aviation, LLC for Ground and Terminal Space Leases at the Cavern City Air Terminal**

Mr. Hernandez explained that this is a yearly request from the Fire Department for the use of the Beach parking lot for the Firefighter Combat Challenge.

Chief Lopez explained this event has been held for many years. He said the event will be held on Saturday and Sunday, September 22 and 23 and added that Carlsbad Fire still holds the World Record.

Councilor Chavez asked about the kids challenge. **Chief Lopez** explained there is a kid's challenge every year and the kids enjoy it.

0:05:37 **Mr. Hernandez** explained Item D.2 is Renewal of Agreement between the city and Chandler Aviation for terminal space.

Mr. Lowe explained Mr. Chandler has been doing business at the Cavern City Air Terminal for many years. He added Mr. Chandler runs a first class operation and the department receives many compliments on the service Mr. Chandler provides. He said this agreement is for the ground and terminal space at the Air Terminal. He said the Department is recommending approval based on the excellent service Mr. Chandler provides at the Airport.

0:07:02 **Motion**

The motion was made by Councilor Waters and seconded by Councilor Rodriguez to approve Routine and Regular Business

0:07:08 **Vote**

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

0:07:29 **5. CONSIDER APPROVAL OF RESOLUTION NO 2018-33, A RESOLUTION AUTHORIZING THE SUBMISSION OF A NEW MEXICO COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE DEPARTMENT OF FINANCE AND ADMINISTRATION/LOCAL GOVERNMENT; AND AUTHORIZING MAYOR DALE JANWAY TO ACT AS THE CITY OF CARLSBAD'S CHIEF EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY OF CARLSBAD'S PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

Mr. Patterson explained this is a request for approval of a Resolution that would allow staff to move forward with an application for a Community Development Block Grant Program. He explained the requirements are that staff would choose a project based on public meetings and public input. He said the Planning Department held two public meetings with no suggestions from the public. He said the Planning Department recommends the renovation of Pate School to serve as the new San Jose Senior Center. He explained staff would request the maximum amount of \$500,000 to move forward with the project. He added the city would be required to match the funds with a 10% match of \$50,000. **Mr. Patterson** explained if approved staff will move forward with the submission of the application.

0:09:40 **Motion**

The motion was made by Councilor Carter and seconded by Councilor Shirley to approve Resolution No. 2018-33, a Resolution authorizing the Submission of a New Mexico Community Development Block Grant Program Application to the Department of Finance and Administration/Local Government; and Authorizing Mayor Dale Janway to act as the City of Carlsbad's Chief Executive Officer and Authorized Representative in all matters pertaining to the City of Carlsbad's participation in the Community Development Block Grant Program

0:09:47 **Vote**

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

0:10:07 **6. CONSIDER APPROVAL OF REQUEST FOR TEMPORARY USE APPLICATION TO ALLOW TEMPORARY HOUSING AS A TEMPORARY USE AT 1211 W ROSE ST, CARLSBAD, APPLICANT: CHRISTOPHER HAMILL**

Mr. Patterson explained this request is for a Temporary RV Park at 1211 W. Rose St. He said the applicant has provided a site plan that addresses all the requirements. He explained the Planning and Zoning Commission recommend approval.

0:11:13 **Motion**

The motion was made by Councilor Carter and seconded by Councilor Shirley to approve Request for Temporary Use Application to allow Temporary Housing as a Temporary Use at 1211 W. Rose St., Carlsbad, Applicant: Christopher Hamill

0:11:18 **Vote**

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

0:11:35 **7. CONSIDER APPROVAL OF ORDINANCE NO 2018-09, AN ORDINANCE REPEALING CHAPTER 42 OF THE CARLSBAD CODE OF ORDINANCES, TITLED "SIGNS", AND REPLACING WITH THE NEW CHAPTER 42, "SIGNS"**

Councilor Rodriguez explained that staff has been working diligently on this Ordinance and the amount of information has been immense. He added staff received pertinent information last week and have not had enough time to incorporate the information.

0:12:31 **Motion to Table**

The motion was made by Councilor Rodriguez and seconded by Councilor Waters to table the Approval of Ordinance No. 2018-09, an Ordinance repealing Chapter 42 of the Carlsbad Code of Ordinances, titled "SIGNS" and replacing with the new Chapter 42, "SIGNS" until June 12, 2018

0:12:46 **Vote**

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

0:13:05 **8. COUNCIL COMMITTEE REPORTS**

Councilor Carter explained that he met with Mr. Lowe, Mr. Britt, and Mr. Bair to discuss the Golf Course RFP. He explained the committee would like to recommend the bid be rejected and the RFP to be changed to add specific times and days staff would like food to be served.

Councilor Rodriguez explained the Blue Ribbon Committee is still working on gathering information from companies. He said the Committee is trying to address the Oil and Gas Industry, the Nuclear Industry, the Potash Industry, Education, and all service industries in the study. He explained the Committee will return with a good size, type, and number of the housing that is needed.

Mayor Janway welcomed Judge Whitlock to the meeting.

0:15:35 **9. ADJOURN**

0:15:43 **Motion**

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

0:15:57 **Vote**

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

0:16:27 There being no further business, the meeting was adjourned at 6:17 p.m.

_____/s/Dale Janway_____

Dale Janway, Mayor

ATTEST:

_____/s/Nadine Mireles_____

Nadine Mireles, City Clerk