A G E N D A

Carlsbad City Council Regular Meeting
Municipal Annex
114 S. Halagueno Street
Carlsbad, New Mexico

February 12, 2019 at 6:00 p.m.

Invocation – Pledge of Allegiance

1. Approval of Agenda

2. Consider Approval of Resolution No 2019-03, a Resolution making certain budgetary adjustments to the 2018-19 Fiscal Year Budget

3. City of Carlsbad Financials – December 2018

4. Routine and Regular Business

All matters under this heading are considered routine by the City Council and will be acted upon in one motion. There will be no separate discussion of these items. If discussion is desired on a particular item, upon request, that item may be removed from the Routine and Regular Business and be considered separately.

A. Minutes of the Regular City Council Meeting held on January 22, 2019
B. City Personnel Report
C. Purchasing
1) Consider Approval to Advertise Invitation to Bid for Painting Services for the Pecos River Village Conference Center
2) Consider Approval to Advertise Request for Proposal for Professional Design Services for the new San Jose Senior Center
3) Consider Approval to Award RFP 2018-24, to Eric Chavez for Golf Shop Management Services for Lake Carlsbad Golf Course
D. Contracts and Agreements
1) Consider Approval of Agreement between the City of Carlsbad and Shorthorn Little League for League Services at the Bob Forrest Youth Sports Complex
2) Consider Approval of Agreement between the City of Carlsbad and Carlsbad National Little League for League Services at Bob Forrest Youth Sports Complex
3) Consider Approval of Agreement between the City of Carlsbad and Carlsbad Little Girls Softball for League Services at Bob Forrest Youth Sports Complex

E. Monthly Reports

1) Human Resources Department January 2019
2) Municipal Court January 2019
3) Transportation & Facilities Department December 2018

F. Set Date: March 26, 2019

1) Consider Approval of Ordinance, an Ordinance rezoning part of "C-2" Commercial 2 District to "C-1" Commercial 1 District for an approximately 4.61 acre property located at 625 Park Drive

2) Consider Approval of Ordinance, an Ordinance rezoning part of "C-2" Commercial 2 District to "C-1" Commercial 1 District for an approximately 16.77 acre property located at Cascades Ave

3) Consider Approval of Ordinance, an Ordinance rezoning part of "R-R" Rural Residential District to "C-2" Commercial 2 District for an approximately 10.00 acre property located at 3305 Boyd Drive

4) Consider Approval of Ordinance, an Ordinance annexing a portion of land containing +/-3.31 acres more or less located at 2710 Dona Ana Street

5) Consider Approval of Ordinance, an Ordinance applying "R-R" Rural Residential District to an approximately 3.31 acre property located at 2710 Dona Ana Street

6) Consider Approval of Ordinance, an Ordinance rezoning part of "R-R" Rural Residential District to "R-2" Residential 2 District for an approximately 10.408 acre property located along the East Side of Boyd Drive and North of Hidalgo Road

7) Consider Approval of Ordinance, an Ordinance adopting amendments to the Carlsbad Code of Ordinances, Chapter 56 – Zoning Ordinance

8) Consider Approval of Ordinance, an Ordinance adopting amendments to the Carlsbad Code of Ordinances, Chapter 47 - Subdivision Regulations

G. Board Appointments

1) Southeast Regional Transportation Planning Organization (SERTPO) Policy Committee Jeff Patterson, Technical Committee K.C. Cass

H. Naming of Nick Salcido Fitness Park

5. Consider Approval to vacate approximately 0.011 acres of street Right-of-Way located along the North Side of 511 Luckey St., Applicant: Palma Construction

6. Consider Approval of Resolution 2019-04, a Resolution creating the Census 2020 Complete Count Committee to assist the City of Carlsbad for the Census 2020

7. Consider Approval of Resolution No 2019-05, a Resolution requiring the removal of trash and debris at 204, 206, 208 and 210 N. First Street. Owner: Dell & Grace Teague

8. Consider Approval of Ordinance 2019-06, an Ordinance regarding the Board of Trustees of the Carlsbad Public Library amending Section 26-34 of the Carlsbad City Code changing the frequency of meetings from monthly to every other month
   A. Public Hearing
   B. Consider Approval of Ordinance 2019-06

9. Consider Approval of Ordinance 2019-07, an Ordinance amending Section 50-3(a) of the City of Carlsbad Code of Ordinances regarding Penalty Assessments for the New Mexico Uniform Traffic Ordinance, 2010 Compilation and Amending Ordinance 2011-10, regarding the operation of a hand-held mobile telephone to make a violation of the Ordinance a Penalty Assessment Offense
   A. Public Hearing
   B. Consider Approval of Ordinance 2019-07

10. Council Committee Reports

11. Adjourn

FOR INFORMATION ONLY

Agendas and City Council minutes are available on the City web site: ***cityofcarlsbadnm.com*** or may be viewed in the Office of the City Clerk during normal and regular business hours.

CARLSBAD CITY COUNCIL MEETING SCHEDULE

- Regular meeting - Tuesday, February 26, 2019 at 6:00 p.m.
- Regular meeting - Tuesday, March 12, 2019 at 6:00 p.m.

If you require hearing interpreter, language interpreters or auxiliary aids in order to attend and participate in the above meeting, please contact the City Administrator's office at (575) 887-1191 at least 48 hours prior to the scheduled meeting time.

RESOLUTION NO. 2019-03

A RESOLUTION MAKING CERTAIN BUDGETARY ADJUSTMENTS TO THE 2018-19 FISCAL YEAR BUDGET

WHEREAS, it is necessary to amend the 2018-19 fiscal year budget to adjust revenues, transfers and expenditures as reflected on the attached pages, and incorporated herein by reference.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CARLSBAD that the 2018-19 fiscal year budget be amended as attached.

INTRODUCED, PASSED, ADOPTED AND APPROVED this 12th day of February 2019.

_____
Mayor

ATTEST:

_____
City Clerk

City of Carlsbad
Budget Ajustments
FY 2018-19

Description					Transfer	Costs			Net	Ending	Approvals Dates		
Fund	Department	Item	Funding Source	Revenue	In (Out)	Personnel	Operating	Capital	Adjustment	Fund Balance	Budget Com	Council	DFA
August 2018													
Lodgers Tax-Promo	Lodgers Tax-Promo	Carlsbad Chamber of Commerce - Entry billboards to promote year round water recreation in Carlsbad. Placed on Artesia, Hobbs, & Loving Highways coming into town. Approved by Lodgers Tax Advisory Board	Fund Balance				-$30,000		-$30,000	$2,514,508	8/24/2018	9/11/2018	9/17/2018
Lodgers Tax-Promo	Lodgers Tax-Promo	Creative Carlsbad - Heritage Fest - Advertising. Approved by Lodgers Tax Advisory Board	Fund Balance				-$2,500		-$2,500	$2,512,008	8/24/2018	9/11/2018	9/17/2018
Lodgers Tax-Promo	Lodgers Tax-Promo	PRCA - Pro Rodeo at Western Week, September 14, 15, 16, Annual Event - Advertising - Approved by Lodgers Tax Advisory Board	Fund Balance				-$30,000		-$30,000	$2,482,008	8/24/2018	9/11/2018	9/17/2018
Lodgers Tax- Non Promo	Lodgers Tax-Non Promo	Internal Request - Halagueno Arts Park Holiday Lighting & Displays. Enhance Halagueno Arts Park with additional lighting and displays.	Fund Balance				-$75,000		-$75,000	$1,019,871	8/24/2018	9/11/2018	9/17/2018
September 2018													
General Fund	Executive	Increased funding for ELEA to continue efforts to bring additional industrial opportunities to Carlsbad. Current Budget = $15k requesting an additional $10k	Fund Balance				-$10,000		-$10,000	$16,702,688	9/28/2018	10/9/2018	11/1/2018
General Fund	Executive	Hire a professional firm for oil & gas applications and capital planning study.	Fund Balance				-$60,000		-$60,000	$16,642,688	9/28/2018	10/9/2018	11/1/2018
General Fund	Executive	1/3 PTO payout for City Attorney.	Fund Balance			-$82,350			-$82,350	$16,560,338	9/28/2018	10/9/2018	11/1/2018
General Fund	Information Technology	Install fiber optic cable from police department to the water department on Stevens Street.	Fund Balance					-$100,000	-$100,000	$16,460,338	9/28/2018	10/9/2018	11/1/2018
General Fund	Police Department	Implement a $5k hiring incentive for Police Officers	Fund Balance			-$100,000			-$100,000	$16,360,338	9/28/2018	10/9/2018	11/1/2018
General Fund	Golf	Purchase of chemicals and equipment used to manage the water quality in the effluent ponds that irrigate the golf course.	Fund Balance					-$100,000	-$100,000	$16,260,338	9/28/2018	10/9/2018	11/1/2018
Lodgers Tax-Promo	Lodgers Tax-Promo	Roadway Safety Integrated Project - SafetyFest advertising for two day safety & health event to build awareness about hazards and accident prevention. Approved by Lodgers Tax Advisory Board	Fund Balance				-$10,000		-$10,000	$ 2,472,008	9/28/2018	10/9/2018	11/1/2018
Sports Complex	Sports Complex	Improvements for Junior/Senior Field #1. Current Budget = $26k requesting an additional $60k for press box, bleachers & concrete work.	Fund Balance					-$60,000		$1,704,879	9/28/2018	10/9/2018	11/1/2018
Water & Sewer	Water	Hire a professional firm to update the City's 40 year water plan needed to protect the City's water rights and provide direction for future water needs.	Fund Balance				-$40,000		-$40,000	$5,571,295	9/28/2018	10/9/2018	11/1/2018
Health Insurance	Various	Transfer Out to General, Municipal Transit, Solid Waste, Sports Complex and Water & Sewer Funds for employee health insurance rebate.	Fund Balance		-$1,289,191				-$1,289,191	$1,635,102	9/28/2018	10/9/2018	11/1/2018
General Fund	Various	Employee health insurance rebate.	Transfer In from Health Ins Fund	$1,026,755		-$1,026,755			$0	$16,260,338	9/28/2018	10/9/2018	11/1/2018
Municipal Transit	Municipal Transit	Employee health insurance rebate.	Transfer In from Health Ins Fund	$28,050		-$28,050			$0	$36,791	9/28/2018	10/9/2018	11/1/2018
Solid Waste	Solid Waste	Employee health insurance rebate.	Transfer In from Health Ins Fund	$68,974		-$68,974			$0	$3,023,606	9/28/2018	10/9/2018	11/1/2018
Sports Complex	Sports Complex	Employee health insurance rebate.	Transfer In from Health Ins Fund	$17,746		-$17,746			$0	$1,704,879	9/28/2018	10/9/2018	11/1/2018
Water & Sewer	Various	Employee health insurance rebate.	Transfer In from Health Ins Fund	$147,666		-$147,666			$0	$5,571,295	9/28/2018	10/9/2018	11/1/2018

Description					Transfer	Costs			Net	Ending	Approvals Dates		
Fund	Department	Item	Funding Source	Revenue	In (Out)	Personnel	Operating	Capital	Adjustment	Fund Balance	Budget Com	Council	DFA
October 2018													
General Fund		Transfer Out to CIEP.	Fund Balance		-$60,000				-$60,000	$16,200,338	10/26/2018	11/13/2018	12/4/2018
CIEP	CIEP	Upgrade electrical service at the beach area and dive building.	Transfer In from General Fund		$60,000			-$60,000	$0	$8,561	10/26/2018	11/13/2018	12/4/2018
General Fund	Executive	To cover increased costs on capital planning study.	Fund Balance				-$65,000		-$65,000	$16,135,338	10/26/2018	11/13/2018	12/4/2018
General Fund	Executive	Salaries & benefits for 6 months (Jan - June) for the new position of Deputy City Attorney.	Fund Balance			-$73,270			-$73,270	$16,062,068	10/26/2018	11/13/2018	12/4/2018
General Fund	Water Park	Salaries & benefits for 2 months (May & June) for the reclassification of Head Lifeguard to Assistant Manger.	Fund Balance			-$4,305			-$4,305	$16,057,763	10/26/2018	11/13/2018	12/4/2018
Capital Outlay GRT	Capital Outlay GRT	Increase Standpipe Rd project to cover a shortage in utilities.	Fund Balance					-$20,420	-$20,420	$544,881	10/26/2018	11/13/2018	12/4/2018
Lodgers Tax- Non Promo	Lodgers Tax-Non Promo	Internal Request - Potash Park & Museum - sandblast & paint underground equipment for above ground display.	Fund Balance					-$20,000	-$20,000	$999,871	10/26/2018	11/13/2018	12/4/2018
Lodgers Tax-Promo	Lodgers Tax-Promo	Internal Request - Promotion of City of Carlsbad Tourist Related Facilities. Professional quality photographs & video to be used in developing an advertising campaign highlighting City recreational facilities & special events.	Fund Balance				-$300,000		-$300,000	$2,172,008	10/26/2018	11/13/2018	12/4/2018
Lodgers Tax-Promo	Lodgers Tax-Promo	Creative Carlsbad - Night of Lights - a holiday event in the Halagueno Arts Park - Advertising.	Fund Balance				-$3,100		-$3,100	$2,168,908	10/26/2018	11/13/2018	12/4/2018
Lodgers Tax-Promo	Lodgers Tax-Promo	Carlsbad Community Concert Association - Live Community Music - Advertising.	Fund Balance				-$12,190		-$12,190	$2,156,718	10/26/2018	11/13/2018	12/4/2018
Lodgers Tax-Promo	Lodgers Tax-Promo	Carlsbad Chamber of Commerce - Christmas on the Pecos 27th Anniversary - Advertising.	Fund Balance				-$35,000		-$35,000	$2,121,718	10/26/2018	11/13/2018	12/4/2018
November 2018													
Lodgers Tax- Non Promo		Transfer Out to General Fund.	Fund Balance		-$78,000				-$78,000	$921,871	11/30/2018	12/11/2018	1/4/2019
General Fund	Parks	Provide a trail around the perimeter of San Jose Park and install stationed fitness equipment. The total cost of the project is $128,000 - $78,000 Non-Promotional Lodgers' Tax money and a $50,000 donation from Chevron.	Transfer In from Non-Promotional Lodgers' Tax Fund		$78,000			-$128,000	-$50,000	$16,007,763	11/30/2018	12/11/2018	1/4/2019
General Fund	Parks	Purchase additional herbicides, pre-emergents and fertilizer for weed control on various parks turf.	Fund Balance				-$10,000		-$10,000	$15,997,763	11/30/2018	12/11/2018	1/4/2019
General Fund	Public Safety	Purchase 3 police cars with complete upfit & graphics needed to meet fleet demand for additional police officers.	Fund Balance					-$145,530	-$145,530	$15,852,233	11/30/2018	12/11/2018	1/4/2019
General Fund	Fire	Purchase REM Truck to be used on wildland deployments. Purchase being made with reimbursements from previous deployments. The increase to M&S is for the cost of mobile radios.	Revenue	$118,500			-$9,500	-$109,000	$0	$15,852,233	11/30/2018	12/11/2018	1/4/2019
General Fund	Golf	Contract professional services for maintenance & repair of the effluent water irrigation pond.	Fund Balance				-$42,000		-$42,000	$15,810,233	11/30/2018	12/11/2018	1/4/2019
General Fund	Airport	Install security cameras at the airport for increased safety & security.	Fund Balance					-$12,500	-$12,500	$15,797,733	11/30/2018	12/11/2018	1/4/2019
Lodgers Tax- Non Promo	Lodgers Tax-Non Promo	Internal Request - Master plan & architectural design for expanding the features at the Water Park.	Fund Balance					-$150,000	-$150,000	$771,871	11/30/2018	12/11/2018	1/4/2019
Lodgers Tax- Non Promo	Lodgers Tax-Non Promo	Internal Request - Architectural design & services for the Cavern Theatre.	Fund Balance					-$62,800	-$62,800	$709,071	11/30/2018	12/11/2018	1/4/2019
Lodgers Tax- Non Promo	Lodgers Tax-Non Promo	Internal Request - Development of an interactive exhibit at the National Cave Karst Institute.	Fund Balance					-$30,000	-$30,000	$679,071	11/30/2018	12/11/2018	1/4/2019
Lodgers Tax-Promo	Lodgers Tax-Promo	Internal Request - Promotion of City of Carlsbad Water Park.	Fund Balance				-$20,000		-$20,000	$2,101,718	11/30/2018	12/11/2018	1/4/2019
Sports Complex	Sports Complex	Improvements to championship baseball field #5 - replace artificial turf, install portable pitching mound and replace backstop pads.	Fund Balance					-$30,000	-$30,000	$1,674,879	11/30/2018	12/11/2018	1/4/2019

Description					Transfer	Costs			Net	Ending	Approvals Dates		
Fund	Department	Item	Funding Source	Revenue	In (Out)	Personnel	Operating	Capital	Adjustment	Fund Balance	Budget Com	Council	DFA
Water & Sewer	Water	Hire professional firms to conduct a review of the water & sewer rates - $60,000, produce an EPA required risk management program for 2 chlorinator facilities - $60,000 & renew the maintenance contract for SCADA - $40,000.	Fund Balance				-$160,000		-$160,000	$5,411,295	11/30/2018	12/11/2018	1/4/2019
Water & Sewer	Water	Funds to upgrade & extend new water lines to serve areas that do not currently have service available.	Fund Balance					-$300,000	-$300,000	$5,111,295	11/30/2018	12/11/2018	1/4/2019
Water & Sewer	Sewer	Cost for employee fall protection system to be installed around the WWTP aeration basins.	Fund Balance					-$100,000	-$100,000	$5,011,295	11/30/2018	12/11/2018	1/4/2019
Water & Sewer	Collections	Replace a power generator at the sewer primary lift station.	Fund Balance					-$125,000	-$125,000	$4,886,295	11/30/2018	12/11/2018	1/4/2019

January 2019

General Fund		Transfer Out to Lodgers' Tax Non-Promotional Fund.	Donation		-$100,000				-$100,000	$15,697,733			
Lodgers Tax- Non Promo	Lodgers Tax- Non Promo	Internal Request - Bandshell Improvements - New construction of a Bandshell Pavilion.	Donation/ Fund Balance		$100,000			-$150,000	-$50,000	$629,071			
General Fund		Transfer Out to CIEP Fund.	Fund Balance		-$135,000				-$135,000	$15,562,733			
CIEP	CIEP	Increase for the construction of Avalon Ranch due to bid coming in higher than budget.	Transfer In from General Fund		$135,000			-$135,000	$0	$8,561			
General Fund	Executive	Increase Contracts & Professional Fees to cover additional legal costs incurred due to the growth of the City - $125k, as well as the increase in Oil & Gas drilling applications - 50k.	Fund Balance				-$175,000		-$175,000	$15,387,733			
General Fund	Fire	Paint Fire Station 1, including the administration building & cost to remove & remount a new lift at the PFA garage - 15,000. Cost of the new lift - $8,000.	Fund Balance				$15,000	$8,000	$23,000	$15,410,733			
General Fund	Fire	With remaining wildland reimbursement money, purchase a mule (Kawasaki UTV), trailer, chainsaws, extrication tools, and additional PPE.	Revenue				-$25,265	-$39,300	-$64,565	$15,346,168			
General Fund	Fire	Purchase a light tower with a generator and bunker gear with money donated by OXY.	Donation	$20,000			-$8,500	-$11,500	$0	$15,346,168			
General Fund	Parks	Purchase 10 steel plastic coated benches to replace the wood benches under the canopy shades at Lake Carlsbad Recreation area.	Fund Balance				-$10,200		-$10,200	$15,335,968			
Lodgers Tax- Non Promo	Lodgers Tax- Non Promo	Internal Request - Public Safety & Transit for Events - Increase budget to cover additional security for City sponsored events & facilities.	Fund Balance				-$60,000		-$60,000	$569,071			
Water & Sewer	Water	Additional funds needed to hire a professional firm to conduct a review of the water & sewer rates.	Fund Balance				-$130,000		-$130,000	$4,756,295			
CDBG	CDBG	NMFA Community Development Block Grant for renovations to Pate School to serve as the new location of the San Jose Senior Center.	Grant	$500,000				-$500,000	$0	$0			

City of Carlsbad, NM

Financial Summary

Fiscal Year 2018-19

For: July - December 2018

Financial Summary

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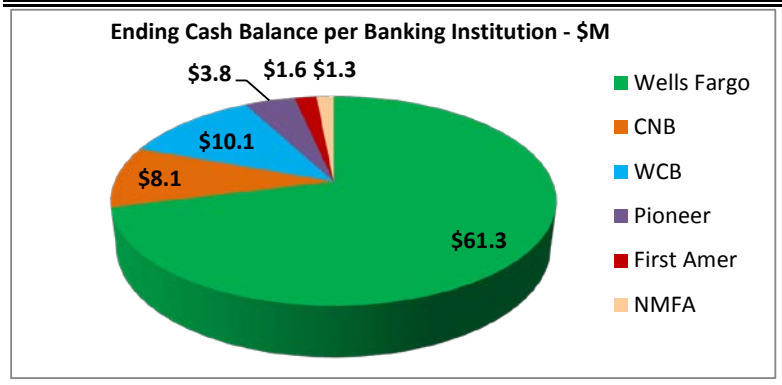
1. Bank Reconciliations

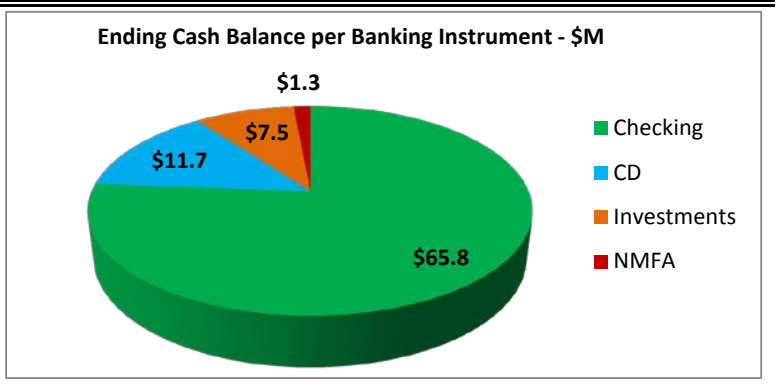
City of Carlsbad
Reconciled Cash
December 2018

Bank Statements	Per Bank	O/S Deposits	O/S Checks	Other Adjustments	Book Balance
Wells Fargo					
General & Misc. - 10010	54,262,272.42	377,196.19	(801,380.13)	-	53,838,088.48
Money Market & US Securities - Perm W&S					7,497,566.14
CDs					-
					61,335,654.62
Western Commerce Bank					
Construction - 10040	7,604,823.08	-	(38,264.26)	-	7,566,558.82
Federal Projects - 10083	46,787.50	-	(46,687.50)	-	100.00
CDs					2,500,966.40
					10,067,625.22
Carlsbad National Bank					
Debt Service - 10050	2,916,414.63	-	-		2,916,414.63
Payroll - 10085	407,474.90	776.85	(392,172.20)	-	16,079.55
Workers Comp - 10083	5,063.40	4,695.03	(9,658.43)	-	100.00
Health Insurance - 10075	1,386,183.62	-	-	-	1,386,183.62
Municipal Court	33,486.81	-	(399.00)	-	33,087.81
CDs					3,790,296.53
					8,142,162.14
Pioneer Bank					
CDs					3,787,094.28
First American Bank					
CDs					1,642,000.00
Cash on Hand					
General, PER, Muni Court, PD, N. Mesa, San Jose, Library, Golf Course, Cemetery, W&S					3,716.50
					84,978,252.76

NMFA Loans		
Loan 4 - Aerial Platform Ladder Truck - 10602 - 51	1020 - Cash - State Treasure - Debt Service Fund	85,843.68
Loan 11 - DW-2867 - Water Project - 10502 - 55	1020 - Cash - State Treasure - Debt Service Fund	498,235.35
Loan 13 - New SW Grappler Truck - 10502 - 52	1020 - Cash - State Treasure - Debt Service Fund	(5,930.66)
Loan 13 - New SW Grappler Truck - 10503 - 52	2011 - Reserve Funds Payable	118,076.73
Loan 13 - New SW Grappler Truck - 10504 - 24	2020 - Program Funds	8,522.32
Loan 15 - Sports Complex - 10603 - 51	1020 - Cash - State Treasure - Debt Service Fund	267,491.51
Loan 15 - Sports Complex - 10603 - 29	2020 - Program Funds	307,975.31
		1,280,214.24

Total	**86,258,467.00**
AS400-Cash	**86,258,467.00**
Variance	**$ -**





City of Carlsbad
Certificates of Deposit
December 2018

Bank	CD #	Fund	Fund Name	Fund Type	December
Carlsbad National Bank	6813455	1	General	General	550,000.00
Carlsbad National Bank	6814010	1	General	General	203,423.77
Carlsbad National Bank	6814016	22	Landfill Closure Reserve	Reserve	754,657.83
Carlsbad National Bank	6814802	22	Landfill Closure Reserve	Reserve	505,748.15
Carlsbad National Bank	6814014	27	Workers Comp	Internal	50,855.93
Carlsbad National Bank	6813454	36	Water & Sewer	Enterprise	300,000.00
Carlsbad National Bank	6814992	71	Perm Water & Sewer Fund	Enterprise	968,432.83
Carlsbad National Bank	6813497	75	Health Insurance	Internal Services	457,178.02
					3,790,296.53
Pioneer Bank	500162943	1	General Fund	General	452,080.62
Pioneer Bank	500162986	1	General Fund	General	414,217.51
Pioneer Bank	500163006	1	General Fund	General	414,217.51
Pioneer Bank	50103324	1	General Fund	General	671,622.47
Pioneer Bank	500162985	22	Landfill Closure Reserve	Reserve	207,108.73
Pioneer Bank	50101625	22	Landfill Closure Reserve	Reserve	957,000.00
Pioneer Bank	500163007	27	Workers' Compensation	Internal Services	207,108.73
Pioneer Bank	50103087	27	Workers' Compensation	Internal Services	256,629.98
Pioneer Bank	500162156	36	Water and Sewer	Enterprise	207,108.73
					3,787,094.28
Western Commerce Bank	2013217	1	General Fund	General	276,127.80
Western Commerce Bank	2013236	1	General Fund	General	640,000.00
Western Commerce Bank	2013189	1	General Fund	General	304,802.64
Western Commerce Bank	2013341	22	Landfill Closure Reserve	Reserve	420,435.08
Western Commerce Bank	2013216	22	Landfill Closure Reserve	Reserve	504,000.00
Western Commerce Bank	2013162	36	Water and Sewer	Enterprise	254,000.00
Western Commerce Bank	2013190	36	Water and Sewer	Enterprise	101,600.88
					2,500,966.40
First American Bank	120119028	1	General Fund	General	1,000,000.00
First American Bank	120119027	22	Landfill Closure Reserve	Reserve	642,000.00
					1,642,000.00
					11,720,357.21

2. Summary of Fund Position

City of Carlsbad
Revenue & Cost Review by Fund - FY2018-19
December 2018

Fund Name	Fund	A Beginning Fund	B Revenues	C Transfers In Increase (Decrease)	D (A + B + C) Subtotal Cash	E Costs Labor	F Costs Ops	G Costs Capital	H (E + F + G) Costs Total	I Reserves Increase (Decrease)	J (D - H + I) Ending Fund	K (J - A) Cash Increase (Decrease)
General Fund	1	25,284,230	31,001,074	(7,621,461)	48,663,843	18,763,313	4,205,028	961,307	23,929,648	18,427	24,752,622	(531,609)
GRT Capital Outlay Fund	2	6,369,689	2,293,419	(5,891,500)	2,771,608	-	-	1,485,773	1,485,773	-	1,285,835	(5,083,854)
Disaster Preparedness Fund	6	900,719	-	4,165,000	5,065,719	-	1,348,200	-	1,348,200	-	3,717,519	2,816,800
Special Museum Fund	12	19,804	2,265	-	22,069	-	3,387	-	3,387	-	18,682	(1,122)
Municipal Transit	15	151,260	237,107	656,050	1,044,417	497,599	73,603	15,968	587,171	-	457,246	305,986
Performing Arts Center	18	87,853	-	(87,853)	(0)	-	-	-	-	-	(0)	(87,853)
Fire Protection	20	122,525	336,549	(87,578)	371,497	-	-	1,500	1,500	-	369,997	247,471
Lodgers Tax Non-Promo	21	1,384,749	1,342,190	-	2,726,939	-	327,409	420,369	747,778	-	1,979,162	594,413
Landfill Closure Reserve	22	3,996,319	37,892	111,000	4,145,211	-	-	-	-	-	4,145,211	148,892
Lodgers Tax Promo	23	2,311,782	877,877	-	3,189,659	-	295,736	245,380	541,116	-	2,648,543	336,761
Solid Waste Disposal	24	2,368,607	3,711,362	(558,348)	5,521,621	1,063,314	1,098,336	1,020,368	3,182,018	-	2,339,603	(29,004)
Airport	25	182,635	189,978	150,000	522,613	-	4,416	306,379	310,795	-	211,818	29,183
Cemetery	26	190,931	-	(190,931)	-	-	-	-	-	-	-	(190,931)
Workers' Compensation	27	2,007,598	5,132	-	2,012,730	-	129,489	-	129,489	-	1,883,241	(124,357)
Insurance	28	497,055	12,617	1,375,000	1,884,671	-	1,105,705	-	1,105,705	-	778,966	281,912
Sports Complex	29	1,690,802	1,197,095	(220,122)	2,667,775	314,710	207,415	121,463	643,588	-	2,024,187	333,385
Emergency Medical Services (EMS)	31	-	20,000	20,000	40,000	-	11,985	26,770	38,754	-	1,246	1,246
Local Government Correction	32	227,613	60,529	-	288,142	-	69,975	-	69,975	-	218,167	(9,446)
Law Enforcement Protection	34	0	63,000	-	63,000	-	11,340	-	11,340	-	51,660	51,660
Water and Sewer	36	12,240,226	7,009,015	4,207,506	23,456,747	2,479,076	1,209,764	1,452,918	5,141,759	(16,569)	18,298,420	6,058,194
Beautification	40	27,004	5,315	-	32,319	-	8,000	-	8,000	-	24,319	(2,685)
Sewer System Improvement	41	-	-	-	-	-	-	-	-	-	-	-
Street Improvement	44	2,066,480	517,652	1,000,000	3,584,132	-	-	472,550	472,550	-	3,111,582	1,045,102
CIEP	49	612,204	309,124	2,060,000	2,981,328	-	-	426,910	426,910	-	2,554,418	1,942,214
NMFA Loans-Governmental	51	83,473	2,624	325,446	411,542	-	58,207	-	58,207	-	353,335	269,862
NMFA Loans-Solid Waste	52	119,533	915	126,322	246,770	-	6,022	-	6,022	-	240,748	121,215
Capital Outlay GRT Bond	54	40,322	-	483,857	524,179	-	91,928	-	91,928	-	432,251	391,929
NMFA Loans-Water & Sewer	55	2,645,064	3,356	234,780	2,883,200	-	1,337,994	-	1,337,994	-	1,545,205	(1,099,859)
2002 Sales Tax Bond Fund	56	-	-	-	-	-	-	-	-	-	-	-
2009 Water & Sewer Bond	59	135,183	-	1,487,000	1,622,183	-	313,591	-	313,591	-	1,308,592	1,173,410
2009 W & S Bond Acquisition	60	671,266	-	(671,266)	(0)	-	-	-	-	-	(0)	(671,266)
Old Carlsbad Landfill Closure	63	96,816	-	100,000	196,816	-	16,536	-	16,536	-	180,281	83,465
Sandpoint Landfill Construction	67	1,495,039	921	200,000	1,695,960	-	-	-	-	-	1,695,960	200,921
98' Water & Sewer Bond Acquisition	69	91,774	-	(83,711)	8,063	-	-	8,063	8,063	-	-	(91,774)
Permanent Water & Sewer Fund	71	8,358,735	112,270	-	8,471,005	-	5,006	-	5,006	-	8,465,999	107,264
Municipal Court Trust	72	32,323	-	-	32,323	-	-	-	-	765	33,088	765
Health Insurance Fund	75	2,474,293	3,272,295	(1,289,191)	4,457,396	-	2,614,035	-	2,614,035	-	1,843,362	(630,931)
Federal Projects Fund	81	-	-	-	-	-	-	-	-	-	-	-
Payroll	85	32,828	-	-	32,828	-	32	-	32	(16,985)	15,811	(17,017)
06-12 WIPP Acceleration Impact Fund	88	270,100	93,713	-	363,813	-	93,713	-	93,713	(90,000)	180,100	(90,000)
Balance		79,286,832	52,715,284	0	132,002,116	23,118,012	14,646,852	6,965,718	44,730,581	(104,362)	87,167,173	7,880,341

City of Carlsbad
Cash Report with Investments & Restricted Cash
FY 2018-19
December 2018

Fund Name	Fund	Beginning Fund Bal	Revenues	Expenditures	Transfers Increase (Decrease)	Reserves Increase (Decrease)	Ending Fund Bal	Included in Cash Balance Investments	Restricted
General Fund	1	25,284,230	31,001,074	23,929,648	(7,621,461)	18,427	24,752,622	4,926,492.32	8,400,692
GRT Capital Outlay Fund	2	6,369,689	2,293,419	1,485,773	(5,891,500)	-	1,285,835	-	
Disaster Preparedness Fund	6	900,719	-	1,348,200	4,165,000	-	3,717,519	-	
Special Museum Fund	12	19,804	2,265	3,387	-	-	18,682	-	
Municipal Transit	15	151,260	237,107	587,171	656,050	-	457,246	-	
Performing Arts Center	18	87,853	-	-	(87,853)	-	(0)	-	
Fire Protection	20	122,525	336,549	1,500	(87,578)	-	369,997	-	
Lodgers Tax Non-Promo	21	1,384,749	1,342,190	747,778	-	-	1,979,162	-	
Landfill Closure Reserve	22	3,996,319	37,892	-	111,000	-	4,145,211	3,990,950	4,145,211
Lodgers Tax Promo	23	2,311,782	877,877	541,116	-	-	2,648,543	-	
Solid Waste Disposal	24	2,368,607	3,711,362	3,182,018	(558,348)	-	2,339,603	-	
Airport	25	182,635	189,978	310,795	150,000	-	211,818	-	
Cemetery	26	190,931	-	-	(190,931)	-	-	-	
Workers' Compensation	27	2,007,598	5,132	129,489	-	-	1,883,241	514,595	
Insurance	28	497,055	12,617	1,105,705	1,375,000	-	778,966	-	
Sports Complex	29	1,690,802	1,197,095	643,588	(220,122)	-	2,024,187	-	
Emrgncy Medical Services (EMS)	31	-	20,000	38,754	20,000	-	1,246	-	
Local Government Correction	32	227,613	60,529	69,975	-	-	218,167	-	
Law Enforcement Protection	34	0	63,000	11,340	-	-	51,660	-	
Water and Sewer	36	12,240,226	7,009,015	5,141,759	4,207,506	(16,569)	18,298,420	862,710	1,343,637
Beautification	40	27,004	5,315	8,000	-	-	24,319	-	
Sewer System Improvement	41	-	-	-	-	-	-	-	
Street Improvement	44	2,066,480	517,652	472,550	1,000,000	-	3,111,582	-	
CIEP	49	612,204	309,124	426,910	2,060,000	-	2,554,418	-	
NMFA Loans-Governmental	51	83,473	2,624	58,207	325,446	-	353,335	-	
NMFA Loans-Solid Waste	52	119,533	915	6,022	126,322	-	240,748	-	
Capital Outlay GRT Bond	54	40,322	-	91,928	483,857	-	432,251	-	
NMFA Loans-Water & Sewer	55	2,645,064	3,356	1,337,994	234,780	-	1,545,205	-	
2002 Sales Tax Bond Fund	56	-	-	-	-	-	-	-	
2009 Water & Sewer Bond	59	135,183	-	313,591	1,487,000	-	1,308,592	-	
2009 W & S Bond Acquisition	60	671,266	-	-	(671,266)	-	(0)	-	
Old Carlsbad Landfill Closure	63	96,816	-	16,536	100,000	-	180,281	-	
Sandpoint Landfill Construction	67	1,495,039	921	-	200,000	-	1,695,960	-	
98' W&S Bond Acquisition	69	91,774	-	8,063	(83,711)	-	-	-	
Permanent W&S Fund	71	8,358,735	112,270	5,006	-	-	8,465,999	7,183,848	8,465,999
Municipal Court Trust	72	32,323	-	-	-	765	33,088	-	33,088
Health Insurance Fund	75	2,474,293	3,272,295	2,614,035	(1,289,191)	-	1,843,362	457,178	
Federal Projects Fund	81	-	-	-	-	-	-	-	-
Payroll	85	32,828	(2)	32	-	(16,985)	15,809	-	
Cetane Fund	88	270,100	93,713	93,713	-	(90,000)	180,100	-	
		79,286,832	**52,715,282**	**44,730,581**	**0**	**(104,362)**	**87,167,171**	**17,935,772**	**22,388,627**
Budget - December 2018			**45,026,469**	**58,509,220**					
Variance - Favorable (Unfavorable)			7,688,813	13,778,639					
Budget - FY18-19		**79,013,966**	**90,052,938**	**117,018,440**	**-**	**-**	**52,048,464**		
Current FY Target			50%	50%					
Actual %			**59%**	**38%**					
			Revenue is 9% above Target	**Costs are 12% below Target**					

3. Revenues

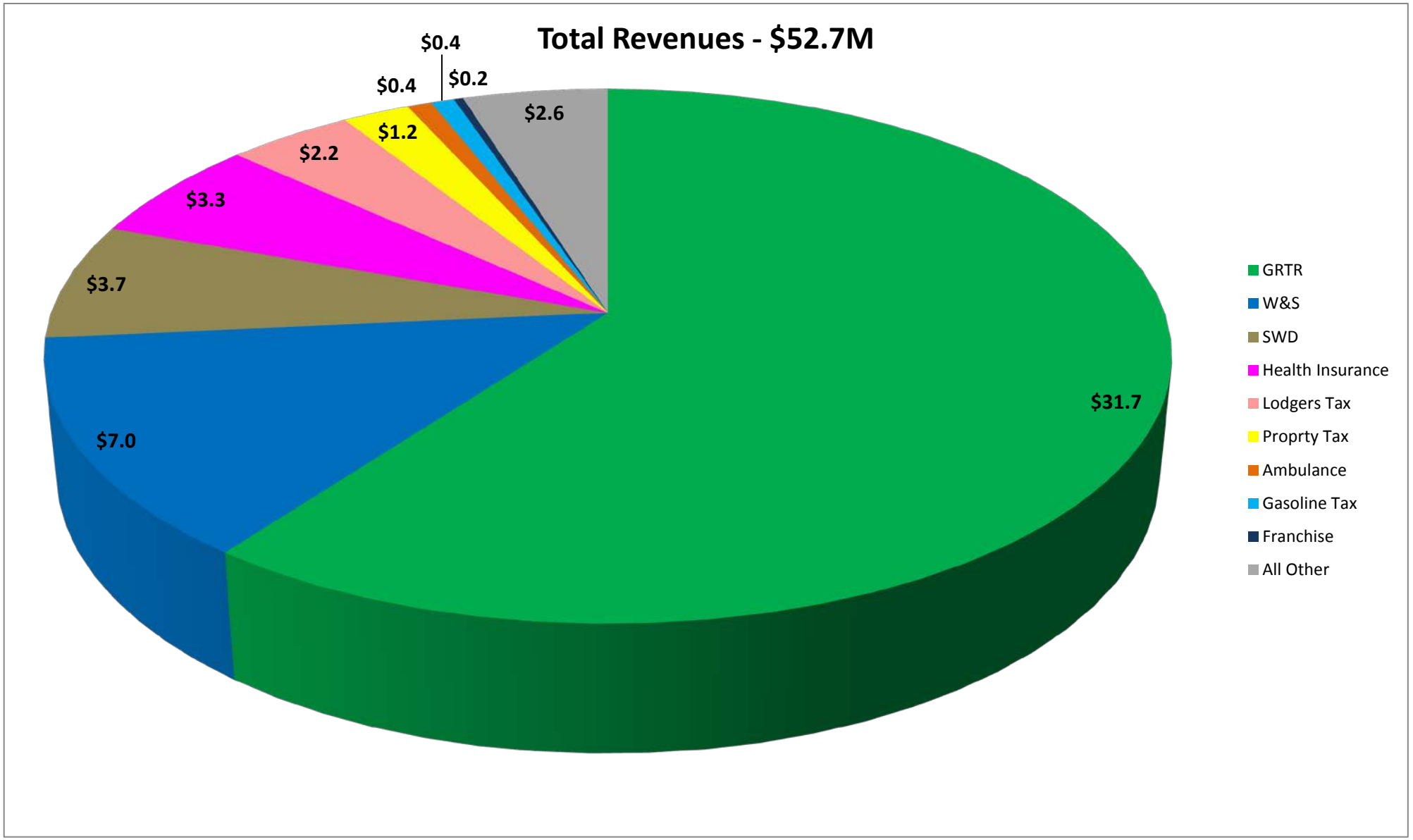
The City of Carlsbad
Revenue by Fund
FY 2018-19
July 2018 - December 2018

No	Fund	% of Total Revenue	July - December Actual	July - December Adj Bud	July - December Fav(Unfav)	Total FY Budget	FY Target 50%
1	GENERAL FUND	58.8%	31,001,074	25,262,012	5,739,062	50,524,024	61.4%
2	GRT CAPITAL OUTLAY FUND	4.4%	2,293,419	1,757,708	535,712	3,515,415	65.2%
12	SPECIAL MUSEUM FUND	0.0%	2,265	3,250	(985)	6,500	34.8%
15	MUNICIPAL TRANSIT	0.4%	237,107	304,524	(67,417)	609,047	38.9%
20	FIRE PROTECTION	0.6%	336,549	246,043	90,507	492,085	68.4%
21	LODGERS TAX NON-PROMO	2.5%	1,339,807	1,100,000	239,807	2,200,000	60.9%
22	LANDFILL CLOSURE RESERVE	0.1%	37,892	70,500	(32,608)	141,000	26.9%
23	LODGERS TAX PROMO	1.7%	880,261	750,000	130,261	1,500,000	58.7%
24	SOLID WASTE DISPOSAL	7.0%	3,711,362	3,469,827	241,535	6,939,653	53.5%
25	AIRPORT	0.4%	189,978	665,545	(475,567)	1,331,089	14.3%
27	WORKERS' COMPENSATION	0.0%	5,132	2,250	2,882	4,500	114.0%
28	INSURANCE	0.0%	12,617	-	12,617	-	
29	SPORTS COMPLEX	2.3%	1,197,095	1,014,395	182,700	2,028,790	59.0%
31	EMERGENCY MEDICAL SERVICE (EMS)	0.0%	20,000	10,000	10,000	20,000	100.0%
32	LOCAL GOVERNMENT CORRECTION	0.1%	60,529	72,500	(11,971)	145,000	41.7%
34	LAW ENFORCEMENT PROTECTION	0.1%	63,000	31,500	31,500	63,000	100.0%
36	WATER AND SEWER	13.3%	7,009,015	6,174,050	834,965	12,348,100	56.8%
40	BEAUTIFICATION	0.0%	5,315	8,739	(3,424)	17,478	30.4%
41	SEWER SYSTEM IMPROVEMENT	0.0%	-	-	-	-	
44	STREET IMPROVEMENT	1.0%	517,652	480,500	37,152	961,000	53.9%
49	CIEP	0.6%	309,124	368,500	(59,376)	737,000	41.9%
51	NMFA - LOANS - GOVERNMENTAL	0.0%	2,624	-	2,624	-	
52	NMFA - LOANS - SOLID WASTE	0.0%	915	-	915	-	
55	NMFA - LOANS - WATER & SEWER	0.0%	3,356	-	3,356	-	
67	SANDPOINT LANDFILL CONSTRUCTION	0.0%	921	-	921	-	
71	PERMANENT WATER & SEWER FUND	0.2%	112,270	-	112,270	-	
72	MUNICIPAL COURT TRUST	0.0%	-	-	-	-	
75	HEALTH INSURANCE FUND	6.2%	3,272,295	3,200,000	72,295	6,400,000	51.1%
81	FEDERAL PROJECTS FUND	0.0%	-	-	-	-	
85	PAYROLL	0.0%	(2)	-	(2)	-	
88	06-12 WIPP ACCELERATION IMPACT FUND	0.2%	93,713	93,879	(166)	187,757	49.9%
		100.0%	52,715,282	45,085,719	**7,629,563**	90,171,438	**58%**

The City of Carlsbad
Revenue by Selected Funds and Categories
FY 2018-19
July 2018 - December 2018

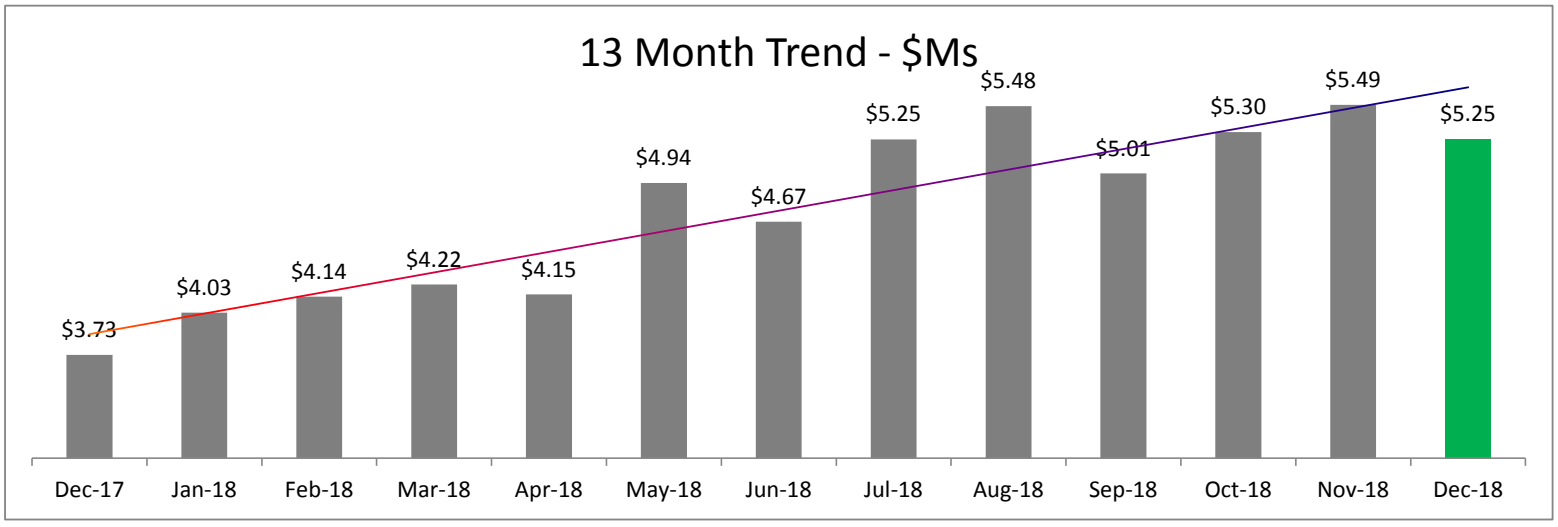
No	Fund / Category	July - December Actual	July - December Adj Bud	July - December Fav(Unfav)	Total FY Budget	FY Target 50%
1	**GENERAL FUND**					
	Gross Receipts Tax	27,667,267	21,461,254	6,206,014	42,922,507	64%
	Property Tax	1,189,604	1,638,130	(448,525)	3,276,259	36%
	Ambulance Service	392,081	475,000	(82,919)	950,000	41%
	Franchise Tax	432,632	428,750	3,882	857,500	50%
	Municipal Court Fines	196,745	216,886	(20,141)	433,772	45%
	Golf Green Fees & Cart Permits	161,739	190,500	(28,761)	381,000	42%
	Permits & Registrations	180,699	190,400	(9,701)	380,800	47%
	Misc. Revenues	517,321	234,550	282,771	469,100	110%
	County	62,500	125,000	(62,500)	250,000	25%
	Grants	19,761	106,543	(86,782)	213,086	9%
	Water Park	94,428	89,250	5,178	178,500	53%
	Cemetery	80,966	83,850	(2,884)	167,700	48%
	Misc. Contracts	5,330	21,900	(16,570)	43,800	12%
		31,001,074	25,262,012	5,739,062	50,524,024	61%
21 & 23	**LODGERS TAX**					
	Non Promotional Lodgers Tax (21)	1,339,807	1,100,000	239,807	2,200,000	61%
	Promotional Lodgers Tax (23)	880,261	750,000	130,261	1,500,000	59%
		2,220,068	1,850,000	370,068	3,700,000	60%
24	**LANDFILL & SOLID WASTE DISPOSAL**					
	Solid Waste Disposal Services	3,111,179	2,985,300	125,879	5,970,600	52%
	Gross Receipts Tax (Environmental)	593,391	460,477	132,915	920,953	64%
	County Share of Costs	-	15,000	(15,000)	30,000	0%
	Misc. Revenues	6,791	9,050	(2,259)	18,100	38%
		3,711,362	3,469,827	241,535	6,939,653	53%
36	**WATER & SEWER**					
	Sewer Services	2,308,815	2,276,300	32,515	4,552,600	51%
	City Water	2,610,366	2,271,350	339,016	4,542,700	57%
	Effluent Contract	484,922	424,800	60,122	849,600	57%
	Septage Services	402,619	360,600	42,019	721,200	56%
	La Huerta Water	359,247	304,400	54,847	608,800	59%
	Double Eagle Water	434,510	260,250	174,260	520,500	83%
	Misc. Revenues	266,868	139,700	127,168	279,400	96%
	Late & Reconnect Fees	141,667	136,650	5,017	273,300	52%
		7,009,015	6,174,050	834,965	12,348,100	57%

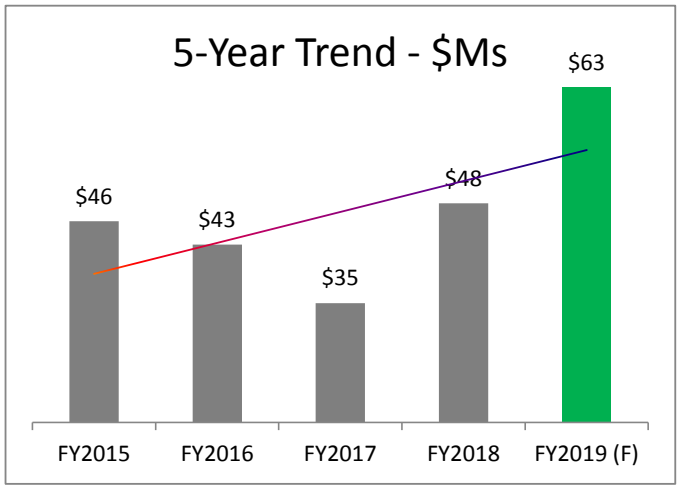
The City of Carlsbad
Total Revenues
FY 2018-19
July 2018 - December 2018



The City of Carlsbad
Gross Receipts Tax Revenue
FY 2018-19
July 2018 - December 2018

Fund	% of Total Revenue	July - December Actual	Adj Bud	Fav(Unfav)	Total FY Budget	FY Target 50%
Fund 1 - General						
Municipal GRT	27%	14,314,299	11,085,425	3,228,874	22,170,850	
Muni Share - State GRT	23%	12,084,252	9,376,793	2,707,459	18,753,586	
Muni Infrastructure	2%	1,186,732	920,895	265,837	1,841,790	
Muni Share Compensating	0%	78,481	71,503	6,978	143,006	
Interstate Telecom	0%	3,504	6,638	(3,134)	13,275	
	52%	27,667,267	21,461,254	6,206,014	42,922,507	64%
Fund 2 - Muni Capital Outlay GRT	4%	2,291,683	1,757,375	534,308	3,514,750	
Fund 29 - Muni Infrastructure (Sports Complex)	2%	1,186,732	920,895	265,837	1,841,790	
Fund 24 - Municipal Environment (SW Disposal)	1%	593,391	460,477	132,915	920,953	
	8%	4,071,807	3,138,747	933,061	6,277,493	65%
Total	60%	31,739,075	24,600,000	**7,139,075**	49,200,000	**65%**





Top 10 Daily Amounts Received

Count	Total Amt Received	Daily Amount	For the Month/Year	Received Month/Year
1	$5,491,130.20	$183,037.67	September 2018	November 2018
2	$5,482,310.40	$182,743.68	June 2018	August 2018
3	$5,257,569.81	$169,599.03	August 2018	October 2018
4	$5,251,096.48	$169,390.21	October 2018	**December 2018**
5	$5,248,913.05	$169,319.78	May 2018	July 2018
6	$5,025,634.00	$162,117.23	July 2015	September 2015
7	$5,008,054.69	$161,550.15	July 2018	September 2018
8	$4,939,734.44	$159,346.27	March 2018	May 2018
9	$4,667,639.71	$155,587.99	April 2018	June 2018
10	$4,154,473.17	$148,374.04	February 2018	April 2018

4. Labor

The City of Carlsbad
Labor by Department
FY 2018-19
July 2018 - December 2018

Fund	Fund Name	Depart	Depart Name	% of Total Labor	July - December Actual	July - December Adj Bud	July - December Fav(Unfav)	Total FY Budget	FY Target 50%
1	GENERAL FUND	10	EXECUTIVE & LEGISLATIVE	3.3%	763,042	849,891	86,848	1,699,781	45%
1	GENERAL FUND	15	PERSONNEL	0.5%	124,123	131,492	7,369	262,983	47%
1	GENERAL FUND	20	JUDICIAL	1.1%	254,484	251,656	(2,828)	503,312	51%
1	GENERAL FUND	21	RIVERWALK RECREATION	0.8%	192,006	227,676	35,670	455,352	42%
1	GENERAL FUND	25	INFORMATION TECHNOLOGY	1.2%	279,029	268,002	(11,027)	536,004	52%
1	GENERAL FUND	30	FINANCIAL ADMINISTRATION	3.4%	775,286	849,724	74,437	1,699,447	46%
1	GENERAL FUND	40	PUBLIC SAFETY	24.9%	5,756,702	6,457,380	700,678	12,914,760	45%
1	GENERAL FUND	50	FIRE	21.2%	4,909,508	4,639,167	(270,341)	9,278,334	53%
1	GENERAL FUND	60	STREET	3.1%	719,460	823,351	103,891	1,646,702	44%
1	GENERAL FUND	61	GARAGE	3.0%	694,293	703,159	8,866	1,406,318	49%
1	GENERAL FUND	62	ELECTRICAL DEPT.	1.6%	361,013	419,013	57,999	838,025	43%
1	GENERAL FUND	63	CONSTRUCTION	2.3%	527,368	564,691	37,323	1,129,382	47%
1	GENERAL FUND	67	COMMUNITY SERVICE	0.8%	195,199	222,148	26,949	444,296	44%
1	GENERAL FUND	68	GOLF	1.2%	282,720	327,086	44,366	654,172	43%
1	GENERAL FUND	70	PARKS	2.0%	451,056	480,247	29,191	960,493	47%
1	GENERAL FUND	71	AIRPORT	0.7%	165,036	172,580	7,544	345,160	48%
1	GENERAL FUND	72	FACILITY MAINTENANCE	2.2%	497,196	542,459	45,262	1,084,917	46%
1	GENERAL FUND	75	WATER PARK	0.6%	148,055	105,075	(42,980)	210,150	70%
1	GENERAL FUND	80	LIBRARY	1.4%	321,859	350,982	29,123	701,963	46%
1	GENERAL FUND	83	MUSEUM	0.5%	124,363	121,733	(2,630)	243,466	51%
1	GENERAL FUND	100	ENGINEERING SERVICES	1.4%	325,365	236,526	(88,839)	473,052	69%
1	GENERAL FUND	110	PLAN, ENGINEER & REG	2.5%	584,498	627,372	42,873	1,254,743	47%
1	GENERAL FUND	125	COMMUNITY DEVELOPMENT	0.5%	119,355	186,621	67,266	373,241	32%
1	GENERAL FUND	129	SAN JOSE SR. REC CTR	0.5%	109,766	119,415	9,648	238,829	46%
1	GENERAL FUND	130	N. MESA SR. REC CTR	0.4%	82,529	91,225	8,696	182,450	45%
				81.2%	18,763,313	19,768,666	1,005,353	39,537,332	47%
36	WATER AND SEWER	360	WATER	5.1%	1,172,614	1,186,450	13,836	2,372,900	49%
36	WATER AND SEWER	361	SEWER	1.9%	440,047	446,680	6,633	893,360	49%
36	WATER AND SEWER	362	DOUBLE EAGLE	1.8%	409,202	429,666	20,463	859,331	48%
36	WATER AND SEWER	363	LAB ENVIRONMENTAL SERV	0.8%	185,960	181,362	(4,598)	362,723	51%
36	WATER AND SEWER	364	COLLECTION SYSTEM	1.2%	271,253	305,699	34,445	611,397	44%
				10.7%	2,479,076	2,549,856	70,780	5,099,711	49%
15	MUNICIPAL TRANSIT	150	TRANSIT SERVICE	2.2%	497,599	524,106	26,507	1,048,212	47%
24	SOLID WASTE DISPOSAL	240	SOLID WASTE DISPOSAL	4.6%	1,063,314	1,088,058	24,744	2,176,116	49%
29	SPORTS COMPLEX	290	SPORTS COMPLEX	1.4%	314,710	348,031	33,321	696,062	45%
				8.1%	1,875,623	1,960,195	84,572	3,920,390	48%
				100.0%	23,118,012	24,278,717	1,160,705	48,557,433	48%

5. Operations

The City of Carlsbad
Operations by Department
FY 2018-19
July 2018 - December 2018

Fund	Fund Name	Dept	Depart Name	% of Total Costs	July - December Actual	July - December Adj Bud	July - December Fav(Unfav)	Total FY Budget	FY Target 50%
1	GENERAL FUND	10	EXECUTIVE & LEGISLATIVE	4.3%	632,881	618,358	(14,523)	1,236,716	51%
1	GENERAL FUND	15	PERSONNEL	0.0%	2,823	7,490	4,667	14,980	19%
1	GENERAL FUND	20	JUDICIAL	0.3%	38,289	49,200	10,911	98,400	39%
1	GENERAL FUND	21	RIVERWALK RECREATION	0.3%	45,799	64,714	18,915	129,428	35%
1	GENERAL FUND	25	INFORMATION TECHNOLOGY	1.3%	186,766	181,789	(4,977)	363,577	51%
1	GENERAL FUND	30	FINANCIAL ADMINISTRATION	2.9%	421,802	276,120	(145,682)	552,240	76%
1	GENERAL FUND	40	PUBLIC SAFETY	3.2%	470,270	661,674	191,404	1,323,348	36%
1	GENERAL FUND	50	FIRE	2.9%	429,813	437,665	7,852	875,330	49%
1	GENERAL FUND	60	STREET	2.9%	423,478	493,963	70,485	987,925	43%
1	GENERAL FUND	61	GARAGE	0.4%	63,928	57,195	(6,733)	114,390	56%
1	GENERAL FUND	62	ELECTRICAL DEPT.	0.1%	18,416	24,625	6,209	49,250	37%
1	GENERAL FUND	63	CONSTRUCTION	0.2%	25,209	32,770	7,561	65,540	38%
1	GENERAL FUND	67	COMMUNITY SERVICE	0.1%	17,660	18,260	600	36,520	48%
1	GENERAL FUND	68	GOLF	1.3%	186,246	260,064	73,818	520,128	36%
1	GENERAL FUND	70	PARKS	2.8%	411,820	408,480	(3,340)	816,959	50%
1	GENERAL FUND	71	AIRPORT	0.3%	42,134	46,165	4,031	92,330	46%
1	GENERAL FUND	72	FACILITY MAINTENANCE	0.6%	87,514	131,830	44,316	263,660	33%
1	GENERAL FUND	75	WATER PARK	0.3%	41,537	61,165	19,628	122,330	34%
1	GENERAL FUND	80	LIBRARY	0.6%	88,976	101,479	12,503	202,958	44%
1	GENERAL FUND	82	CRC BEAUTIFICATION	0.0%	266	-	(266)	-	
1	GENERAL FUND	83	MUSEUM	0.4%	65,491	85,845	20,354	171,690	38%
1	GENERAL FUND	110	PLAN, ENGINEER & REG	0.9%	131,152	180,092	48,940	360,183	36%
1	GENERAL FUND	125	COMMUNITY DEVELOPMENT	0.1%	21,208	45,500	24,292	91,000	23%
1	GENERAL FUND	128	PATE SCHOOL REC CTR	0.0%	2,366	-	(2,366)	-	
1	GENERAL FUND	129	SAN JOSE SR. REC CTR	0.1%	17,727	40,000	22,273	80,000	22%
1	GENERAL FUND	130	N. MESA SR. REC CTR	0.2%	22,970	39,220	16,250	78,440	29%
1	GENERAL FUND	180	PERFORMING ARTS CENTER	0.5%	68,889	74,610	5,721	149,220	46%
1	GENERAL FUND	260	CEMETERY	1.6%	239,601	303,225	63,624	606,450	40%
				26.6%	4,205,028	4,701,496	496,468	9,402,992	45%
36	WATER AND SEWER	360	WATER	5.3%	769,418	999,969	230,551	1,999,937	38%
36	WATER AND SEWER	361	SEWER	1.3%	192,625	203,846	11,221	407,691	47%
36	WATER AND SEWER	362	DOUBLE EAGLE	0.8%	115,676	182,565	66,889	365,130	32%
36	WATER AND SEWER	363	LAB ENVIRONMENTAL SERV	0.1%	14,041	24,420	10,379	48,840	29%
36	WATER AND SEWER	364	COLLECTION SYSTEM	0.8%	118,004	156,140	38,136	312,280	38%
				8.3%	1,209,764	1,566,939	357,175	3,133,878	39%
6	DISASTER PREPAREDNESS FUND	6	DISASTER PREPAREDNESS	9.2%	1,348,200	700,474	(647,726)	1,400,948	96%
12	SPECIAL MUSEUM FUND	120	SPECIAL MUSEUM FUND	0.0%	3,387	6,500	3,113	13,000	26%
15	MUNICIPAL TRANSIT	150	TRANSIT SERVICE	0.5%	73,603	97,295	23,692	194,590	38%
20	FIRE PROTECTION	200	FIRE PROTECTION	0.0%	-	-	-	-	
21	LODGERS TAX NON-PROMO	210	LODGERS TAX NON-PROMO	2.2%	327,409	373,451	46,041	746,901	44%
23	LODGERS TAX PROMO	230	LODGERS TAX PROMO	2.0%	295,736	612,532	316,796	1,225,064	24%
24	SOLID WASTE DISPOSAL	240	SOLID WASTE DISPOSAL	2.7%	395,166	511,595	116,429	1,023,190	39%
24	SOLID WASTE DISPOSAL	241	SANDPOINT LANDFILL	4.8%	703,170	750,000	46,830	1,500,000	47%
25	AIRPORT	250	AIRPORT-MAINTENANCE	0.0%	4,416	56,649	52,233	113,297	4%
27	WORKERS' COMPENSATION	270	WORKERS' COMPENSATION	0.9%	129,489	390,000	260,511	780,000	17%
28	INSURANCE	280	INSURANCE	7.5%	1,105,705	707,094	(398,611)	1,414,188	78%
29	SPORTS COMPLEX	290	SPORTS COMPLEX	1.4%	207,415	212,180	4,765	424,360	49%
31	EMS	310	EMS	0.1%	11,985	6,615	(5,370)	13,230	91%
32	LOCAL GOVERNMENT CORRECTION	320	LOCAL GOV CORRECTIONAL	0.5%	69,975	112,500	42,525	225,000	31%
34	LAW ENFORCEMENT PROTECTION	340	LAW ENFORCEMENT PROTECT	0.1%	11,340	31,500	20,160	63,000	18%
40	BEAUTIFICATION	400	BEAUTIFICATION	0.1%	8,000	8,739	739	17,478	46%
44	STREET IMPROVEMENT	440	STREET IMPROVEMENT	0.0%	-	-	-	-	
51	NMFA LOANS-GOVERNMENTAL	511	NMFA LOANS-GOVERNMENTAL	0.4%	58,207	282,040	223,833	564,080	10%
52	NMFA LOANS-SOLID WASTE	521	NMFA LOANS - SOLID WASTE	0.0%	6,022	63,161	57,139	126,322	5%
54	CAPITAL OUTLAY GRT BOND	541	GRT CAPITAL OUTLAY BOND	0.6%	91,928	241,929	150,000	483,857	19%
55	NMFA LOANS-WATER & SEWER	550	NMFA LOANS	9.1%	1,337,994	1,124,000	(213,994)	2,248,000	60%
59	2009 WATER & SEWER BOND	591	2009 W & S BOND	2.1%	313,591	811,091	497,500	1,622,182	19%
63	OLD CARLSBAD LANDFILL CLOSURE	630	OLD LANDFILL CLOSURE	0.1%	16,536	45,125	28,590	90,250	18%
71	PERMANENT WATER & SEWER FUND	710	PERMANENT W&S FUND	0.0%	5,006	5,000	(6)	10,000	50%
75	HEALTH INSURANCE FUND	750	HEALTH INSURANCE FUND	17.8%	2,614,035	2,975,000	360,965	5,950,000	44%
85	PAYROLL FUND	850	PAYROLL FUND	0.0%	32	-	(32)	-	
88	06-12 WIPP ACCELER IMPACT	883	2010-12 WIPP ACCELER IMPACT	0.6%	93,713	93,879	166	187,757	50%
				63.0%	9,232,059	10,218,347	986,288	20,436,694	45%
				97.9%	14,646,852	16,486,782	1,839,930	32,973,564	44%

6. Capital

The City of Carlsbad
Capital Outlay by Department
FY 2018-19
July 2018 - December 2018

Fund	Fund Name	Dept	Dept Name	% of Total Costs	July - December Actual	July - December Adj Bud	July - December Fav(Unfav)	Total FY Budget	FY Target 50%
1	GENERAL FUND	10	EXECUTIVE & LEGISLATIVE	0.0%	-	2,500	2,500	5,000	0%
1	GENERAL FUND	20	JUDICIAL	0.2%	10,486	6,000	(4,486)	12,000	87%
1	GENERAL FUND	25	INFORMATION TECHNOLOGY	0.3%	24,260	80,000	55,740	160,000	15%
1	GENERAL FUND	30	FINANCIAL ADMINISTRATION	1.6%	111,571	224,304	112,733	448,608	25%
1	GENERAL FUND	40	PUBLIC SAFETY	8.7%	604,208	555,660	(48,548)	1,111,319	54%
1	GENERAL FUND	50	FIRE	0.0%	593	424,000	423,407	848,000	0%
1	GENERAL FUND	61	GARAGE	0.0%	-	14,000	14,000	28,000	0%
1	GENERAL FUND	68	GOLF	0.3%	19,874	62,508	42,634	125,015	16%
1	GENERAL FUND	70	PARKS	0.7%	45,980	206,806	160,826	413,612	11%
1	GENERAL FUND	71	AIRPORT	0.3%	21,174	45,727	24,553	91,453	23%
1	GENERAL FUND	72	FACILITY MAINTENANCE	0.5%	32,974	32,821	(154)	65,641	50%
1	GENERAL FUND	80	LIBRARY	0.7%	49,386	24,693	(24,693)	49,386	100%
1	GENERAL FUND	83	MUSEUM	0.0%	-	7,766	7,766	15,532	0%
1	GENERAL FUND	125	COMMUNITY DEVELOPMENT	0.2%	13,126	11,418	(1,708)	22,836	57%
1	GENERAL FUND	130	N. MESA SR. REC CTR	0.0%	-	15,000	15,000	30,000	0%
1	GENERAL FUND	180	PERFORMING ARTS CENTER	0.2%	14,149	49,600	35,451	99,200	14%
1	GENERAL FUND	260	CEMETERY	0.2%	13,527	8,219	(5,309)	16,437	82%
				13.4%	961,307	1,771,020	809,712	3,542,039	27%
36	WATER AND SEWER	360	WATER	4.2%	291,999	1,150,033	858,034	2,300,066	13%
36	WATER AND SEWER	361	SEWER	0.0%	-	215,185	215,185	430,369	0%
36	WATER AND SEWER	362	DOUBLE EAGLE	1.5%	107,666	5,805,524	5,697,857	11,611,047	1%
36	WATER AND SEWER	363	LAB ENVIRONMENTAL SERV	0.0%	-	5,000	5,000	10,000	0%
36	WATER AND SEWER	364	COLLECTION SYSTEM	15.1%	1,053,253	653,574	(399,679)	1,307,147	81%
				20.9%	1,452,918	7,829,315	6,376,396	15,658,629	9%
2	GRT CAPITAL OUTLAY FUND	2	CAPITAL OUTLAY GRT	21.3%	1,485,773	1,724,362	238,588	3,448,723	43%
15	MUNICIPAL TRANSIT	150	TRANSIT SERVICE	0.2%	15,968	68,382	52,414	136,764	12%
20	FIRE PROTECTION	200	FIRE PROTECTION	0.0%	1,500	260,715	259,215	521,430	0%
21	LODGERS TAX NON-PROMO	210	LODGERS TAX NON-PROMO	6.0%	420,369	1,040,389	620,020	2,080,777	20%
23	LODGERS TAX PROMO	230	LODGERS TAX PROMO	3.5%	245,380	242,500	(2,880)	485,000	51%
24	SOLID WASTE DISPOSAL	240	SOLID WASTE DISPOSAL	14.6%	1,020,368	513,500	(506,868)	1,027,000	99%
25	AIRPORT	250	AIRPORT-MAINTENANCE	4.4%	306,379	689,850	383,471	1,379,699	22%
29	SPORTS COMPLEX	290	SPORTS COMPLEX	1.7%	121,463	233,151	111,687	466,301	26%
31	EMERGENCY MEDICAL SERVICE	310	EMERGENCY MEDICAL SERVICE	0.4%	26,770	13,385	(13,385)	26,770	100%
44	STREET IMPROVEMENT	440	STREET IMPROVEMENT	6.8%	472,550	1,647,803	1,175,253	3,295,605	14%
49	CIEP	490	CIEP	6.1%	426,910	1,700,322	1,273,412	3,400,643	13%
63	OLD LANDFILL CLOSURE	630	OLD LANDFILL CLOSURE	0.0%	-	5,000	5,000	10,000	0%
69	98' W&S BOND ACQUISITION	690	98' W&S BOND ACQUISITION	0.1%	8,063	4,032	(4,031)	8,063	100%
				65.3%	4,551,492	8,143,388	3,591,895	16,286,775	28%
				99.6%	6,965,718	17,743,722	10,778,004	35,487,443	20%

7. Water & Sewer Narrative

The City of Carlsbad
Fund 36 – Water & Sewer
Fiscal Year 2018-19
July 2018 – December 2018

Summary

	Beginning Fund Balance	Revenues	Costs Labor	Costs Ops	Costs Capital	Costs Total	Transfers Increase (Decrease)	Reserves Increase Decrease	Ending Fund Balance	Cash Increase (Decrease)
Actual	12,240,226	7,009,015	2,479,076	1,209,764	1,452,918	5,141,758	4,207,505	(16,569)	18,298,419	6,058,193
Budget	12,222,908	6,174,050	2,549,856	1,566,939	7,829,315	11,946,110	4,207,505	-	10,658,354	(1,564,555)
Variance - Favorable (Unfavorable)	17,318	834,965	70,780	357,175	6,376,397	6,804,352	-	(16,569)	7,640,066	7,622,748

Fund Balance

The Water & Sewer Fund had a fiscal year beginning fund balance of **$12.2M** and an ending fund balance of **$18.3M**.

Unrestricted Cash

Wells Fargo	16,092,073	
	16,092,073	88%

Unrestricted CDs

Carlsbad National Bank	300,000	
Pioneer Band	207,109	
Western Commerce Bank	355,601	
	862,710	5%

Inventory

Water	574,696	
Sewer	25,045	
Double Eagle	129,234	
	728,974	4%

Liabilities

Utility Deposits	557,028	
NM Gross Receipts Tax Payable	57,635	
	614,663	3%

Total Fund Balance	18,298,420	100%

Revenues

Of the $6.2M revenue budget, the City has collected $7.0M. Therefore, revenues are favorable to budget $835k.

	Actual	Budget	Variance Fav (Unfav)	Total FY Budget	FY Target 50%
Sewer Services	2,308,815	2,276,300	32,515	4,552,600	51%
City Water	2,610,366	2,271,350	339,016	4,542,700	57%
Effluent Contract	484,922	424,800	60,122	849,600	57%
Septage Services	402,619	360,600	42,019	721,200	56%
La Huerta Water	359,247	304,400	54,847	608,800	59%
Double Eagle Water	434,510	260,250	174,260	520,500	83%
Misc. Revenues	266,868	139,700	127,168	279,400	96%
Late & Reconnect Fees	141,667	136,650	5,017	273,300	52%
	7,009,014	6,174,050	834,964	12,348,100	57%

Transfers

All transfers were booked in August 2018. There will be no further transfers unless a budget adjustment is approved:

	Actual	Budget	Variance Fav (Unfav)	Total FY Budget	FY Target 50%
Transfers-In					
Fund 2 - Capital - Double Eagle	3,907,643	3,907,643	-	3,907,643	100%
Fund 2 - Capital - Rehab/Reline Reservoir 2	1,200,000	1,200,000	-	1,200,000	100%
Fund 2 - Capital - Sewer Line Expansion	300,000	300,000	-	300,000	100%
Fund 60 - 2009 W&S Bonds - Closes Fund	671,266	671,266	-	671,266	100%
Fund 69 - 1998 W&S Bonds - Closes Fund	83,710	83,710	-	83,710	100%
Fund 75 - Health Insurance - Rebates	147,666	147,666	-	147,666	100%
	6,310,285	6,310,285	-	6,310,285	100%
Transfers-Out					
Fund 28 - Liability & Property Insurance	(381,000)	(381,000)	-	(381,000)	100%
Fund 55 - NMFA Loan - DE Waterline	(15,397)	(15,397)	-	(15,397)	100%
Fund 55 - NMFA Loan - Storage Convey	(30,800)	(30,800)	-	(30,800)	100%
Fund 55 - NMFA Loan - Conservation (Effluent)	(53,401)	(53,401)	-	(53,401)	100%
Fund 59 - NMFA Loan - 2009 W&S Bond	(1,622,182)	(1,622,182)	-	(1,622,182)	100%
	(2,102,780)	(2,102,780)	-	(2,102,780)	100%
Net Transfers	4,207,505	4,207,505	-	4,207,505	100%

Labor

Of the $2.5M labor budget, $2.5M was expended. Therefore, the total cost savings in Labor is $71k.

	Actual	Budget	Variance Fav (Unfav)	Total FY Budget	FY Target 50%
Category					
Direct Labor	1,713,256	1,799,425	86,169	3,598,850	48%
Health Insurance	325,840	357,583	31,743	715,166	46%
Taxes	162,518	174,530	12,012	349,060	47%
PERA	140,289	149,732	9,443	299,463	47%
Health Insurance Rebate	137,172	68,586	(68,586)	137,172	100%
Total	2,479,076	2,549,856	70,780	5,099,711	49%
Department					
360 - Water	1,172,614	1,186,450	13,836	2,372,900	49%
361 - Sewer	440,047	446,680	6,633	893,360	49%
362 - Double Eagle	409,202	429,666	20,463	859,331	48%
363 - Lab Environmental Services	185,960	181,362	(4,598)	362,723	51%
364 - Collection System	271,253	305,699	34,445	611,397	44%
	2,479,076	2,549,856	70,780	5,099,711	49%

Operations

Of the $1.6M operating budget, $1.2M was expended. Therefore, the total cost savings in operations is $357k.

	Actual	Budget	Variance Fav (Unfav)	Total FY Budget	FY Target 50%
Category					
Utilities	377,130	416,790	39,660	833,580	45%
Contract & Professional Fees	175,407	366,765	191,358	733,530	24%
Service Line Maint & Repair	148,986	231,525	82,539	463,050	32%
Materials & Supplies	176,095	202,570	26,475	405,140	43%
Equipment Maint & Repair	162,763	183,969	21,206	367,938	44%
Vehicle Operation Costs	71,266	63,325	(7,941)	126,650	56%
All Other	98,117	101,995	3,878	203,990	48%
Total	1,209,764	1,566,939	357,175	3,133,878	39%
Department					
360 - Water	769,418	999,969	230,551	1,999,937	38%
361 - Sewer	192,625	203,846	11,221	407,691	47%
362 - Double Eagle	115,676	182,565	66,889	365,130	32%
363 - Lab Environmental Services	14,041	24,420	10,379	48,840	29%
364 - Collection System	118,004	156,140	38,136	312,280	38%
	1,209,764	1,566,939	357,175	3,133,878	39%

Capital

Of the $7.8M capital budget, $1.5M has been expended. Therefore, the capital spending variance is $6.4M. This variance is primarily related to the timing of Double Eagle Phase III. The $1.5M capital spending is allocated as follows:

	Carry Over	Actual	Budget	Variance Fav (Unfav)	Total FY Budget	FY Target 50%
Sustaining Projects						
Equip-Fall Protection-Treatment Plant		-	50,000	50,000	100,000	0%
Equip-Fencing	Y	29,856	15,000	(14,856)	30,000	100%
Equip-Lab Distiller		-	5,000	5,000	10,000	0%
Equip-Line Capping		10,933	5,467	(5,467)	10,933	100%
Equip-Replace Generator-Primary Lift St		-	62,500	62,500	125,000	0%
Equip-Sewer Interceptor	Y	-	13,568	13,568	27,135	0%
Equip-Sewer Pump	Y	125,500	65,000	(60,500)	130,000	97%
Equip-Treatment Plant Rag Compactor		-	15,185	15,185	30,369	0%
Equip-Valve Exerciser		-	45,500	45,500	91,000	0%
Equip-Valves & PRV - Double Eagle		-	3,247	3,247	6,494	0%
Equip-Valves & PRV - Water		14,220	50,000	35,780	100,000	14%
Equip-Waster Water Jet Truck		389,000	194,500	(194,500)	389,000	100%
Lift Station Improvements	Y	538,753	316,063	(222,690)	632,126	85%
SCADA - Collection System	Y	-	1,943	1,943	3,886	0%
SCADA - Water		35,703	50,000	14,297	100,000	36%
Utility-San Jose Rd Project	Y	42,061	24,067	(17,995)	48,133	87%
Well Remediation - Double Eagle	Y	-	30,295	30,295	60,589	0%
Well Remediation - Reservoir #2		-	600,000	600,000	1,200,000	0%
Well Remediation - Reservoir #9		83,560	125,000	41,440	250,000	33%
Well Remediation - Water		-	25,000	25,000	50,000	0%
Total		1,269,586	1,697,333	427,746	3,394,665	37%
Growth Projects						
W&S Line Extension Upgrade		-	150,000	150,000	300,000	0%
Double Eagle Meters		3,941	5,000	1,059	10,000	39%
Double Eagle Phase 3	Y	4,924	5,611,982	5,607,058	11,223,964	0%
New Service - Double Eagle		-	5,000	5,000	10,000	0%
New Service - Water		75,666	60,000	(15,666)	120,000	63%
Sewer Line Extension (South of Town)		-	150,000	150,000	300,000	0%
Tatum Wellfield Engineering & Design	Y	98,801	150,000	51,199	300,000	33%
		183,332	6,131,982	5,948,650	12,263,964	1%
		1,452,918	7,829,315	6,376,396	15,658,629	9%

Summary of Budget Adjustments

The following budget adjustments have been approved during FY 2018-19:

INCREASE/(DECREASE)			
Department	**Type**	**Description**	**Amount**
360-Water	Capital	Replace Line Tapping Equipment	10,933
360-Water	Ops	Transfer to Capital	(10,933)
361-Sewer	Capital	Treatment Plant Rag Compactor	30,369
361-Sewer	Ops	Transfer to Capital	(30,369)
360-Water	Capital	Valve Instillation Equipment	91,000
364-Collection	Capital	Refuse Collection Truck (Vaccume Truck)	(61,000)
362-Double Eagle	Capital	Valves & PRV	(30,000)
All W&S Depts	Labor	Health Insurance Rebate	147,666
Health Insurance Fund	Transfer	Offset Cost of Health Insurance Rebate	(147,666)
			-
INCREASE - Fund Balance or Additional Revenue			
360-Water	Ops	Renew Maint Agreement for SCADA	40,000
			40,000

Summary of Outstanding Debt

		WATER & SEWER DEBT						
		Bond W&S Rev 2009	NMFA Carlsbad 10 DE Waterline	NMFA Carlsbad 11 DE Extension	NMFA Carlsbad 14 Storage/Conv	NMFA Carlsbad 16 Conservation	NMFA Carlsbad TBA Treatment Plant	**Total W&S**
	Original Amounts							
	Principal	21,440,000	300,000	15,688,737	600,000	1,000,000	19,414,220	**58,442,957**
	Interest	11,342,887	7,902	3,533,097	16,003	25,434	4,331,980	**19,257,303**
	Total	$32,782,887	$307,902	$19,221,834	$616,003	$1,025,434	$23,746,200	**$77,700,260**
Years	FY	Payments Remaining - includes Principal & Interest						
1	FY 2018-19	1,622,181	15,397	961,092	30,800	53,400	1,187,310	3,870,180
2	FY 2019-20	1,622,381	15,397	961,091	30,800	53,400	1,187,310	3,870,380
3	FY 2020-21	1,620,981	15,397	961,092	30,800	53,400	1,187,310	3,868,980
4	FY 2021-22	1,621,638	15,397	961,091	30,800	53,400	1,187,310	3,869,637
5	FY 2022-23	1,624,038	15,397	961,091	30,800	53,401	1,187,310	3,872,036
6	FY 2023-24	1,621,388	15,397	961,091	30,800	53,400	1,187,310	3,869,386
7	FY 2024-25	1,619,963	15,397	961,092	30,800	53,401	1,187,310	3,867,962
8	FY 2025-26	1,624,400	15,397	961,091	30,801	53,401	1,187,310	3,872,400
9	FY 2026-27	1,620,750	15,397	961,092	30,800	53,401	1,187,310	3,868,750
10	FY 2027-28	1,620,750	15,397	961,092	30,800	53,400	1,187,310	3,868,749
11	FY 2028-29	1,622,250	15,397	961,092	30,800	53,400	1,187,310	3,870,249
12	FY 2029-30	-	15,397	961,092	30,800	53,400	1,187,310	2,248,000
13	FY 2030-31	-	-	961,092	30,800	53,401	1,187,310	2,232,602
14	FY 2031-32	-	-	961,092	30,800	53,401	1,187,310	2,232,603
15	FY 2032-33	-	-	961,091	30,800	53,401	1,187,310	2,232,602
16	FY 2033-34	-	-	961,092	30,800	53,400	1,187,310	2,232,602
17	FY 2034-35	-	-	961,092	30,800	53,400	1,187,310	2,232,602
18	FY 2035-36	-	-	961,091	-	-	1,187,310	2,148,401
19	FY 2036-37	-	-	961,092	-	-	1,187,310	2,148,402
20	FY 2037-38	-	-	-	-	-	1,187,310	1,187,310
		17,840,719	**184,763**	**18,260,741**	**523,602**	**907,806**	**23,746,200**	**61,463,832**

8. Check Registers

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
438	BAKER UTILITY SUPPLY CORP	284371	12/04/2018			309.33
187967	ADAPTERS - NEW INSTALLS			36	72.11	
188432	FULL CIRCLE CLAMPS			36	237.22	
915	CARLSBAD AUTO SUPPLY	284372	12/04/2018			612.33
188580	FILTERS, REAR BRAKES			01	112.60	
188637	ADHESIVE ERASER WHEEL - FACILITY MAINT			01	44.36	
188580	FILTERS, REAR BRAKES			24	370.85	
188642	DEF FLUID - SOLID WASTE TRASH TRUCKS			24	65.94	
188580	FILTERS, REAR BRAKES			36	18.58	
992	CED	284373	12/04/2018			1398.99
186522	SHOVEL			01	45.00	
186744	GREEN 501 11-CABLE LOCATOR			01	742.00	
188214	600V METER, CARRYING CASE			01	611.99	
1408	DANA KEPNER CO.	284374	12/04/2018			500.00
188456	INSERTS			36	500.00	
1801	E-Z RENTALS & SALES, INC.	284375	12/04/2018			45.14
188408	STIHL CONCRETE SAW FILTERS			01	45.14	
2472	RICH FORD	284376	12/04/2018			241.40
186682	Unit/Asset: UNITS 35 AND 43			15	30.00-	
186682	BATTERIES AND CORES - VAN 35			15		
186682	BRAKE LINING KITS AND TRANSMISSION FLUID			15		
187739	Unit/Asset: VAN 43			15	23.19	
187739	BRAKE HUB AND GREASE FOR BRAKES			15		
188361	BRAKE LINING KIT FOR VAN 51			15	248.21	
188361	OIL FOR ALL TRANSIT VEHICLES			15		
2933	GRAINGER	284377	12/04/2018			229.23
187029	WORKBENCH - TRANSIT MECHANIC SHOP			15	229.23	
3017	ORLANDO GARZA	284378	12/04/2018			45637.26
185043	MAINTENANCE AND MANAGEMENT SERVICES FOR			01	2500.00	
185043	WILL MERCHANT SOFTBALL COMPLEX			01		
185190	SERVICE - MEDIANS BYWAYS LANDSCAPE			01	10722.26	
185190	MAINTENANCE			01		
185640	GROUNDSKEEPING SERVICES - CEMENTERY			01	32415.00	
3410	IBM CORPORATION	284379	12/04/2018			1375.47
185023	IBM LEASE			01	900.33	
185033	AS400 EQUIPMENT LEASE			01	475.14	
185033	DEC 2018			01		
3622	DEERE CREDIT INC.	284380	12/04/2018			1261.71
184790	JD LEASE - HX15 MOWER			01	426.12	
184791	JD LEASE - 5055E TRACTOR - AIRPORT			01	835.59	
3706	DEERE CREDIT INC.	284381	12/04/2018			4024.39
184789	JD LEASE - MOWING EQUIP - PARKS DEPT			01	4024.39	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
4524	LONESTAR FREIGHTLINER LLC	284382	12/04/2018			267.81
187508	Unit/Asset: SW,13258			24	267.81	
187508	DEF SYSTEM SENSOR			24		
4935	MORRISON SUPPLY	284383	12/04/2018			815.65
186904	AUGER FOR CLEARING SEWER LINES			01	450.00	
187178	ALKA-BRITE PLUS - CLEAN RADIATORS			01	52.74	
188549	PARTS FOR LIFT STATION - 801 E WOOD ST			36	312.91	
5032	PURE OPERATIONS, LLC	284384	12/04/2018			3941.22
187647	MASTER METER 6" OCTAVE 1MG RESERVOIR			36	3941.22	
5400	NEWMAN TRAFFIC SIGNS INC	284385	12/04/2018			338.70
188304	SOLAR FLASHERS - SIGN DEPT			01	338.70	
5508	NM SALT & MINERALS CORP.	284386	12/04/2018			2100.14
187911	ROAD SALT - STREET DEPT			01	2100.14	
5639	OFFICE DEPOT INC.	284387	12/04/2018			56.61
188303	LEGAL PADS, STENO BOOKS - STREET DEPT			01	56.61	
5775	COOPERATIVE EDUCATIONAL	284388	12/04/2018			1248.06
186053	STRUCTURAL FIREFIGHTER GLOVES			01	1248.06	
6447	ROCKY MT. INFORMATION NET	284389	12/04/2018			200.00
185282	YEARLY MEMBERSHIP FEE 7/2018-6/2019			01	200.00	
185282	INFORMATION NETWORK			01		
6480	WINSUPPLY ROSWELL NM CO	284390	12/04/2018			57.90
187520	LAMPS - PW BUILDINGS			01	46.32	
187520	LAMPS - PW BUILDINGS			24	11.58	
6510	RUSH TRUCK CENTERS	284391	12/04/2018			598545.00
186285	NEW SIDE LOADER TRASH TRUCKS (2)			24	598650.00	
187830	Unit/Asset: 12333			24	105.00-	
187830	SOLENOID AND FAN ASSY ON ARC TRUCK			24		
6772	SIERRA IRRIGATION, INC.	284392	12/04/2018			376.42
188419	IRRIGATION CONTROLLER - CEMETERY			01	376.42	
6990	SOUTHEAST READY MIX, INC.	284393	12/04/2018			2044.00
187053	ROCK FOR RETENTION DRAINS.			01	2044.00	
7135	TATE BRANCH	284394	12/04/2018			250.91
188601	Unit/Asset: UNITS-1301/1409 DODGE CHARGE			01	250.91	
188601	WINDSHIELD WASHER TANK - UNIT #1301,			01		
188601	COOLANT RECOVERY TANK - UNIT #1409			01		
7145	SPARKS OFFICE SUPPLY, INC	284395	12/04/2018			5909.01
184856	COPIER USAGE - COMMUNITY DEVELOPMENT			01	7.98	
184857	COPIER USAGE - FACILITY MAINTENANCE			01	7.98	
184858	COPIER USAGE			01	197.48	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
184863	COPIER USAGE - NORTH MESA SR CENTER			01	214.16	
184864	COPIER USAGE			01	55.38	
184865	COPIER USAGE - EXECUTIVE			01	158.48	
184866	COPIER USAGE			01	410.12	
184867	COPIER USAGE - LIBRARY			01	405.31	
184868	COPIER USAGE			01	61.82	
184869	COPIER USAGE - GOLF COURSE			01	47.03	
184870	COPIER USAGE			01	54.87	
184871	COPIER USAGE			01	47.03	
184873	COPIER USAGE			01	164.00	
184874	COPIER USAGE			01	69.35	
184875	COPIER USAGE			01	928.61	
184876	COPIER USAGE - GARAGE SHOP			01	47.03	
184877	COPIER USAGE - PARKS DEPARTMENT			01	47.03	
185026	COPIER USAGE - COMMUNITY SERVICE DEPT			01	47.03	
185308	COPIER USAGE - SAN JOSE SR CENTER			01	32.46	
185570	COPIER USAGE			01	47.03	
187597	COPIER REPAIR UNIT ID #7087 - POLICE			01	368.28	
187597	COMMUNICATION ROOM			01		
188124	LABEL MAKER, ENVELOPES, CD/DVD SLEEVES			01	389.86	
188297	CONFERENCE TABLE			01	1475.47	
184970	COPIER USAGE - TRANSIT			15	203.64	
184872	COPIER USAGE - SOLID WASTE			24	54.87	
184859	COPIER USAGE - WATER WAREHOUSE - DE			36	79.42	
184860	COPIER USAGE - WATER WAREHOUSE - WATER			36	79.41	
184861	COPIER USAGE - WATER WAREHOUSE - WWC			36	79.42	
185019	COPIER USAGE - WWTP			36	64.23	
185020	COPIER USAGE - ENV/LAB			36	64.23	
7162	SPECIALTY COMMUNICATIONS	284396	12/04/2018			676.90
188441	Unit/Asset: 15905			24	676.90	
188441	RADIO FOR NEW GRAPPLER TRUCK			24		
7164	SPORT CENTER	284397	12/04/2018			657.44
187411	SEWING PATCHES ON SHIRTS, JACKETS AND			01	657.44	
187411	COVERALLS FOR STREET AND COMM. SVC.			01		
7311	TORO NATIONAL SUPPORT	284398	12/04/2018			208.00
184770	TORO NSN SUPPORT FOR WATER GOLF COURSE,			01	208.00	
184770	SPORTS COMPLEX AND PARKS			01		
7558	4 RIVERS EQUIPMENT	284399	12/04/2018			438.73
188487	Unit/Asset: ST-9128			01	438.73	
188487	ALTERNATOR - AUX ENGINE - STREET SWEEPER			01		
8076	WATER INVENTORY	284400	12/04/2018			4863.20
188668	VALVES, METERS, BOXES, ADAPTERS, ETC			36	4863.20	
9382	CHARLES H. JURVA	284401	12/04/2018			1613.44
184792	TENNIS PROFESSIONAL SERVICES			01	1613.44	
10061	METAL SHOP LIVE	284402	12/04/2018			8000.00
184852	MANAGEMENT SERVICE - WGPACC			01	8000.00	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
10117	MHQ OF NEW MEXICO	284403	12/04/2018			136.20
186648	Unit/Asset: F-7 F/D			01	136.20	
186648	TIMER - VEHICLE EMERGENCY LIGHTS			01		
11246	ECMS, INC.	284404	12/04/2018			166.61
188338	SPECIALIZED CLEANING & REPAIR -			01	166.61	
188338	STRUCTURAL FF GEAR FOR PHELPS AND RIDDLE			01		
11555	MOON DOG PUBLISHING LLC	284405	12/04/2018			850.00
188395	ADVERTISING IN NM MUSEUMS & HISTORIC			23	850.00	
188395	SITES WINTER 2018 GUIDE			23		
11707	THUNDER RUN CONCRETE LLC	284406	12/04/2018			158.71
185931	SIDEWALK REPAIRS - WATER DEPT			36	158.71	
11803	BLUE TARP FINANCIAL INC	284407	12/04/2018			372.58
187016	MINI PALLET JACK - FACILITY MAINT			01	372.58	
11815	LOWE'S	284408	12/04/2018			482.95
188084	OFFICE SPACE UPDATES			01	82.79	
188568	HOLIDAY DECORATIONS - MUNICIPAL ANNEX			01	400.16	
11874	ACME ENVIRONMENTAL, INC	284409	12/04/2018			145.00
187298	RE-CERTIFICATION - SUPERVISOR/CONTRACTOR			36	145.00	
187298	ASBESTOS AWARENESS - 11/15/18 - ABQ NM -			36		
187298	J DOUGAN			36		
12061	CARLSBAD PRINTING/DESIGN	284410	12/04/2018			1893.04
187449	UNIFORM POLOS - DISPATCH & RECORDS			01	1893.04	
12405	AMAZON CAPITAL SERVICES	284411	12/04/2018			338.58
187607	HYDRANT TOOL BAG			01	338.58	
12524	ERIC CHAVEZ	284412	12/04/2018			5382.29
184786	PRO SERVICES - LAKE CARLSBAD GOLF COURSE			01	5382.29	
64	ADMIN OFFICE OF THE COURT	284413	12/10/2018			3729.00
	FEES COLLECTED IN NOVEMBER 2018 FOR			01	3729.00	
	ADMINISTRATIVE OFFICE OF THE COURTS			01		
108	AMERIPRIDE, INC.	284414	12/10/2018			97.58
185036	RUG & RAG SERVICE - GARAGE SHOP			01	42.92	
185163	RUG & RAG SERVICE - PFA SHOP			01	54.66	
438	BAKER UTILITY SUPPLY CORP	284415	12/10/2018			2058.91
188452	VALVE BOX, SADDLE, DI SPOOL			36	2058.91	
616	BRININSTOOL EQUIPMENT	284416	12/10/2018			805.33
188645	TOOLS AND GREASE - PARKS DEPT.			01	388.86	
188747	TOOLS & MATERIAL TO SECURE TARPS ON			24	318.80	
188747	SOLID WASTE TRUCKS TO HAUL LOADS TO THE			24		
188747	LANDFILL.			24		

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
188756	Unit/Asset: SW-11592			24	97.67	
188756	PRESSURE GAUGES - HYD SYSTEM TESTING			24		
638	BOHANNAN HUSTON INC.	284417	12/10/2018			1976.70
182188	PROVIDE ENGINEERING SERVICES FOR THE			36	1976.70	
182188	HALL STREET LIFT STATION PROJECT.			36		
652	BROWNING GARAGE DOORS LLC	284418	12/10/2018			390.94
185165	GARAGE DOOR REPAIRS - FIRE STATIONS			01	390.94	
736	BEAR PAW EMBROIDERY CORP.	284419	12/10/2018			71.22
185599	EMBROIDERY AND SEW OUTS FOR CPD			01	71.22	
185599	PERSONNEL UNIFORMS			01		
881	CAPROCK WATER COMPANY INC	284420	12/10/2018			25.75
185009	WATER SERVICE - LOCO HILLS SHOP			36	25.75	
902	CARLSBAD RADIO INC.	284421	12/10/2018			215.29
185117	RADIO ADVERTISING - TRANSIT			15	215.29	
915	CARLSBAD AUTO SUPPLY	284422	12/10/2018			131.62
188662	Unit/Asset: ST-6470			01	131.62	
188662	BALLJOINTS, FRONT SHOCKS			01		
920	CARLSBAD BLOCK & SUPPLY	284423	12/10/2018			469.34
187324	Unit/Asset: FD OFFICE			01	469.34	
187324	DOOR FOR FD OFFICE			01		
930	CARLSBAD CURRENT ARGUS	284424	12/10/2018			1544.69
184818	LEGAL NOTICE PUBLICATIONS - CITY ADMIN			01	241.55	
185673	ADVERTISE BIDS/RFPS AS NEEDED			01	495.58	
186867	ADVERTISE DBE - TAXIWAY B CONSTRUCTION			01	100.82	
186938	PUBLICATION FOR POTENTIAL LIENS			01	597.72	
186938	AD TO RUN ON 9/15/18 FOR 1 DAY			01		
187769	LEGAL NOTICE - NMEDGWB - GROUND WATER			36	109.02	
187769	APPLICATION			36		
941	CARLSBAD MAINSTREET CORP	284425	12/10/2018			3000.00
185991	PROMOTIONAL EXPENSE FOR CARLSBAD			23	3000.00	
185991	MAINSTREETS ADVERTSIING CAMPAIGN			23		
992	CED	284426	12/10/2018			4134.48
188240	LIGHT FIXTURES AND POLES - BASKETBALL			01	3948.48	
188240	COURTS AT WEST CARLSBAD REC AREA			01		
188583	LIGHT DIFFUSERS - GOLF PRO SHOP			01	186.00	
1163	COBY CROUCH	284427	12/10/2018			29.96
	2019 CAPITAL OUTLAY HEARING IN ARTESIA			01	29.96	
	NM ON 11/29/18			01		
1270	CONNELLS OFFICE SUPPLY	284428	12/10/2018			623.00
188709	PRINTER CARTRIDGES - CASHIERS OFFICE			01	328.00	
188598	OFFICE CHAIR - WWTP EXEC SEC			36	295.00	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
1290	CONSTRUCTOR'S INC.	284429	12/10/2018			6188.96
184628	SPEED HUMP MATERIAL - RIVERSIDE DR			01	523.30	
185981	MATERIAL - PATCHING POT HOLES.			01	5665.66	
1396	CREATIVE COMPUTER RESPONS	284430	12/10/2018			3196.35
185267	AS400 PROGRAMMING CONVERSION - POLICE			01	3196.35	
1786	EASTERN NM UNIVERSITY -	284431	12/10/2018			6822.35
188467	TUITION & FEES - FALL 2018 SEMESTER -			01	4952.70	
188467	PARAMEDIC CLASS - DORADO, TRAUTNER AND			01		
188467	JOHNSON			01		
188468	TUITION & FEES - EMT-I CLASS FALL			01	1869.65	
188468	2018 SEMESTER - ZACH SMITH			01		
1801	E-Z RENTALS & SALES, INC.	284432	12/10/2018			1301.95
188444	STIHL TS700-Z CUTQUICK SAW 1			01	1241.96	
188702	STRING TRIMMER LINE			01	59.99	
1931	EMS REGION III CORP	284433	12/10/2018			280.00
188423	BLS CARDS REQUIRED TO RENEW EMT LICENSE,			01	280.00	
2359	FERGUSON WATERWORKS #3083	284434	12/10/2018			407.40
187930	RESTOCK BRASS			36	291.22	
188196	RESTOCK CHECK VALVES			36	116.18	
2384	FLEETPRIDE	284435	12/10/2018			2605.94
188648	Unit/Asset: SW-10789			24	1901.49	
188648	PTO ASSY #280GCFJP-B5XD			24		
188734	Unit/Asset: SW-15395,10789			24	704.45	
188734	FILTERS - OIL SERVICES AS NEEDED			24		
188734	DRUM & SLACK ADJUSTERS FOR BRAKES			24		
2467	FORESTRY SUPPLIERS INC	284436	12/10/2018			241.58
188295	HEAVY DUTY THERMOMETERS FOR MEASURING			36	241.58	
188295	THE TEMPERATURE OF THE COMPOST PILE.			36		
2480	FORREST TIRE CO., INC.	284437	12/10/2018			1284.61
188557	Unit/Asset: ST-13194			01	107.65	
188557	ALIGNMENT			01		
188640	REPAIR FLAT TIRE UNIT #13801			01	21.53	
188259	Unit/Asset: 6274			24	886.31	
188259	REPAIR FRONT END DAMAGE - SOLID WASTE			24		
188654	Unit/Asset: SW-15181			24	269.12	
188654	BRAKES - SOLID WASTE TRUCK			24		
2933	GRAINGER	284438	12/10/2018			799.95
188660	RESCUE BASKET - TECH RESCUE TEAM			01	765.45	
188608	CUT-OFF WHEELS - SERVICE TRUCK			36	34.50	
3021	GUY LUTMAN ENTERPRISES	284439	12/10/2018			96.00
188426	ADD STICKERS AND SIGNS FOR HAZMAT ENGINE			01	96.00	
3159	HI LINE CO	284440	12/10/2018			940.29
188497	RESTOCK CONNECTORS, FUSES, FITTINGS,			01	506.79	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
188497	LUG TIES, SCREW ASSORTMENT			01		
188613	RESTOCK BULK BINS FITTINGS, NUTS, BOLTS,			01	433.50	
188613	WASHERS, CABLE TIES, FUSES ETC			01		
3465	INGRAM LIBRARY SERVICES	284441	12/10/2018			1688.55
187317	LIBRARY BOOKS FOR CHILDREN'S COLLECTION			01	958.30	
187817	BOOKS FOR THE ADULT FICTION COLLECTION			01	730.25	
3517	IN-SITU INC	284442	12/10/2018			2396.00
188455	TRANSDUCERS FOR MONITORING WELLS 2 & 5A			36	2396.00	
3541	CARLSBAD FORD	284443	12/10/2018			63.37
188663	Unit/Asset: DE-14189			36	35.26	
188663	FILTER - TRANSMISSION SERVICE			36		
188770	Unit/Asset: WWC-13222			36	28.11	
188770	V-BELT - AC/FAN ASSY			36		
3729	JO ANN'S TROPHIES	284444	12/10/2018			198.00
185081	REDWOOD PLAQUES HALL OF FAME			01	198.00	
185081	AND COMMUNITY CITIZENS			01		
3875	LN CURTIS & SONS	284445	12/10/2018			3300.00
188155	K-12 RESCUE SAWS FOR FIREFIGHTING,			01	3300.00	
188155	RESCUE OPERATIONS			01		
4359	LIFE ASSIST INC	284446	12/10/2018			2162.64
185257	EMS SUPPLIES			01	2162.64	
4731	MAIL SERVICE CENTER	284447	12/10/2018			109.22
185194	EXPRESS TRACKABLE POSTAGE			01	109.22	
4759	MCCOYS LUMBER	284448	12/10/2018			11.99
187743	LATCH GUARD - EXEC SEC OFFICE DOOR			01	11.99	
4764	MCGEE CO	284449	12/10/2018			599.95
188407	FLOOR JACK FOR TIRE SHOP			01	599.95	
4869	MIDWEST TAPE	284450	12/10/2018			11.24
187474	DVDS FOR YOUTH COLLECTION			01	11.24	
4872	MINE SUPPLY	284451	12/10/2018			198.57
186081	REPLACEMENT HOSES - ARC, GRAPPLE, ROLL			24	198.57	
186081	OFFS ETC - INCLUDES O-RINGS, FITTINGS,			24		
186081	ADAPTERS PER SAMPLES			24		
4902	MODERN COMPANY	284452	12/10/2018			215.30
185055	ALARM MONITORING - CITY HALL			01	21.53	
185061	ALARM MONITORING - CEMETERY DEPT			01	37.68	
185062	ALARM MONITORING - MUSEUM			01	43.06	
185064	ALARM MONITORING - GOLF COURSE PRO SHOP			01	21.53	
185065	ALARM MONITORING - TENNIS PRO SHOP			01	21.53	
185133	ALARM MONITORING - LIBRARY			01	21.53	
185368	ALARM MONITORING - SAN JOSE SR CENTER			01	26.91	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
185118	ALARM MONITORING - TRANSIT			15	21.53	
4935	MORRISON SUPPLY	284453	12/10/2018			2693.48
185224	INSTALLATION MINI SPLIT - PRV TICKET OFC			01	103.58	
188265	DRINKING FOUNTAINS - AIRPORT TERMINAL			01	1785.00	
188560	PLUMBING REPAIR PARTS			01	99.98	
188630	HEATER INSTALL PARTS - PFA GARAGE			01	80.92	
188635	WATER HEARTS - SAN JOSE SR CENTER			01	580.00	
188602	PUMP STATION JUCTION BOX & 2WAY CLEANOUT			36	44.00	
5218	MILLER ENGINEERS INC	284454	12/10/2018			1461.34
151783	SAN JOSE BLVD. PHASE III ENGINEERING			36	1461.34	
5300	STRYKER SALES CORPORATION	284455	12/10/2018			843.95
187003	GURNEY REPAIR			01	843.95	
5470	NM EMS BUREAU	284456	12/10/2018			150.00
187167	INITIAL LICENSE FEE FOR NEW EMT AND NEW			01	150.00	
187167	EMT-PARAMEDIC			01		
5512	NM RURAL WATER ASSOC	284457	12/10/2018			1301.00
185076	ANNUAL DUES - 7/2018-6/2019			36	1301.00	
5551	NICHOLS PRINTING, INC.	284458	12/10/2018			1659.00
188671	YELLOW ENVELOPES - GAS TICKETS			01	1659.00	
5584	NM SELF INSURERS FUND	284459	12/10/2018			13024.00
188711	ADDITION TO INSURANCE FY 2018-2019			28	13024.00	
5639	OFFICE DEPOT INC.	284460	12/10/2018			896.62
185680	OFFICE SUPPLIES, CHAIR MAT			01	129.99	
188594	SUPPLIES FOR SOLID WASTE			24	131.02	
188509	PRINTER CARTRIDGES, COPIER PAPER - WWTP			36	635.61	
5775	COOPERATIVE EDUCATIONAL	284461	12/10/2018			30373.32
183679	EXTERIOR & KITCHEN RENOVATIONS - PRV			01	30.47	
183679	EXTERIOR & KITCHEN RENOVATIONS - PRV			21	30342.85	
5806	PCM SALES INC.	284462	12/10/2018			2856.84
188574	RENEW ADOBE CLOUD CREATIVE SUITE			01	2856.84	
5889	PETERSON'S WATER	284463	12/10/2018			582.53
184934	WATER TREATMENT - CITY HAL, CAVE KARST,			01	582.53	
184934	LIBRARY, POLICE DEPT			01		
5924	PHIL'S LANDSCAPING	284464	12/10/2018			2345.88
187343	TREES (2) - SPORTS COMPLEX BASEBALL AREA			29	2345.88	
6164	QUEST DIAGNOSTICS	284465	12/10/2018			745.04
188376	DRUG SCREENS			01	70.66	
188377	DRUG SCREENS			01	187.20	
188379	DRUG SCREEN			01	34.71	
188382	DRUG SCREEN			01	34.71	

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188383	DRUG SCREEN			01	34.71	
188526	DRUG SCREEN			01	34.71	
188528	DRUG SCREEN			01	34.71	
188374	DRUG SCREENS			15	69.42	
188381	DRUG SCREENS			24	104.13	
188527	DRUG SCREEN			24	34.71	
188375	DRUG SCREENS			27	69.42	
188380	DRUG SCREEN			36	35.95	
6297	DENISE RAMIREZ	284466	12/10/2018			50.00
	DEPOSIT REFUND FOR USE OF POWER HOUSE RM			01	50.00	
	ON 12/02/18			01		
6510	RUSH TRUCK CENTERS	284467	12/10/2018			459.26
188664	Unit/Asset: SW-10783,12782,10780			24	459.26	
188664	REPAIR PARTS - ENGINE ASY PULLEY AND			24		
188664	KNOB AND LAMP			24		
6539	AERZEN USA CORP	284468	12/10/2018			1522.00
188228	HUMAN INTERFACE MACHINE AND TOUCH LCD			36	1522.00	
188228	PANEL - BLOWER #3			36		
6760	SHERWIN-WILLIAMS	284469	12/10/2018			2056.78
188049	TRASH CONTAINER PAINT			24	724.67	
187856	MATERIAL TO PAINT WAREHOUSE EXTERIOR			36	1332.11	
6772	SIERRA IRRIGATION, INC.	284470	12/10/2018			38.94
188453	IRRIGATION SUPPLIES - SPORTS COMPLEX			29	38.94	
6856	B & H FOTO & ELECTRONICS	284471	12/10/2018			488.00
184120	EQUIPMENT/SUPPLIES - NORTH MESA SR CNTR			01		
188292	PORTABLE PA SYSTEM - NORTH MESA SR CNTR			01	488.00	
6990	SOUTHEAST READY MIX, INC.	284472	12/10/2018			3171.67
188274	EXCAVATION FILL - BASE COARSE			36	1671.67	
188577	EXCAVATION FILL - 114 S HALAGUENO			36	1500.00	
7082	SOUTHWESTERN EQUIPMENT CO	284473	12/10/2018			1870.00
188388	Unit/Asset: SW-10780,10789			24	1870.00	
188388	PUMPS - PTO ASSY - ARC TRUCKS			24		
7093	SOUTHWEST PHARMACY	284474	12/10/2018			145.86
188238	EMS SUPPLIES			01	145.86	
7135	TATE BRANCH	284475	12/10/2018			420.68
188653	Unit/Asset: UNIT 1408 P/D			01	420.68	
188653	FRONT SHOCKS			01		
7145	SPARKS OFFICE SUPPLY, INC	284476	12/10/2018			411.62
188053	CONFERENCE TABLE & CHAIRS - CHIEF'S OFC			01	345.99-	
188627	OFFICE SUPPLIES			01	294.71	
188672	SUPPLIES - FINANCE DEPT			01	137.94	
188718	PRINT CARTRIDGES - CASHIERS OFFICE			01	149.98	

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188724	SUPPLIES - FINANCE DEPT			01	174.98	
7221	STEEL DEPOT	284477	12/10/2018			276.03
188633	CRASH BARS - POLICE MOTORCYCLES			01	276.03	
7457	WITMER PUBLIC SAFETY	284478	12/10/2018			512.50
185966	FF STRUCTURAL BOOTS AND HELMET FONTS			01	512.50	
7513	SEW WHAT! THOMPSON ENTERP	284479	12/10/2018			77.50
187853	SEW CITY PATCHES TO UNIFORMS - SW DEPT			24	77.50	
7607	ULINE INC.	284480	12/10/2018			555.68
188586	APPLIANCE DOLLY - SPORTS COMPLEX			29	555.68	
7615	UNM-JUDICIAL EDUC. CENTER	284481	12/10/2018			1385.00
	JUDICIAL EDUCATION FEES - NOVEMBER 2018			01	1385.00	
7624	USA BLUE BOOK	284482	12/10/2018			34.95
188280	PIPE CLEANING PIG - FARMVIEW LIFT			36	34.95	
188280	STATION, CONTACT PROBES, SAWZALL BLADES			36		
8027	WAGNER EQUIPMENT CORP.	284483	12/10/2018			127.43
188057	Unit/Asset: PARKS-14159			01	486.78-	
188057	FRONT GRILL & CONDENSER - CAT BACKHOE			01		
188323	Unit/Asset: CONST-13718			01	461.89	
188323	HYDRAULIC HOSE, BACK WINDOW			01		
188512	Unit/Asset: RO#04604			36	152.32	
188512	HOSE - BACKHOE			36		
8089	THE WATER WORKS INC	284484	12/10/2018			81.00
184766	DRINKING WATER			01	18.00	
185050	DRINKING WATER			01	12.00	
185051	DRINKING WATER - FIRE DEPT & PFA			01	6.00	
185052	DRINKING WATER			01	6.00	
185384	DRINKING WATER			36	39.00	
9146	SHERRI CHANDLER	284485	12/10/2018			140.43
188003	ATTENDING NMAMA MEETING - SUN PORT			01	140.43	
188003	AIRPORT - ABQ NM - 11/15-16/18			01		
9669	LUIS RENTERIA	284486	12/10/2018			234.10
187154	SW TURFGRASS ASSOC - TURF AND WEED			01	234.10	
187154	MANAGEMENT WORKSHOP/CONFERENCE -			01		
187154	RUIDOSO NM - 11/13-15/18			01		
10017	HARVEY FUELS INC.	284487	12/10/2018			1106.31
188533	Unit/Asset: WWC,NEW VAC TRUCK			36	1106.31	
188533	OIL/LUBE SUPPLIES - NEW VACTOR TRUCK			36		
10027	J&H SERVICES INC	284488	12/10/2018			567588.26
181047	CONSTRUCTION OF SAN JOSE PHASE 5.			02	541156.59	
181047	10/1-31/18			02		
181047	CONSTRUCTION OF SAN JOSE PHASE 5.			36	26431.67	

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10230	TRANSUNION RISK &	284489	12/10/2018			221.30
185235	ONLINE INVESTIGATIONS SYSTEM			01	221.30	
10512	ANTHONY ALANZO	284490	12/10/2018			600.00
188363	PROFESSIONAL DJ SERVICE FOR NIGHT OF			01	600.00	
188363	LIGHTS HOLIDAY EVENT			01		
10517	CARLSBAD AREA ART ASSOC.	284491	12/10/2018			1189.00
185993	PROMOTIONAL EXPENSE FOR CARLSBAD ART			23	1189.00	
185993	ASSOCIATION			23		
10521	WATSON CONSOLES	284492	12/10/2018			79570.06
186929	DISPATCH CONSOLES (4)			01	79570.06	
10576	SUMMIT TRUCK GROUP	284493	12/10/2018			881.93
188710	Unit/Asset: SW-15397			24	881.93	
188710	INTERFACE DASH PANEL ASY MODULE			24		
10578	LEE WILSON & ASSOCIATES	284494	12/10/2018			939.34
185247	REVIEW AND PREPARATION OF 2018 AWWA			36	939.34	
185247	WATER AUDIT AND WATER CONSERVATION WORK			36		
10624	ARROW INTERNATIONAL	284495	12/10/2018			1265.50
188615	EMS SUPPLIES			01	1265.50	
10637	50/50 BACKHOE SERVICE	284496	12/10/2018			50.00
	DEPOSIT REFUND FOR USE OF POWER HOUSE RM			01	50.00	
	ON 11/28/18			01		
10981	TDS	284497	12/10/2018			191.48
185347	INTERNET SERVICE - GOLF COURSE			01	191.48	
11077	PUBLIC SAFETY	284498	12/10/2018			748.56
188173	PRE-EMPLOYMENT PSYCH EVALUATION -			01	748.56	
188173	ISAAC COBOS AND JUSTIN WARREN			01		
11267	TADDY HEALTHCARE SVCS LLC	284499	12/10/2018			352.26
188370	PRE-EMPLOYMENT PHYSICAL			01	75.29	
188371	PRE-EMPLOYMENT PHYSICAL			01	75.29	
188372	PRE-EMPLOYMENT PHYSICAL			01	75.29	
188373	PRE-EMPLOYMENT PHYSICAL			24	126.39	
11317	ADVANCE AUTO PARTS	284500	12/10/2018			272.92
188617	Unit/Asset: UNIT-1407 DODGE CHARGER			01	272.92	
188617	FRONT AND REAR BRAKE PADS			01		
11429	SOUTHWEST TRAINING CONSLT	284501	12/10/2018			12218.75
188766	PROFESSIONAL ASSESSMENT AND CONSULTING			01	12218.75	
188766	FEE - PROMOTIONAL PROCESS INCLUDES			01		
188766	WRITTEN EXAM ASSESSMENT CENTER DEVELOP-			01		
188766	MENT AND ADMINISTRATION			01		
11707	THUNDER RUN CONCRETE LLC	284502	12/10/2018			444.39
185930	SIDEWALK REPAIRS - WATER DEPT			36	444.39	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
11815	LOWE'S	284503	12/10/2018			1670.72
188267	STAIN - OFFICE DOORS			01	77.46	
188488	OUTDOOR LIGHTS - RIVERWALK REC CENTER			01	265.74	
188675	LIGHT BULBS - TERMINAL BUILDING, PAINT			01	131.31	
188675	SUPPLIES FOR OUTDOOR PAINTING.			01		
188696	CHRISTMAS DECORATIONS - RIVERWALK REC			01	213.75	
188717	BLOW UPS/DECOR - RIVERWALK REC CENTER			01	258.20	
188740	INSTALLATION PARTS - DRINKING FOUNTAINS			01	65.25	
188628	AIR COMPRESSOR - SPORTS COMPLEX			29	322.97	
188723	TARPS TO COVER PITCHING MOUNDS AND			29	273.36	
188723	HOME PLATES - SPORTS COMPLEX			29		
188591	LADDER			36	50.34	
188674	BLOWER - SERVICE TRUCK TOOLBOX			36	12.34	
11852	VANESSA VALERIO	284504	12/10/2018			50.00
	DEPOSIT REFUND - POWER HOUSE ROOM			01	50.00	
	USED 11/18/2018			01		
11899	QUALITY JANITORIAL LLC	284505	12/10/2018			279.80
188610	TRASH LINERS, PAPER TOWELS			01	170.00	
188650	JANITORIAL SUPPLIES - GOLF PRO SHOP			01	39.80	
188610	TRASH LINERS, PAPER TOWELS			24	70.00	
11901	VERIZON WIRELESS	284506	12/10/2018			3488.35
184941	AIR CARD - MIKE ABELL			01	144.36-	
184942	CELL PHONE SERVICE			01	1142.19	
184943	CELL/DATA SERVICE - POLICE DEPT			01	2067.46	
184940	CELL PHONE SERVICE			15	34.19	
184936	AIR CARD / DATA SERVICE - DOUBLE EAGLE			36	144.36	
184936	SUPERVISOR FIELD INTERNET ACCESS			36		
184938	CELL PHONE SERVICE			36	72.08	
184939	AIR CARD -			36	172.43	
11972	VIVIAL MEDIA LLC	284507	12/10/2018			424.68
184933	ADVERTISING - WINDSTREAM PHONEBOOK			01	424.68	
12182	ROCKING WD SERVICES LLC	284508	12/10/2018			5651.40
188588	DEMOLTION TASK ORDER: 312 S ALAMEDA			01	5651.40	
12393	TYLER TECHNOLOGIES INC	284509	12/10/2018			7795.09
179403	MUNIS ERP SOFTWARE IMPLEMENTATION			01	7795.09	
12485	ROADRUNNER LUBE & DETAIL	284510	12/10/2018			150.57
185119	OIL CHANGE SERVICE - TRANSIT VEHICLES			15	150.57	
12493	DESIRAE DURAN	284511	12/10/2018			50.00
	DEPOSIT REFUND FOR USE OF POWER HOUSE RM			01	50.00	
	ON 11/24/18			01		
12522	ROCKING M SERVICES	284512	12/10/2018			4844.06
185037	JANITORIAL SERVICES FOR THE PARKS,			01	4844.06	
185037	CEMETERY,AND SPORTS COMPLEX RESTROOMS			01		

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12546	ARIKA BORUNDA	284513	12/10/2018			50.00
	DEPOSIT REFUND FOR USE OF POWER HOUSE RM			01	50.00	
	11/25/18			01		
12652	YAMAHA MOTOR FINANCE CORP	284514	12/10/2018			3233.65
184879	LEASE - YAMAHA GOLF CARTS			01	3233.65	
12672	JASON (JJ) CHAVEZ	284515	12/10/2018			94.20
187420	2018 ECA INTERGOVERMENTAL MEETING WITH			01	94.20	
187420	DOE - NEW ORLEANS LA - 11/13-16/18			01		
12755	FMP GROUP	284516	12/10/2018			1363.87
183947	CONTRACTOR - HALL OF FAME EXHIBIT			21	1363.87	
12758	ARTURO MUNOZ	284517	12/10/2018			12.00
	NM PLUMBING INSPECTOR TEST - ROSWELL NM			01	12.00	
	11/14/18			01		
12778	TECHNOLGIES CDWARE INC	284518	12/10/2018			2142.00
185018	DATA TRACKING SERVICES FOR VEHICLE GPS			01	1411.00	
185018	SOFTWARE - POLICE DEPT			01		
185018	DATA TRACKING SERVICES FOR VEHICLE GPS			24	425.00	
185018	SOFTWARE - SOLID WASTE			24		
185018	DATA TRACKING SERVICES FOR VEHICLE GPS			36	306.00	
185018	SOFTWARE - WATER DEPT			36		
12782	TASSEY SOLANO	284519	12/10/2018			50.00
	DEPOSIT REFUND - TOTTENHOFF ROOM -			01	50.00	
	11/24/2018			01		
12885	LD SUPPLY LLC	284520	12/10/2018			447.81
186453	JANITORIAL SUPPLIES - NORTH MESA SR CNTR			01	447.81	
12973	KOBY LEWIS	284521	12/10/2018			44.00
	REIMBURSE FOR NM APPLICANT FINGERPRINT			01	44.00	
	REGISTRATION			01		
12974	JAKODA MATHEWS	284522	12/10/2018			44.00
	REIMBURSE FOR NM APPLICANT FINGERPRINT			01	44.00	
	REGISTRATION			01		
13105	ROSWELL PUBLIC LIBRARY	284523	12/10/2018			26.00
188759	REPLACEMENT COST FOR BOOK THAT WAS			01	26.00	
188759	DAMAGED BY PATRON THAT WAS AN			01		
188759	INTERLIBRARY LOAN.			01		
13110	FIREHOSEDIRECT	284524	12/10/2018			567.10
188284	HYDRANT TESTING SUPPLIES AND EQUIPMENT			01	567.10	
13114	ISAAC COBOS	284525	12/10/2018			105.00
188250	PRE-ACADEMY PSYCH EVALUATION -			01	105.00	
188250	LAS CRUCES NM - 11/19-20/18			01		

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13115	JUSTIN WARREN	284526	12/10/2018			140.60
188251	PRE-ACADEMY PSYCH EVALUATION -			01	140.60	
188251	LAS CRUCES NM - 11/19-20/18			01		
13116	EXEMPLIS LLC	284527	12/10/2018			586.08
188412	OFFICE CHAIRS - MUSEUM			01	586.08	
13125	AMERICAN CONTRACT BRIDGE	284528	12/10/2018			725.00
188513	PROMO EXPENSE FOR BRIDGE TOURNAMENT			23	725.00	
188513	SECT TOURNAMENT 9/21-23/18			23		
13130	MARISSA ANAYA	284529	12/10/2018			50.00
	DEPOSIT REFUND - POWER HOUSE ROOM			01	50.00	
	USED 11/10/2018			01		
13132	ELITE SECURITY SERVICES	284530	12/10/2018			430.58
188649	SECURITY SERVICES - RIVERWALK REC CENTER			21	430.58	
13138	NUTRIEN AG SOLUTIONS	284531	12/10/2018			4262.50
186325	HERBICIDE FOR WEED CONTROL FOR THE CITY			01	4262.50	
186325	RIGHT OF WAYS, & CITY LOTS.			01		
13139	SETH SCOTT	284532	12/10/2018			50.00
	DEPOSIT REFUND - POWER HOUSE ROOM			01	50.00	
	USED 12/2/2018			01		
13140	GUADALUPE ZACARIAS	284533	12/10/2018			50.00
	DEPOSIT REFUND FOR USE OF POWER HOUSE RM			01	50.00	
	ON 10/28/18			01		
14055	ANTHONY HERNANDEZ	284534	12/10/2018			85.00
188625	WATER LEVEL III TESTING - LAS CRUCES			36	85.00	
188625	NM - 11/29-30/18			36		
14489	RANDY GALINDO	284535	12/10/2018			240.24
186600	HR LAW TRAINING - ABQ NM - 11/13-15/18			01	240.24	
15500	FELIX VALDEZ	284536	12/10/2018			97.00
188626	WATER LEVEL IV TESTING - LAS CRUCES			36	97.00	
188626	NM - 11/29-30/18			36		
15672	TAMMY MORENO	284537	12/10/2018			50.00
	DEPOSIT REFUND TOTTENHOFF ROOM -			01	50.00	
	USED 11/17/18			01		
88	ALANS AUTO SUPPLY	284538	12/14/2018			166.13
188729	Unit/Asset: UNIT DIVE-1 AND DIVE2 F/D			01	166.13	
188729	SAFETY CHAIN, SNAP HOOKS, REF LIGHT			01		
188729	POLES, JACK, PLUG BASE, WINCH STRAP			01		
458	BENMARK SUPPLY CO., INC.	284539	12/14/2018			6175.92
187755	COUPLINGS, TRAFFIC BOXES/LIDS, PIPE			36	3403.05	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
188115	MEGA LUG/PVC, MJ TEE EPOXY DOMESTIC			36	205.08	
188348	COUPLINGS, STOPS, PIPE			36	2567.79	
616	BRININSTOOL EQUIPMENT	284540	12/14/2018			1445.41
188731	MARKING PAINT			29	99.45	
188597	UNIFORMS - WWTP			36	1192.52	
188731	MARKING PAINT			36	99.48	
188906	EAR MUFFS/EAR PROTECTION			36	53.96	
662	BSN SPORTS LLC	284541	12/14/2018			1649.97
188587	BASEBALL BASES - SPORTS COMPLEX			29	1649.97	
736	BEAR PAW EMBROIDERY CORP.	284542	12/14/2018			114.00
187624	CITY LOGO ATTACHED TO NEW JACKETS			01	114.00	
915	CARLSBAD AUTO SUPPLY	284543	12/14/2018			327.31
188813	FILTERS - OIL SERVICES			01	36.98	
188813	FILTERS - OIL SERVICES			24	202.41	
188905	DIESEL EXHAUST FUEL - HEAVY EQUIPMENT			36	87.92	
941	CARLSBAD MAINSTREET CORP	284544	12/14/2018			8687.50
185291	REVITALIZATION SERVICES			01	5687.50	
185291	NOV 2018			01		
185991	PROMOTIONAL EXPENSE FOR CARLSBAD			23	3000.00	
185991	MAINSTREETS ADVERTSIING CAMPAIGN			23		
992	CED	284545	12/14/2018			152.92
188732	REPAIR PARTS - WOOD ST LIFT STATION,			01	61.94	
188732	OUTLET COVER @CITYHALL, PARTS - REPLACE			01		
188732	HEATER - BROOM ROOM, TAPE			01		
186970	BOILER FUSES			36	8.40	
188732	REPAIR PARTS - WOOD ST LIFT STATION,			36	82.58	
188732	OUTLET COVER @CITYHALL, PARTS - REPLACE			36		
188732	HEATER - BROOM ROOM, TAPE			36		
1025	CLAYTON HOMES	284546	12/14/2018			405.51
	INSTALL NEW 5/8" X 3/4" SERVICE @ 4205			36	405.51	
	REDBUD ST			36		
1206	CHAMBER OF COMMERCE CORP.	284547	12/14/2018			44792.35
185995	CONTRACTUAL EXPENSE FOR MANAGEMENT OF			21	22125.68	
185995	THE PECOS RIVER VILLAGE			21		
185990	PROMOTIONAL EXPENSE FOR CHAMBER OF			23	22666.67	
185990	COMMERCE EVENTS			23		
1225	CHIEF SUPPLY, INC.	284548	12/14/2018			970.09
188269	SUPPLIES FOR NEW HIRES			01	970.09	
1270	CONNELLS OFFICE SUPPLY	284549	12/14/2018			852.90
188730	OFFICE SUPPLIES - FIRE DEPT			01	82.00	
188745	FILE FOLDERS, DESK CALENDARS			01	305.95	
188777	CALENDERS - FACILITY MAINT			01	95.00	
188780	OFFICE CHAIR - NEW TRAINING OFFICER			01	369.95	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
1402	DARDANELLE TIMBER CO INC	284550	12/14/2018			46.99
188720	REPAIR BROKEN LOCK ON STORAGE AT SAN			01	46.99	
188720	JOSE SENIOR CENTER			01		
1530	DPC INDUSTRIES, INC.	284551	12/14/2018			843.00
185071	1 TON CYCLINDER OF CHLORINE			36	843.00	
185071	TO TREAT CARLSBAD WATER			36		
1801	E-Z RENTALS & SALES, INC.	284552	12/14/2018			159.98
188773	BLADE FOR STEET SAW			01	159.98	
1831	EDDY LEA ENERGY ALLIANCE	284553	12/14/2018			25000.00
188908	CITY OF CARLSBAD PORTION FOR THE HOLTEC			01	25000.00	
188908	INTERIM STORAGE FACILITY BETWEEN EDDY &			01		
188908	LEA CO			01		
2255	FASTENAL COMPANY	284554	12/14/2018			199.99
187715	BALL HITCHES, PIPE WRENCH - SIGN DEPT			01		
188293	5/8" RECIEVER LOCK #0558318			01		
188590	DRILL DRIVER #0245047 - COMM SERVICE			01	199.99	
2359	FERGUSON WATERWORKS #3083	284555	12/14/2018			3008.67
188196	CHECK VALVES			36	1370.55	
188226	GATE VALVES			36	1370.55	
188520	1/2 PT RED HOT BLUE GLUE			36	178.38	
188559	1/2 PT RED HOT BLUE GLUE			36	89.19	
2480	FORREST TIRE CO., INC.	284556	12/14/2018			4885.00
188837	Unit/Asset: E-61			01	2685.00	
188837	TIRES - WILD LAND ENGINE			01		
188427	Unit/Asset: ALL ARC TRUCKS			24	2200.00	
188427	TIRES			24		
2868	GALLS LLC	284557	12/14/2018			219.89
188492	SOFT SHOULDER EPAULETTES			01	219.89	
2933	GRAINGER	284558	12/14/2018			2814.08
188655	NEW HEATER - APP ROOM - STATION 1			01	1988.24	
188706	STORAGE RACK FOR TRT AND ROPE EQUIPMENT			01	410.33	
188819	GLASSES FOR PPE			01	75.25	
187663	PIN FOR TRAILER HITCHES, WRENCHES,			36	340.26	
187663	WRENCH & KEY			36		
3021	GUY LUTMAN ENTERPRISES	284559	12/14/2018			767.25
188584	CITY LOGO DECALS - FLEET VEHICLES			01	767.25	
188584	DEPARTMENT CHANGES			01		
3058	JAMES HAMILTON CONST. CO	284560	12/14/2018			399.43
188504	BASE COURSE - STREET DEPT			01	399.43	
3159	HI LINE CO	284561	12/14/2018			212.57
188254	VAN #46 CENTURY 2 LIFT PARTS			15	212.57	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
3320	HYDRA-STOP, INC.	284562	12/14/2018			11143.00
187268	INSTA-VALVE TOOL			36	210.00	
187681	HYDRA STOP TOOLS			36	10933.00	
3495	INTERSTATE BATTERY SYS	284563	12/14/2018			2236.50
188260	BATTERIES - EARLY WARNING SIRENS			01	2236.50	
3541	CARLSBAD FORD	284564	12/14/2018			471.90
188938	Unit/Asset: DE-14189			36	471.90	
188938	REPAIR PARTS - BRAKES AND TRANSMISSION			36		
3601	J & J PIPE & SUPPLY	284565	12/14/2018			310.15
188636	INSTALLATION PARTS - WATER VALVE -			01	310.15	
188636	WATER PARK			01		
3665	JAMES COOKE & HOBSON INC	284566	12/14/2018			3086.47
188195	PRV UPGRADE			36	3086.47	
3781	KAREN VENI	284567	12/14/2018			1912.62
184342	TEACHER FEE SUMMER ART ACADEMY			01	1912.62	
184342	7/23/18 TO 7/27/18			01		
3801	KCCC RADIO INC.	284568	12/14/2018			215.29
185063	ADVERTISING - TRANSIT			15	215.29	
4759	MCCOYS LUMBER	284569	12/14/2018			127.55
188565	STAPLE GUNS			01	127.55	
4872	MINE SUPPLY	284570	12/14/2018			202.74
186081	REPLACEMENT HOSES - ARC, GRAPPLE, ROLL			24	122.74	
186081	OFFS ETC - INCLUDES O-RINGS, FITTINGS,			24		
186081	ADAPTERS PER SAMPLES			24		
188237	BOOTS			36	80.00	
4935	MORRISON SUPPLY	284571	12/14/2018			1164.70
188506	HEATER - STREET SHOP			01	935.00	
188602	PUMP STATION JUCTION BOX & 2WAY CLEANOUT			36	185.00	
188809	INSTALL MATERIALS - WAREHOUSE HEATER			36	44.70	
188809	BAY #3			36		
5433	CARLSBAD COMMUNITY	284572	12/14/2018			7208.00
188864	PROMOTIONAL EXPENSE FOR CARLSBAD			23	7208.00	
188864	COMMUNITY CONCERT ASSOCIATION			23		
5584	NM SELF INSURERS FUND	284573	12/14/2018			1198.00
188804	ADDITIONS TO INSURANCE			28	1198.00	
5602	OCLC, INC	284574	12/14/2018			43.23
185135	INTERLIBRARY LOAN (ILL) SERVICE FOR			01	43.23	
5639	OFFICE DEPOT INC.	284575	12/14/2018			14.48
188722	OFFICE CLOCK, TAPE, 2-HOLE PUNCH			36	14.48	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
5761	PAPER DIRECT	284576	12/14/2018			275.84
188558	CERTIFICATE HOLDERS			01	275.84	
5775	COOPERATIVE EDUCATIONAL	284577	12/14/2018			95019.68
187204	5 DODGE CHARGERS W/ COMPLETE UPFITS			01	95019.68	
5806	PCM SALES INC.	284578	12/14/2018			312.08
188728	BUILT IN CABLE 4-PORT PORTABLE USB'S			01	64.39	
188728	FOR TRAFFIC UNITS			01		
188787	WIRELESS KEYBOARD AND MOUSE COMBO FOR			01	247.69	
188787	EXECUTIVE OFFICE			01		
5857	PAUL CONWAY SHIELDS	284579	12/14/2018			419.34
188163	HELMET FONTS - NEW HIRES			01	419.34	
5862	PECOS VALLEY EQUIPMENT CO	284580	12/14/2018			146.27
188463	Unit/Asset: F-24 GATOR			01	146.27	
188463	FUEL PUMP			01		
6097	PVT	284581	12/14/2018			754.99
184849	INTERNET SERVICE - CITY BLDGS			01	473.80	
184935	COMMUNICATION - CANAL ST SIGNAL INTERLNK			01	139.89	
185187	PHONE SERVICE - CREDIT CARD MACHINE			01	96.87	
185187	RIVERWALK RECREATION			01		
184931	PHONE SERVICE - LOCO HILLS SHOP			36	44.43	
6168	QUILL OFFICE PRODUCTS	284582	12/14/2018			736.13
188693	OFFICE SUPPLIES - COMM DEV & MUNI SRVCS			01	736.13	
6510	RUSH TRUCK CENTERS	284583	12/14/2018			658.10
188644	Unit/Asset: SW-12332			24	658.10	
188644	AFTERTREATMENT OUTLET ASSY SENSOR			24		
6741	SHARP ELECTRONICS CORP	284584	12/14/2018			4887.89
185022	LEASE - SHARP ELECTRONICS			01	4887.89	
6760	SHERWIN-WILLIAMS	284585	12/14/2018			183.48
187041	PAINT & SUPPLIES - CHAIR & TABLE CARTS			01	118.92	
188816	SUPPLIES TO COVER GRAFFITTI			01	64.56	
6873	SMITH ENGINEERING INC.	284586	12/14/2018			38819.99
186470	BOUNDARY SURVEY - 50' WIDE PIPELINE			36	38819.99	
186470	EASEMENT AND A 20' WIDE TEMPORARY CONST-			36		
186470	RUCTION EASEMENT FOR THE TATUM WELLS			36		
186470	WATERLINE EXTENSION PROJECT			36		
6990	SOUTHEAST READY MIX, INC.	284587	12/14/2018			1361.41
187837	ROCK MATERIAL - DRAINAGE POND			01	773.50	
188274	BASE COARSE - FILL WORK EXCAVATIONS			36	587.91	
7093	SOUTHWEST PHARMACY	284588	12/14/2018			872.98
185734	EMS SUPPLIES			01	103.70	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
186826	PARAMEDIC STUDENT TB TESTS - JOHNSON,			01	120.00	
186826	TRAUTNER, JACOB DORADO			01		
187471	PARAMEDIC STUDENT IMMUNIZATIONS ROUND 2			01	345.00	
187986	EMS MEDICATIONS			01	304.28	
7135	TATE BRANCH	284589	12/14/2018			1265.52
188688	Unit/Asset: UNIT-1301 DODGE CHARGER			01	610.20	
188688	ARMS			01		
188741	Unit/Asset: UNIT-1302 DODGE CHARGER			01	655.32	
188741	STRUT TENSION ARMS BUSHINGS			01		
7229	STONYS PAINT & BODY	284590	12/14/2018			4103.80
188082	REPAIR DAMAGED UNIT #1307			01	4103.80	
7345	TATE BRANCH DODGE	284591	12/14/2018			367.93
187859	Unit/Asset: WATER-13960			36	367.93	
187859	DIAGNOSE ELECTRICAL ON DASH DISPLAY			36		
7513	SEW WHAT! THOMPSON ENTERP	284592	12/14/2018			146.40
186674	SEW PATCHES ON JACKETS			36	146.40	
7607	ULINE INC.	284593	12/14/2018			399.87
188788	PACKING/SHIPPING SUPPLIES FOR EXHIBITS			01	399.87	
7624	USA BLUE BOOK	284594	12/14/2018			3310.46
188332	MISC. TOOLS AND PARTS - WWTP			36	1190.11	
188609	LOCKS FOR FIRE HYDRANTS			36	2120.35	
7634	UNITED REFRIGERATION, INC	284595	12/14/2018			75.39
187978	COIL EQUIPMENT REPAIRS			01	75.39	
7650	UNICRAFT PRODUCTS	284596	12/14/2018			105.96
188716	Unit/Asset: SW-12711			24	105.96	
188716	REPAIR ESTIMATE - 4 WHEEL DRIVE ON			24		
188716	2004 FORD 1/2 TON PICKUP			24		
7705	UNIVERSAL BEARING & CHAIN	284597	12/14/2018			107.40
188845	Unit/Asset: SW-10789			24	107.40	
188845	REPAIR PARTS - DRIVE SHAFT FOR PTO ASSY			24		
7860	WINDSTREAM COMMUNICATIONS	284598	12/14/2018			8057.43
184952	PHONE SERVICE - WATER PARK			01	252.57	
184953	PHONE SERVICE			01	1989.80	
184955	PHONE SERVICE - CEMETERY			01	186.82	
184956	PHONE SERVICE			01	48.34	
184959	PHONE SERVICE - MUNICIPAL ANNEX			01	1013.03	
184960	PHONE SERVICE			01	199.92	
184961	PHONE SERVICE - GOLF COURSE			01	94.29	
184962	PHONE SERVICE			01	43.63	
184963	PHONE SERVICE			01	97.55	
184964	PHONE SERVICE - FIRE DEPT			01	832.27	
184965	PHONE SERVICE - POLICE DEPT			01	1209.75	
184966	PHONE SERVICE - GARAGE SHOP			01	340.23	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
184967	PHONE SERVICE - RIVERWALK REC CENTER			01	197.00	
184968	PHONE SERVICE - AIRPORT OFFICE			01	110.96	
185307	PHONE SERVICE - SAN JOSE SR CENTER			01	287.88	
184958	PHONE SERVICE - TRANSIT			15	228.95	
184954	PHONE SERVICE - WATER DEPT			36	613.43	
184957	PHONE SERVICE - WWTP			36	311.01	
8027	WAGNER EQUIPMENT CORP.	284599	12/14/2018			482.79
188755	Unit/Asset: PARKS-14159			01	304.64	
188755	HYDRAULIC HOSES - CAT BACKHOE			01		
188735	Unit/Asset: WATER-14734			36	178.15	
188735	FILTERS - OIL SERVICES - BACKHOE			36		
8065	WASTE SYSTEMS	284600	12/14/2018			531.00
188620	Unit/Asset: SW-1794,10780			24	531.00	
188620	HYD SYSTEM LIGHT AND CARTRIDGE			24		
8070	WATER DEPARTMENT	284601	12/14/2018			27056.41
184853	WATER USAGE - CAVERN THEATER			01	107.73	
184882	WATER USAGE - CIVIC CENTER			01	467.11	
184883	WATER USAGE - WATER PARK			01	454.64	
184886	WATER USAGE - SAN JOSE SR CENTER			01	278.12	
184887	WATER USAGE - NORTH MESA SR CENTER			01	178.61	
184889	WATER USAGE - LIBRARY			01	1103.86	
184890	WATER USAGE - GOLF COURSE			01	149.45	
184892	WATER USAGE - FIRE DEPT			01	2605.28	
184893	WATER USAGE - GARAGE SHOP			01	430.77	
184894	WATER USAGE - PARKS DEPT			01	13941.85	
184895	WATER USAGE - AIRPORT			01	279.09	
184896	WATER USAGE			01	400.47	
184898	WATER USAGE			01	520.96	
184951	WATER USAGE - STREET DEPT			01	39.70	
185032	WATER USAGE - POLICE DEPT			01	813.31	
185174	WATER USAGE - CEMETERY			01	1624.94	
185185	WATER USAGE - RIVERWALK REC CENTER			01	734.85	
185577	WATER USAGE - PATE SR CENTER			01	306.37	
184888	WATER USAGE - TRANSIT			15	156.74	
184891	WATER USAGE - SW CONVENIENCE STATION			24	33.96	
184897	WATER USAGE - SPORTS COMPLEX			29	1431.28	
184884	WATER USAGE - WATER DEPT			36	129.80	
184885	WATER USAGE - COLLECTIONS SHOP			36	833.66	
184947	WATER USAGE - WWTP			36	33.86	
8076	WATER INVENTORY	284602	12/14/2018			12301.96
188841	SERVICE INVENTORY USED			01	83.20	
188829	NEW SERVICE INVENTORY USED			36	4148.98	
188841	SERVICE INVENTORY USED			36	2753.13	
188881	SERVICE INVENTORY USED			36	1972.52	
188893	NEW SERVICE INVENTORY USED			36	3344.13	
8089	THE WATER WORKS INC	284603	12/14/2018			49.00
177357	DRINKING WATER - EXECUTIVE			01	24.00	
185045	DRINKING WATER			36	12.00	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
185384	DRINKING WATER			36	13.00	
8375	XCEL ENERGY SERVICES, INC	284604	12/14/2018			91.97
185189	STREET LIGHTING AND SIGNAL ACCURE			01	91.97	
9632	POSTMASTER	284605	12/14/2018			338.00
185056	RENEWAL OF POST OFFICE BOX 1569			01	338.00	
10017	HARVEY FUELS INC.	284606	12/14/2018			965.25
188866	Unit/Asset: PFA/SHOP			01	965.25	
188866	10-W30 BARREL OF OIL			01		
10025	OVERDRIVE INC	284607	12/14/2018			153.00
186616	OVERDRIVE EBOOK/EAUDIOBOOK CONTENT			01	153.00	
186616	NMLTG (NM LIBRARY-TO-GO) ACCOUNT			01		
10090	CARLSBAD YOUTH SOCCER	284608	12/14/2018			19000.00
188843	LEAGUE SERVICES FOR RECREATION AND			29	19000.00	
188843	TOURNAMENT GAMES			29		
10118	VANGARD WIRELESS LLC	284609	12/14/2018			397.65
187011	RADIO TOWER LEASE - POLICE DEPT			01	337.65	
184827	RADIO TOWER LEASE - LOCO HILLS/CARLSBAD			36	60.00	
10230	TRANSUNION RISK &	284610	12/14/2018			110.30
185235	ONLINE INVESTIGATIONS SYSTEM			01	110.30	
10975	LEAGUE/HISTORIC AMERICAN	284611	12/14/2018			325.00
188769	ANNUAL DUES FOR LEAGUE OF HISTORIC			01	325.00	
188769	AMERICAN THEATRES - CAVERN THEATER			01		
10981	TDS	284612	12/14/2018			681.39
184844	CITY INTERNET			01	362.71	
184926	PHONE, INTERNET, CABLE BOX RENTAL -			01	318.68	
184926	NORTH MESA SR CENTER			01		
11012	ADVANCED PEST AND WEED	284613	12/14/2018			1004.82
184823	PEST CONTROL SERVICE - WATER PARK			01	29.60	
184824	PEST CONTROL SERVICE - CITY HALL			01	29.60	
184830	PEST CONTROL SERVICE			01	29.60	
184831	PEST CONTROL SERVICE - LIBRARY			01	29.60	
184832	PEST CONTROL SERVICE			01	88.80	
184833	PEST CONTROL SERVICE - PUBLIC WORKS			01	63.43	
184834	PEST CONTROL SERVICE - AIRPORT TERMINAL			01	29.60	
185012	PEST CONTROL SERVICE - CEMETERY DEPT			01	59.20	
185034	PEST CONTROL SERVICE - POLICE DEPT			01	29.60	
185162	PEST CONTROL SERVICE - FIRE DEPT			01	266.41	
185309	PEST CONTROL SERVICE - SAN JOSE SR CNTR			01	29.60	
185381	PEST CONTROL SERVICE - CAVERN THEATER			01	29.60	
188236	LIBRARY - MICE CONTROL MEASURES			01	146.40	
184829	PEST CONTROL SERVICE - TRANSIT			15	29.60	
184833	PEST CONTROL SERVICE - PUBLIC WORKS			15	12.69	
184833	PEST CONTROL SERVICE - PUBLIC WORKS			24	12.69	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
184825	PEST CONTROL SERVICE - WATER/WAREHOUSE			36	59.20	
184946	PEST CONTROL SERVICE - WWTP			36	29.60	
11113	HORIZONS OF NEW MEXICO	284614	12/14/2018			407.93
186572	DOCUMENT DESTRUCTION SERVICES			36	407.93	
11143	CYCLE CITY PROMOTIONS	284615	12/14/2018			6404.05
185994	PROMOTIONAL EXPENSE FOR KICKER			23	6404.05	
185994	ARENACROSS			23		
11208	ANDREW CARVER	284616	12/14/2018			24.00
	SELECTIVE TRAFFIC ENFORCEMENT PROGRAM			01	12.00	
	(STEP) - ROSWELL NM - 10/19/18			01		
188622	INTERVIEW - LOS LUNAS CORRECTIONAL			01	12.00	
188622	FACILITY - 11/29/18			01		
11317	ADVANCE AUTO PARTS	284617	12/14/2018			188.27
188856	Unit/Asset: ELEC-7705			01	106.52	
188856	BATTERY			01		
188695	Unit/Asset: WWC-13221			36	81.75	
188695	REPAIR PARTS - A/C & HEATING SYSTEM			36		
11350	GLOBAL EQUIPMENT CO.,INC.	284618	12/14/2018			962.90
188213	SHELVING UNITS & BINS - RADIO SHOP			01	962.90	
188213	ELECTRICAL DEPARTMENT			01		
11397	METRO INSTITUTE INC	284619	12/14/2018			165.00
188077	PESTICIDES TEST - TOM HARVEY - HOBBS NM			01	165.00	
11815	LOWE'S	284620	12/14/2018			1197.91
188726	PRIVACY CURTAIN - WINFIELD			01	110.00	
188778	CHRISTMAS DECORATIONS - SAN JOSE SR CNTR			01	185.09	
188807	PAINT TAPE, SEAL - WATER SERVICE JOBS			01	15.16	
188886	PAINT SUPPLIES - PARKS/BEACH SWINGSETS,			01	56.84	
188886	PAINT TAPE, BATTERIES			01		
188743	LANDSCAPING BRICKS - FINAL CLARIFIER			36	574.82	
188807	PAINT TAPE, SEAL - WATER SERVICE JOBS			36	45.54	
188811	HEATERS - WELL HOUSES			36	189.96	
188886	PAINT SUPPLIES - PARKS/BEACH SWINGSETS,			36	20.50	
188886	PAINT TAPE, BATTERIES			36		
11874	ACME ENVIRONMENTAL, INC	284621	12/14/2018			145.00
188234	SAFETY TRAINING - SAFETY MANAGER -			01	145.00	
188234	EMPLOYEES WORKING WITH ABESTOS - ABQ NM			01		
188234	RANDY GALINDO - 11/15/18			01		
11889	WOFFORD TRUCK PARTS INC	284622	12/14/2018			28.00
188922	Unit/Asset: SW-10783			24	28.00	
188922	WHEEL CAP NUTS - ARC TRUCK REAR AXLE			24		
11899	QUALITY JANITORIAL LLC	284623	12/14/2018			1429.88
188719	JANITORIAL SUPPLIES - CITY HALL			01	529.80	
188776	VEHICLE WASH SUPPLIES			01	274.16	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
188827	PAPER TOWELS & CLEANING SUPPLIES			01	517.92	
188748	JANITORIAL SUPPLIES			24	108.00	
12061	CARLSBAD PRINTING/DESIGN	284624	12/14/2018			72.00
188924	Unit/Asset: SW-16052,16083			24	72.00	
188924	UNIT NUMBERS - NEW ARC TRUCK			24		
12103	FTI CONSULTING LLC	284625	12/14/2018			10000.00
185289	AGREEMENT WITH FTI CONSULTING FOR			01	10000.00	
185289	LOBBYIST SERVICES			01		
12182	ROCKING WD SERVICES LLC	284626	12/14/2018			3573.49
185161	BIRD EXCLUSION AND ABATEMENT SERVICE -			01	3498.49	
185161	CITY HALL, MUNICIPAL ANNEX, POLICE DEPT,			01		
185161	FIRE DEPT, MUSEUM/LIBRARY			01		
186048	PEST CONTROL SERVICE - GOLF PRO SHOP			01	75.00	
12318	CORE & MAIN LP	284627	12/14/2018			5939.54
187579	MAG METERS FOR DOUBLE EAGLE			36	5939.54	
12405	AMAZON CAPITAL SERVICES	284628	12/14/2018			137.90
188308	LIGHT POLE, BOW LIGHT, T-HANDLE DRAIN			01	137.90	
188308	PLUG - BOAT - CHRISTMAS ON THE PECOS			01		
12522	ROCKING M SERVICES	284629	12/14/2018			695.39
185016	RESTROOM CLEANING SERVICES FOR THE			29	695.39	
185016	SPORTS COMPLEX			29		
12691	CREATIVE CARLSBAD	284630	12/14/2018			2432.89
187097	PROMOTIONAL EXPENSE FOR HERITAGEFEST			23	2432.89	
12741	APOLONIO CORDOVA	284631	12/14/2018			275.05
187274	2018 SW TURFGRASS CONFERENCE & EXPO -			29	275.05	
187274	RUIDOSO NM - 11/13-15/18			29		
12830	4 ELEMENTS AUTOMOTIVE	284632	12/14/2018			113.03
188556	Unit/Asset: P/D 1408			01	113.03	
188556	DIAGNOSE COOLING FANS ON A/C SYSTEM			01		
12868	BURLAP AND LIGHT	284633	12/14/2018			850.00
187979	PHOTO SESSIONS & DIGITAL PHOTOGRAPHS			01	850.00	
187979	TO HALF DAY SESSIONS			01		
12942	JOHN M CARAWAY	284634	12/14/2018			53.79
187126	SERVICE AS ALTERNATE JUDGE			01	53.79	
187126	11/19/18			01		
12960	GALLS LLC	284635	12/14/2018			455.00
188319	K9 UNIFORMS FOR NEWLY ASSIGNED			01	455.00	
188319	K9 OFFICER J.BONNELL			01		
12976	SAMUEL M SOTO III	284636	12/14/2018			44.00
	REIMBURSE FOR NM APPLICANT FINGERPRINT			01	44.00	

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	REGISTRATION			01		
13142	MARGARITA SANCHEZ	284637	12/14/2018			14.00
	REFUND - LOST BOOK RETURNED			01	14.00	
13143	SHANNON JONES	284638	12/14/2018			22.00
	REFUND - LOST BOOK RETURNED			01	22.00	
14276	ADRIAN RIVERA	284639	12/14/2018			290.56
187564	INTERNAL AFFAIRS TRAINING CONFERENCE -			34	290.56	
187564	LAS VEGAS NV - 11/26-30/18			34		
15718	RORY CASTANEDA	284640	12/14/2018			12.00
187089	TEACH - POLICE ACADEMY - "BUILDING			01	12.00	
187089	SEARCHES" - HOBBS NM - 11/19/18			01		
14	APCO, AFC INC.	284641	12/18/2018			138.00
188727	2019 MEMBERSHIP - K.PRELL			01	69.00	
188937	2019 MEMBERSHIP - S SCHWIGER			01	69.00	
24	ACE LOCK & KEY LLC	284642	12/18/2018			6.60
188861	CUT NEW KEYS FOR RON MEYERS OFFICE			36	6.60	
108	AMERIPRIDE, INC.	284643	12/18/2018			54.66
185163	RED RAG SERVICE - PFA GARAGE			01	54.66	
428	B & H VIDEO	284644	12/18/2018			177.74
188490	AUDIO EQUIPMENT FOR EVENTS			01	177.74	
440	BALLEAU GROUNDWATER INC.	284645	12/18/2018			3487.06
178538	TECHNICAL SUPPORT, TECHNICAL ASSISTANCE			36	3487.06	
178538	REGARDING OIL AND GAS ACTIVITY AND THE			36		
178538	IMPACT TO CAPITAN AQUIFER			36		
616	BRININSTOOL EQUIPMENT	284646	12/18/2018			491.13
188882	GLOVES			36	491.13	
652	BROWNING GARAGE DOORS LLC	284647	12/18/2018			95.82
188603	GARAGE DOOR REPAIRS AS NEEDED			01	95.82	
992	CED	284648	12/18/2018			280.00
188690	EXTENSION CORDS - SW GRAPPLE TRUCKS			24	280.00	
1270	CONNELLS OFFICE SUPPLY	284649	12/18/2018			264.00
188385	DOCUMENT FRAMES - POLICE DEPARTMENT			01	264.00	
2480	FORREST TIRE CO., INC.	284650	12/18/2018			783.12
188629	UNIT M-9 - TIRES			01	783.12	
2830	GAYLORD BROS.	284651	12/18/2018			598.25
188498	EXHIBIT/COLLECTION SUPPLIES - STABILO			01	598.25	
188498	PENCILS, FOAM KNIFE, COTTON TWILL TAPE			01		
2933	GRAINGER	284652	12/18/2018			179.12
188790	KNIFE SHARPENER, PLIERS, WIRE BENDER			01	179.12	

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3601	J & J PIPE & SUPPLY	284653	12/18/2018			257.38
188810	4" PVC SLPXFIP ADAPTERS - DOG PARK			36	257.38	
5439	CORRECTIONS INDUSTRIES	284654	12/18/2018			235.00
187718	FILE CABINET - NORTH MESA MANAGER'S OFC			01	235.00	
8364	WEX BANK	284655	12/18/2018			73629.40
184796	FUEL - COMMUNITY DEVELOPMENT			01	2.00	
184797	FUEL - FINANCE			01	34.01	
184798	FUEL - FACILITY MAINT			01	723.83	
184800	FUEL			01	2.00	
184811	FUEL - PERD			01	1080.68	
184812	FUEL - GOLF COURSE VEHICLES/EQUIPMENT			01	270.54	
184813	FUEL - STREETS			01	4038.40	
184814	FUEL - ELECTRIC DEPT			01	768.41	
184816	FUEL - SAFETY MANAGER			01	258.59	
184817	FUEL - GARAGE SHOP			01	382.50	
184820	FUEL - PARKS DEPT VEHICLES/EQUIPMENT			01	1649.06	
184821	FUEL - AIRPORT VEHICLES/EQUIPMENT			01	612.16	
184822	FUEL - I.T.			01	52.34	
185031	FUEL - FIRE DEPT			01	6698.41	
185362	FUEL - POLICE DEPT			01	13205.24	
185371	FUEL - SAN JOSE SR CENTER			01	4.00	
185569	FUEL - COMM SERVICE DEPT			01	866.08	
185580	FUEL - CONSTRUCTION DEPT			01	818.58	
184810	FUEL - TRANSIT			15	5355.96	
184815	FUEL - SOLID WASTE DEPT			24	26350.37	
184801	FUEL - SPORTS COMPLEX			29	691.56	
184799	FUEL - WWC			36	2263.32	
184819	FUEL - WATER DEPT			36	4523.06	
184826	FUEL - DOUBLE EAGLE WATER			36	2422.56	
184948	FUEL - WWTP			36	441.87	
185389	FUEL - ENV/LAB			36	113.87	
8375	XCEL ENERGY SERVICES, INC	284656	12/18/2018			296.06
185576	ELECTRIC SERVICE - PATE SR CENTER			01	296.06	
10981	TDS	284657	12/18/2018			539.49
184927	PHONE & PUBLIC INTERNET - LIBRARY			01	430.32	
184928	CABLE BOXES			01	44.67	
185459	INTERNET - WATER PARK			01	64.50	
11872	PICO PROPANE AND FUELS	284658	12/18/2018			1104.76
188316	DYED DIESEL FUEL - HEAVY EQUIPMENT			36	1104.76	
11901	VERIZON WIRELESS	284659	12/18/2018			219.68
184941	AIR CARD - MIKE ABELL			01	173.82	
184936	AIR CARD & DATA SERVICE - DOUBLE EAGLE			36	45.86	
184936	SUPERVISOR FIELD INTERNET ACCESS			36		
12260	IDEAL CORPORATE MARKETING	284660	12/18/2018			6000.00
183952	ADVERTISING - USA TODAY GO ESCAPE SUMMER			23	3000.00	

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183952	GUIDE			23		
185824	2018 USA TODAY GO ESCAPE WINTER EDITION			23	3000.00	
185824	1/4 PAGE AD			23		
12393	TYLER TECHNOLOGIES INC	284661	12/18/2018			28329.10
179403	MUNIS ERP SOFTWARE IMPLEMENTATION			01	8042.06	
179540	NEW WORLD PUBLIC SAFETY CAD AND RMS			01	20287.04	
179540	SYSTEM FOR THE POLICE DEPARTMENT			01		
12797	RED ROCKET MEDIA LLC	284662	12/18/2018			968.82
185302	SOCIAL MEDIA MARKETING FOR CITY			01	753.52	
185302	INFORMATION			01		
185302	SOCIAL MEDIA MARKETING FOR CITY			24	43.06	
185302	INFORMATION			24		
185302	SOCIAL MEDIA MARKETING FOR CITY			36	172.24	
185302	INFORMATION			36		
12897	BLUEGLOBES LLC	284663	12/18/2018			888.82
187180	THRESHOLD LAMPS - AIRFIELD LIGHTING			01	888.82	
13132	ELITE SECURITY SERVICES	284664	12/18/2018			430.58
188649	SECURITY SERVICE - RIVERWALK REC CENTER			21	430.58	
14259	MARK WARMBEIN	284665	12/18/2018			64.20
	TRAVEL - ROSWELL NM - 11/27/2018 -			15	64.20	
	ASE RECERTIFICATION			15		
51	ADVANCED PEST MANAGEMENT	284666	12/21/2018			95.00
188839	BAIT BOXES - RIVERWALK REC CENTER			01	95.00	
88	ALANS AUTO SUPPLY	284667	12/21/2018			553.36
188928	Unit/Asset: D-21 BOAT/F-26 MULE			01	553.36	
188928	REPAIR PARTS - BOAT AND MULE - FIRE DEPT			01		
391	AT&T CORPORATION	284668	12/21/2018			1490.87
184987	LONG DISTANCE USAGE			01	513.81	
184989	LONG DISTANCE USAGE - CEMETERY			01	21.06	
184990	LONG DISTANCE USAGE			01	11.13	
184995	LONG DISTANCE USAGE			01	57.61	
184996	LONG DISTANCE USAGE - GOLF COURSE			01	7.03	
184997	LONG DISTANCE USAGE			01	5.43	
184998	LONG DISTANCE USAGE			01	18.78	
185000	LONG DISTANCE USAGE - FIRE DEPT			01	82.36	
185001	LONG DISTANCE USAGE - POLICE DEPT			01	452.27	
185002	LONG DISTANCE USAGE - GARAGE SHOP			01	52.87	
185003	LONG DISTANCE USAGE - PARKS DEPT			01	6.41	
185004	LONG DISTANCE USAGE			01	16.30	
185310	LONG DISTANCE USAGE - SAN JOSE SR CENTER			01	21.06	
184993	LONG DISTANCE USAGE - TRANSIT			15	25.42	
184999	LONG DISTANCE USAGE - SOLID WASTE			24	15.10	
184988	LONG DISTANCE USAGE			36	97.14	
184991	LONG DISTANCE USAGE - WWTP			36	48.13	
184992	LONG DISTANCE USAGE - ENV/LAB			36	38.96	

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396	AUSTIN TURF & TRACTOR INC	284669	12/21/2018			236.59
188984	JD FILTERS - OIL SERVICES			29	236.59	
438	BAKER UTILITY SUPPLY CORP	284670	12/21/2018			2414.80
188452	IRRIGATION BOXES, VALVES, SADDLES, ETC			36	194.07	
188606	PIPE, COUPLINGS, VALVES, COLLARS, ETC			36	1388.15	
188762	METER BOXES/LIDS			36	832.58	
458	BENMARK SUPPLY CO., INC.	284671	12/21/2018			418.71
187522	MEGA LUG KITS, SADDLES, STOPS			36	418.71	
616	BRININSTOOL EQUIPMENT	284672	12/21/2018			519.25
188942	BOOTS, FLAGS, EAR PLUGS, MASKS, RAGS,			01	44.48	
188942	MARKING PAINT			01		
188991	SUPPLIES FOR COMMUNITY SERVICE			01	314.89	
188942	BOOTS, FLAGS, EAR PLUGS, MASKS, RAGS,			36	159.88	
188942	MARKING PAINT			36		
638	BOHANNAN HUSTON INC.	284673	12/21/2018			9082.53
181045	PROVIDE PROFESSIONAL ENGINEERING FOR			01	2861.39	
181045	THE UPPER TANSIL DAM.			01		
182188	PROVIDE ENGINEERING SERVICES FOR THE			36	1976.70	
182188	HALL STREET LIFT STATION PROJECT.			36		
184550	ENGINEERING SERVICES TO UPDATE CITY			36	4244.44	
184550	WATER SYSTEM COMPUTER HYDRAULIC MODEL			36		
736	BEAR PAW EMBROIDERY CORP.	284674	12/21/2018			135.63
185599	EMBROIDERY AND SEW OUTS - POLICE DEPT			01	135.63	
185599	PERSONNEL UNIFORMS			01		
871	AMERICAN LIBRARY ASSOC	284675	12/21/2018			185.00
188994	ALA AND PLA MEMBERSHIP FOR SARAH JONES			01	185.00	
188994	MEMBERSHIP FROM MARCH 2019 TO FEB 2020			01		
877	BUILDOLOGY, INC	284676	12/21/2018			17590.32
187685	INFIELD MIX FOR BFYSC BASEBALL AND			29	17590.32	
187685	SOFTBALL FIELDS			29		
890	CARC FARM, INC.	284677	12/21/2018			395.00
185088	PLANT BARREL MAINTENANCE SERVICE -			01	100.00	
185088	CITY HALL PLANTERS			01		
185319	PLANT BARREL MAINTENANCE SERVICE -			01	220.00	
185319	RIVERWALK REC CENTER			01		
185465	PLANT BARREL MAINTENANCE SERVICE -			24	75.00	
185465	C-HILL SCENIC AREA			24		
894	AT&T MOBILITY LLC	284678	12/21/2018			372.17
185010	WIRELESS NETWORK CARDS			01	40.21	
185126	WIRELESS INTERNET AIR CARD			01	278.41	
185011	5GB DATA INTERNET			36	53.55	
915	CARLSBAD AUTO SUPPLY	284679	12/21/2018			33.54
188997	Unit/Asset: ST-9128			01	9.58	

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188997	GAS CAP - SWEEPER AUX ENGINE			01		
188146	MARKER LAMPS & WIPER BLADES			24	23.96	
944	CARLSBAD COMMUNITY ANTI-	284680	12/21/2018			4725.00
185286	OPERATIONAL FUNDING - TEEN COURT			01	4725.00	
992	CED	284681	12/21/2018			2742.00
188240	LIGHT FIXTURES & POLES - BASKETBALL			01	2052.00	
188240	COURTS - WEST CARLSBAD REC AREA			01		
188691	BREAKER - UV DISINFECTION UNIT			36	690.00	
1032	CARLSBAD CHEVROLET	284682	12/21/2018			178.13
188987	Unit/Asset: WATER-14751			36	178.13	
188987	TAIL LIGHT ASY			36		
1206	CHAMBER OF COMMERCE CORP.	284683	12/21/2018			9329.60
177546	RETIREMENT PROMOTION SERVICES			01	2695.44	
177546	JUNE 2018			01		
185287	RETIREMENT PROMOTION SERVICES - FY 18/19			01	6634.16	
1270	CONNELLS OFFICE SUPPLY	284684	12/21/2018			565.65
188795	OFFICE SUPPLIES - LIBRARY			01	324.00	
188969	OFFICE SUPPLIES - CITY ADMINISTRATOR			01	123.40	
189002	OFFICE SUPPLIES			01	6.25	
188605	OFFICE SUPPLIES - WATER DEPT			36	112.00	
1402	DARDANELLE TIMBER CO INC	284685	12/21/2018			139.98
188758	EXTENSION CORDS - LIGHTS - RIVERWALK			01	139.98	
1631	D & S CUSTOM COVERS	284686	12/21/2018			1605.00
188420	HOSE BED COVERS - ENGINES 1 & 3			01	1605.00	
1809	EDDY COUNTY	284687	12/21/2018			29325.00
187962	PRISONER HOUSING			32	29325.00	
1922	CARLSBAD CURRENT-ARGUS	284688	12/21/2018			15.00
185096	SUBSCRIPTION - CEMETERY			01	15.00	
2480	FORREST TIRE CO., INC.	284689	12/21/2018			18.84
184793	FLAT REPAIR - POLICE DEPT			01	18.84	
2868	GALLS LLC	284690	12/21/2018			2575.14
188041	UNIFORM SHIRTS - TRAINING OFFICER,			01	407.93	
188041	DRESS SHIRTS - NEW FIREFIGHTERS			01		
188707	Unit/Asset: F-34,35,36			01	2167.21	
188707	LIGHTING, SIREN PACKAGE - FD SWAT			01		
3005	HDR ENGINEERING INC.	284691	12/21/2018			5861.60
183871	ENGINEERING ANALYSIS OF WASTE WATER			36	5861.60	
183871	COLLECTIONS SYSTEM			36		
3465	INGRAM LIBRARY SERVICES	284692	12/21/2018			3.25
187317	LIBRARY BOOKS FOR CHILDREN'S COLLECTION			01	18.54-	

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188153	LIBRARY BOOKS FOR TEEN COLLECTION			01	21.79	
3601	J & J PIPE & SUPPLY	284693	12/21/2018			66.64
188965	PIPING REPAIR PARTS - WWTP DIGESTER			36	66.64	
3622	DEERE CREDIT INC.	284694	12/21/2018			11783.67
184785	JD LEASE - 8700, (2)9009, (2)2500E, 7200			01	8622.45	
184785	MOWERS AND ATTACHMENTS AND GRINDERS			01		
184787	JD LEASE - GATOR - PARKS DEPT			01	213.02	
184902	JD LEASE - MOWER - FACILITY MAINTENANCE			01	222.35	
184781	JD LEASE - BUNKER RAKE - SPORTS COMPLEX			29	300.92	
184782	JD LEASE - MOWERS - SPORTS COMPLEX			29	1642.91	
185175	JD LEASE - GATORS - WWTP			36	782.02	
4359	LIFE ASSIST INC	284695	12/21/2018			4367.03
185257	EMS SUPPLIES			01	4367.03	
4759	MCCOYS LUMBER	284696	12/21/2018			25.57
187497	LIQUID PLUMBER - RIVERWALK REC CENTER			01	14.58	
188948	PADLOCK - PARKS DEPT STORAGE ROOM			01	10.99	
4779	MASTER LUBE INC	284697	12/21/2018			50.81
185132	PERD VEHILCES MAINTENANCE - OIL CHANGES,			01	50.81	
185132	WIPER FLUID, WIPERS, TRANSMISSION FLUID,			01		
185132	ANTIFREEZE, ETC.			01		
4872	MINE SUPPLY	284698	12/21/2018			604.90
188785	Unit/Asset: ST-12499			01	275.92	
188785	HYD FITTINGS - DUMP TRUCK SALT SPREADER			01		
186081	REPLACEMENT HOSES FOR ARC, GRAPPLE, ROLL			24	248.98	
186081	OFFS ETC - INCLUDES O-RINGS, FITTINGS,			24		
186081	ADAPTERS PER SAMPLES			24		
188701	BOOTS FOR PPE			36	80.00	
4935	MORRISON SUPPLY	284699	12/21/2018			1168.62
188554	REPAIR PARTS - WATER FOUNTAIN - NMSRC			01	157.00	
188879	PLUMBING REPAIR PARTS			01	396.00	
188915	PIPE INSULATION - WATERLINES - CAVERN			01	400.62	
188915	THEATER			01		
188883	WATER HEATER - CONVENIENCE CENTER			24	215.00	
5218	MILLER ENGINEERS INC	284700	12/21/2018			797.26
151783	SAN JOSE BLVD. PHASE III ENGINEERING			36	797.26	
5252	SIDDONS-MARTIN EMERGENCY	284701	12/21/2018			71.51
187488	REPAIR PARTS - SEAT & SCBA BRACKETS			01	71.51	
187488	ENGINE 3			01		
5300	STRYKER SALES CORPORATION	284702	12/21/2018			732.93
188614	XPS MATTRESSES (2)			01	732.93	
5424	MUNICIPAL EMERGENCY SRVC	284703	12/21/2018			1500.00
183329	Unit/Asset: STATION #7			20	1500.00	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
183329	BREATHING AIR COMPRESSOR - FILLING OF			20		
183329	SCBA/SCUBA BOTTLES AT NEW FIRE STATION.			20		
5439	CORRECTIONS INDUSTRIES	284704	12/21/2018			925.00
186574	BOOKSHELVES FOR MANAGERS OFFICE AT NMSRC			01	925.00	
5483	NEW MEXICO MAGAZINE	284705	12/21/2018			1233.00
186436	ADVERTISING IN NEW MEXICO MAGAZINE			23	1233.00	
186436	FOR 2019 CALENDAR YEAR			23		
5551	NICHOLS PRINTING, INC.	284706	12/21/2018			865.00
188180	BUSINESS CARDS - WENDY AUSTIN AND			01	90.00	
188180	MELISSA SALCIDO			01		
188599	MANIFEST BOOKS - SEPTAGE HAULERS			36	775.00	
5555	NMWWA	284707	12/21/2018			1718.00
185067	MEMBERSHIP DUES - DOUBLE EAGLE WATER -			36	301.00	
185067	7/2018-6/2019			36		
185072	MEMBERSHIP DUES - WATER DEPT - 7/18-6/19			36	559.00	
188567	MEMBERSHIP DUES - COLLECTIONS DEPT			36	258.00	
188918	NM WATER/WASTEWATER ASSOCIATION 2019			36	300.00	
188918	64TH ANNUAL SCHOOL - LAS CRUCES NM -			36		
188918	1/28-31/19 - SANCHEZ			36		
188919	NM WATER/WASTEWATER ASSOCIATION 2019			36	300.00	
188919	64TH ANNUAL SCHOOL - LAS CRUCES NM -			36		
188919	1/28-31/19 - ANDERSON.			36		
5639	OFFICE DEPOT INC.	284708	12/21/2018			66.79
188722	OFFICE CLOCK, TAPE, 2-HOLE PUNCH			36	66.79	
5775	COOPERATIVE EDUCATIONAL	284709	12/21/2018			8905.04
186383	GOLF COURSE KITCHEN & RANGE HOOD			01	8905.04	
186383	RENOVATIONS			01		
5806	PCM SALES INC.	284710	12/21/2018			5530.18
187463	ADOBE ACROBAT DC PRO - REDACTION			01	784.82	
187463	CAPABILITIES - CLERKS OFFICE.			01		
187964	USB CABLES FOR PRINTERS			01	86.36	
188939	TRAINING FOR SECURITY AWARENESS			01	4659.00	
188939	SUBSCRIPTION BASED SOFTWARE			01		
5810	NEW MEXICO GAS CO. INC.	284711	12/21/2018			22.87
185594	GAS SERVICE - PATE SR CENTER			01	22.87	
5882	PETES EQUIPMENT REPAIR,	284712	12/21/2018			1036.45
188738	Unit/Asset: ST-15298			01	1036.45	
188738	ELECTRIC FANS FOR AUXILIARY MOTOR ON			01		
188738	STREET SWEEPER			01		
5922	RUGGED TRADE LLC	284713	12/21/2018			79.34
187429	JACKETS - SOLID WASTE EMPLOYEES			24		
187429	JACKETS - SUPERVISORS & OFFICE STAFF			24		
188157	UNIFORMS - MAINTENANCE WORKER			29	79.34	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
5972	POSTAL PROS, INC	284714	12/21/2018			7932.53
185006	PRINTING & MAILING OF UTILITY BILLS &			01	5667.27	
185006	DISCONNECT NOTICES			01		
186640	WEED BLITZ NOTICE INSERTS - PERD			01	524.27	
185006	PRINTING & MAILING OF UTILITY BILLS &			24	580.33	
185006	DISCONNECT NOTICES			24		
185006	PRINTING & MAILING OF UTILITY BILLS &			36	1160.66	
185006	DISCONNECT NOTICES			36		
6097	PVT	284715	12/21/2018			193.74
184932	INTERNET SERVICE - CARLSBAD VETERANS			01	193.74	
184932	MEMORIAL PARK SECURITY CAMERAS			01		
6539	AERZEN USA CORP	284716	12/21/2018			6054.44
188037	SITE VISIT - WORK ON THE TURBO BLOWERS			36	6054.44	
188037	FOR THE AERATION BASIN			36		
6739	SHARNET CORP.	284717	12/21/2018			737.01
184850	TROUBLESHOOT COMPUTER PROBLEMS			01	122.83	
185029	FINANCIAL SYSTEM PROGRAMMING UPGRADES			01	614.18	
6741	SHARP ELECTRONICS CORP	284718	12/21/2018			129.87
185306	COPIER USAGE - SPORTS COMPLEX			29	129.87	
6873	SMITH ENGINEERING INC.	284719	12/21/2018			539.17
184663	ENGINEERING SERVICES FOR AN UPGRADE ON			29	539.17	
184663	THE JUNIOR SENIOR FIELDS AT THE SPORTS			29		
184663	COMPLEX			29		
7088	SOUTHWEST LP GAS CO	284720	12/21/2018			67.29
188986	PROPANE REFILL - FORKLIFT - PUBLIC WORKS			01	46.39	
188086	PROPANE REFILL - PARTS WASHER			15	20.90	
7093	SOUTHWEST PHARMACY	284721	12/21/2018			1872.90
187986	EMS MEDICATIONS			01	1872.90	
7135	TATE BRANCH	284722	12/21/2018			1186.23
188999	Unit/Asset: UNIT-1501 DODGE CHARGER			01	385.43	
188999	RADITATOR AND RESERVOR TANK			01		
188978	Unit/Asset: WATER-13960			36	800.80	
188978	FUSE, RELAY, BOX - JEEP WRANGLER			36		
7162	SPECIALTY COMMUNICATIONS	284723	12/21/2018			1353.80
188833	RADIOS - PETERBILT SIDE LOADER TRASH			24	1353.80	
188833	TRUCKS (2)			24		
7221	STEEL DEPOT	284724	12/21/2018			588.58
188992	ANGLE IRON, 48X96 SHEET - COMM SERVICE			01	94.06	
188976	MATERIAL FOR NEW BAY DOOR AT THE CENTRAL			36	494.52	
188976	WAREHOUSE PER JEANNE THOMPSON			36		
7340	TAXATION & REVENUE DEPT.	284725	12/21/2018			3941.19
185014	WATER CONSERVATION FEE			36	3941.19	

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7345	TATE BRANCH DODGE	284726	12/21/2018			1870.76
188698	Unit/Asset: VAN 48			15	1870.76	
188698	BRAKE PADS FRONT AND REAR			15		
188698	ROTORS FRONT AND REAR			15		
188698	BELT TENSIONER AND SERPENTINE BELT			15		
7513	SEW WHAT! THOMPSON ENTERP	284727	12/21/2018			99.03
187865	SEW PATCHES - CONSTRUCTION UNIFORMS			01	99.03	
7607	ULINE INC.	284728	12/21/2018			1107.12
188806	CABINET - FLAMMABLE LIQUIDS			36	1107.12	
7624	USA BLUE BOOK	284729	12/21/2018			2160.36
188525	LOCKS FOR FIRE HYDRANTS			36	2160.36	
7841	VALLEY FENCE CO	284730	12/21/2018			538.23
188749	REPAIR OF AUTOMATIC GATE AT STATION 7			01	538.23	
8063	WASTEQUIP TEEM	284731	12/21/2018			4830.00
186446	REPLACEMENT LIDS TO REPAIR 3 YD. METAL			24	2465.00	
186446	CONTAINERS. (STANDARD STYLE CONTAINERS)			24		
186779	REPLACEMENT LIDS TO REPAIR 3 YD. METAL			24	2365.00	
186779	CONTAINERS. (STANDARD STYLE CONTAINERS)			24		
8065	WASTE SYSTEMS	284732	12/21/2018			799.61
188880	Unit/Asset: SW-10780,10789			24	799.61	
188880	REPAIR PARTS - COMPACTOR AND LIFT MAST			24		
188880	ASSY ON ARC TRUCKS			24		
8070	WATER DEPARTMENT	284733	12/21/2018			2304.55
189030	1" METER TAP FOR NEW RESTROOM AT TROY			01	2304.55	
189030	YOUNG PARK			01		
8076	WATER INVENTORY	284734	12/21/2018			734.79
189032	REPAIR LEAK AT TEE BOX			01	17.16	
189057	COUPLINGS, STOPS, HYDRANTS, TEES, CLAMPS			36	717.63	
189057	REDUCERS, FITTINGS, INSERTS, METERS, ETC			36		
8089	THE WATER WORKS INC	284735	12/21/2018			117.02
184766	WATER COOLER RENTAL			01	9.15	
185046	WATER COOLER RENTAL - CEMETERY			01	10.23	
185050	WATER COOLER RENTAL			01	10.23	
185052	WATER COOLER RENTAL			01	14.50	
185053	DRINKING WATER			01	6.00	
185191	WATER COOLER RENTAL - STREET DEPT			01	10.23	
185706	WATER COOLER RENTAL			01	9.15	
185707	WATER COOLER RENTAL			01	9.15	
185049	WATER COOLER RENTAL - WWTP & LAB			36	12.38	
185384	DRINKING WATER			36	26.00	
8375	XCEL ENERGY SERVICES, INC	284736	12/21/2018			31862.89
185189	STREET LIGHTING AND SIGNAL ACCURE			01	31862.89	

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9280	JOSEPH ERWIN GANT III	284737	12/21/2018			403.68
185139	COURT APPOINTED ATTORNEY SERVICES			01	403.68	
9687	EILEEN RIORDAN	284738	12/21/2018			479.19
188624	NMML ATTORNEY ASSOC WINTER MEETING &			01	479.19	
188624	SEMINAR - ABQ NM - 12/5-7/18			01		
9823	JON BLACKMON	284739	12/21/2018			140.88
186680	SWAT COMMAND DECISION MAKING LEADERSHIP			34	140.88	
186680	LEVEL I - HENDERSON NV - 12/2-8/18			34		
10017	HARVEY FUELS INC.	284740	12/21/2018			1706.00
188925	DIFFERENTIAL GREASE - TRANSIT VANS			15	165.80	
189026	BULK BIN REFILL - HYD & FUEL SYSTEM			24	1540.20	
189026	TOPP OFF FLUIDS			24		
10159	MEDLEY MATERIAL HANDLING	284741	12/21/2018			873.17
188387	FORKLIFT RENTAL - PUBLIC WORKS YARD			01	873.17	
188279	FORKLIFT RENTAL - WATER WAREHOUSE			36		
10184	STELLAR INC	284742	12/21/2018			104.95
187728	TELEPHONE UPGRADE			01	104.95	
10246	MITCHELL & CRUSE	284743	12/21/2018			5909.75
178155	ARCHITECTURAL SERVICES - CAVERN THEATER			21	5909.75	
10532	MARK JOHNSON	284744	12/21/2018			84.00
188092	PARAMEDIC SCHOOL - ROSWELL NM -			01	24.00	
188092	11/27-29/18			01		
188401	PARAMEDIC SCHOOL - ROSWELL NM -			01	12.00	
188401	11/20/18			01		
188678	PARAMEDIC SCHOOL - ROSWELL NM -			01	24.00	
188678	12/4-5/18			01		
188681	PARAMEDIC SCHOOL - ROSWELL NM -			01	24.00	
188681	12/11-13/18			01		
10533	JACOB DORADO	284745	12/21/2018			72.00
188089	PARAMEDIC SCHOOL - ROSWELL NM -			01	24.00	
188089	11/27-29/18			01		
188676	PARAMEDIC SCHOOL - ROSWELL NM -			01	36.00	
188676	12/4-6/18			01		
188679	PARAMEDIC SCHOOL - ROSWELL NM -			01	12.00	
188679	12/11-13/18			01		
10979	C-N-G BBQ CATERING	284746	12/21/2018			425.00
188850	CATERING SERVICES - CCVN AND SAN JOSE			01	425.00	
188850	ADVISORY BOARDS CHRISTMAS PARTY			01		
10981	TDS	284747	12/21/2018			77.63
185350	INTERNET SERVICE - FIRE STAITON #7			01	77.63	
11114	TED CORDOVA	284748	12/21/2018			277.73
187273	2018 SW TURFGRASS CONFERENCE & EXPO -			29	277.73	

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187273	RUIDOSO NM - 11/13-15/18			29		
11146	RICHARD CAGE	284749	12/21/2018			353.13
187563	INTERNAL AFFAIRS TRAINING CONFERENCE -			34	353.13	
187563	LAS VEGAS NV - 11/26-30/18			34		
11200	AMADA UTTER	284750	12/21/2018			50.00
	DEPOSIT REFUND FOR THE USE OF THE POWER			01	50.00	
	HSE ROOM ON 12/09/18			01		
11263	BRANDON LEE	284751	12/21/2018			134.06
188248	ATTEND FIRE INSPECTOR I CLASS -			01	134.06	
188248	SOCORRO NM - 11/25-30/18			01		
11294	CANNON COCHRAN MANAGEMENT	284752	12/21/2018			291.26
185300	MANAGEMENT OF WORKERS COMP CLAIMS			27	291.26	
11317	ADVANCE AUTO PARTS	284753	12/21/2018			313.23
188974	Unit/Asset: UNIT-1409 DODGE CHARGER			01	115.67	
188974	BELT AND PULLEY			01		
189029	Unit/Asset: COMM SERVICE-11402			01	197.56	
189029	BRAKES & SHOCKS - FRONT & REAR			01		
11318	QUALITY TOWING	284754	12/21/2018			484.41
188859	Unit/Asset: 10780			24	484.41	
188859	EMERGENCY REQUEST TO HAVE TRASH TRUCK			24		
188859	HAULED FROM THE LANDFILL TO THE CITY			24		
188859	PUBLIC WORKS YARD.			24		
11364	ONE FIFTYS LLC	284755	12/21/2018			300.00
185607	Unit/Asset: 9090, 9091, & 9091			24	300.00	
185607	WINDOW TINT - SOLID WASTE VEHICLES			24		
11471	DEVON STINSON	284756	12/21/2018			455.00
188472	BASIC SWAT TRAINING - ALAMOGORDO NM -			34	455.00	
188472	12/2-7/18			34		
11472	JACOB CASTANEDA	284757	12/21/2018			455.00
188473	BASIC SWAT TRAINING - ALAMOGORDO NM -			34	455.00	
188473	12/2-7/18			34		
11485	LONI CARLSON	284758	12/21/2018			617.50
188249	2018 BUDGET CONFERENCE - ABQ NM -			01	617.50	
188249	11/14-16/18			01		
11707	THUNDER RUN CONCRETE LLC	284759	12/21/2018			380.90
188708	Unit/Asset: ALLEY BY PILOT TRUCK STOP			01	380.90	
188708	CONCRETE NEEDED TO INSTALL PIPES FOR			01		
188708	GATE			01		
11815	LOWE'S	284760	12/21/2018			1432.47
188800	WINDOW CLEANING SUPPLIES - CITY HALL			01	239.31	
188907	REPLACE WINDOW ON APP BAY AT STATION 2			01	599.29	

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188973	MAINTENANCE TOOLS - FACILITY MAINT			01	57.38	
188993	SUPPLIES FOR CONSTRUCTION DEPT.			01	86.40	
189004	MATERIALS FOR INSTALLING TIMBERS AT THE			01	186.20	
189004	CRUZ FERNANDEZ PARK AND CONCRETE MIX FOR			01		
189004	INSTALLING BENCHES			01		
189016	JANITORIAL SUPPLIES - AIRPORT			01	38.43	
189035	FILL VALVES - SPORTS COMPLEX OFFICE			29	14.24	
188951	TOOLS AND SPARE PARTS - WWTP			36	211.22	
11886	OTC BRANDS, INC.	284761	12/21/2018			204.27
188573	PARTY SUPPLIES - CHIRSTMAS - NMSRC			01	204.27	
11899	QUALITY JANITORIAL LLC	284762	12/21/2018			1576.07
186629	JANITORIAL SUPPLIES			01	273.80	
187498	JANITORIAL SUPPLIES			01	293.81	
188390	JANITORIAL SUPPLIES			01	286.76	
188443	JANITORIAL SUPPLIES			01	179.40	
188772	JANITORIAL SUPPLIES			01	286.30	
188963	PAPER TOWEL DISPENSER - UPSTAIRS BREAK			01	86.00	
188963	ROOM - CITY HALL			01		
188550	TRASH LINERS - DOWNTOWN CONTAINERS			24	170.00	
12000	M & B MUFFLER SHOP	284763	12/21/2018			264.19
188867	Unit/Asset: 15905			24	264.19	
188867	EXTEND MUFFLER SYSTEM			24		
12395	G. ALLEN PEREZ	284764	12/21/2018			437.00
188475	BASIC SWAT TRAINING - ALAMOGORDO NM -			34	437.00	
188475	12/2-7/18			34		
12470	JOHN WATSON, JR.	284765	12/21/2018			75.00
188282	HOT TOPICS EMS CONFERENCE - WISCONSIN			01	75.00	
188282	DELLS WI - 11/11-14/18			01		
12755	FMP GROUP	284766	12/21/2018			1476.90
183947	CONTRACTOR TO COMPLETE THE HALL OF FAME			21	1476.90	
183947	EXHIBIT - CARLSBAD MUSEUM & ART CENTER			21		
13132	ELITE SECURITY SERVICES	284767	12/21/2018			457.49
188649	SECURITY SERVICE - RIVERWALK REC CENTER			21	457.49	
13149	CHERYL BERRY	284768	12/21/2018			50.00
	DEPOSIT REFUND FOR THE USE OF THE POWER			01	50.00	
	HSE ROOM ON 12/14-15/18			01		
13151	DIXIE ELECTRIC	284769	12/21/2018			50.00
	DEPOSIT REFUND FOR THE USE OF POWER HSE			01	50.00	
	ROOM ON 12/08/18			01		
13152	DENISE MARTINEZ	284770	12/21/2018			50.00
	DEPOSIT REFUND FOR THE USE OF THE			01	50.00	
	TOTTENHOFF ROOM ON 12/09/18			01		
13154	DANIELA MUNOZ/LOUIS SEANZ	284771	12/21/2018			50.00
	DEPOSIT REFUND FOR THE USE OF POWER HSE			01	50.00	

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	ROOM ON 12/16/18			01		
13155	DANIEL ROPER	284772	12/21/2018			50.00
	DEPOSIT REFUND FOR THE USE OF THE			01	50.00	
	TOTTENHOFF RM ON 12/08/18			01		
14016	JOHN BEASON	284773	12/21/2018			849.72
188535	COURT SECURITY - PUBLIC AGENCY TRAINING			01	849.72	
188535	COUNCIL - LAS VEGAS NV - 12/2-6/18			01		
14024	JESSIE RODRIGUEZ	284774	12/21/2018			12.00
188799	TEACH AT POLICE ACADEMY - HOBBS NM -			01	12.00	
188799	12/6/18			01		
14032	LUPE ORNELAS	284775	12/21/2018			214.91
187272	2018 SW TURFGRASS CONFERENCE & EXPO -			01	214.91	
187272	RUIDOSO NM - 11/13-15/18			01		
14251	GERARD JACQUEZ	284776	12/21/2018			712.39
188247	ATTEND FIRE INSPECTOR I CLASS -			01	712.39	
188247	SOCORRO NM - 11/25-30/18			01		
14489	RANDY GALINDO	284777	12/21/2018			267.00
187729	NM RECREATION & PARKS CERTIFIED PLAY-			01	267.00	
187729	GROUND SAFETY INSPECTOR TRAINING & EXAM			01		
187729	ABQ NM - 12/4-7/18			01		
14594	ROBERT TRAUTNER	284778	12/21/2018			60.00
188095	PARAMEDIC SCHOOL - ROSWELL NM -			01	24.00	
188095	11/27-29/18			01		
188677	PARAMEDIC SCHOOL - ROSWELL NM -			01	24.00	
188677	12/4-5/18			01		
188680	PARAMEDIC SCHOOL - ROSWELL NM -			01	12.00	
188680	12/11-13/18			01		
15718	RORY CASTANEDA	284779	12/21/2018			24.00
187088	TEACH - POLICE ACADEMY - "BUILDING			01	12.00	
187088	SEARCHES" - HOBBS NM - 11/15/18			01		
187090	TEACH - POLICE ACADEMY - "BUILDING			01	12.00	
187090	SEARCHES" - HOBBS NM - 11/20/18			01		
15764	DAVID DESANTIAGO	284780	12/21/2018			455.00
188474	BASIC SWAT TRAINING - ALAMOGORDO NM -			34	455.00	
188474	12/2-7/18			34		
24	ACE LOCK & KEY LLC	284781	12/28/2018			5.30
189089	Unit/Asset: 15395			24	5.30	
189089	SPARE KEYS - SOLID WASTE TRASH TRUCK			24		
51	ADVANCED PEST MANAGEMENT	284782	12/28/2018			106.00
188825	RIVERWALK TO CATCH RODENTS AND SPIDERS			01	106.00	
108	AMERIPRIDE, INC.	284783	12/28/2018			223.24
185030	RUG SERVICE - CITY HALL			01	58.03	

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185036	RED RAG AND RUG SERVICE - GARAGE SHOP			01	110.55	
185163	RED RAG SERVICE - PFA GARAGE			01	54.66	
438	BAKER UTILITY SUPPLY CORP	284784	12/28/2018			1301.56
188562	SADDLES			36	431.23	
188892	RESTOCK SERVICE INVENTORY USED			36	870.33	
580	BRANDON INDUSTRIES, INC.	284785	12/28/2018			218.00
188896	LAMPPOST GLOBE - #144			01	218.00	
616	BRININSTOOL EQUIPMENT	284786	12/28/2018			60.76
189081	ARBORS FOR HOLE SAWS			36	60.76	
877	BUILDOLOGY, INC	284787	12/28/2018			12555.18
187685	INFIELD MIX - BASEBALL & SOFTBALL FIELDS			29	12555.18	
187685	SPORTS COMPLEX			29		
894	AT&T MOBILITY LLC	284788	12/28/2018			146.22
185127	AIR CARD - ENGINEERING			01	146.22	
910	BIG 5 SPORTING GOODS	284789	12/28/2018			235.84
188815	SPORTS EQUIPMENT - RIVERWALK			01	235.84	
915	CARLSBAD AUTO SUPPLY	284790	12/28/2018			228.03
188983	FILTERS & WIPER BLADES			01	19.36	
189063	RELAY, TURN LAMP, WIPER BLADES			01	40.94	
188146	MARKER LAMPS & WIPER BLADES			24	46.15	
188983	FILTERS & WIPER BLADES			24	44.07	
189063	RELAY, TURN LAMP, WIPER BLADES			24	50.28	
188983	FILTERS & WIPER BLADES			29	7.39	
188983	FILTERS & WIPER BLADES			36	19.84	
992	CED	284791	12/28/2018			5504.50
188503	36W LMP 4000L - ELECTRICAL DEPT			01	528.00	
188885	POWER CORD CONNECTORS - TRASH TRUCKS			24	184.50	
188480	LIGHT POLES & FIXTURES - BATTING CAGES			29	4792.00	
188480	SPORTS COMPLEX			29		
1120	CENTRAL VALLEY ELECTRIC	284792	12/28/2018			89.22
185008	ELECTRIC USAGE - LOCO HILLS SHOP			36	89.22	
1270	CONNELLS OFFICE SUPPLY	284793	12/28/2018			423.93
188385	DOCUMENT FRAMES - POLICE DEPT			01	176.00	
189002	OFFICE SUPPLIES			01	16.24	
189044	STAPLES - GARAGE OFFICE, MARKERS, PENS,			01	2.79	
189044	SANITIZER WIPES, DVDS, RUBBER BANDS			01		
188768	BOOKSHELF - SUPERINTENDENT'S OFFICE			36	199.00	
189044	STAPLES - GARAGE OFFICE, MARKERS, PENS,			36	29.90	
189044	SANITIZER WIPES, DVDS, RUBBER BANDS			36		
1402	DARDANELLE TIMBER CO INC	284794	12/28/2018			49.98
188968	CLAY PICKS			36	49.98	
1408	DANA KEPNER CO.	284795	12/28/2018			413.00
188744	BACKFLOW PREVENTER - WWTP DIGESTER			36	413.00	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
1801	E-Z RENTALS & SALES, INC.	284796	12/28/2018			153.00
188822	Unit/Asset: ENG-1 CHOP SAW K-12			01	153.00	
188822	RECOIL HOUSING			01		
2384	FLEETPRIDE	284797	12/28/2018			1083.47
188996	Unit/Asset: SW-15394,12332			24	1083.47	
188996	FILTERS, DEF ASY			24		
2472	RICH FORD	284798	12/28/2018			1268.84
189036	REPAIR PARTS - TRANSIT VEHICLE			15	1268.84	
2933	GRAINGER	284799	12/28/2018			96.03
188871	UNIFORM SHIRTS			36	96.03	
3159	HI LINE CO	284800	12/28/2018			474.45
188947	BOLTS, WASHERS, HEX NUTS, FUSES, HOSE			01	474.45	
188947	CLAMPS, ETC			01		
3465	INGRAM LIBRARY SERVICES	284801	12/28/2018			1254.35
188673	LIBRARY- BOOKS FOR CHILDREN'S COLLECTION			01	1254.35	
3535	IMS, LLC	284802	12/28/2018			636.33
184674	Unit/Asset: N/A			01	636.33	
184674	STREET CONDITION SURVEY			01		
3665	JAMES COOKE & HOBSON INC	284803	12/28/2018			4569.45
187872	REPAIR - MIXER FOR THE AB'S - AERATION			36	4569.45	
187872	BASIN			36		
4340	LEA COUNTY ELEC COOP. INC	284804	12/28/2018			5370.68
185007	ELECTRIC USAGE - DE WELLFIELD			36	5370.68	
4869	MIDWEST TAPE	284805	12/28/2018			541.69
188794	LIBRARY - DVDS FOR ADULT COLLECTION			01	541.69	
5433	CARLSBAD COMMUNITY	284806	12/28/2018			3448.04
188864	PROMOTIONAL EXPENSE FOR CARLSBAD			23	3448.04	
188864	COMMUNITY CONCERT ASSOCIATION			23		
5551	NICHOLS PRINTING, INC.	284807	12/28/2018			959.00
188760	BUSINESS CARDS - AHRENS, DOMSCHOT			01	90.00	
188689	VEHICLE CHECKLIST BOOKS - SOLID WASTE			24	869.00	
5775	COOPERATIVE EDUCATIONAL	284808	12/28/2018			83560.05
186043	SWITCH GEAR - WATER WELL #9			36	83560.05	
6496	RS MEANS COMPANY LLC	284809	12/28/2018			438.11
188909	CONSTRUCTION MANUEL			01	438.11	
6510	RUSH TRUCK CENTERS	284810	12/28/2018			248369.39
184373	HEAVY DUTY COMMERICAL SIDE LOADER			24	248198.00	
184373	TRUCK FOR THE SOLID WASTE DEPARTMENT			24		

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
189056	Unit/Asset: SW-12782			24	171.39	
189056	REPAIR PARTS - COOLING/HEATING SYSTEM -			24		
189056	ARC TRUCK			24		
6772	SIERRA IRRIGATION, INC.	284811	12/28/2018			2499.98
189042	IRRIGATION SUPPLIES - SPORTS COMPLEX			29	2499.98	
6822	SKILLPATH SEMINARS INC.	284812	12/28/2018			156.64
189124	HR TRAINING - R GALINDO - ABQ NM -			01	156.64	
189124	11/14/18			01		
7558	4 RIVERS EQUIPMENT	284813	12/28/2018			95.65
189003	Unit/Asset: ST-9128			01	95.65	
189003	REPAIR PARTS - EXHUAST SYSTEM - AUX			01		
189003	ENGINE - STREET SWEEPER			01		
7607	ULINE INC.	284814	12/28/2018			1038.81
188926	PALLET RACKS - WAREHOUSE BAYS			36	1038.81	
8089	THE WATER WORKS INC	284815	12/28/2018			42.00
184766	DRINKING WATER			01	24.00	
185050	DRINKING WATER			01	12.00	
185045	DRINKING WATER			36	6.00	
8375	XCEL ENERGY SERVICES, INC	284816	12/28/2018			104873.91
184773	ELECTRIC USAGE - CAVERN THEATER			01	51.97	
184774	ELECTRIC USAGE - CIVIC CENTER			01	1306.09	
184775	ELECTRIC USAGE - WATER PARK			01	729.92	
184776	ELECTRIC USAGE			01	1774.52	
184778	ELECTRIC USAGE - SAN JOSE SR CENTER			01	569.85	
184779	ELECTRIC USAGE - NORTH MESA SR CENTER			01	639.50	
184804	ELECTRIC USAGE - AIRPORT			01	1449.98	
184805	ELECTRIC USAGE - LIBRARY			01	1816.52	
184806	ELECTRIC USAGE - GOLF COURSE			01	2183.42	
184807	ELECTRIC USAGE - FIRE DEPT			01	1728.72	
184808	ELECTRIC USAGE - POLICE DEPT			01	2990.43	
184809	ELECTRIC USAGE - PARKS DEPT			01	5425.97	
184944	ELECTRIC USAGE - CEMETERY			01	194.17	
185183	ELECTRIC USAGE - GARAGE SHOP			01	1233.84	
185186	ELECTRIC USAGE - RIVERWALK REC CENTER			01	1692.85	
185189	STREET LIGHTING AND SIGNAL ACCURE			01	36135.04	
184780	ELECTRIC USAGE - TRANSIT			15	237.42	
184802	ELECTRIC USAGE - SPORTS COMPLEX			29	7283.09	
184777	ELECTRIC USAGE - WATER DEPT			36	25008.14	
184803	ELECTRIC USAGE - COLLECTIONS DEPT			36	3888.49	
185177	ELECTRIC USAGE - WWTP			36	8533.98	
9012	IVAN M ABELL	284817	12/28/2018			255.40
187803	ATTEND VOC BOARD MEETING - ABQ NM -			01	255.40	
187803	11/09/18			01		
10104	COLLINS TREE SERVICE LLC	284818	12/28/2018			7200.00
187783	REMOVAL OF CEMETERY TREES			01	7200.00	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
10264	PATRICK BRYANT	284819	12/28/2018			48.00
	INSTRUCT @ ACADEMY "FIREARM" - HOBBS NM			01	48.00	
	11/05-07/18			01		
10517	CARLSBAD AREA ART ASSOC.	284820	12/28/2018			1619.76
185993	PROMOTIONAL EXPENSE FOR CARLSBAD ART			23	1619.76	
185993	ASSOCIATION			23		
10597	RICHARD RAMIREZ	284821	12/28/2018			12.00
	EMS TRANSFER - LUBBOCK TX - 10/24/18			01	12.00	
10981	TDS	284822	12/28/2018			334.40
184925	TELEPHONE, FAX, AND INTERNET SERVICES -			29	334.40	
184925	THE SPORTS COMPLEX			29		
11317	ADVANCE AUTO PARTS	284823	12/28/2018			180.87
188910	ANTIFREEZE - TOILETS - CAVERN THEATER			01	77.90	
188699	A/C FLUSH - VAN 51			15	67.29	
189074	Unit/Asset: SW-15905			24	35.68	
189074	MUD FLAPS			24		
11598	DADEE MFG, LLC	284824	12/28/2018			620.60
188897	Unit/Asset: SW-15394			24	620.60	
188897	SIDE MAST ASSY BEARINGS - ARC TRUCK			24		
11815	LOWE'S	284825	12/28/2018			68.65
189099	PAINT NEW OFFICE SPACE FOR LEASE			01	30.67	
188943	SPOTLIGHTS - SERVICE VEHICLES			36	37.98	
11978	MICHAEL (BRAD) HENSON	284826	12/28/2018			12.00
	EMS TRANSFER - LUBBOCK TX - 10/24/18			01	12.00	
12103	FTI CONSULTING LLC	284827	12/28/2018			10000.00
185289	AGREEMENT WITH FTI CONSULTING FOR			01	10000.00	
185289	LOBBYIST SERVICES			01		
12318	CORE & MAIN LP	284828	12/28/2018			20539.70
186786	METER COUPLINGS			36	148.99	
188411	COUPLINGS, GATE VALVE, BRASS ANGLES			36	1410.34	
188534	T10 METERS			36	15221.04	
188761	VALVES, MEGA LUGS, COUPLINGS, RETROSETTR			36	3759.33	
12393	TYLER TECHNOLOGIES INC	284829	12/28/2018			6189.13
179403	MUNIS ERP SOFTWARE IMPLEMENTATION			01	6189.13	
12405	AMAZON CAPITAL SERVICES	284830	12/28/2018			96.25
188903	SHARPS CONTAINERS - SAFE NEEDLE COLLECT			01	96.25	
12811	CENTERPOINT ENERGY	284831	12/28/2018			5621.08
184903	GAS USAGE - CIVIC CENTER			01	404.67	
184904	GAS USAGE - WATER PARK			01	470.60	
184905	GAS USAGE			01	140.03	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
184908	GAS USAGE - SAN JOSE SR CENTER			01	195.71	
184909	GAS USAGE - NORTH MESA SR CENTER			01	132.57	
184911	GAS USAGE			01	192.02	
184913	GAS USAGE - GOLF COURSE			01	233.54	
184914	GAS USAGE - FIRE DEPT			01	762.09	
184915	GAS USAGE			01	1212.70	
184916	GAS USAGE - AIRPORT			01	49.17	
184917	GAS USAGE - GARAGE SHOP			01	119.25	
184919	GAS USAGE - POLICE DEPT			01	200.75	
184949	GAS USAGE - LIBRARY			01	489.93	
184950	GAS USAGE - STREET DEPT			01	778.79	
184910	GAS USAGE - TRANSIT			15	88.67	
184906	GAS USAGE - LOCO HILLS SHOP			36	20.82	
184907	GAS USAGE - WATER DEPT			36	129.77	
12981	NICOLASA CHAVEZ	284832	12/28/2018			1022.64
188764	PERFORMER FEE - FLAMENCO PERFORMANCE			01	1022.64	
188764	12/29/18			01		
13119	LEWIS H CRITCHFIELD	284833	12/28/2018			1022.64
188763	PERFORMER FEE - FLAMENCO PERFORMANCE			01	1022.64	
188763	12/29/18			01		
13132	ELITE SECURITY SERVICES	284834	12/28/2018			430.58
188649	SECURITY SERVICE - RIVERWALK REC CENTER			21	430.58	
13150	SARAH CARTER	284835	12/28/2018			50.00
	DEPOSIT REFUND FOR THE USE OF TOTTENHOFF			01	50.00	
	ROOM ON 12/15/18			01		
13153	ZACHERY MOBLEY	284836	12/28/2018			50.00
	DEPOSIT REFUND FOR THE USE OF POWER HSE			01	50.00	
	ROOM ON 12/16/18			01		
13159	RAE ANNA RUNYON	284837	12/28/2018			50.00
	DEPOSIT REFUND FOR THE USE OF POWER HSE			01	50.00	
	ROOM ON 12/08/18			01		
13163	STACEY BLACKMON	284838	12/28/2018			50.00
	DEPOSIT REFUND FOR THE USE OF GOLF			01	50.00	
	COURSE BANQUET ROOM ON 12/08/18			01		
13164	DELORES SMITH	284839	12/28/2018			10.00
	LIBRARY REFUND - LOST BOOK RETURNED			01	10.00	
13165	STATE FARM INS CLAIM OFC	284840	12/28/2018			3893.71
	PROPERTY DAMAGE - MEDICAL SUBROGATION			28	3893.71	
	DUE TO ACCIDENT			28		
13166	SWCA ENVIRONMENTAL CONSUL	284841	12/28/2018			150.00
	REISSUE CHECK FOR RENTAL & DEPOSIT DUE			01	150.00	
	TO CANCELLATION			01		
14250	LARRY YTURRALDE	284842	12/28/2018			12.00
	EMS TRANSFER - LUBBOCK TX - 10/24/18			01	12.00	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
16080	OTIS WATER USERS CO-OP	284843	12/28/2018			91.93
184945	WATER USAGE - SUNSET GARDENS CEMETERY			01	91.93	
	Report Totals:				2815996.43	2815996.43

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
5775	COOPERATIVE EDUCATIONAL	28365	12/10/2018			2540.84
183680	WINDOW REPLACEMENT, STUCCO REPAIR, &			49	2540.84	
183680	LANDSCAPING AT RIVERWALK REC CENTER.			49		
10027	J&H SERVICES INC	28366	12/10/2018			31862.86
181047	CONSTRUCTION OF SAN JOSE PHASE 5.			44	31862.86	
181047	10/1-31/18			44		
13126	CLARISSA LOPEZ	28367	12/10/2018			500.00
188469	NMCB GRANT FY19			40	500.00	
188469	CLEAN-UP OF KIRCHER ST			40		
188469	HAMILTON & RUSSELL			40		
188469	LEGACY INTERNSHIP 2019			40		
3021	GUY LUTMAN ENTERPRISES	28368	12/14/2018			807.34
187860	METAL SIGNS - HALAGUENO ARTS PARK			49	807.34	
8928	GENERAL OPERATING FUND	28369	12/14/2018			1.00
	TRANSFER - CLOSE 98' W&S IMPROVEMENT			69	1.00	
10027	J&H SERVICES INC	28370	12/14/2018			47105.87
181047	CONSTRUCTION OF SAN JOSE PHASE 5.			44	47105.87	
181047	10/31/18-11/30/18			44		
11536	MASTER PLUMBERS LLC	28371	12/14/2018			17585.17
184491	SEWERLINE - PARKING LOT AT MUNI ANNEX			49	17585.17	
12956	DESERT FOX SOLUTIONS	28372	12/14/2018			3079.27
188450	METHANE MONITORING AT CLOSED LANDFILL			63	3079.27	
13146	NMDOT	28373	12/18/2018			37237.06
	REIMBURSEMENT TO NM DOT FOR UNDER-RUN			44	37237.06	
	PROJECT			44		
1290	CONSTRUCTOR'S INC.	28374	12/21/2018			10565.42
186803	ALLEY IMPROVEMENT - GUADALUPE / ALAMEDA			44	10565.42	
186803	500 BLK (LEA & BRONSON)			44		
5320	NPSR ARCHITECTS, INC	28375	12/21/2018			35488.67
184057	ARCHITECTUAL AND CONSTRUCTION DOCUMENTS			49	35488.67	
184057	AND ADMINISTRATION FOR AVALON RANCH			49		
184057	PROJECT - 106 N MESQUITE			49		
11707	THUNDER RUN CONCRETE LLC	28376	12/21/2018			1015.75
186405	CITY SIDEWALKS PROJECT			49	1015.75	
11750	NEW TRAVERTINE, INC.	28377	12/21/2018			1189.74
188064	LIMESTONE CAPS (3) - PEDESTALS -			49	1189.74	
188064	HALAGUENO ARTS PARK			49		
10448	JUST FOR CONCRETE	28378	12/28/2018			1259.84
188646	ADA TILE FOR SIDEWALKS			49	1259.84	

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
13127	JEFFERY L. ROBERTSON	28379	12/28/2018			500.00
188529	NMCB FY 19 GRANT			40	500.00	
188529	LOWER TANSILL DAM AREA & VETERANS PARK			40		
188529	GIRL SCOUT TROOP #12926			40		
	Report Totals:				190738.83	190738.83

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
11555	MOON DOG PUBLISHING LLC	284405	12/04/2018			850.00
188395	ADVERTISING IN NM MUSEUMS & HISTORIC			23	850.00	
188395	SITES WINTER 2018 GUIDE			23		
941	CARLSBAD MAINSTREET CORP	284425	12/10/2018			3000.00
185991	PROMOTIONAL EXPENSE FOR CARLSBAD			23	3000.00	
185991	MAINSTREETS ADVERTSIING CAMPAIGN			23		
10517	CARLSBAD AREA ART ASSOC.	284491	12/10/2018			1189.00
185993	PROMOTIONAL EXPENSE FOR CARLSBAD ART			23	1189.00	
185993	ASSOCIATION			23		
13125	AMERICAN CONTRACT BRIDGE	284528	12/10/2018			725.00
188513	PROMO EXPENSE FOR BRIDGE TOURNAMENT			23	725.00	
188513	SECT TOURNAMENT 9/21-23/18			23		
941	CARLSBAD MAINSTREET CORP	284544	12/14/2018			8687.50
185991	PROMOTIONAL EXPENSE FOR CARLSBAD			23	3000.00	
185991	MAINSTREETS ADVERTSIING CAMPAIGN			23		
1206	CHAMBER OF COMMERCE CORP.	284547	12/14/2018			44792.35
185990	PROMOTIONAL EXPENSE FOR CHAMBER OF			23	22666.67	
185990	COMMERCE EVENTS			23		
5433	CARLSBAD COMMUNITY	284572	12/14/2018			7208.00
188864	PROMOTIONAL EXPENSE FOR CARLSBAD			23	7208.00	
188864	COMMUNITY CONCERT ASSOCIATION			23		
11143	CYCLE CITY PROMOTIONS	284615	12/14/2018			6404.05
185994	PROMOTIONAL EXPENSE FOR KICKER			23	6404.05	
185994	ARENACROSS			23		
12691	CREATIVE CARLSBAD	284630	12/14/2018			2432.89
187097	PROMOTIONAL EXPENSE FOR HERITAGEFEST			23	2432.89	
12260	IDEAL CORPORATE MARKETING	284660	12/18/2018			6000.00
183952	ADVERTISING - USA TODAY GO ESCAPE SUMMER			23	3000.00	
183952	GUIDE			23		
185824	2018 USA TODAY GO ESCAPE WINTER EDITION			23	3000.00	
185824	1/4 PAGE AD			23		
5483	NEW MEXICO MAGAZINE	284705	12/21/2018			1233.00
186436	ADVERTISING IN NEW MEXICO MAGAZINE			23	1233.00	
186436	FOR 2019 CALENDAR YEAR			23		
5433	CARLSBAD COMMUNITY	284806	12/28/2018			3448.04
188864	PROMOTIONAL EXPENSE FOR CARLSBAD			23	3448.04	
188864	COMMUNITY CONCERT ASSOCIATION			23		
10517	CARLSBAD AREA ART ASSOC.	284820	12/28/2018			1619.76
185993	PROMOTIONAL EXPENSE FOR CARLSBAD ART			23	1619.76	
185993	ASSOCIATION			23		

Vendor/PO	CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
Report Totals:				59776.41	87589.59

Vendor/PO		CHECK NUMBER	CHECK DATE	FUND	FUND AMOUNT	CHECK AMOUNT
5775	COOPERATIVE EDUCATIONAL	284461	12/10/2018			30373.32
183679	EXTERIOR & KITCHEN RENOVATIONS - PRV			21	30342.85	
12755	FMP GROUP	284516	12/10/2018			1363.87
183947	CONTRACTOR - HALL OF FAME EXHIBIT			21	1363.87	
13132	ELITE SECURITY SERVICES	284530	12/10/2018			430.58
188649	SECURITY SERVICES - RIVERWALK REC CENTER			21	430.58	
1206	CHAMBER OF COMMERCE CORP.	284547	12/14/2018			44792.35
185995	CONTRACTUAL EXPENSE FOR MANAGEMENT OF			21	22125.68	
185995	THE PECOS RIVER VILLAGE			21		
13132	ELITE SECURITY SERVICES	284664	12/18/2018			430.58
188649	SECURITY SERVICE - RIVERWALK REC CENTER			21	430.58	
10246	MITCHELL & CRUSE	284743	12/21/2018			5909.75
178155	ARCHITECTURAL SERVICES - CAVERN THEATER			21	5909.75	
12755	FMP GROUP	284766	12/21/2018			1476.90
183947	CONTRACTOR TO COMPLETE THE HALL OF FAME			21	1476.90	
183947	EXHIBIT - CARLSBAD MUSEUM & ART CENTER			21		
13132	ELITE SECURITY SERVICES	284767	12/21/2018			457.49
188649	SECURITY SERVICE - RIVERWALK REC CENTER			21	457.49	
188649	SECURITY SERVICE - RIVERWALK REC CENTER			21	430.58	
	Report Totals:				62968.28	85234.84

LINKED MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF CARLSBAD, NEW MEXICO, HELD IN THE MUNICIPAL ANNEX BUILDING ON JANUARY 22, 2019 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
Absent:		
Also Present:	Michael Hernandez	City Administrator
	John Lowe	Deputy City Administrator
	Eileen P. Riordan	City Attorney
	Nadine Mireles	City Clerk
	Ken Britt	Community Dev. Director
	Angie Barrios-Testa	Director of Municipal Services
	KC Cass	Director of Projects
	Ron Myers	Director of Utilities
	Sam Plumlee	IT Director
	Wendy Austin	Finance Director
	Richard Lopez	Fire Chief
	Jeff Patterson	Planning Director
	Shane Skinner	Police Chief
	Patrick Cass	Public Works Director

DRAFT

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

0:00:34 **1. APPROVAL OF AGENDA**

Mayor Janway explained the applicant for Item No. 5. Consider Approval of Ordinance No. 2019-04, an Ordinance rezoning part of "R- R Rural Residential District to "R-2" Residential 2 District for an approximately 10.408 Acre Property, located along the East

side of Boyd Drive and North of Hidalgo Road; Applicant: White Oak Development, has requested to pull the Item because he is not able to make the meeting tonight.

0:00:49 **Motion**

The motion was made by Councilor Rodriguez and seconded by Councilor Walterscheid to approve the Agenda as amended

0:00:57 **Vote**

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

0:01:15 **2. CITY OF CARLSBAD FINANCIALS – NOVEMBER 2018**

Mrs. Austin reviewed the revenues and expenditures as of November 2018 for the General Fund and selected Enterprise and Special Funds contained within the City Budget.

0:03:22 **3. ROUTINE AND REGULAR BUSINESS**

A. Minutes of the Regular City Council Meeting held on January 8, 2019
B. City Personnel Report
C. Purchasing
   1) Consider Approval to Advertise Invitation to Bid to install Rooftop Anchors and Fall Protection Equipment at the Waste Water Treatment Plant
   2) Consider Approval to Award Bid 2018-21 to Valley Fence Company for Airport Security Gate and Fencing at Cavern City Air Terminal
   3) Consider Approval to Award RFP 2018-29 for dual contracts to Smith Engineering and Wood Environmental for On-Call Construction Materials Assurance Testing Services for various City Construction Projects
   4) Consider Approval to Reject and solicit offers for the sale of City Property located at 5000 W Church
D. Monthly Reports
   1) Community Development Department December 2018
   2) Municipal Court Department December 2018
   3) Municipal Services Department December 2018
   4) Planning, Engineering, Regulations Department December 2018
   5) Utilities Department December 2018
E. Contracts and Agreements
   1) Consider Approval of Agreement between the City of Carlsbad and NMDFA for the Community Development Block Grant for the renovation of San Jose Senior Center located at the property formerly known as Pate School
F. Board Appointments
   1) Carlsbad Golf Advisory Board Appoint Steve Hendley remainder 4 year term
   2) SNMEDD/COG Board Reappoint Councilor Lisa Anaya Flores 2 year term
   3) Carlsbad Parks & Recreation Advisory Board Appoint Ben Freston 4 year term

DRAFT

0:03:45 **Mayor Janway asked Mr. Hernandez to discuss Item C. 4 Consider Approval to Reject and solicit offers for the sale of City Property located at 500 W. Church and Mrs. Testa to discuss Item E.1 Consider Approval of Agreement between the City of Carlsbad and NMDFA for the Community Development Block Grant for the renovation of San Jose Senior Center located at the property formerly known as Pate School**

Mr. Hernandez explained the city received 2 sealed bids on the property. He explained the property appraised for $371,000 and the bids received were for $50,000 and $35,000. He said staff would like to reject the bids received and pursue other offers in the open market.

Mrs. Testa explained she is requesting approval of the Community Development Block Grant for the renovation of San Jose Senior Center formerly Pate School. She said the project has been approved for funding in the amount of $500,000 with a $50,000 cash match from the city.

0:05:54 **Motion**

The motion was made by Councilor Shirley and seconded by Councilor Anaya Flores to approve Routine and Regular Business

0:06:02 **Vote**

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

0:06:21 **4. CONSIDER APPROVAL OF REQUEST FROM DAWSON GEOPHYSICAL COMPANY FOR TRNCO PETROLEUM CORP TO CONDUCT A 3-D SEISMIC STUDY IN A SELECT AREA WITHIN THE CITY LIMITS**

Mr. Hernandez explained Dawson Geophysical met with city staff in December 2018 to discuss a 3-D seismic study in southern Carlsbad. He added that Dawson has done similar work in Carlsbad in the past. He explained the city has contracted with Wood Environmental to evaluate the proposed work and what kind of affect the study will have on the Brine Well.

Councilor Rodriguez asked should there be any conflict with the Brine Well Remediation contractor what would be the plan for resolution. **Mr. Dearsley** said they would meet and if necessary Dawson would step back**. Councilor Rodriguez** asked if that wording was in the contract. **Mr. Dearsley** said he could add to the permit wording stating if there is a situation Dawson would step back.

Mr. Mike Rucker, Wood PLC, said he has been working on the Brine Well Project since 2010. He said issue of vibrations is one of distance and the baseline vibrations that the well sees are the heavy trucks daily. He said the vibrations from the study will be at about the same level of vibrations as the trucks and Wood PLC does not foresee a problem with the study.

DRAFT

0:12:07 **Mayor Janway asked for a brief update on the Brine Well Remediation.**
Mr. Rucker explained that Wood PLC is in the process of installing instrumentation core holes. He explained if the roof begins to move the micro seismic system will pick up the movement. He said the seismic activity has been low and the new system will allow for better listening. He said through the core holes they are able to get good rock samples that form the roof. He said they will begin scheduling to start mobilization for drilling the holes and the grouting process, which will begin in mid-summer.

0:20:19 **Motion**
The motion was made by Councilor Rodriguez and seconded by Councilor Carter to approve Request from Dawson Geophysical Company for TRNCO Petroleum Corp to conduct a 3-D Seismic Study in a select area within the City Limits

0:20:28 **Vote**
The vote was as follows: Yes - Chavez, Carter, Estrada, Rodriguez, Shirley, Waters, Walterscheid, Anaya Flores; No - None; Absent- None; the motion carried.

0:20:46 **5. CONSIDER APPROVAL OF ORDINANCE 2019-04, AN ORDINANCE REZONING PART OF "R-R" RURAL RESIDENTIAL DISTRICT TO "R-2" RESIDENTIAL 2 DISTRICT FOR AN APPROXIMATELY 10.408 ACRE PROPERTY, LOCATED ALONG THE EAST SIDE OF BOYD DRIVE AND NORTH OF HIDALGO ROAD APPLICANT: WHITE OAK DEVELOPMENT**
Pulled from the Agenda per the request of the Applicant.

0:20:47 **6. CONSIDER APPROVAL OF ORDINANCE 2019-05, AN ORDINANCE REZONING PART OF "C-2" COMMERCIAL 2 DISTRICT TO "R-2" RESIDENTIAL 2 DISTRICT FOR AN APPROXIMATELY .304 ACRE PROPERTY, LOCATED AT 107 KIRCHER STREET APPLICANT: JAYDEN JENKINS**

0:21:16 **A. Public Hearing**
Mr. Patterson explained this is a request for a zone change from "C-2" Commercial 2 District to "R-2" Residential multi-family zoning and will not create a spot zone. He said the Planning and Zoning Commission recommend approval.

0:22:25 **Mayor Janway asked if anyone would like to speak in favor of the Ordinance.**
Mr. Jenkins explained the zone change for the two parcels on the west were approved last year, and this is the final step to begin the housing project.

0:23:00 **Mayor Janway asked if anyone else would like to speak regarding the Ordinance. No one appeared and the Mayor declared the public hearing closed and reconvened the Council in regular session.**

0:23:13 **B. Consider Approval of Ordinance 2019-05**

DRAFT

0:23:19 **Motion**
The motion was made by Councilor Carter and seconded by Councilor Rodriguez to approve Ordinance No. 2019-05, an Ordinance rezoning part of "C-2" Commercial 2 District to "R-2" Residential 2 District for an approximately .304 acre property, located at 107 Kircher Street, Applicant: Jayden Jenkins

0:23:25 **Vote**
The vote was as follows: Yes - Chavez, Carter, Estrada, Rodriguez, Shirley, Waters, Walterscheid, Anaya Flores; No - None; Absent- None; the motion carried.

0:23:44 **7. COUNCIL COMMITTEE REPORTS**
Councilor Rodriguez said the Martin Luther King, Jr. banquet on Saturday night was a very nice event.

Mayor Janway added that the march on Monday was very good honoring Anthony Foreman.

Councilor Rodriguez said members of staff and Council will be attending the Bat Brigade this weekend.

0:25:51 **8. ADJOURN**

0:25:56 **Motion**
The motion was made by Councilor Anaya Flores and seconded by Councilor Walterscheid to Adjourn

0:26:06 **Vote**
The vote was as follows: Yes - Chavez, Carter, Estrada, Rodriguez, Shirley, Waters, Walterscheid, Anaya Flores; No - None; Absent- None; the motion carried.

0:26:26 **Adjourn**
There being no further business, the meeting was adjourned at 6:28 p.m.

_____
Dale Janway, Mayor

ATTEST:

_____
Nadine Mireles, City Clerk

DRAFT

CITY OF CARLSBAD

PERSONNEL REPORT

February 12, 2019

APPOINTMENTS:

NAME	DATE	DEPARTMENT	CLASSIFICATION
Daniel Anaya	02/13/19	Street	Truck Driver
Corey Bard	02/13/19	Library	Librarian
Tami Higgins	02/13/19	North Mesa Sr. Center	Senior Recreation Attendant, part-time
James Klein	02/13/19	Solid Waste	ARC Driver
Simon Rubio	02/13/19	Projects	Building Inspector I

TERMINATIONS:

NAME	DATE	DEPARTMENT	CLASSIFICATION	REASON
Veronica Anaya	01/18/19	Solid Waste	ARC Driver	Resigned
Kendra Granado	01/13/19	Finance	Account Clerk I, part-time	Declined job offer
Guy Hepler	01/23/19	Projects	Engineering Assistant	Retirement
Laura Hughes	01/17/19	Library	Library Page	Resigned
Jessica Vasquez	01/31/19	Municipal Court	Court Clerk	Resigned
Roland Martinez	02/01/19	Facility Maintenance	Facility Maintenance	Resigned

INTERNAL TRANSFERS AND PROMOTIONS:

NAME	DATE	DEPARTMENT	CLASSIFICATION
Donna Garza	01/28/19	Facility Maintenance	Facility Maintenance
Joshua Moore	01/28/19	Transit	Transit Manager
Justin Ramos	01/28/19	Street	Foreman

CITY OF CARLSBAD

RECOMMENDATION FOR EMPLOYMENT

Dale Janway, Mayor — Michael Hernandez, City Administrator

TO: The Honorable Mayor Dale Janway & Members of the City Council

FROM: **Patrick Cass, Director of Public Works**

SUBJECT: Recommendation for Employment

DATE: **January 31, 2019**

The Following applicant has met all pre-employment requirements and is hereby recommended for employment with the City of Carlsbad subject to pre-hire medical examination:

General Information:

Name: Daniel Cesar Anaya Classification/Position: Truck Driver
Department: Street Department

☒	Regular	☒	Full-time	☒	Hourly $ 18.25 per hour
☐	Seasonal	☐	Part-time	☐	Salary $ _____ per hour
☐	Temporary	☐	On call		

Education Level:

☒	High School Diploma	☐	GED or equivalent
☐	Associates Degree		
☐	Bachelors Degree		
☐	Masters Degree		
☒	Other	CDL Class NM 120857665	

Employment:

Present or last Employer: Mondeal LLC
From 2018 to 2019 Classification: CDL Driver
Duties: Delivered and transportation of heavy equipment and various oil field materials

Related Experience: Journeyman Welder, transportation of heavy equipment.

Comment: .

CITY OF CARLSBAD

RECOMMENDATION FOR EMPLOYMENT

Dale Janway, Mayor — Michael A. Hernandez, City Administrator

TO: The Honorable Mayor Dale Janway & Members of the City Council

FROM: Angie Barrios-Testa, Director of Municipal Services 1/22/19

SUBJECT: Recommendation for Employment

DATE: January 22, 2019

The following applicant has met all pre-employment requirements and is hereby recommended for employment with the City of Carlsbad subject to a pre-hire medical examination:

General Information:

Name: Corey Bard Classification/Position: Librarian
Department: Library

- [x] Regular
- [ ] Seasonal
- [ ] Temporary
- [x] Full-time
- [ ] Part-time
- [ ] On call
- [ ] Hourly $25.94 per hour
- [ ] Salary $_____ per annum

Education Level:

- [ ] High School Diploma
- [ ] GED or equivalent
- [ ] Associates Degree
- [ ] Bachelors Degree
- [x] Masters Degree — Library and Information Science
- [ ] Other

Employment:

Present or last Employer: Village of Ruidoso
From September 2011 to December 2017 Classification: Library Director
Duties: Managed library services and oversaw all library operations.

Related Experience: Mr. Bard has worked as a Library Director for nine years. His experience includes: strategic planning, budget development, grant writing, purchasing, staff mentoring, project management, webpage development, managing acquisitions,and collection development.

Comments: Mr. Bard's experience will enable him to pick up CPL procedures with minimal training and expand public programming at the library in innovative directions.

CITY OF CARLSBAD

RECOMMENDATION FOR EMPLOYMENT

Dale Janway, Mayor — Michael A. Hernandez, City Administrator

TO: The Honorable Mayor Dale Janway & Members of the City Council

FROM: Angie Barrios-Testa, Director of Municipal Services ABT 1/28/19

SUBJECT: Recommendation for Employment

DATE: January 28, 2019

The following applicant has met all pre-employment requirements and is hereby recommended for employment with the City of Carlsbad subject to a pre-hire medical examination:

General Information:

Name: Tami Higgins Classification/Position: Senior Rec Attendant

Department: North Mesa Senior Center

- ☒ Regular ☐ Full-time ☒ Hourly $16.26 per hour
- ☐ Seasonal ☒ Part-time ☐ Salary $_____ per annum
- ☐ Temporary ☐ On call

Education Level:

- ☐ High School Diploma ☐ GED or equivalent
- ☒ Associates Degree Radiology
- ☐ Bachelors Degree
- ☐ Masters Degree
- ☐ Other

Employment:

Present or last Employer: University of New Mexico Hospital

From Nov. 2012 to Dec. 2018 Classification: Supervisor of MRI - Radiology

Duties: Staff, budget, and project management, patient scheduling, and equipment coordination.

Related Experience: Ms. Higgins has worked with the elderley for many years as an MRI Tech. She is CPR certified, has excellent customer service skills, and is proficient in Microsoft Office.

Comments: Ms. Higgins is a great fit for this position. She will be an asset to the Senior Center and the City of Carlsbad.

CITY OF CARLSBAD

RECOMMENDATION FOR EMPLOYMENT

Dale Janway, Mayor — Mike Hernandez, City Administrator

TO: The Honorable Mayor Dale Janway & Members of the City Council

FROM: **Ron Myers, Director of Utilities** Ron Myers Digitally signed by Ron Myers DN: cn=Ron Myers, o=City of Carlsbad, ou=Water Department, email=rwmyers@cityofcarlsbadnm.com, c=US Date: 2019.02.03 11:46:42 -07'00'

SUBJECT: Recommendation for Employment

DATE: 02.03.19

The Following applicant has met all pre-employment requirements and is hereby recommended for employment with the City of Carlsbad subject to pre-hire medical examination:

General Information:

Name: James William Klein Classification/Position: ARC Driver
Department: Solid Waste

☑	Regular	☑	Full-time	☑	Hourly	$ 22.03 per hour
☐	Seasonal	☐	Part-time	☐	Salary	$ _____ per hour
☐	Temporary	☐	On call			

Education Level:

☑ High School Diploma ☐ GED or equivalent

☐ Associates Degree _____
☐ Bachelors Degree _____
☐ Masters Degree _____
☐ Other _____

Employment:

Present or last Employer: Intrepid Potash
From 3-2008 to 8-2018 Classification: CBM Technician
Duties: Collect vibration data on various machinery and analyze.

Related Experience: Experience operating various kinds of heavy equipment and trucks.

Comment: Mr. Klein holds a Class B Commercial Drivers License.

CITY OF CARLSBAD

RECOMMENDATION FOR EMPLOYMENT

Dale Janway, Mayor — Michael Hernandez, City Administrator

TO: The Honorable Mayor Dale Janway & Members of the City Council

FROM: K.C. Cass, Projects Director

SUBJECT: Recommendation for Employment

DATE: February 5, 2019

The following applicant has met all pre-employment requirements and is hereby recommended for employment with the City of Carlsbad subject to a pre-hire medical examination:

General Information:

Name: Simon Rubio Classification/Position: Building Inspector I

Department: Projects/Building

- ☒ Regular ☒ Full-time ☒ Hourly $27.48 per hour
- ☐ Seasonal ☐ Part-time ☐ Salary $_____ per annum
- ☐ Temporary ☐ On call

Education Level:

- ☒ High School Diploma ☐ GED or equivalent
- ☐ Associates Degree _____
- ☐ Bachelors Degree _____
- ☐ Masters Degree _____
- ☐ Other _____

Employment:

Present or last Employer: Rubio's Plumbing

From 5/18 to Present Classification: Plumbing Contractor

Duties: _____

Related Experience: State of NM Mexico Certified Plumbing and Mechanical Inspector. IAPMO Certified Plumbing Inspector.

Comments: Mr. Rubio was employed by the City of Carlsbad as a Plumbing and Mechanical Inspector until May of 2018 and brings the required experience needed to fill this position.

CITY OF CARLSBAD

AGENDA BRIEFING MEMORANDUM
PURCHASING RECOMMENDATION

Council Meeting Date: 2/12/19

Department:	**BY:**	**Date**:
Facility Maintenance	Matt Fletcher, CPO	2/5/19

SUBJECT: Services
Description:
Paint Exterior of Pecos River Village Conference Center

SYNOPSIS: Qty 1 Total Est. Cost $ 40,000.00 Total Actual Cost _____

Budgeted Yes Est. City Share $ 40,000.00 Actual City Share _____

Account # 01-0072-60115 $ 40,000.00

Account # _____ _____

Account # _____ _____

Account # _____ _____

TOTAL $ 40,000.00

BACKGROUND, JUSTIFICATION AND IMPACT: (Safety and Welfare/Financial/Personnel/Infrastructure/etc.)

The City of Carlsbad needs to paint the exterior of the Pecos River Village Conference Center. After receiving an estimate it was apparent that the City would need to put the project out to bid.

The City requests approval to conduct a formal sealed bid for painting services for the PRV Conference Center.

Requested action to be taken by Council:	**Council Action Taken:**	**Date:**
Advertise Invitation for Bid	Select one	

Reviewed by City Administrator: /s/MIchael A. Hernandez 02/07/19

POST BID/RFP RECOMMENDATION **Council Meeting Date:**

Requested action to be taken by Council:	**Council Action Taken:**	**Date:**
Select one	Select one	

ADDITIONAL INFORMATION:

Reviewed by City Administrator:

ATTACHMENT(S): ☐ Specifications ☐ Bid/RFP Summary ☐ Other: _____

CITY OF CARLSBAD

AGENDA BRIEFING MEMORANDUM
PURCHASING RECOMMENDATION

Council Meeting Date: 2/12/19

Department:	**BY:**	**Date**:
San Jose Senior Center	Matt Fletcher, CPO	2/4/19

SUBJECT: Services
Description:
Request for proposals for Professional Design Services for the New San Jose Senior Center

SYNOPSIS: Qty 1 Total Est. Cost $ 50,000.00 Total Actual Cost _____

Budgeted Yes Est. City Share $ 50,000.00 Actual City Share _____

Account #	02-0002-81012-1	$ 50,000.00
Account #		
Account #		
Account #		
TOTAL		$ 50,000.00

BACKGROUND, JUSTIFICATION AND IMPACT: (Safety and Welfare/Financial/Personnel/Infrastructure/etc.)

The City of Carlsbad has secured CDBG funding for the construction of the new San Jose Senior Center. The project will require the repurposing of the Pate Elementary School facility to fit the needs of the Senior Citizens Center.

The City will need to conduct an RFP for architecutural services for this project, in accordance with CDBG requirements.

The CDBG grant administrator has approved the RFP document for release, pending City Council approval.

Requested action to be taken by Council:	**Council Action Taken:**	**Date:**
Advertise Invitation for Request for Proposal	Select one	

Reviewed by City Administrator: /s/Michael A. Hernandez 02/07/19

POST BID/RFP RECOMMENDATION **Council Meeting Date:**

Requested action to be taken by Council:	**Council Action Taken:**	**Date:**
Select one	Select one	

ADDITIONAL INFORMATION:

Reviewed by City Administrator:

ATTACHMENT(S): ☐ Specifications ☐ Bid/RFP Summary ☐ Other: _____

CITY OF CARLSBAD

AGENDA BRIEFING MEMORANDUM
PURCHASING RECOMMENDATION

Council Meeting Date: 2/12/19

Department:	**BY:**	**Date:**
Golf	Matt Fletcher, CPO	2/4/19

SUBJECT: Services
Description:
Golf Shop Management Services for Lake Carlsbad Golf Course

SYNOPSIS: Qty 1 Total Est. Cost $ 53,669.67 Total Actual Cost $ 28,000.00

Budgeted Yes Est. City Share $ 53,667.67 Actual City Share $ 28,000.00

Account # 01-0068-60040 $ 56,337.67

Account # _____ _____

Account # _____ _____

Account # _____ _____

TOTAL $ 56,337.67

BACKGROUND, JUSTIFICATION AND IMPACT: (Safety and Welfare/Financial/Personnel/Infrastructure/etc.)

The City of Carlsbad conducted an RFP to select a contractor to Manage the Golf Shop at Lake Carlsbad Municipal Golf Course. The City solicited offers utilizing the PGA of America website as well as GolfJobs.com to target golf professionals with the appropriate background and experience necessary to perform the duties of the contract.

The City received a proposal from Eric Chavez and PlayMoreGolf LLC. The two proposals were evaluated by the Golf Course Advisory Board and one City staff member.

Eric Chavez received the highest number of points, receiving 97.78 points out of a possible 100. The Golf Course Advisory Board voted unanimously to approve the recommendation for award to Eric Chavez, pending successful negotiation of a contract.

The proposed contract would be as follows:

Annual Management Fee: $84,000
+ 5% of green fees and annual passes
+ 50% of the private cart trail fees
+ 95% of rental cart fees **
+ 95% of driving range revenue **

** Note: Mr. Chavez will be taking over the operation and expense of the driving range and assuming the lease of the golf carts from the City

Requested action to be taken by Council:	**Council Action Taken:**	**Date:**
Other:	Select one	

Reviewed by City Administrator:

POST BID/RFP RECOMMENDATION **Council Meeting Date:**

Requested action to be taken by Council:		**Council Action Taken:**	**Date:**
Award RFP Number	2018-24	Select one	

ADDITIONAL INFORMATION:
The City accepts the recommendation of the Golf Advisory Board to award the RFP to Eric Chavez and requests council approval to award the RFP and authorize the Mayor and City Administrator to execute agreement for these services.

Reviewed by City Administrator: /s/Michael A. Hernandez 02/07/19

ATTACHMENT(S): ☐ Specifications ☑ Bid/RFP Summary ☑ Other: Cost Analysis

Evaluation Criteria

RFP Title

REP # 2018-24

Golf Shop Management Services for Lake Carlsbad Municipal Golf Course

Proposer Name	Eric Chavez	PlayMoreGolf LLC
Qualifications and Experience		
(1 - 4) A	3.44	3.56
(1- 4) B	3.78	3.44
(1 - 4) C	3.33	2.78
(1 - 4) D	3.78	2.89
(1 - 4) E	4.00	2.89
Sub Total (20 Possible)	**18.33**	**15.56**
Operations of Golf Pro Shop		
(1 - 4) A	3.89	3.33
(1 - 4) B	3.67	2.67
(1 - 4) C	4.00	3.11
(1 - 4) D	4.00	3.22
(1 - 4)E	4.00	3.11
Sub Total (20 possible)	**19.56**	**15.44**
Management of Course Play		
(1 - 7) A	6.89	5.67
(1 - 7) B	7.00	5.56
(1 - 6) C	6.00	4.67
Sub Total (20 possible)	**19.89**	**15.89**
Cost Analysis (40 points)	**40.00**	**19.35**
Grand Total	**97.78**	**66.24**

Financial Terms and Conditions	Eric Chavez		PlayMoreGolf	
	Mgt. Share	City Share	Mgt. Share	City Share
Green Fees / Annual Passes	5%	95%	10%	90%
Golf Cart Rentals	95%	5%	90%	10%
Private Cart Permit Fees	50%	50%	10%	90%
Driving Range	95%	5%	95%	5%
Retainer (Annual Dollar Figure)	$84,000	0%	$250,000	0%
Golf Cart Storage	0%	100%	0%	100%
Mechandise Sales	100%	0%	100%	0%

Financial Benefit to City

(based on actuals from previous 11 months)

(based on actuals from previous 11 months)

	Eric Chavez			PlayMoreGolf		
	Revenue	Cost to City	Net Diff	Income	Cost to City	Net Diff
Green Fees / Annual Passes	$ 165,185.00	$ 8,259.25	$ 156,925.75	$ 165,185.00	$ 16,518.50	$ 148,666.50
Cart Rentals	$ 141,945.00	$ 7,097.25	$ 134,847.75	$ 141,945.00	$ 14,194.50	$ 127,750.50
Private Cart Permit Revenue	$ 55,685.00	$ 27,842.50	$ 27,842.50	$ 55,685.00	$ 5,568.50	$ 50,116.50
Driving Range	$22,942.00	$ 21,794.90	$1,147.10	$22,942.00	$21,794.90	$1,147.10
Golf Cart Storage	$ 1,750.00	$ -	$ 1,750.00	$ 1,750.00	$ -	$ 1,750.00
Retainer	$ -	$ 84,000.00	$ (84,000.00)	$ -	$ 250,000.00	$ (250,000.00)
Totals	$ 387,507.00	**$ 148,993.90**	**$ 238,513.10**	$ 387,507.00	**$ 308,076.40**	**$ 79,430.60**

**Note - both proposal assume the lease on the carts at no expense to the City

**Note - both proposal require golf professional to assume expense of driving range operation

Cost Analysis

Eric Chavez		PlayMoreGolf	
Cost to the City	Favorable to City	Cost to the City	Favorable to City
$ 148,993.90	$ 238,513.10	$ 308,076.40	$ 79,430.60

Points based on Cost to City	40	19.35

CITY OF CARLSBAD
AGENDA BRIEFING MEMORANDUM

COUNCIL MEETING DATE: 2-12-19

DEPARTMENT: Sports Complex	**BY:** Ted Cordova, Sports Superintendent	**DATE: 1-29-19**

SUBJECT: Agreement with Shorthorn Little League for League Services at Bob Forrest Youth Sports Complex

SYNOPSIS, HISTORY and IMPACT (SAFETY AND WELFARE/FINANCIAL/PERSONNEL/INFRASTRUCTURE/ETC.):

The Bob Forrest Youth Sports Complex Advisory Board has recommended that the city enter into an agreement with Shorthorn Little League to provide services at the sports complex. Those services include:

Umpires for their games.
Chalking fields before games.
Raking fields after games.
Keeping the fields, dugouts, & bleachers free of litter during practices and games.
All materials & supplies needed for practice, games, and tournaments.

The city would pay the league $30.00 for the T-ball & Pee Wee division games, $40.00 for the Minor & Major division games, and $60.00 for All-Star games for which the league hosts and provides league services for. Under the terms of this agreement the city shall pay the league no more than $19,000.00 for services provided for regular and tournament games.

DEPARTMENT RECOMMENDATION: Approve this agreement for league services with Shorthorn Little League.

BOARD/COMMISSION/COMMITTEE ACTION:

☐ P&Z	☐ Lodgers Tax Board	☐ Cemetery Board	■ APPROVED
☐ Museum Board	☐ San Jose Board	☐ Water Board	☐ DISSAPPROVED
☐ Library Board	☐ N. Mesa Board	■ Sports Complex Adv. Board	

Reviewed by
City Administrator: /s/Michael A. Hernandez Date: 02/07, 2019

ATTACHMENTS: Agreement signed by Shorthorn Little League President Josh Quintela

AGREEMENT BETWEEN THE CITY OF CARLSBAD AND THE SHORTHORN LITTLE LEAGUE FOR SPORTS SERVICES AT THE BOB FORREST SPORTS COMPLEX

THIS AGREEMENT made and entered into this _____ day of _____, 2019, by and between the **CITY OF CARLSBAD**, a municipal corporation, hereinafter referred to as the "**City**", and the **SHORTHORN LITTLE LEAGUE**, a New Mexico domestic nonprofit corporation, hereinafter referred to as the "**League**".

WHEREAS, the City owns and operates a facility known as the Bob Forrest Sports Complex, hereinafter referred to as the "Complex", at which there is a variety of youth sports venues including baseball and softball fields; and

WHEREAS, the League organizes, manages, coordinates, and supervises a baseball league for Carlsbad area youth; and

WHEREAS, the League holds its baseball practice, games, and related activities at the Complex; and

WHEREAS, in prior years, the City has entered into agreements with the League regarding the provision of umpires, materials and supplies, field maintenance, and trash removal during League activities at the Complex; and

WHEREAS, the Bob Forrest Sports Complex Advisory Board, hereinafter referred to as the "Board", has determined that it is in the best interest of the League that the agreement be renewed for the League season from the 1st day of March 2019 to 31st day of December 2019.

NOW THEREFORE, the parties, in consideration of the mutual covenants and agreements herein contained, agree as follows:

1. **Definitions.**
   A. **"Board"** shall mean the Bob Forrest Sports Complex Advisory Board as it is now composed or as it may be amended in the future.
   B. **"Complex"** shall mean the real property and all improvements, buildings, and fixtures thereon commonly known as the Bob Forrest Sports Complex, 3001 West Lea Street, Carlsbad, New Mexico.
   C. **"League Services"** shall include, but not necessarily be limited to:
      i. Within ten (10) days of the League's execution of this Agreement, providing the City with the League's schedule of practices, games and tournaments;
      ii. Providing the umpires necessary for each game at the Complex in which a League team is participating;
      iii. Providing necessary field chalking and maintenance before, during, and after each practice and each game at the Complex in which a League team is participating;

iv. Keeping the fields, dugouts, and stands in a safe, sanitary, orderly, and sightly manner, and free of litter, trash, and debris during and after all practices and all games at the Complex in which a League team is participating and properly disposing of all litter, trash, and debris;

v. Keeping the fields, dugouts, and stands in a safe, sanitary, orderly, and sightly manner, and free of litter, trash, and debris during and after each tournament sponsored or hosted by the League, if any, and properly disposing of all litter, trash, and debris;

vi. Furnishing all materials and supplies necessary for practice, games, and tournaments, if any;

vii. Paying promptly all taxes, licenses, and fees of whatever nature that are applicable to the operations pursuant to this Agreement;

viii. Preparing and submitting reports in a format to be agreed to by the parties;

ix. Attending meetings as may be requested by City Council, the Board, and / or City administration or staff; and

x. Performing such additional duties as may from time to time be mutually agreed to by the parties.

2. **League Provided Services.** The League shall provide the City with full League Services at the Complex. In addition to such services, the League shall provide:

A. **Labor & Materials.** All labor, materials, supplies, equipment, and tools needed to perform the League Services. The League shall be solely responsible for all work performed and for the selection, operation, maintenance, and repair of all materials, supplies, equipment and tools used; and

B. **Personnel.** All necessary personnel, appropriately selected, qualified, and supervised.

3. **Compensation.** Prior to receiving any monies from the City, the League shall submit a current IRS Form W9 to City's Finance Department. In consideration for the services provided pursuant to this Agreement, the City shall pay the League for each "Game" as described below:

A. **T-Ball & PeeWee Division Games.** For each T-Ball or Peewee game in which a League team participates and for which the League provides services, the City shall pay the League Thirty dollars ($30.00)

B. **Minor & Major Division Games.** For each Minor or Major League game in which a League team participates and for which the League provides services, the City shall pay the League Forty dollars ($40.00)

C. **Junior & Senior League Games.** For each Junior or Senior League game in which a League team participates and for which the League provides services, the City shall pay the League Sixty dollars ($60.00)

D. **All-Star Games.** For each All-Star League game for which the League provides League Services, the City shall pay the League Sixty dollars ($60.00)

Such amounts include all taxes or fees that may be assessed. Under no circumstances, and regardless of the number of games played or services provided, during the term of this Agreement the City shall not pay the League more than Nineteen thousand Dollars ($19,000.00) for services provided.

4. **Invoices.** The League shall submit invoices to the City's Purchasing Department on the following dates:

A. **First Half.** At the end of the first half of the recreational play season.

B. **Second Half.** At the end if the second half of the recreational play season.

C. **Tournament Play.** At the end of the tournament play season.

Each invoice shall state how many of each type of Games were played during the time period covered by the invoice and a breakdown of the compensation due for the services performed.

5. **Right to Inspect and Audit.** Upon reasonable notice to the League, the City shall have the right, but not the obligation, to inspect, copy, and audit or have its representative inspect, copy, and audit all records maintained by or on behalf of the League as may be necessary to make a full, proper, and complete audit of all business transacted by the League in connection with their operations hereunder.

6. **Prevention of Waste and Damage.** The League shall use all reasonable cautions to prevent waste, damage, or injury to property of the City in the performance of its obligations under this Agreement. The League shall be solely responsible for any damage to or destruction of City property caused by the acts, willful or otherwise, of the League, its directors, officers, employees, members, agents, or volunteers.

7. **Reporting Damage.** Upon learning of any vandalism, damage, or destruction to the Complex, the League shall immediately report it verbally to the City. It shall also report such matters in writing within five (5) business days.

8. **Structural Changes.** The League shall not make any structural changes to any structure, building, fixture, appurtenance, or improvement at or to the Complex.

9. **Right to Enter and Inspect.** The City shall have the right to enter the Complex to inspect or to have its representative enter and inspect the Complex, including but not limited to all improvements, buildings, fixtures, appliances, and personal property at any time.

10. **Compliance with Laws.** The League shall comply with all applicable local, state, and federal laws, rules, regulations, policies, and inspections and shall obtain and maintain any and all permits, licenses, or certifications that may be necessary to carry out the operations contemplated by this Agreement. In the event the League should cease to be properly permitted, licensed, or certified, it shall immediately inform the City Administrator and shall immediately cease its operations pursuant to this Agreement. Within five (5)

days of ceasing to be properly permitted, licensed, or certified, the League shall also notify the City in writing of that event. The League shall require all its employees, officers, and agents, to comply with all applicable local, state, and federal laws, rules, regulations, policies, and inspections.

11. **Assignment of Agreement.** The League shall not sublease, assign, or transfer any interest in or right to this Agreement without the prior written approval of the City.

12. **AS IS Condition.** Prior to the commencement of this Agreement, the League fully examined and inspected the Complex and its improvements, buildings, fixtures, appliances, and personal property therein. The League accepts the Complex and such improvements, buildings, fixtures, appliances, and personal property in their existing condition and state of repair. The League accepts them in an **AS IS CONDITION**. The League agrees that no representations, statements, or warranties, express or implied, have been made by or on behalf of the City in respect thereto, including, but not limited to their suitability for any purpose, and the City shall in no event be liable for any latent defects.

13. **Term.** The term of this Agreement shall begin on the 1st day of March 2019 and terminate on the 31st of December 2019.

14. **Records.** For the term of this Agreement and for five (5) years after the expiration or termination of this Agreement, the League shall maintain copies of all records regarding any and all activities she conducts pursuant to this Agreement. The City shall have the right to inspect and copy or have its representative insect and copy such records upon reasonable notice to the League.

15. **Indemnification.** The League agrees to indemnify, save, and hold harmless the City, its officers, and employees against all liability, claims, damages, losses, or expenses of every kind, including reasonable attorneys' fees together with costs and expenses of litigation, arising out of, from, or associated in any manner with the acts or omissions of the League, its directors, officers, employees, members, agents, employees, or volunteers. The City will not be responsible for any special, indirect, or consequential damages.

16. **Release.** The League and its directors, officers, employees, members, agents, and volunteers release and discharge the City, its officers, agents, directors, and employees from any and all claims, damages, suits, or losses sustained by the League, its directors, officers, employees, members, agents, and volunteers or their heirs which the League, directors, officers, employees, members, agents, and volunteers or their heirs may have now or hereinafter and which are associated, in any manner, with this Agreement.

17. **Insurance.** At all times material to this Agreement and for any further time that the League may occupy any portion of the Complex:

A. **Public Liability Insurance.** The League shall obtain and maintain, at its own expense, public liability insurance in the sum of two million dollars ($2,000,000.00). Such insurance shall name the City as an additional insured.

B. **Automobile Liability Insurance.** The League shall obtain and maintain, at its own expense, automobile liability insurance in the sum of two million dollars ($2,000,000.00). Such insurance shall name the City as an additional insured.

C. **League Property and Casualty.** The League shall be responsible for obtaining and maintaining, at its own expense, fire, property, and casualty insurance covering all improvements, fixtures, appliances, and appurtenances owned by the League or used or placed at the Complex by the League should it desire such insurance. The League knows and understands that the City shall **NOT PROVIDE** fire, property, or casualty insurance for any improvements, fixtures, appliances, and appurtenances not owned by the City. The League shall be solely responsible for obtaining and maintaining such coverage. The City assumes no responsibility for any property used or placed at the Complex. The City, its officers, employees, and agents are hereby expressly released and discharged from any responsibility whatsoever for any such property.

D. **Certificates of Insurance.** All insurance shall be with a company or companies licensed and authorized to do business in the State of New Mexico. No later than the effective date of this Agreement, the League shall provide the City Administrator with a Certificate of Insurance reflecting the coverages specified herein and naming the City as loss payee as its interests may exist and as an additional insured. The League shall annually furnish to the City Administrator a Certificate of Insurance for the above required insurances. The League shall provide the City Administrator with notice of any change thereof, and furnish to the City Administrator evidence of acquirement of a substitute therefore, and payment of the premium thereof. If the League should fail to maintain such insurance coverage or coverages, then the City may, at its sole discretion, obtain such insurance to insure its interests. If the City does so, it may recover the cost of that insurance from the League. The City's acquisition of such insurance shall not relive the League of its obligation to obtain and maintain insurance as required herein.

18. **Default or Breach.** Each of the following events shall constitute a default or breach of this Agreement:

A. **Failure to Comply.** If the League fails to perform or comply with any of the conditions of this Agreement, and if the nonperformance shall continue for a period of fifteen (15) days after notice thereof by the City to the League, or, if the performance cannot be reasonably had within the fifteen (15) day period, and the League shall not in good faith have commenced performance within the fifteen (15) day period and then diligently proceeded to completion of performance.

B. **Loss of Corporate Status.** If the League ceases to be a New Mexico nonprofit corporation in good standing with the New Mexico Public Regulation Commission or the Commission's successor agency.

C. **Transfer.** If this Agreement shall be transferred to or shall pass to or devolve to any other person or party, except in the manner specified herein.

19. **Effect of Default.** In the event of the League's default of any of the terms or conditions set forth in this Agreement, the City shall have the right to cancel and terminate this Agreement by giving the League not less than fifteen (15) days written notice of such cancellation and termination.

20. **Non-Waiver.** Waiver by the City of any default in performance by the League of any of the terms or conditions contained in this Agreement shall not be deemed a continuing waiver of that default or any subsequent default.

21. **Funding Availability.** The funding of this Agreement is subject to the availability and appropriation of funds by the City Council of Carlsbad, New Mexico. If sufficient funding is not available or not appropriated by the City Council, then this Agreement is terminated and the City shall not incur any penalty or further liability.

22. **Destruction of the Complex.** In the event the Complex or any portion of it is totally destroyed or so partially destroyed or damaged as to render it incapable of reasonable use, then the City may, at its sole discretion, choose to repair the damage or destruction or choose to terminate this Agreement without incurring any penalty or further liability.

23. **Termination.** Either party may terminate this Agreement without cause by providing the other party with written notice of its intention to terminate this Agreement at least thirty (30) days prior to the termination date. By such termination, neither party may nullify obligations already incurred prior to the date of termination of the Agreement. However, neither party shall have any obligation to perform services or make payment for such services rendered after such date of termination.

24. **Surrender of the Complex.** The League shall, on the last day of the term of this Agreement or on earlier termination and forfeiture of this Agreement, peaceably and quietly surrender and deliver the Complex, including all buildings, additions and improvements constructed or placed thereon by the League, except movable trade fixtures, all in good condition and repair. Any trade fixtures or personal property belonging to the League, not removed within thirty (30) days after the termination of this Agreement, and if the City shall so elect, shall be deemed abandoned and become the property of the City without any payment or offset thereof.

25. **Entirety of Agreement; Modifications.** This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements, and understandings have been merged into this written Agreement. No prior or contemporaneous agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement. The parties expressly waive any other or further representations, warranties, or agreements not set forth in this document. Neither this Agreement nor any provisions hereof may be waived, modified, amended, discharged or terminated except by an instrument in writing executed with the same

formality as with this Agreement and then only to the extent set forth in such instrument.

26. **Independent Contractor.** The League, its directors, officers, employees, members, agents, and volunteers are independent contractors performing services for the City and are not employees of the City. The League, its directors, officers, employees, members, agents, and volunteers shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to the employees of the City of Carlsbad as a result of this Agreement.

27. **Limit of Authority.** The League shall not purport to bind the City of Carlsbad, unless the League has express written authority to do so, and then only within the strict limits of that authority.

28. **Workers' Compensation.** The League agrees to comply with state laws and rules applicable to workers compensation benefits for its employees. If the League fails to comply with the Workers' Compensation Act and applicable rules when required to do so, this Agreement may be terminated by the CITY.

29. **Procurement Code Penalties.** The Procurement Code, NMSA 1978, Sections 13-1-28 through 13-1-199, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities, and kickbacks.

30. **Notices.** All notices permitted or required by the terms of this Agreement shall be in writing and be deemed to have been duly given and delivered, if mailed, certified postage prepaid:

If to the City:
The City of Carlsbad
c/o City Administrator
P.O. Box 1569
Carlsbad, NM 88221-1569

If to the League:
Shorthorn Little League
c/o Josh Quintela, President
P.O. Box 3228
Carlsbad, NM 88221-3228

The parties shall notify each other in writing of any change in the above information.

31. **New Mexico Law.** This Agreement shall be construed in accordance with New Mexico law, and the Agreement may not be changed except by writing executed with the same formality as with this Agreement.

32. **ARBITRATION.** SHOULD ANY DISPUTE ARISE BETWEEN THE PARTIES IN CONNECTION WITH THE AGREEMENT AND IF SUCH DISPUTE CANNOT BE RESOLVED BY DISCUSSION BETWEEN THE PARTIES, THE PARTIES AGREE TO SUBMIT THE UNRESOLVED DISPUTE TO BINDING ARBITRATION PURSUANT TO THE RULES OF THE AMERICAN ARBITRATION ASSOCIATION IN LIEU OF LITIGATION.

33. **Venue.** The parties agree that legal actions arising out of this Agreement, should there be any, shall be brought in the District Court of Eddy County, New Mexico for the Fifth Judicial District. The parties expressly consent to both in personam and subject matter jurisdiction of the Eddy County District Court and agree that venue shall properly lie in the Eddy County, New Mexico District Court.

34. **WAIVER OF JURY TRIAL.** THE PARTIES HEREBY WAIVE THE RIGHT TO A JURY TRIAL ON ANY ISSUE ARISING OUT OF OR RELATING, DIRECTLY OR INDIRECTLY, TO THIS AGREEMENT OR THE TRANSACTIONS CONTEMPLATED HEREBY.

35. **Captions.** The captions of any articles, paragraphs, or sections hereof are made for convenience only and shall not control or affect the meaning or construction of any of the provisions thereof.

36. **Exhibits.** Any instrument or document made and attached to this Agreement shall constitute a part hereof as though set forth in full in the body of this Agreement, whether made a part hereof by reference or whether made a part hereof by attachment.

CITY OF CARLSBAD:

_____
DALE JANWAY, MAYOR

ATTEST:

_____
CITY CLERK

SHORTHORN LITTLE LEAGUE

JOSH QUINTELA, PRESIDENT

STATE OF NEW MEXICO)
) ss.
COUNTY OF EDDY)

The foregoing instrument was signed and acknowledged before me this 28th day of Jan, 2019, by JOSH QUINTELA, as President of the Shorthorn Little League.

My commission expires:
7/16/21

Tammy S. Clifton
NOTARY PUBLIC

OFFICIAL SEAL
TAMMY S. CLIFTON
NOTARY PUBLIC
STATE OF NEW MEXICO
My Commission Expires 7/16/21

CITY OF CARLSBAD
AGENDA BRIEFING MEMORANDUM

COUNCIL MEETING DATE: 2-12-19

DEPARTMENT: Sports Complex	**BY:** Ted Cordova, Sports Superintendent	**DATE: 1-29-19**

SUBJECT: Agreement with Carlsbad National Little League for League Services at Bob Forrest Youth Sports Complex

SYNOPSIS, HISTORY and IMPACT (SAFETY AND WELFARE/FINANCIAL/PERSONNEL/INFRASTRUCTURE/ETC.):

The Bob Forrest Youth Sports Complex Advisory Board has recommended that the city enter into an agreement with National Little League to provide services at the sports complex. Those services include:

Umpires for their games.
Chalking fields before games.
Raking fields after games.
Keeping the fields, dugouts, & bleachers free of litter during practices and games.
All materials & supplies needed for practice, games, and tournaments.

The city would pay the league $30.00 for the T-ball & Pee Wee division games, $40.00 for the Minor & Major division games, and $60.00 for All-Star games for which the league hosts and provides league services for. Under the terms of this agreement the city shall pay the league no more than $19,000.00 for services provided for regular and tournament games.

DEPARTMENT RECOMMENDATION: Approve this agreement for league services with Carlsbad National Little League.

BOARD/COMMISSION/COMMITTEE ACTION:

☐ P&Z	☐ Lodgers Tax Board	☐ Cemetery Board	■ APPROVED
☐ Museum Board	☐ San Jose Board	☐ Water Board	☐ DISSAPPROVED
☐ Library Board	☐ N. Mesa Board	■ Sports Complex Adv. Board	

Reviewed by
City Administrator: /s/Michael A. Hernandez Date: 02/07 , 2019

ATTACHMENTS: Agreement signed by Carlsbad National Little League President Lee Austin

AGREEMENT BETWEEN THE CITY OF CARLSBAD AND THE CARLSBAD NATIONAL LITTLE LEAGUE FOR SPORTS SERVICES AT THE BOB FORREST SPORTS COMPLEX

THIS AGREEMENT made and entered into this _____ day of _____, 2019, by and between the **CITY OF CARLSBAD**, a municipal corporation, hereinafter referred to as the **"City"**, and the **CARLSBAD NATIONAL LITTLE LEAGUE**, a New Mexico domestic nonprofit corporation, hereinafter referred to as the **"League"**.

WHEREAS, the City owns and operates a facility known as the Bob Forrest Sports Complex, hereinafter referred to as the "Complex", at which there is a variety of youth sports venues including baseball and softball fields; and

WHEREAS, the League organizes, manages, coordinates, and supervises a baseball league for Carlsbad area youth; and

WHEREAS, the League holds its baseball practice, games, and related activities at the Complex; and

WHEREAS, in prior years, the City has entered into agreements with the League regarding the provision of umpires, materials and supplies, field maintenance, and trash removal during League activities at the Complex; and

WHEREAS, the Bob Forrest Sports Complex Advisory Board, hereinafter referred to as the "Board", has determined that it is in the best interest of the League that the agreement be renewed for the League season from the 1st day of March 2019 to 31st day of December 2019.

NOW THEREFORE, the parties, in consideration of the mutual covenants and agreements herein contained, agree as follows:

1. **Definitions.**
   A. **"Board"** shall mean the Bob Forrest Sports Complex Advisory Board as it is now composed or as it may be amended in the future.
   B. **"Complex"** shall mean the real property and all improvements, buildings, and fixtures thereon commonly known as the Bob Forrest Sports Complex, 3001 West Lea Street, Carlsbad, New Mexico.
   C. **"League Services"** shall include, but not necessarily be limited to:
      i. Within ten (10) days of the League's execution of this Agreement, providing the City with the League's schedule of practices, games and tournaments;
      ii. Providing the umpires necessary for each game at the Complex in which a League team is participating;

iii. Providing necessary field chalking and maintenance before, during, and after each practice and each game at the Complex in which a League team is participating;

iv. Keeping the fields, dugouts, and stands in a safe, sanitary, orderly, and sightly manner, and free of litter, trash, and debris during and after all practices and all games at the Complex in which a League team is participating and properly disposing of all litter, trash, and debris;

v. Keeping the fields, dugouts, and stands in a safe, sanitary, orderly, and sightly manner, and free of litter, trash, and debris during and after each tournament sponsored or hosted by the League, if any, and properly disposing of all litter, trash, and debris;

vi. Furnishing all materials and supplies necessary for practice, games, and tournaments, if any;

vii. Paying promptly all taxes, licenses, and fees of whatever nature that are applicable to the operations pursuant to this Agreement;

viii. Preparing and submitting reports in a format to be agreed to by the parties;

ix. Attending meetings as may be requested by City Council, the Board, and / or City administration or staff; and

x. Performing such additional duties as may from time to time be mutually agreed to by the parties.

2. **League Provided Services.** The League shall provide the City with full League Services at the Complex. In addition to such services, the League shall provide:

A. **Labor & Materials.** All labor, materials, supplies, equipment, and tools needed to perform the League Services. The League shall be solely responsible for all work performed and for the selection, operation, maintenance, and repair of all materials, supplies, equipment and tools used; and

B. **Personnel.** All necessary personnel, appropriately selected, qualified, and supervised.

3. **Compensation.** Prior to receiving any monies from the City, the League shall submit a current IRS Form W9 to City's Finance Department. In consideration for the services provided pursuant to this Agreement, the City shall pay the League for each "Game" as described below:

A. **T-Ball & PeeWee Division Games.** For each T-Ball or Peewee game in which a League team participates and for which the League provides services, the City shall pay the League Thirty dollars ($30.00)

B. **Minor & Major Division Games.** For each Minor or Major League game in which a League team participates and for which the League provides services, the City shall pay the League Forty dollars ($40.00)

C. **All-Star Games.** For each All-Star League game for which the League provides League Services, the City shall pay the League Sixty dollars ($60.00)

Such amounts include all taxes or fees that may be assessed. Under no circumstances, and regardless of the number of games played or services provided, during the term of this Agreement the City shall not pay the League more than Nineteen thousand Dollars ($19,000.00) for services provided.

4. **Invoices.** The League shall submit invoices to the City's Purchasing Department on the following dates:

A. **First Half.** At the end of the first half of the recreational play season.

B. **Second Half.** At the end if the second half of the recreational play season.

C. **Tournament Play.** At the end of the tournament play season.

Each invoice shall state how many of each type of Games were played during the time period covered by the invoice and a breakdown of the compensation due for the services performed.

5. **Right to Inspect and Audit.** Upon reasonable notice to the League, the City shall have the right, but not the obligation, to inspect, copy, and audit or have its representative inspect, copy, and audit all records maintained by or on behalf of the League as may be necessary to make a full, proper, and complete audit of all business transacted by the League in connection with their operations hereunder.

6. **Prevention of Waste and Damage.** The League shall use all reasonable cautions to prevent waste, damage, or injury to property of the City in the performance of its obligations under this Agreement. The League shall be solely responsible for any damage to or destruction of City property caused by the acts, willful or otherwise, of the League, its directors, officers, employees, members, agents, or volunteers.

7. **Reporting Damage.** Upon learning of any vandalism, damage, or destruction to the Complex, the League shall immediately report it verbally to the City. It shall also report such matters in writing within five (5) business days.

8. **Structural Changes.** The League shall not make any structural changes to any structure, building, fixture, appurtenance, or improvement at or to the Complex.

9. **Right to Enter and Inspect.** The City shall have the right to enter the Complex to inspect or to have its representative enter and inspect the Complex, including but not limited to all improvements, buildings, fixtures, appliances, and personal property at any time.

10. **Compliance with Laws.** The League shall comply with all applicable local, state, and federal laws, rules, regulations, policies, and inspections and shall obtain and maintain any and all permits, licenses, or certifications that may be necessary to carry out the operations contemplated by this Agreement. In the event the League should cease to be properly permitted, licensed, or certified, it shall immediately inform the City Administrator and shall immediately cease its operations pursuant to this Agreement. Within five (5)

days of ceasing to be properly permitted, licensed, or certified, the League shall also notify the City in writing of that event. The League shall require all its employees, officers, and agents, to comply with all applicable local, state, and federal laws, rules, regulations, policies, and inspections.

11. **Assignment of Agreement.** The League shall not sublease, assign, or transfer any interest in or right to this Agreement without the prior written approval of the City.

12. **AS IS Condition.** Prior to the commencement of this Agreement, the League fully examined and inspected the Complex and its improvements, buildings, fixtures, appliances, and personal property therein. The League accepts the Complex and such improvements, buildings, fixtures, appliances, and personal property in their existing condition and state of repair. The League accepts them in an **AS IS CONDITION**. The League agrees that no representations, statements, or warranties, express or implied, have been made by or on behalf of the City in respect thereto, including, but not limited to their suitability for any purpose, and the City shall in no event be liable for any latent defects.

13. **Term.** The term of this Agreement shall begin on the 1st day of March 2019 and terminate on the 31st of December 2019.

14. **Records.** For the term of this Agreement and for five (5) years after the expiration or termination of this Agreement, the League shall maintain copies of all records regarding any and all activities she conducts pursuant to this Agreement. The City shall have the right to inspect and copy or have its representative insect and copy such records upon reasonable notice to the League.

15. **Indemnification.** The League agrees to indemnify, save, and hold harmless the City, its officers, and employees against all liability, claims, damages, losses, or expenses of every kind, including reasonable attorneys' fees together with costs and expenses of litigation, arising out of, from, or associated in any manner with the acts or omissions of the League, its directors, officers, employees, members, agents, employees, or volunteers. The City will not be responsible for any special, indirect, or consequential damages.

16. **Release.** The League and its directors, officers, employees, members, agents, and volunteers release and discharge the City, its officers, agents, directors, and employees from any and all claims, damages, suits, or losses sustained by the League, its directors, officers, employees, members, agents, and volunteers or their heirs which the League, directors, officers, employees, members, agents, and volunteers or their heirs may have now or hereinafter and which are associated, in any manner, with this Agreement.

17. **Insurance.** At all times material to this Agreement and for any further time that the League may occupy any portion of the Complex:

A. **Public Liability Insurance.** The League shall obtain and maintain, at its own expense, public liability insurance in the sum of two million dollars

($2,000,000.00). Such insurance shall name the City as an additional insured.

B. **Automobile Liability Insurance.** The League shall obtain and maintain, at its own expense, automobile liability insurance in the sum of two million dollars ($2,000,000.00). Such insurance shall name the City as an additional insured.

C. **League Property and Casualty.** The League shall be responsible for obtaining and maintaining, at its own expense, fire, property, and casualty insurance covering all improvements, fixtures, appliances, and appurtenances owned by the League or used or placed at the Complex by the League should it desire such insurance. The League knows and understands that the City shall **NOT PROVIDE** fire, property, or casualty insurance for any improvements, fixtures, appliances, and appurtenances not owned by the City. The League shall be solely responsible for obtaining and maintaining such coverage. The City assumes no responsibility for any property used or placed at the Complex. The City, its officers, employees, and agents are hereby expressly released and discharged from any responsibility whatsoever for any such property.

D. **Certificates of Insurance.** All insurance shall be with a company or companies licensed and authorized to do business in the State of New Mexico. No later than the effective date of this Agreement, the League shall provide the City Administrator with a Certificate of Insurance reflecting the coverages specified herein and naming the City as loss payee as its interests may exist and as an additional insured. The League shall annually furnish to the City Administrator a Certificate of Insurance for the above required insurances. The League shall provide the City Administrator with notice of any change thereof, and furnish to the City Administrator evidence of acquirement of a substitute therefore, and payment of the premium thereof. If the League should fail to maintain such insurance coverage or coverages, then the City may, at its sole discretion, obtain such insurance to insure its interests. If the City does so, it may recover the cost of that insurance from the League. The City's acquisition of such insurance shall not relive the League of its obligation to obtain and maintain insurance as required herein.

18. **Default or Breach.** Each of the following events shall constitute a default or breach of this Agreement:

A. **Failure to Comply.** If the League fails to perform or comply with any of the conditions of this Agreement, and if the nonperformance shall continue for a period of fifteen (15) days after notice thereof by the City to the League, or, if the performance cannot be reasonably had within the fifteen (15) day period, and the League shall not in good faith have commenced performance within the fifteen (15) day period and then diligently proceeded to completion of performance.

B. **Loss of Corporate Status.** If the League ceases to be a New Mexico nonprofit corporation in good standing with the New Mexico Public Regulation Commission or the Commission's successor agency.

C. **Transfer.** If this Agreement shall be transferred to or shall pass to or devolve to any other person or party, except in the manner specified herein.

19. **Effect of Default.** In the event of the League's default of any of the terms or conditions set forth in this Agreement, the City shall have the right to cancel and terminate this Agreement by giving the League not less than fifteen (15) days written notice of such cancellation and termination.

20. **Non-Waiver.** Waiver by the City of any default in performance by the League of any of the terms or conditions contained in this Agreement shall not be deemed a continuing waiver of that default or any subsequent default.

21. **Funding Availability.** The funding of this Agreement is subject to the availability and appropriation of funds by the City Council of Carlsbad, New Mexico. If sufficient funding is not available or not appropriated by the City Council, then this Agreement is terminated and the City shall not incur any penalty or further liability.

22. **Destruction of the Complex.** In the event the Complex or any portion of it is totally destroyed or so partially destroyed or damaged as to render it incapable of reasonable use, then the City may, at its sole discretion, choose to repair the damage or destruction or choose to terminate this Agreement without incurring any penalty or further liability.

23. **Termination.** Either party may terminate this Agreement without cause by providing the other party with written notice of its intention to terminate this Agreement at least thirty (30) days prior to the termination date. By such termination, neither party may nullify obligations already incurred prior to the date of termination of the Agreement. However, neither party shall have any obligation to perform services or make payment for such services rendered after such date of termination.

24. **Surrender of the Complex.** The League shall, on the last day of the term of this Agreement or on earlier termination and forfeiture of this Agreement, peaceably and quietly surrender and deliver the Complex, including all buildings, additions and improvements constructed or placed thereon by the League, except movable trade fixtures, all in good condition and repair. Any trade fixtures or personal property belonging to the League, not removed within thirty (30) days after the termination of this Agreement, and if the City shall so elect, shall be deemed abandoned and become the property of the City without any payment or offset thereof.

25. **Entirety of Agreement; Modifications.** This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements, and understandings have been merged into this written Agreement. No prior or contemporaneous agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement. The parties expressly waive any other or further representations, warranties, or agreements not set forth in this document. Neither this Agreement nor any provisions hereof may be waived, modified, amended, discharged or terminated except by an instrument in writing executed with the same formality as with this Agreement and then only to the extent set forth in such instrument.

26. **Independent Contractor.** The League, its directors, officers, employees, members, agents, and volunteers are independent contractors performing services for the City and are not employees of the City. The League, its directors, officers, employees, members, agents, and volunteers shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to the employees of the City of Carlsbad as a result of this Agreement.

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30. **Notices.** All notices permitted or required by the terms of this Agreement shall be in writing and be deemed to have been duly given and delivered, if mailed, certified postage prepaid:

If to the City:
The City of Carlsbad
c/o City Administrator
P.O. Box 1569
Carlsbad, NM 88221-1569

If to the League:
Carlsbad National Little League
c/o Lee Austin
P.O. Box 5403
Carlsbad, NM 88221-5403

The parties shall notify each other in writing of any change in the above information.

31. **New Mexico Law.** This Agreement shall be construed in accordance with New Mexico law, and the Agreement may not be changed except by writing executed with the same formality as with this Agreement.

32. **ARBITRATION.** SHOULD ANY DISPUTE ARISE BETWEEN THE PARTIES IN CONNECTION WITH THE AGREEMENT AND IF SUCH DISPUTE CANNOT BE RESOLVED BY DISCUSSION BETWEEN THE PARTIES, THE PARTIES AGREE TO SUBMIT THE UNRESOLVED DISPUTE TO BINDING ARBITRATION PURSUANT TO THE RULES OF THE AMERICAN ARBITRATION ASSOCIATION IN LIEU OF LITIGATION.

33. **Venue**. The parties agree that legal actions arising out of this Agreement, should there be any, shall be brought in the District Court of Eddy County, New Mexico for the Fifth Judicial District. The parties expressly consent to both in personam and subject matter jurisdiction of the Eddy County District Court and agree that venue shall properly lie in the Eddy County, New Mexico District Court.

34. **WAIVER OF JURY TRIAL.** THE PARTIES HEREBY WAIVE THE RIGHT TO A JURY TRIAL ON ANY ISSUE ARISING OUT OF OR RELATING, DIRECTLY OR INDIRECTLY, TO THIS AGREEMENT OR THE TRANSACTIONS CONTEMPLATED HEREBY.

35. **Captions.** The captions of any articles, paragraphs, or sections hereof are made for convenience only and shall not control or affect the meaning or construction of any of the provisions thereof.

36. **Exhibits.** Any instrument or document made and attached to this Agreement shall constitute a part hereof as though set forth in full in the body of this Agreement, whether made a part hereof by reference or whether made a part hereof by attachment.

CITY OF CARLSBAD:

_____

DALE JANWAY, MAYOR

ATTEST:

_____

CITY CLERK

CARLSBAD NATIONAL LITTLE LEAGUE

Lee Austin

LEE AUSTIN, PRESIDENT

STATE OF NEW MEXICO)
) ss.
COUNTY OF EDDY)

The foregoing instrument was signed and acknowledged before me this 11 day of January, 2019, by LEE AUSTIN, as President of the Carlsbad National Little League.

My commission expires:

09/17/2022

Eyenid Manzo

NOTARY PUBLIC

OFFICIAL SEAL
EYENID MANZO
NOTARY PUBLIC
STATE OF NEW MEXICO
Com. Expires 09/17/2022

CITY OF CARLSBAD
AGENDA BRIEFING MEMORANDUM

COUNCIL MEETING DATE: 2-12-19

DEPARTMENT: Sports Complex	**BY:** Ted Cordova, Sports Superintendent T. Cordova KB	**DATE: 1-29-19**

SUBJECT: Agreement with Carlsbad Little Girls Softball for League Services at Bob Forrest Youth Sports Complex

SYNOPSIS, HISTORY and IMPACT (SAFETY AND WELFARE/FINANCIAL/PERSONNEL/INFRASTRUCTURE/ETC.):

The Bob Forrest Youth Sports Complex Advisory Board has recommended that the city enter into an agreement with the Carlsbad Little Girls Softball to provide league services at the complex. Those services include:

Umpires for their games.
Chalking fields before games.
Raking fields after games.
Keeping the fields, dugouts, & bleachers free of litter during practices and games.
All materials & supplies needed for practice, games, and tournaments.

The city would pay the league $30.00 for the T-ball & Coach Pitch division games, $40.00 for the 10U & 12U division games, $60.00 for 14U, 16U, & 18U division games. Under the terms of this agreement the city shall pay the league no more than $19,000.00 for services provided for regular season and tournament games.

DEPARTMENT RECOMMENDATION: Approve this agreement for league services with Carlsbad Little Girls Softball

BOARD/COMMISSION/COMMITTEE ACTION:

☐ P&Z	☐ Lodgers Tax Board	☐ Cemetery Board	■ APPROVED
☐ Museum Board	☐ San Jose Board	☐ Water Board	☐ DISSAPPROVED
☐ Library Board	☐ N. Mesa Board	■ Sports Complex Adv. Board	

Reviewed by
City Administrator: /s/Michael A. Hernandez Date: 02/07 , 2019

ATTACHMENTS: Agreement signed by Softball President Jennifer Chavez

AGREEMENT BETWEEN THE CITY OF CARLSBAD AND THE CARLSBAD LITTLE GIRLS SOFTBALL FOR SPORTS SERVICES AT THE BOB FORREST SPORTS COMPLEX

THIS AGREEMENT made and entered into this _____ day of _____, 2019, by and between the **CITY OF CARLSBAD**, a municipal corporation, hereinafter referred to as the **"City"**, and the **CARLSBAD LITTLE GIRLS SOFTBALL**, a New Mexico domestic nonprofit corporation, hereinafter referred to as the **"League"**.

WHEREAS, the City owns and operates a facility known as the Bob Forrest Sports Complex, hereinafter referred to as the "Complex", at which there is a variety of youth sports venues including baseball and softball fields; and

WHEREAS, the League organizes, manages, coordinates, and supervises a girls' softball league for Carlsbad area youth; and

WHEREAS, the League holds its softball practice, games, and related activities at the Complex; and

WHEREAS, in prior years, the City has entered into agreements with the League regarding the provision of umpires, materials and supplies, field maintenance, and trash removal during League activities at the Complex; and

WHEREAS, the Bob Forrest Sports Complex Advisory Board, hereinafter referred to as the "Board", has determined that it is in the best interest of the League that the agreement be renewed for the League season from the 1st day of March 2019 to 31st day of December 2019.

NOW THEREFORE, the parties, in consideration of the mutual covenants and agreements herein contained, agree as follows:

1. **Definitions.**
   A. **"Board"** shall mean the Bob Forrest Sports Complex Advisory Board as it is now composed or as it may be amended in the future.
   B. **"Complex"** shall mean the real property and all improvements, buildings, and fixtures thereon commonly known as the Bob Forrest Sports Complex, 3001 West Lea Street, Carlsbad, New Mexico.
   C. **"League Services"** shall include, but not necessarily be limited to:
      i. Within ten (10) days of the League's execution of this Agreement, providing the City with the League's schedule of practices, games and tournaments;
      ii. Providing the umpires necessary for each game at the Complex in which a League team is participating;
      iii. Providing necessary field chalking and maintenance before, during, and after each practice and each game at the Complex in which a League team is participating;

iv. Keeping the fields, dugouts, and stands in a safe, sanitary, orderly, and sightly manner, and free of litter, trash, and debris during and after all practices and all games at the Complex in which a League team is participating and properly disposing of all litter, trash, and debris;

v. Keeping the fields, dugouts, and stands in a safe, sanitary, orderly, and sightly manner, and free of litter, trash, and debris during and after each tournament sponsored or hosted by the League, if any, and properly disposing of all litter, trash, and debris;

vi. Furnishing all materials and supplies necessary for practice, games, and tournaments, if any;

vii. Paying promptly all taxes, licenses, and fees of whatever nature that are applicable to the operations pursuant to this Agreement;

viii. Preparing and submitting reports in a format to be agreed to by the parties;

ix. Attending meetings as may be requested by City Council, the Board, and / or City administration or staff; and

x. Performing such additional duties as may from time to time be mutually agreed to by the parties.

2. **League Provided Services.** The League shall provide the City with full League Services at the Complex. In addition to such services, the League shall provide:

A. **Labor & Materials.** All labor, materials, supplies, equipment, and tools needed to perform the League Services. The League shall be solely responsible for all work performed and for the selection, operation, maintenance, and repair of all materials, supplies, equipment and tools used; and

B. **Personnel.** All necessary personnel, appropriately selected, qualified, and supervised.

3. **Compensation.** Prior to receiving any monies from the City, the League shall submit a current IRS Form W9 to City's Finance Department. In consideration for the services provided pursuant to this Agreement, the City shall pay the League for each "Game" as described below:

A. **Coach Pitch & T-Ball Games.** For each Coach Pitch or T-Ball game in which a League team participates and for which the League provides services, the City shall pay the League Thirty dollars ($30.00)

B. **10U & 12U Games.** For each 10U or 12U game in which a League team participates and for which the League provides services, the City shall pay the League Forty dollars ($40.00)

C. **14U, 16U, & 18U Games.** For each 14U, 16U, or 18U game in which a League team participates and for which the League provides services, the City shall pay the League Sixty dollars ($60.00)

Such amounts include all taxes or fees that may be assessed. Under no circumstances, and regardless of the number of games played or services provided, during the term of this Agreement the City shall not pay the League more than Nineteen thousand Dollars ($19,000.00) for services provided for regular and tournament Games.

4. **Invoices.** The League shall submit invoices to the City's Finance Department, attention Purchasing Manager, on the following dates:

A. **First Half.** At the end of the first half of the recreational play season.

B. **Second Half.** At the end if the second half of the recreational play season.

C. **Tournament Play.** At the end of the tournament play season.

Each invoice shall state how many of each type of Games were played during the time period covered by the invoice and a breakdown of the compensation due for the services performed.

5. **Right to Inspect and Audit.** Upon reasonable notice to the League, the City shall have the right, but not the obligation, to inspect, copy, and audit or have its representative inspect, copy, and audit all records maintained by or on behalf of the League as may be necessary to make a full, proper, and complete audit of all business transacted by the League in connection with their operations hereunder.

6. **Prevention of Waste and Damage.** The League shall use all reasonable cautions to prevent waste, damage, or injury to property of the City in the performance of its obligations under this Agreement. The League shall be solely responsible for any damage to or destruction of City property caused by the acts, willful or otherwise, of the League, its directors, officers, employees, members, agents, or volunteers.

7. **Reporting Damage.** Upon learning of any vandalism, damage, or destruction to the Complex, the League shall immediately report it verbally to the City. It shall also report such matters in writing within five (5) business days.

8. **Structural Changes.** The League shall not make any structural changes to any structure, building, fixture, appurtenance, or improvement at or to the Complex.

9. **Right to Enter and Inspect.** The City shall have the right to enter the Complex to inspect or to have its representative enter and inspect the Complex, including but not limited to all improvements, buildings, fixtures, appliances, and personal property at any time.

10. **Compliance with Laws.** The League shall comply with all applicable local, state, and federal laws, rules, regulations, policies, and inspections and shall obtain and maintain any and all permits, licenses, or certifications that may be necessary to carry out the operations contemplated by this Agreement. In the event the League should cease to be properly permitted, licensed, or certified, it shall immediately inform the City Administrator and shall immediately cease its operations pursuant to this Agreement. Within five (5) days of ceasing to be properly permitted, licensed, or certified, the League shall also notify the City in writing of that event. The League shall require all its employees, officers, and agents, to comply with all applicable local, state, and federal laws, rules, regulations, policies, and inspections.

11. **Assignment of Agreement.** The League shall not sublease, assign, or transfer any interest in or right to this Agreement without the prior written approval of the City.

12. **AS IS Condition.** Prior to the commencement of this Agreement, the League fully examined and inspected the Complex and its improvements, buildings, fixtures, appliances, and personal property therein. The League accepts the Complex and such improvements, buildings, fixtures, appliances, and personal property in their existing condition and state of repair. The League accepts them in an **AS IS CONDITION**. The League agrees that no representations, statements, or warranties, express or implied, have been made by or on behalf of the City in respect thereto, including, but not limited to their suitability for any purpose, and the City shall in no event be liable for any latent defects.

13. **Term.** The term of this Agreement shall begin on the 1st day of March 2019 and terminate on the 31st of December 2019. Upon the mutual agreement of the parties, this Agreement may be renewed for a maximum of three (3) additional terms. Such renewals, if any, shall be upon the same terms and conditions as herein, or upon such terms and conditions as the parties may mutually agree.

14. **Records.** For the term of this Agreement and for five (5) years after the expiration or termination of this Agreement, the League shall maintain copies of all records regarding any and all activities she conducts pursuant to this Agreement. The City shall have the right to inspect and copy or have its representative insect and copy such records upon reasonable notice to the League.

15. **Indemnification.** The League agrees to indemnify, save, and hold harmless the City, its officers, and employees against all liability, claims, damages, losses, or expenses of every kind, including reasonable attorneys' fees together with costs and expenses of litigation, arising out of, from, or associated in any manner with the acts or omissions of the League, its directors, officers, employees, members, agents, employees, or volunteers. The City will not be responsible for any special, indirect, or consequential damages.

16. **Release.** The League and its directors, officers, employees, members, agents, and volunteers release and discharge the City, its officers, agents, directors, and employees from any and all claims, damages, suits, or losses sustained by the League, its directors, officers, employees, members, agents, and volunteers or their heirs which the League, directors, officers, employees, members, agents, and volunteers or their heirs may have now or hereinafter and which are associated, in any manner, with this Agreement.

17. **Insurance.** At all times material to this Agreement and for any further time that the League may occupy any portion of the Complex:

A. **Public Liability Insurance.** The League shall obtain and maintain, at its own expense, public liability insurance in the sum of two million dollars ($2,000,000.00). Such insurance shall name the City as an additional insured.

B. **Automobile Liability Insurance.** The League shall obtain and maintain, at its own expense, automobile liability insurance in the sum of two million dollars ($2,000,000.00). Such insurance shall name the City as an additional insured.

C. **League Property and Casualty.** The League shall be responsible for obtaining and maintaining, at its own expense, fire, property, and casualty insurance covering all improvements, fixtures, appliances, and appurtenances owned by the League or used or placed at the Complex by the League should it desire such insurance. The League knows and understands that the City shall **NOT PROVIDE** fire, property, or casualty insurance for any improvements, fixtures, appliances, and appurtenances not owned by the City. The League shall be solely responsible for obtaining and maintaining such coverage. The City assumes no responsibility for any property used or placed at the Complex. The City, its officers, employees, and agents are hereby expressly released and discharged from any responsibility whatsoever for any such property.

D. **Certificates of Insurance.** All insurance shall be with a company or companies licensed and authorized to do business in the State of New Mexico. No later than the effective date of this Agreement, the League shall provide the City Administrator with a Certificate of Insurance reflecting the coverages specified herein and naming the City as loss payee as its interests may exist and as an additional insured. The League shall annually furnish to the City Administrator a Certificate of Insurance for the above required insurances. The League shall provide the City Administrator with notice of any change thereof, and furnish to the City Administrator evidence of acquirement of a substitute therefore, and payment of the premium thereof. If the League should fail to maintain such insurance coverage or coverages, then the City may, at its sole discretion, obtain such insurance to insure its interests. If the City does so, it may recover the cost of that insurance from the League. The City's acquisition of such insurance shall not relive the League of its obligation to obtain and maintain insurance as required herein.

18. **Default or Breach.** Each of the following events shall constitute a default or breach of this Agreement:

A. **Failure to Comply.** If the League fails to perform or comply with any of the conditions of this Agreement, and if the nonperformance shall continue for a period of fifteen (15) days after notice thereof by the City to the League, or, if the performance cannot be reasonably had within the fifteen (15) day period, and the League shall not in good faith have commenced performance within the fifteen (15) day period and then diligently proceeded to completion of performance.

B. **Loss of Corporate Status.** If the League ceases to be a New Mexico nonprofit corporation in good standing with the New Mexico Public Regulation Commission or the Commission's successor agency.

C. **Transfer.** If this Agreement shall be transferred to or shall pass to or devolve to any other person or party, except in the manner specified herein.

19. **Effect of Default.** In the event of the League's default of any of the terms or conditions set forth in this Agreement, the City shall have the right to cancel and terminate this Agreement by giving the League not less than fifteen (15) days written notice of such cancellation and termination.

20. **Non-Waiver.** Waiver by the City of any default in performance by the League of any of the terms or conditions contained in this Agreement shall not be deemed a continuing waiver of that default or any subsequent default.

21. **Funding Availability.** The funding of this Agreement is subject to the availability and appropriation of funds by the City Council of Carlsbad, New Mexico. If sufficient funding is not available or not appropriated by the City Council, then this Agreement is terminated and the City shall not incur any penalty or further liability.

22. **Destruction of the Complex.** In the event the Complex or any portion of it is totally destroyed or so partially destroyed or damaged as to render it incapable of reasonable use, then the City may, at its sole discretion, choose to repair the damage or destruction or choose to terminate this Agreement without incurring any penalty or further liability.

23. **Termination.** Either party may terminate this Agreement without cause by providing the other party with written notice of its intention to terminate this Agreement at least thirty (30) days prior to the termination date. By such termination, neither party may nullify obligations already incurred prior to the date of termination of the Agreement. However, neither party shall have any obligation to perform services or make payment for such services rendered after such date of termination.

24. **Surrender of the Complex.** The League shall, on the last day of the term of this Agreement or on earlier termination and forfeiture of this Agreement, peaceably and quietly surrender and deliver the Complex, including all buildings, additions and improvements constructed or placed thereon by the League, except movable trade fixtures, all in good condition and repair. Any trade fixtures or personal property belonging to the League, not removed within thirty (30) days after the termination of this Agreement, and if the City shall so elect, shall be deemed abandoned and become the property of the City without any payment or offset thereof.

25. **Entirety of Agreement; Modifications.** This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements, and understandings have been merged into this written Agreement. No prior or contemporaneous agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement. The parties expressly waive any other or further representations, warranties, or agreements not set forth in this document. Neither this Agreement nor any provisions hereof may be waived, modified, amended, discharged or terminated except by an instrument in writing executed with the same formality as with this Agreement and then only to the extent set forth in such instrument.

26. **Independent Contractor.** The League, its directors, officers, employees, members, agents, and volunteers are independent contractors performing services for the City and are not employees of the City. The League, its directors, officers, employees, members, agents, and volunteers shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to the employees of the City of Carlsbad as a result of this Agreement.

27. **Limit of Authority.** The League shall not purport to bind the City of Carlsbad, unless the League has express written authority to do so, and then only within the strict limits of that authority.

28. **Workers' Compensation.** The League agrees to comply with state laws and rules applicable to workers compensation benefits for its employees. If the League fails to comply with the Workers' Compensation Act and applicable rules when required to do so, this Agreement may be terminated by the CITY.

29. **Procurement Code Penalties.** The Procurement Code, NMSA 1978, Sections 13-1-28 through 13-1-199, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities, and kickbacks.

30. **Notices.** All notices permitted or required by the terms of this Agreement shall be in writing and be deemed to have been duly given and delivered, if mailed, certified postage prepaid:

If to the City:	If to the League:
The City of Carlsbad	Carlsbad Little Girls Softball
c/o City Administrator	c/o Jennifer Chavez, President
P.O. Box 1569	P.O. Box 1059
Carlsbad, NM 88221-1569	Carlsbad, NM 88221-1059

The parties shall notify each other in writing of any change in the above information.

31. **New Mexico Law.** This Agreement shall be construed in accordance with New Mexico law, and the Agreement may not be changed except by writing executed with the same formality as with this Agreement.

32. **ARBITRATION.** SHOULD ANY DISPUTE ARISE BETWEEN THE PARTIES IN CONNECTION WITH THE AGREEMENT AND IF SUCH DISPUTE CANNOT BE RESOLVED BY DISCUSSION BETWEEN THE PARTIES, THE PARTIES AGREE TO SUBMIT THE UNRESOLVED DISPUTE TO BINDING ARBITRATION PURSUANT TO THE RULES OF THE AMERICAN ARBITRATION ASSOCIATION IN LIEU OF LITIGATION.

33. **Venue.** The parties agree that legal actions arising out of this Agreement, should there be any, shall be brought in the District Court of Eddy County, New Mexico for the Fifth Judicial District. The parties expressly consent to both in personam and subject matter jurisdiction of the Eddy County District Court and agree that venue shall properly lie in the Eddy County, New Mexico District Court.

34. **WAIVER OF JURY TRIAL.** THE PARTIES HEREBY WAIVE THE RIGHT TO A JURY TRIAL ON ANY ISSUE ARISING OUT OF OR RELATING, DIRECTLY OR INDIRECTLY, TO THIS AGREEMENT OR THE TRANSACTIONS CONTEMPLATED HEREBY.

35. **Captions.** The captions of any articles, paragraphs, or sections hereof are made for convenience only and shall not control or affect the meaning or construction of any of the provisions thereof.

36. **Exhibits.** Any instrument or document made and attached to this Agreement shall constitute a part hereof as though set forth in full in the body of this Agreement, whether made a part hereof by reference or whether made a part hereof by attachment.

CITY OF CARLSBAD:

_____
DALE JANWAY, MAYOR

ATTEST:

_____
CITY CLERK

CARLSBAD LITTLE GIRLS SOFTBALL

Jennifer Chavez
JENNIFER CHAVEZ, PRESIDENT

STATE OF NEW MEXICO)
) ss.
COUNTY OF EDDY)

OFFICIAL SEAL
MARY ANN M. DEARING
NOTARY PUBLIC-State of New Mexico
My Commission Expires 03/28/20

The foregoing instrument was signed and acknowledged before me this 14th day of January, 2019, by JENNIFER CHAVEZ, as President of the Carlsbad Little Girls Softball.

My commission expires:
03/28/20

Mary Ann M. Dearing
NOTARY PUBLIC

City of Carlsbad
Personnel Department

Action Report
Month of January 2019

Submitted by
Scot D. Bendixsen, HR Director

City of Carlsbad
Personnel Department Action Report
Month of January 2019

EMPLOYEE REPORT	Beginning of Month	New Hires	Termina-tions	Transfers In	Transfers Out	End of Month
Full-Time Employees	420	2	4	1	1	418
Part-Time/Temp Employees	64	1	1	1	1	64
Total Employees	484	3	5	2	2	482
Administrative	18	0	0	0	0	18
Judicial	7	0	1	0	0	6
Finance	16	1	0	0	0	17
Police	113	0	0	0	0	113
Fire	68	0	0	0	0	68
Community Development	84	2	2	0	0	84
Planning & Regulation	17	0	1	0	0	16
Utilities	74	0	1	0	0	73
Transportation & Facilities	87	0	0	0	0	87
TOTAL	484	3	5	0	0	482

WEEKLY INDEMNITY	Beginning of Month	New Claims	Released To Work	Terminated	End of Month
Employees on WI	4	1	2	0	3

UNEMPLOYMENT CLAIMS	Claims Received	Claims Returned	Claims Denied	Claims Approved	Claims Pending	Claims Appealed
Current Month	0	0	0	0	0	0

DRUG TESTS	Number Given
Pre-employment	7
Probationary	0
Post Accident	9
Random	3
Periodic	0
Probable Cause	0

PHYSICAL EXAMINATIONS	Number Given
Pre-employment	7
Return to Work Evaluation	0
Functional Capacity Evaluation	0

VACANCIES BID	Department
Facility Maintenance	Facility Maintenance
Court Clerk	Municipal Court
Custodian	Facility Maintenance
Foreman	Street
Foreman (Street & Markings)	Street
Irrigiation Maintenance	Parks
Maintenance Superintendent	Garage
Recreation Attendant	Riverwalk Rec. Center
Sr. Recreation Assistant Manager	North Mesa
Traffic Signer	Street

TESTING	Number Given
Typing	11
10-Key Test	4

VACANCIES ADVERTISED	Applications Received
Account Clerk I, part-time	Pending
Animal Control	3
ARC Driver	23
Construction Maintenance	2
Court Clerk	Pending
Firefighter/EMT	Pending
Heavy Equipment Operator 1	Pending
Inspector I	2
Irrigation Maintenance	Pending
Librarian	5
Library Page	Pending
Lubrication	Pending
Maintenance Superintendent	Pending
Master Mechanic	Pending
Patrolman	Pending
Recreation Attendant	Pending
Recreation Attendant, on-call	Pending
School Crossing Guard	Pending
Truck Driver	14
Water Park Assistant Manager	Pending

CARLSBAD MUNICIPAL COURT
CITY OF CARLSBAD
January 2019

Number of Cases	730
Warrants Outstanding	4068
Amount of Fines	$57,916.00
Cases on Appeal	7

FINES

Summary for the Month of	**January 2019**
Total Fines	$40,848.00
Total Prevention Fees	$ 300.00
Total Lab Fees	$ 461.00
Total Correction Fees	$11,226.00
Total Automation Fees	$ 3,405.00
Judicial Fees	$ 1,676.00
Notary Fees	$ 0.00
Victim Restitution	$ 0.00
TOTAL	**$57,916.00**

TOTAL FINES WORKED OUT THROUGH COMMUNITY SERVICE - $ 0.00

cc: Chief
City Administrator
Finance Department

Municipal Judge

CITY OF CARLSBAD

TRANSPORTATION AND FACILITIES

DECEMBER 2018

Monthly Reports from:

- **Community Service**
- **Construction**
- **Electrical**
- **Garage**
- **Parks**
- **Street**

Reviewed and approved by: Patrick Cass, Director of Public Works

COMMUNITY SERVICE

Monthly Work Report
December 2018

Number of Employees 06	No. of days in the Month 31
Holidays 2	No. of days worked in this month 19

No. of Community Service Workers: **2**
Hours of Work Performed by Community Service Workers: **100**

The Community Service Department starts and ends the week with litter control at the Eddy house, Spring Park, Ocotillo Trail, Canal and Canyon Street, Six Mile Dam.

Week of December 3rd through December 7th

The crew did litter control next to Stripes, Pate & Pierce St. cleaned the tree line across from the Dollar Tree, Cleaned and trimmed the cutter and sidewalk on Callaway Dr. & pierce, and the drain next to the old movie gallery. Cut weeds growing on the rocks along the bridge next to Allsups on S. Canal St. power washed benches, cleaned out drains on Canyon St. covered graffiti behind La Cueva Movie Theater, two dumpsters in the alley of Main St. restrooms at the Plaza and the alley behind Dynamic Heating & Cooling.

Week of December 10th through December 14th

The crew trimmed and cleaned the curb, gutter and the sidewalk on Pierce St. They cleaned debris from a wreck that occurred on Canal St. Covered up graffiti on Fifth St. Park, and Locust St. and the alley of Luckey and Canal St. Trimmed and cleaned Canyon St. Cleaned drains on Sunnyview Area, Bryan Cir, Church St. Riverside St, Doepp Dr. Greene St, Halagueno St, Main St. Canyon St, Cut down ingrown tree in drain on Garden and trimmed and cleaned the corner of First St.

Week of December 17th through December 21st

Trimmed and cleaned curb, gutters, sidewalks on Halagueno St, Church St. and Lea St. Did litter control on Texas St. from 12th St. to Happy Valley Rd. Power washed benches, sidewalks, and cleaned the cutout drains on Canyon St. Cleaned graffiti in the men's restrooms at the beach bathhouse. Cleaned leaves, power washed benches, sidewalks and cleaned out drains on Canyon St.

Week of December 26th through December 28th

Trimmed and cleaned curb, gutter and sidewalks on San Jose Blvd. Sunnyview, Rose, Pecan Loving Hwy and Malaga Rd. Covered graffiti at the Dollar General, Mermod and Mesa, American Muscle on Mermod, and the cinder block fence located at 1802 Solana. Cleaned drains located on Bryan Cir. Doepp, Canyon St. Main St. San Jose Blvd. Pecan St. Sunnyview, and Canal St.

December 31st

Litter control at the Eddy house, Spring Park, Ocotillo Trail, Canal and Canyon Street, Six Mile Dam.

Prepared by: __ Digitally signed by Pat Cass
DN: cn=Pat Cass, o=City of Carlsbad, ou=Public Works, email=pjcass@cityofcarlsbadnm.com, c=US
Date: 2019.02.06 10:19:34 -07'00'

Patrick Cass, Director of Public

CONSTRUCTION DEPARTMENT

Monthly Work Report
December 2018

Number of Employees 11	No. of days in the Month 31
Holidays **2**	**No. of days worked in this month** **19**

1. Concrete repair at Guadalupe and Bronson
2. Installed exterior metal door at the fire department
3. Repaired water drainage spout at the water department
4. Installed door and stucco repair at the fire department
5. Installed door and drywall repair at the fire department
6. Did stucco repair at the Heritage Park
7. Remodeled four offices at the Police Department
8. Repair of light bases at the beach area
9. Sidewalk repair on Pate & Church and Walter & Blodgett
10. Concrete repair in the alley behind PER
11. Concrete repair for water meter replacement at the 200 block of N. Mermod

Prepared by: Terry Mathis

Digitally signed by Terry Mathis
DN: cn=Terry Mathis, o=City of Carlsbad, ou=Public Works, email=tmmathis@cityofcarlsbadnm.com, c=US
Date: 2019.01.31 11:24:05 -07'00'

Terry Mathis, Public Works Deputy Director

ELECTRICAL DEPARTMENT

Monthly Work Report

December 2018

Number of Employees	No. of days in the Month
11	30
Holidays	**No. of days worked in this month**
2	20

Number of Jobs Preformed for Individual Departments

1.	Airport	12
2.	Golf Course	13
3.	Parks	39

4. Waste Water

a.	Treatment Plant	21	b.	Primary Lift	04
c.	Lift Station	17	d.	Other	0

5. Water

a.	Water Wells	16	b.	Double Eagle	24
c.	Yard	12	d.	Other	0

6. Public Building and Yards

a.	City Hall	16	b.	Library	05
c.	Museum	12	d.	Mesa Senior Rec.	05
e.	San Jose Sr. Rec.	09	f.	Riverwalk Rec.	14
g.	Rifle Range	02	h.	Community Soup Kitchen	0
i.	Antique Lights	21	j.	Pecos River Village	06
k.	Convention Center	04	l.	Civic Center	08
m.	Reintegration	0	n.	Literacy Building	0
o.	Public Works Yard	11	p.	Bob Forrest Sports Complex	28
q.	Sign Shop	0	r.	Port Jefferson	0
s.	Landfill	0	t.	Solid Waste	19
u.	Fire Department	18	v.	Police Department	19

7.	Traffic	21
8.	Streets	24
9.	School Crossing Lights	08
10.	Transportation	0
11.	Cascades	11
12.	Sunnyview Catch Basin	0
13.	Underground Line Locates	82

Prepared by _____

Digitally signed by Pat Cass
DN: cn=Pat Cass, o=City of Carlsbad, ou=Public Works, email=pjcass@cityofcarlsbadnm.com, c=US
Date: 2019.02.06 10:26:42 -07'00'

Patrick Cass , Director of Public Works

MONTHLY WORK REPORT

DEPARTMENT: **GARAGE**	MONTH: **DECEMBER 2018**
NO.OF EMPLOYEES: 15	NO. OF DAYS IN MONTH: 31
HOLIDAYS THIS MONTH: 2	NO. OF WORK DAYS THIS MONTH: 19

Summary of Work Performed

Garage Department Master Mechanics and Mechanics
Performed necessary repairs and adjustments to keep the Public Works equipment operable as Indicated in the vehicle and equipment repair summary. Perform preventive maintenance checks on various vehicles and equipment to prevent costly repairs in the future. Made service calls for all departments as required.

Lubrication
Check fluid levels on refuse collection trucks daily. Deliver fuel to various locations and projects. Washed and steam cleaned cars and trucks. Perform preventive maintenance on units (changed oil and filters, lubricated, serviced batteries, and cleaned batter cables) according to maintenance schedule. Check all vehicles anti-freeze levels. Steam cleaned parts for mechanics

Tire Repair Shop
Removed, repaired, and reinstalled tires for Public Works, equipment and fleet vehicles to keep them in service. Filled out requisitions and got purchase orders for tire repairs and tire purchases for all departments. Deliver tires to different locations. Made service calls for tire repairs or to air tires as required. Kept spare tire room supplied and tire inventory current.

Welding Shop
Performed various repairs for the following departments:

Solid Waste
Cut, evaluate, and rebuild tipper for spare
Repair side mast for spare
Fabricate rack for hydraulic cylinder on new Heil ARC trucks
Unit 12332 Weld cracks on side mast
Unit 14732 Weld tarp assembly
Unit 9092 Cut 2” bolt from hydraulic arm; Cut and hammer out bearing race in arm; Patch hole in boom; Fabricate spacer for boom assembly
Unit 9091 Weld stiffener plate on arm
Heat, straighten, and re-weld mailbox at 116 Farris

Garage Department
Clean Shop
Safety Meeting
Safety Training
Fabricate and install cylinder rack canopy

Fabricate sewer covers
Fabricate pipe to tie in bollards at connex

Water Department
Cut bolts by Dog Park
Cut 2” holes in meter lids

Parks Department
Weld tension bar extension
Repair boat dock ramps
Weld guard on Aerator
Cut trash can holder at Friendship Park

Construction
Repair trailer ball valve
Mount sign for Heritage Park
Fabricate sign stand
Straighten bull float

Community Service
Fabricate legs for metal storage bins; cut door off the metal locker; Fabricate door frame, weld and fabricate new door; Fabricate lock box and handle for metal locker
Weld new trailer jack to pressure washer trailer

PD
Fabricate crash bars
Install original crash bars to return

Electric
Weld studs on light pole at Beach area by Tennis Courts

Prepared by:
Digitally signed by Terry Mathis
DN: cn=Terry Mathis, o=City of Carlsbad, ou=Public Works, email=tmmathis@cityofcarlsbadnm.com, c=US
Date: 2019.01.09 09:50:42 -07'00'

Terry Mathis, Public Works Deputy Director

PARKS DEPARTMENT
Monthly Work Report
December 2018

Number of Employees 12	No. of days in the Month 31
Holidays 1	No. of days worked in this month 19

Week of December 3rd through December 7th

Four employees removed salt cedars at the Lake Carlsbad. Four employees replaced the trash can liners at the beach area, Riverview Park, Lower Tansill Area, And the Ray Anaya Plaza De San Jose (RAPDSJ). Three employees trenched for conduit installation at the Lake Carlsbad Recreation Area and inspected and repaired restrooms at the Lower Tansill Area. Two employees assembled picnic tables and benches at the Public Works yard. Three employees sandblasted and painted the swing sets at Cruz Fernandez Park and the beach area. Two employees repaired a fence on the Hobbs Highway. Two employees inspected heaters in the restroom plumbing chases.

Week of December 10th through December 14th

Six employees mowed and trimmed the Carlsbad Municipal Shooting Range. Four employees replaced the trash can liners at the beach area, Riverview Park, The Lower Tansill Area and the RAPDSJ. Three employees trenched for conduit installation at the Lake Carlsbad Recreation Area, replaced soap and toilet paper dispenser at the Carlsbad Veterans Memorial Park restrooms and marked with flags the irrigation system for aerating at various parks. Two employees assembled picnic tables and benches at the public works yard. Two employees aerated Cass Park, Davis Park, Troy Young Park and Hall Addition Park. Two employees assisted the electrical department in installing light poles at the Lake Carlsbad Recreation Area.

Week of December 17th through December 21st

Five employees installed timbers for wood mulch at the Cruz Fernandez Park and beach area swing sets. Four employees replaced the trash can liners at the beach area, Riverview Park, Lower Tansill Area and The RAPDSJ. Two employees aerated the Plaza, Cruz Fernandez Park, and Arcadia Park, 8th Street Park, Lamont Street Park, and West Carlsbad Recreation Area. Two employees did gopher control at the Lake Carlsbad Recreation Area, Park Drive and Riverview Park. Five employees trimmed trees at the Cruz Fernandez Park. Four employees attended safety classes at the Pecos River Village Conference Center.

Week of December 24th through December 28th

December 24th and 25th were the Christmas Holidays. Six employees installed wood mulch at the Cruz Fernandez Park swing sets. Four employees replaced the trash can liners at the beach area, Riverview Park, Lower Tansill Area and the RAPDSJ. Three employees repaired the plumbing at the Carlsbad Veterans Memorial Park, RAPDSJ, Lower Tansill Area, and Lake Carlsbad Recreation Area.

Week of December 31st

Four employees replaced the trash can liners at the beach area, Riverview Park, Lower Tansill Area and The RAPDSJ. Two employees power washed the timbers at the Lake Carlsbad Recreation Area swing sets. One employee inspected, and repaired various restrooms throughout the city.

Prepared by:

Luis Renteria, Parks Superintendent

Street
Monthly Work Report
December 2018

Number of Employees 14	No. of days in the Month 31
Holidays 02	No. of days worked in this month 19

The Street Department mows, patches, sweep streets, repair/clean alleys and other various jobs as needed.

Week of December 3rd through December 7th

The crew patched cuts at National Parks Hwy. Kircher, Old Cavern Hwy. and Pecan, a large hole in the alley behind Starbucks, and Standpipe. They swept Canal and Pierce, Normandy Area, La Huerta, Pecos Acres, Loving (Helped prepare them for the Light Parade) hot spots, and downtown area. Delivered two brush hogs and one tractor to the auction yard. Repaired alley behind Pet Sense, did a shoulder repair on Fleetwood and San Jose, Cleaned up an oil spill on Callaway Dr. Assisted signs, cleaned drains around town due to rain and did litter control around town.

Week of December 10th through December 14th

The crew patched Solana, hot spots Locust, Cascades, Sierra Vista, Buena Vista, East of Canal St. and Lamont. The sweeper swept on Canal & Pierce, Solana, and East of Canal St. hot spots around town and the downtown area. Broom maintenance was done due to rains. They hauled a light pole from Canal St. to the Public Works yard, and a connex from Lower Tansill to the Community Service shop. Bladed the parking lot at the Cascades, set the traffic counter on Spencer St. Stock piled millings at Lower Tansill, cleaned drains around town, did litter control around town and alley repairs on Fleetwood.

Week of December 17th through December 21st

The crew did alley repairs on Ironwood; Cleaned up sand on Georgia and 4th St. set the traffic counter on Crabb St. Patched Canal and Mesa, West Carlsbad, and hot spots on Church St. The sweeper swept Canal & Pierce, West Carlsbad, Canal to Mesa, Mesa to CID, Hall Addition, hot spots on Juanita, and downtown area. Did broom maintenance, litter control around town, and attended safety classes on December 19th. Hauled base course to Public Works Yard, assisted signs in laying thermoplastic on Mesa St. cleaned up millings at Lower Tansill and cleaned the Street Shop.

Week of December 24th through December 31st

December 24th and 25th were the holidays and the Street department got to spend those days with their families. Upon returning the department swept Canal & Pierce St., San Jose, Sunnyview, hot spots around town, S. Carlsbad, downtown and they also did maintenance to the broom room. They did repair work to the edge of the road on Farris and Old Cavern Hwy. assisted signs on setting markers on Lamont St, patched hot spots in La Huerta, and hauled trash form Lower Tansill to the Landfill.

Signs and Markings Division of the Street Department

Type of Sign	Repaired	Stripped	Replaced	Installed	Constructed
Stop Signs	**07**		**03**		
Warning Signs	**05**		**03**	**01**	**02**
Guide Signs	**06**			**02**	**09**
Street Marker Signs	**02**		**11**	**02**	**11**
Regulatory Signs	**05**		**22**	**03**	**07**

Other work performed by Signs and Markings Division of the Street Department

- Removed raised pavement markers on Lamont and Pierce.
- Installed thermoplastic arrows on intersection of Lea & Mesa, Mermod & Mesa and Church & Mesa.
- Painted 40ft of curb on the SE corner of Plum & San Jose.
- Installed thermoplastic crosswalk & step bar at the intersection of Lamont & Blodgett.
- Painted and installed two bump stops on N. Canal.
- Installed raised pavement markers on Lamont & Pierce.
- Setup work zones and traffic control at various areas for Water and Street Departments.

Prepared by:

Digitally signed by Terry Mathis
DN: cn=Terry Mathis, o=City of Carlsbad, ou=Public Works, email=tmmathis@cityofcarlsbadnm.com, c=US
Date: 2019.02.01 11:49:06 -07'00'

Terry Mathis, Public Works Deputy Director

ORDINANCE NO. 2019-____

AN ORDINANCE REZONING PART OF “C-2” COMMERCIAL 2 DISTRICT TO "C-1" COMMERCIAL 1 DISTRICT FOR AN APPROXIMATELY 4.61 ACRE PROPERTY, LOCATED AT 625 PARK DRIVE, LEGALLY DESCRIBED AS 22A AMENDED CASCADES NO. 6 SUBDIVISION, PURSUANT TO SECTION 3-21-1 ET. SEQ. NMSA 1978 AND SECTIONS 56-150(B) AND 56-140(I), CARLSBAD CODE OF ORDINANCES.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CARLSBAD, EDDY COUNTY, NEW MEXICO, that:

The official zoning map of the City is hereby amended to rezone part of "C-2" Commercial 2 District to "C-1" Commercial 1 District, for an approximately 4.61 acre property, located at 625 Park Drive, Carlsbad, NM, legally described as:

22A AMENDED CASCADES NO. 6 SUBDIVISION

INTRODUCED, PASSED, ADOPTED AND APPROVED this 26TH day of March, 2019.

_____
DALE JANWAY, MAYOR

ATTEST:

_____
CITY CLERK

ORDINANCE NO. 2019-____

AN ORDINANCE REZONING PART OF "C-2" COMMERCIAL 2 DISTRICT TO "C-1" COMMERCIAL 1 DISTRICT FOR AN APPROXIMATELY 16.77 ACRE PROPERTY, LOCATED AT CASCADES AVE, LEGALLY DESCRIBED AS LOT 21A, 24A & 28A CASCADES NO. 6 SUBDIVISION & LOTS 5A, 6A, 7A, 8A, 9A, 10A, 13A, 14A, 27A, 30A, 31A, 32A & 33B CASCADES NO. 9 SUBDIVISION, PURSUANT TO SECTION 3-21-1 ET. SEQ. NMSA 1978 AND SECTIONS 56-150(B) AND 56-140(I), CARLSBAD CODE OF ORDINANCES.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CARLSBAD, EDDY COUNTY, NEW MEXICO, that:

The official zoning map of the City is hereby amended to rezone part of "C-2" Commercial 2 District to "C-1" Commercial 1 District, for an approximately 16.77 acre property, located at Cascades Ave., Carlsbad, NM, legally described as:

LOT 21A, 24A & 28A CASCADES NO. 6 SUBDIVISION

LOTS 5A, 6A, 7A, 8A, 9A, 10A, 13A, 14A, 27A, 30A, 31A, 32A & 33B CASCADES NO. 9 SUBDIVISION

INTRODUCED, PASSED, ADOPTED AND APPROVED this 26TH day of March, 2019.

_____

DALE JANWAY, MAYOR

ATTEST:

_____

CITY CLERK

ORDINANCE NO. 2019-____

AN ORDINANCE REZONING PART OF “R-R” RURAL RESIDENTIAL DISTRICT TO "C-2" COMMERCIAL 2 DISTRICT FOR AN APPROXIMATELY 10.00 ACRE PROPERTY, LOCATED AT 3305 BOYD DRIVE, LEGALLY DESCRIBED AS TRACT A, BOYD DRIVE SUBDIVISION, PURSUANT TO SECTION 3-21-1 ET. SEQ. NMSA 1978 AND SECTIONS 56-150(B) AND 56-140(I), CARLSBAD CODE OF ORDINANCES.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CARLSBAD, EDDY COUNTY, NEW MEXICO, that:

The official zoning map of the City is hereby amended to rezone part of "R-R" Rural Residential District to "C-2" Commercial 2 District, for an approximately 10.00 acre property, located at 3305 Boyd Drive, Carlsbad, NM, legally described as:

TRACT A, BOYD DRIVE SUBDIVISION

INTRODUCED, PASSED, ADOPTED AND APPROVED this 26TH day of March, 2019.

_____
DALE JANWAY, MAYOR

ATTEST:

_____
CITY CLERK

ORDINANCE NO. 2019-__

AN ORDINANCE ANNEXING A PORTION OF LAND CONTAINING +/-3.31 ACRES MORE OR LESS, CONTIGUOUS TO THE CITY OF CARLSBAD, NEW MEXICO, LOCATED AT 2710 DONA ANA STREET, LEGALLY DESCRIBED AS TRACT 1B, NAVARRETTE LAND DIVISION, CARLSBAD, EDDY COUNTY, NEW MEXICO, PURSUANT TO THE PETITION METHOD PROVIDED FOR IN SECTION 3-7-1 ET. SEQ., NMSA 1978.

WHEREAS, a petition for annexation of territory contiguous to the City of Carlsbad has been presented to the Governing Body of the City of Carlsbad; and

WHEREAS, said petition is accompanied by a map showing the external boundary of the territory proposed to be annexed and its relationship to the existing boundary of the City of Carlsbad, New Mexico.

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CARLSBAD, NEW MEXICO:

Section 1. Subject to the proviso contained in Section 2 hereof, the City of Carlsbad hereby consents to the annexation of 3.31 acres, more or less, of contiguous territory situated in Eddy County, New Mexico, located at 2710 Dona Ana Street, legally described as follows:

TRACT 1B, NAVARRETTE LAND DIVISION

Section 2. A copy of this ordinance and the plat of said property shall be filed in the office of the County Clerk of Eddy County. After such filing, the property shall be included in and be a part of the City of Carlsbad. Appeal may be made by any person owning land within this said territory to the District Court of Eddy County within thirty (30) days on the grounds and in the manner provided by law.

INTRODUCED, PASSED, ADOPTED, AND APPROVED THIS 26TH DAY OF MARCH, 2019.

_____
DALE JANWAY, MAYOR

ATTEST:

_____
CITY CLERK

ORDINANCE NO. 2019-____

AN ORDINANCE APPLYING "R-R" RURAL RESIDENTIAL DISTRICT TO AN APPROXIMATELY 3.31 ACRE PROPERTY, LOCATED AT 2710 DONA ANA STREET, LEGALLY DESCRIBED AS TRACT 1B, NAVARRETTE LAND DIVISION, PURSUANT TO SECTION 3-21-1 ET. SEQ. NMSA 1978 AND SECTIONS 56-150(B) AND 56-140(I), CARLSBAD CODE OF ORDINANCES.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CARLSBAD, EDDY COUNTY, NEW MEXICO, that:

The official zoning map of the City is hereby amended to apply "R-R" Rural Residential District zoning for an approximately 3.31 acre property, located at 2710 Dona Ana Street, Carlsbad, NM, legally described as:

TRACT 1B, NAVARRETTE LAND DIVISION

INTRODUCED, PASSED, ADOPTED AND APPROVED this 26th day of March, 2019.

_____
DALE JANWAY, MAYOR

ATTEST:

_____
CITY CLERK

ORDINANCE NO. 2019-____

AN ORDINANCE REZONING PART OF “R-R” RURAL RESIDENTIAL DISTRICT TO "R-2" RESIDENTIAL 2 DISTRICT FOR AN APPROXIMATELY 10.408 ACRE PROPERTY, LOCATED ALONG THE EAST SIDE OF BOYD DRIVE AND NORTH OF HIDALGO ROAD, LEGALLY DESCRIBED AS TRACT B OF MERLAND LAND DIVISION #7, SECTION 19, TOWNSHIP 22 S, RANGE 27 E, PURSUANT TO SECTION 3-21-1 ET. SEQ. NMSA 1978 AND SECTIONS 56-150(B) AND 56-140(I), CARLSBAD CODE OF ORDINANCES.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CARLSBAD, EDDY COUNTY, NEW MEXICO, that:

The official zoning map of the City is hereby amended to rezone part of "R-R" Rural Residential District to "R-2" Residential 2 District, for an approximately 10.408 acre property, located along the east side of Boyd Dr. and north of Hidalgo Rd., Carlsbad, NM, legally described as:

TRACT B OF THE MERLAND LAND DIVISION #7, SECTION 19,

TOWNSHIP 22 S, RANGE 27 E

INTRODUCED, PASSED, ADOPTED AND APPROVED this 26th day of March, 2019.

_____
DALE JANWAY, MAYOR

ATTEST:

_____
CITY CLERK

ORDINANCE NO. 2019-__

AN ORDINANCE ADOPTING AMENDMENTS TO THE CARLSBAD CODE OF ORDINANCES, CHAPTER 56 – ZONING ORDINANCE PURSUANT TO CODE OF ORDINANCES SECTION 56-150 AND SECTION 3-17-1 AND 3-18-1 NMSA 1978.

WHEREAS, in Section 3, Article 17 NMSA 1978, the State of New Mexico enables municipalities to adopt ordinances and resolutions not inconsistent with the laws of New Mexico for the purpose of providing for the safety, preserving the health, promoting the prosperity and improving the morals, order, comfort and convenience of the municipality and its inhabitants. Section 3, Article 18 NMSA 1978 states that a municipality may protect generally the property of its municipality and its inhabitants; and

WHEREAS, in 2011, the City of Carlsbad adopted Ordinance No. 2011-15, known as the Zoning Ordinance, and incorporated into the Code of Ordinances as Chapter 56, to govern the zoning of land within the City limits and use regulations regarding residential and commercial activity; and

WHEREAS, Chapter 56, Section 150 of the Zoning Ordinance, provides a process for amending the text of this Zoning Ordinance; and

WHEREAS, the Carlsbad City Council adopted amendments to Chapter 56, the Zoning Ordinance, at the October 22, 2013 Council meeting, creating the requirements under Temporary Use for Temporary Housing; and

WHEREAS, the Planning Department, along with City Councilors, City Staff and with input from the public, had compiled suggested changes and prepared a revised version of the Temporary Housing requirements within Chapter 56, the Zoning Ordinance, containing proposed amendments to the text of this Ordinance; and

WHEREAS, on March 26, 2019, the Carlsbad City Council considered the proposed amendments during a public hearing; and

WHEREAS, the Council voted to approve and adopt the proposed amendments to Section 56 of the Carlsbad Code of Ordinances, the Zoning Ordinance; and

WHEREAS, legal notification of the adoption of this ordinance has been provided in accordance with Code of Ordinances Section 56-150(b)(1)(c);

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CARLSBAD, EDDY COUNTY, NEW MEXICO, that Code of Ordinances Chapter 56, Zoning Ordinance, is hereby amended as stated above.

INTRODUCED, PASSED, ADOPTED AND APPROVED this 26th day of March, 2019.

_____
DALE JANWAY, MAYOR

ATTEST:

_____
CITY CLERK

ORDINANCE NO. 2019-__

AN ORDINANCE ADOPTING AMENDMENTS TO CARLSBAD CODE OF ORDINANCES, CHAPTER 47- SUBDIVISION REGULATIONS PURSUANT TO CODE OF ORDINANCES SECTION 47-8 AND SECTION 3-19-6 NMSA 1978.

WHEREAS, in Section 3, Article 19 NMSA 1978, the State of New Mexico enables municipalities to adopt and amend regulations regarding the subdivision of land within its planning and platting jurisdiction as defined by the state and amended from time to time; and

WHEREAS, in 1996, the City of Carlsbad adopted Ordinance No. 96-17, known as the Subdivision Regulations and incorporated into the Code of Ordinances as Chapter 47, to govern the platting of land within the City limits and 5-mile planning and platting jurisdiction; and

WHEREAS, Chapter 47, Section 8, provides a process for amending the Subdivision Regulations; and

WHEREAS, on December 10, 2012, at a Public Meeting held by the Carlsbad Planning and Zoning Commission, that Commission voted to approve amendments to Chapter 47 of the Carlsbad Code of Ordinances, the Subdivision Ordinance; and

WHEREAS, the Planning Department, long with City Staff, have proposed inclusion of a Bulk Plat Process to Section 47-26 of the Subdivision Ordinance, *Plans Exempted from Standard Procedures*, ; and

WHEREAS, legal notification of the adoption of this ordinance has been provided in accordance with Code of Ordinances Section 47-8; and

WHEREAS, on March 26, 2019, the Carlsbad City Council considered the proposed amendments during a public hearing.

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CARLSBAD, EDDY COUNTY, NEW MEXICO, that Code of Ordinances Chapter47, Subdivision Regulations, as amended by the condition above, are hereby adopted.

INTRODUCED, PASSED, ADOPTED AND APPROVED this 26th day of March,

2019.

_____
DALE JANWAY, MAYOR

ATTEST:

_____
CITY CLERK

CITY OF CARLSBAD

INTER-OFFICE MEMORANDUM

Dale Janway , Mayor Mike Hernandez, City Administrator

February 6, 2019

TO: Council Members

FROM: Mayor Dale Janway

RE: Board, Commission and Committee Appointments

Subject to the approval of the Governing Body, I would like to appoint the following:

Southeastern New Mexico Economic Development District/Council of Governments

(SNMEDD/COG) Southeast RPO (SERTPO)

Jeff Patterson - Policy Committee
K.C. Cass - Technical Committee

Thank you.

DJ/cm

January 16, 2019

OFFICIAL COMMITTEE MEMBER(S) CONFIRMATION

As **Mayor** of the **City of Carlsbad,** I hereby appoint the following individuals as representatives to the Southeast Regional Transportation Planning Organization (SERTPO):

POLICY COMMITTEE (Full Name):	Jeff Patterson
Title:	Planning Director
Contact Telephone (Business/Home):	575-885-1185
Mailing Address (PO Box/Street Address):	114 S. Halagueno
City/State/Zip Code:	Carlsbad, NM 88220
E-Mail Address:	jepatterson@cityofcarlsbadnm.com
TECHNICAL COMMITTEE (Full Name):	K.C. Cass
Title:	Director of Projects
Contact Telephone (Business/Home):	575-885-1185
Mailing Address (PO Box/Street Address):	114 S. Halagueno
City/State/Zip Code:	Carlsbad,NM 88220
E-Mail Address:	kccass@cityofcarlsbadnm.com

Policy Committee Members are the principal officials, or their designated alternates, representing the municipal, county and tribal governments. The Committee provides policy guidance in the development of SERTPO activities and takes all official actions. The Policy Committee reviews and rates the projects for economic development, fair share and other considerations along with ratings from the Technical Committee and advice from state, federal, tribal organizations and transportation development districts to determine the overall final project point totals and ranking.

Technical Committee Members should be familiar with the transportation needs and technical aspects of transportation projects. The Technical Committee screens, reviews and rates the technical criteria of projects and makes preliminary ranking recommendations to the Policy Committee.

SIGNED: _____ _____

Dale Janway, Mayor Date

CITY OF CARLSBAD

AGENDA BRIEFING MEMORANDUM

Council Meeting Date: 2-12-19

DEPARTMENT: Executive	**By: John Lowe, Deputy City Administrator**	**DATE**: 1-28-19

SUBJECT: Naming of Nick Salcido Fitness Park

BACKGROUND, ANALYSIS AND IMPACT: (Safety and Welfare/Financial/Personnel/Infrastructure/etc.)

Mayor Janway is requesting to name the park area south of the San Jose Plaza the Nick Salcido Fitness Park. This park would be located south of Diaz Street.

Mr. Salcido served honorably as a Ward 1 representative for the City of Carlsbad for over 7 years. There he advocated for improvements to San Jose Boulevard and other projects of importance to his constituents. He was Carlsbad's representative on the Southeastern New Mexico Council of Governments and various city committees. He previously served on the School Board, worked for the New Mexico Department of Labor for 28 years and served in the Army and National Guard. He supported efforts in education, helping troubled youth and cultural studies. He was a founding member of the Youth Tutoring Youth Program. He was also a boxer, a fifth-generation Carlsbad resident and an incredible family member and friend.

DEPARTMENT RECOMMENDATION: Council consideration to name the Nick Salcido Fitness Park

BOARD/COMMISSION/COMMITTEE ACTION:

☐ **P & Z**	☐ **Lodgers Tax Board**	☐ **Cemetery Board**	} ☐	**APPROVED**
☐ **Museum Board**	☐ **San Jose Board**	☐ **Water Board**	}	
☐ **Library Board**	☐ **N. Mesa Board**	☐ _____ **Committee**	} ☐	**DISAPPROVED**

Reviewed by:
City Administrator: /s/Michael A. Hernandez **Date:** 02/07/19

ATTACHMENT(S): Map outlining the proposed Nick Salcido Fitness Park.

DIAZ
DIAZ
DEBACA
DEBACA
CHAVEZ
CHAVEZ
JUAREZ
JUAREZ
SAN JOSE
SAN JOSE
CANAL
CANYON
MAIN

CITY OF CARLSBAD

AGENDA BRIEFING MEMORANDUM

Digitally signed by Jeff Patterson
DN: cn=Jeff Patterson, o=City of Carlsbad, NM, ou=Director of Planning, Engineering, and Regulation, email=jepatterson@cityofcarlsbadnm.com, c=US
Date: 2019.02.06 08:23:56 -07'00'

COUNCIL MEETING DATE: 2/12/2019

DEPARTMENT: Planning and Regulation	**BY:** Jeff Patterson, Director	**DATE:** 2/5/2019

SUBJECT: Vacation of approximately 0.011 acres of street Right-of-Way along the north side of Lot 2, Block 69, Lowe Addition, located at 511 Luckey St., pursuant to 3-20-12 NMSA 1978.

Applicant/Agent:
Palma Construction, LLC
1102 Miehls Drive
Carlsbad, NM 88220

SYNOPSIS, HISTORY and IMPACT (SAFETY AND WELFARE/FINANCIAL/PERSONNEL/INFRASTRUCTURE/ETC.):
The applicant is requesting to acquire from the street right-of-way approximately 480sqft or 0.011 acres. The applicant is developing the lot along Luckey St. Vacating the minimal square footage will allow the developer to utilize the full space available on the lots. Vacating this section of the parcel will not affect any utilities.

According to 3-20-12. NMSA 1978:

3-20-12. Vacation or partial vacation of plat; approval of government having jurisdiction; duties of county clerk.

Any plat filed in the office of the county clerk may be vacated or a portion of the plat may be vacated provided:
(1) the owners of the land in the territory proposed to be vacated sign a statement, duly acknowledged, declaring the plat or a portion of the plat to be vacated; and
(2) the statement is endorsed "Approved" by the planning authority of the municipality within whose platting jurisdiction the subdivision lies.

B. In approving the vacation or partial vacation of a plat, the planning authority of the municipality shall consider if the vacation or partial vacation of a plat will adversely affect the interests or rights of persons in contiguous territory or within the subdivision being vacated. In approving the vacation or partial vacation of a plat, the planning authority of the municipality may require that streets dedicated to the municipality in the original plat shall continue to be dedicated to the municipality. The owners of lots on the vacated plat or on the portion of the plat being vacated may enclose in equal proportions the adjoining streets and alleys which are authorized to be abandoned by the planning authority of the municipality.

C. The statement declaring the vacation or partial vacation of a plat and having the proper endorsements shall be filed in the office of the county clerk wherein the original plat is filed. The county clerk shall mark the applicable words "Vacated" or "Partially Vacated" across the plat and shall refer on the plat to the volume and page on which the statement of vacation or partial vacation is recorded.

The following *Greater Carlsbad Comprehensive Plan: Strategy 2030* goals apply to this request and are furthered by this request and the potential redevelopment of the area.

Section 4 Land Use
Goal 5: "The City of Carlsbad will strive to promote and enhance the general social welfare through land use planning."

Goal 6: "The City of Carlsbad will strive to create an aesthetically pleasing built environment."

DEPARTMENT RECOMMENDATION: At their meeting on Monday, February 4, 2019, the Carlsbad Planning and Zoning Commission considered this item and voted to recommend approval to the City Council by a vote of four (4) in favor, none (0) against, and one (1) absent.

BOARD/COMMISSION/COMMITTEE ACTION:

X P&Z	☐ Lodgers Tax Board	☐ Cemetery Board	☐ APPROVED
☐ Museum Board	☐ San Jose Board	☐ Water Board	☐ DISSAPPROVED
☐ Library Board	☐ N. Mesa Board	☐ _____ Committee	

Reviewed by
City Administrator: /s/Michael A. Hernandez Date: 02/07/19

ATTACHMENTS: Application material, property plat, map.

CITY OF CARLSBAD
Planning, Engineering,
and Regulation Department
114 S. Halagueno, PO Box 1569
Carlsbad, New Mexico 88220
Phone (575) 885-1185, Fax (575) 628-8379

VACATION APPLICATION

PROCESS FOR ACCEPTANCE AND REVIEW
OF PLANNING AND ZONING COMMISSION MATTERS

1. The Planning and Zoning Commission's regularly scheduled meetings are on the FIRST MONDAY OF THE MONTH. Applicant should obtain an Application Packet for the particular type of request (Zone Change, Subdivision, Variance, Annexation, Special Property Use, etc.) from the City of Carlsbad, Planning, Engineering, and Regulation Office.

2. **Applicant must submit a completed Application to the Planning, Engineering, and Regulation Office on, or before, the FIRST FRIDAY OF THE MONTH prior to the desired Commission meeting**. The minimum application packet submittal is one (1) copy of the Application with original signatures and all required supporting documents. If desired, a letter of explanation or clarification may also be provided. The required non-refundable application fee is due with submittal of the application.

   The desired maximum size for all documents is 11"x17". **However, if the applicant wishes to support his or her application with larger size documents, an original and fifteen (15) copies need to be provided.** Separate arrangements for copying these large documents may be possible, but will incur additional costs.

3. The Planning, Engineering, and Regulation Office will give the Application an initial cursory review. If deficiencies or questions are noted, the Applicant will be advised and provided an opportunity to supplement the Application. If the Applicant fails to complete and resubmit the application prior to the above deadline, the matter will not be heard until the next subsequent Commission meeting. The original application fee will be retained and will suffice for the specific original application for a period of four months from the date of the original application.

4. Applications appearing complete will be set for full evaluation by City Staff prior to the Commission meeting. The purpose of this evaluation is to develop and provide a full briefing report for the Commission. Applicants will be advised of deficiencies noted during this review and will be afforded opportunity to supplement their application during their presentation to the Commission, if they so desire.

CITY OF CARLSBAD
Planning, Engineering, and Regulation Department
114 S. Halagueno, PO Box 1569
Carlsbad, New Mexico 88220
Phone (575) 885-1185, Fax (575) 628-8379

JAN 18 2019

APPLICATION FOR VACATION *(Fee: None)*

Choose One: **Subdivision** ☐ **Right of Way** ☑

PART 1: PROPERTY LOCATION (address or legal description.):

511 Luckey Street, Lot 2, Block 69, Lowe Addition

PART 2: APPLICANT INFORMATION:

Name of Applicant: Palma Construction LLC

Applicant's Address: 1102 Miehls Drive

City/State/Zip: Carlsbad NM 88220

Telephone: _____ **Cell Phone:** _____

Signature(s) _____

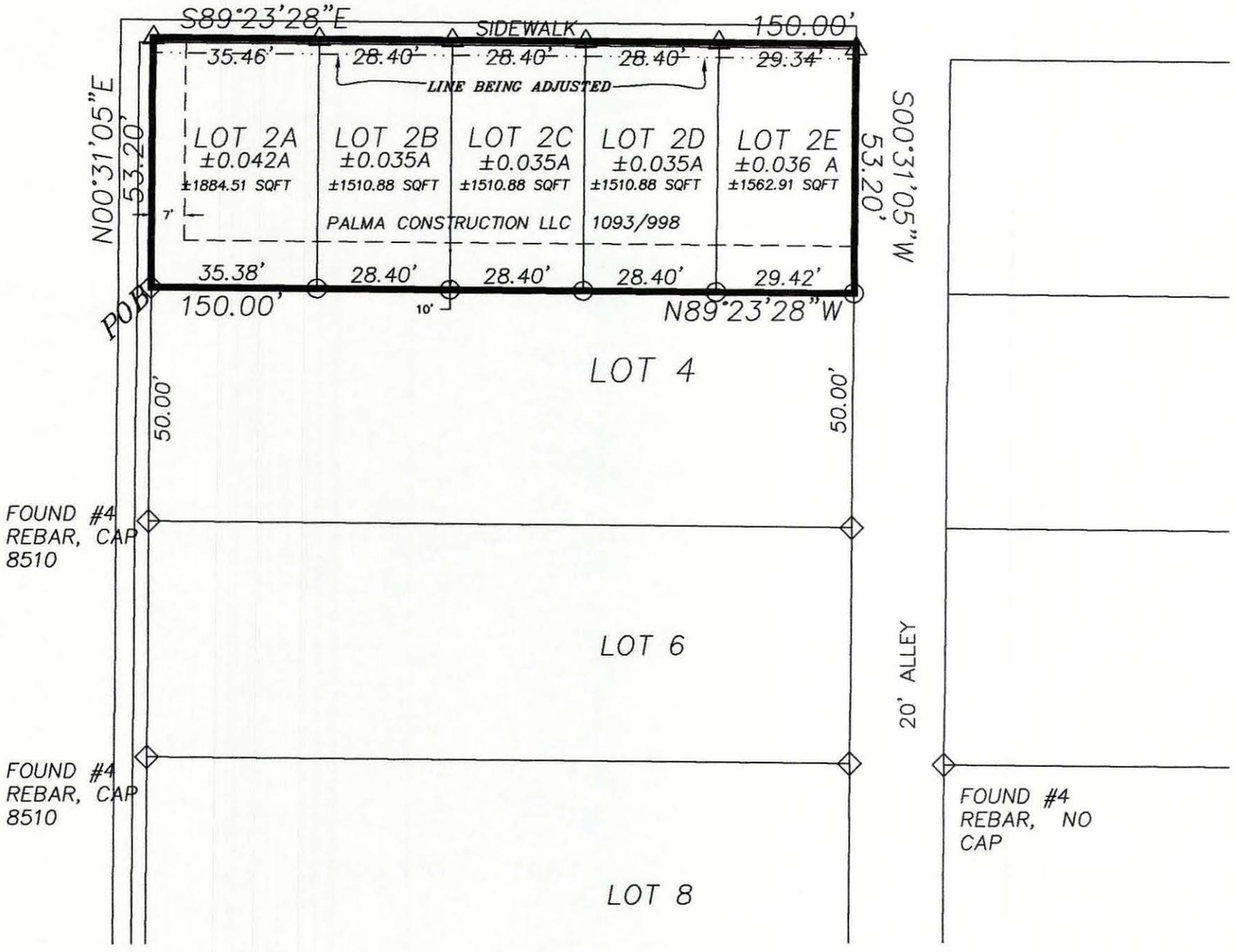
PART 3. REQUIRED DOCUMENTATION:

A submittal letter signed by the applicant and notarized providing the following information:

- ☐ A statement of the reason why the vacation is being requested and a description of any benefits that will accrue to the public and adjacent property owner(s).
- ☐ A statement explaining any limitation to direct property access that may result from the granting of the vacation.
- ☐ A statement that the applicant will pay the cost of an appraisal to determine the value of the land area to be vacated, if necessary.

The following documentation shall be provided:

- ☐ A statement by the applicants' attorney and/or land surveyor regarding the basis of the control exercised by the public over the property to be vacated and disposition of the ownership rights should the property be vacated as requested. A copy of the original document that transferred ownership and/or control to the City must be provided.
- ☐ Legal Description in narrative format of the street, alley or public easement, or portion thereof, to be vacated. This description shall be sealed by a land surveyor registered in the State of New Mexico.
- ☐ A plat suitable for recording showing the street, alley, easement, or part thereof, depicting graphically the results of the survey of the area to be vacated and showing all monuments found and/or set and adjacent property ownership. The plat shall be sealed by a land surveyor registered in the State of New Mexico.
- ☐ A map showing all properties (particularly that of the applicant(s)) within a radius of 500' (minimum) of the boundary of the property to be vacated.
- ☐ Written confirmation from all public utilities holding a city franchise (City Utilities, Valor Telecom, Excel Energy, PNM and US Cable) or private easement to determine whether or not the utility has any interest in maintaining current or placing future infrastructure under their franchise agreement with the city within the area proposed to be vacated. Should such interest be expressed, the applicant must accommodate the appropriate right-of-way.



—x—x— FENCE LINE

— — — — SETBACK LINE

— · — · — LINE BEING ADJUSTED

IONS:
TY LIES IN THE CITY LIMITS OF CARLSBAD.

RE AS FOLLOWS. THE SETBACK AGAINST THE ALLEY IS 0 FEET, PER THE
PPROVAL. SETBACK REQUIREMENTS SET FORTH ON THIS PLAT FOR THE

– 0 FEET REAR – 10 FEET
7 FEET

ALONG THE SOUTH R.O.W. OF WEST LUCKY STREET, FOR 150.00 FEET; THEN S00°31'05"
CORNER OF LOT 4, FOR 53.20 FEET; THEN N89°23'28"W, ALONG THE NORTH LINE OF LO
BACK TO THE POINT OF BEGINNING, CONTAINING 0.16 ACRES, MORE OR

AND THIS PLAT IS SUBJECT TO ALL EASEMENTS OF RECORD.

Phil Palma

PALMA CONSTRUCTION LLC
PHIL PALMA, PRESIDENT OF PALMA CONSTRUCTION LLC
1102 MIEHLS DRIVE
CARLSBAD, NM 88220

OWNERS STATEMENT AND AFFIDAVIT

STATE OF New Mexico : SS
COUNTY OF Eddy :

THE ABOVE SIGNED BEING FIRST DULY SWORN ON OATH, STATE: AS THE OWNERS AND PROPRIETORS WE HAVE OF OUR OWN FR
AND CONSENT CAUSED THIS PLAT WITH ITS LOTS AND SETBACKS TO BE PLATTED. THE PROPERTY DESCRIBED ON THIS PLAT L
THE PLATTING JURISDICTION OF: **CITY OF CARLSBAD**

SUBSCRIBED, SWORN TO AND ACKNOWLEDGED BEFORE ME
THIS 15th DAY OF January, 2019
BY Phil Palma
PRESIDENT OF PALMA CONSTRUCTION LLC

Jennifer M Campos
NOTARY PUBLIC

OFFICIAL SEAL
JENNIFER M. CAMPOS
NOTARY PUBLIC - STATE OF NEW MEXICO
My commission expires: 11-14-21

THIS PLAT IS EXEMPT FROM THE STATE SUBDIVISION ACT, AND THE COUNTY SUBDIVISION ORDINANCE, UNDER 47–6–2 M(2) DEFINITIONS; THE SALE OR LEASE OF APARTMENTS, OFFICES, STORES OR SIMILAR SPACE WITHIN A BUILDING.

APPROVAL BY THE CITY PLANNING COMMISSION

THIS IS TO CERTIFY THAT THIS PLAT FOR DIVIDING AN APARTMENT COMPLEX INTO PARCELS AND SETBACK ADJUSTMENT AGAINST THE ALLEY, HAS BEEN INSPECTED AND APPROVED BY THE PLANNING COMMISSION, OF THE CITY OF CARLSBAD, COUNTY OF EDDY, STATE OF NEW MEXICO DURING A REGULARLY SCHEDULED MEETING ON

THIS_____ DAY OF_____, 20_____.

CHAIRMAN SECRETARY

APPROVAL BY THE CITY OF CARLSBAD

THIS IS TO CERTIFY THAT THIS PLAT FOR DIVIDING AN APARTMENT COMPLEX INTO PARCELS AND SETBACK ADJUSTMENT AGAINST THE ALLEY, HAS BEEN INSPECTED AND APPROVED BY THE CITY COUNCIL, OF THE CITY OF CARLSBAD, COUNTY OF EDDY, STATE OF NEW MEXICO DURING A REGULARLY SCHEDULED MEETING ON

THIS_____ DAY OF_____, 20_____.

MAYOR CITY CLERK

MELVIN R. PYEATT, JR
NEW MEXICO
20251
REGISTERED PROFESSIONAL LAND SURVEYOR

R&R SU
A LAND SU
SERVING CARLS

INDEXING INF

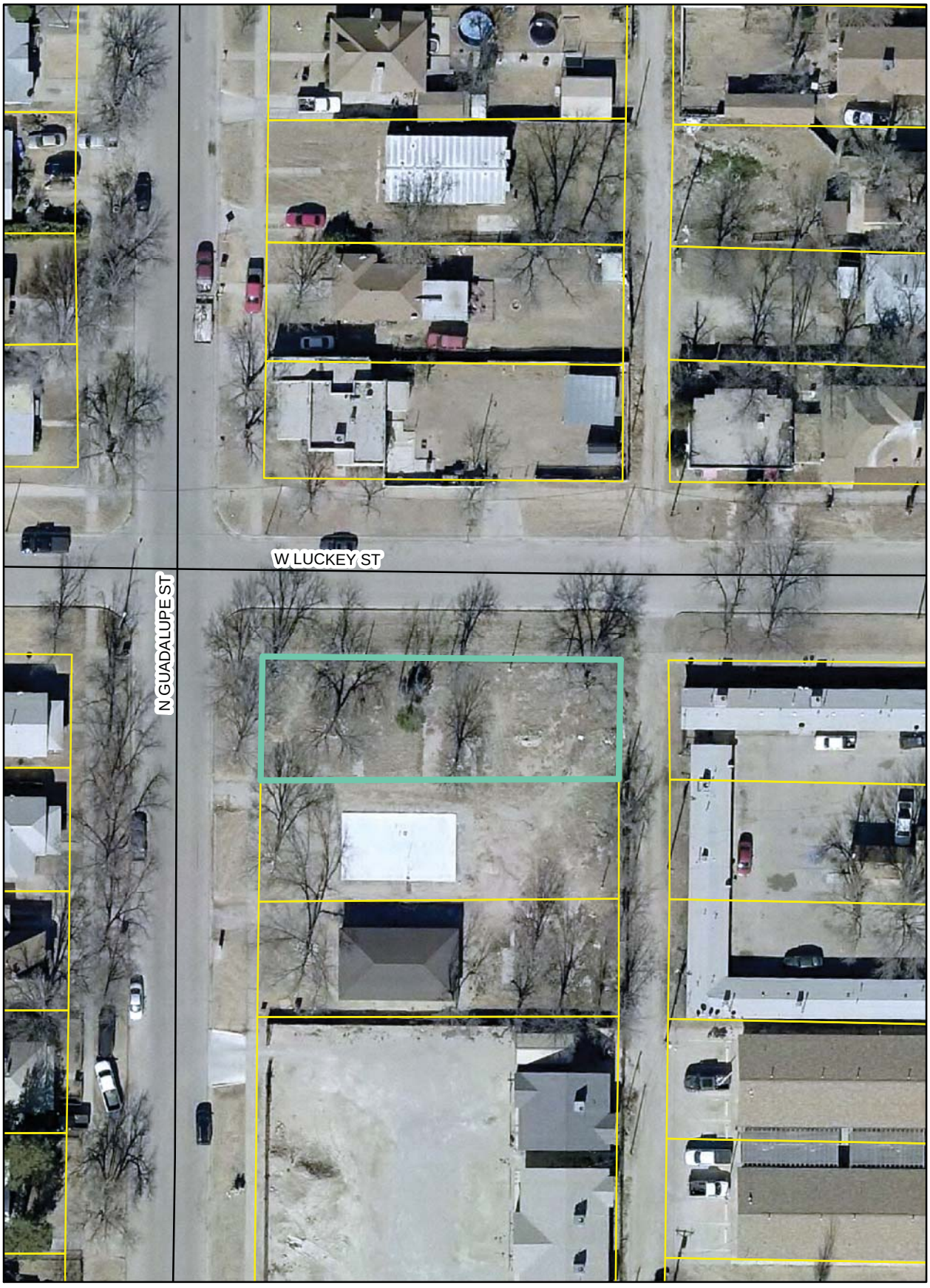
SEC. 6	
SUBDIVISION:	PALMA RE
OWNER:	PALMA CONST
CITY:	CARLSBAD
COUNTY:	EDDY
STATE:	NEW MEXICO
DATE:	JANUARY 14,
ACCESS:	YES
AREA:	±0.16 ACR

I, MELVIN R. PYEATT, PROFESSIONAL SU RESPONSIBLE FOR THIS IS TRUE AND CORRECT AND BELIEF. THIS SUR STANDARDS FOR SUR GREENE ST. SUITE CERTIFICATE NO. 20251

STATE OF NEW MEXICO

N

Vacation - 511 W. Luckey St.



0 25 50 100 Feet

City of Carlsbad GIS

CITY OF CARLSBAD

AGENDA BRIEFING MEMORANDUM

Digitally signed by Jeff Patterson
DN: cn=Jeff Patterson, o=City of Carlsbad, NM, ou=Director of Planning, Engineering, and Regulation, email=jepatterson@cityofcarlsbadnm.com, c=US
Date: 2019.02.07 11:24:24 -07'00'

COUNCIL MEETING DATE: 2/12/2019

DEPARTMENT: Planning and Regulation	**BY:** Jeff Patterson, Director	**DATE: 2/7/2019**

SUBJECT: Consider approval of Resolution 2019-04, a resolution creating the Census 2020 Complete Count Committee to assist the City of Carlsbad for the Census 2020.

SYNOPSIS, HISTORY and IMPACT (SAFETY AND WELFARE/FINANCIAL/PERSONNEL/INFRASTRUCTURE/ETC.):
The City of Carlsbad is currently in preparation for the Census 2020, which will begin at the first of 2020. In an effort to further organize the City's efforts to prepare for the upcoming census, the U.S. Census Bureau asks that local governments create a Census 2020 Complete Count Committee. This committee will consists of seven (7) members that will work to oversee public outreach, accomplished by being charged to handle the creation of printed materials (flyers, posters, handouts, and other materials to be used by the media or others. The committee members will also be charged to speak at public information meetings, local fraternal organizations, businesses, schools, and other meeting places regarding the census. The committee will also handle the creation of inserts and messages for utility bills, grocery bags, other monthly billing statements, and payroll checks.

The importance of the City of Carlsbad and the surrounding community garnering an accurate count of population during the Census 2020 cannot be overstated. With the explosive growth the community is experiencing currently, the accuracy of the Census 2020 becomes one of the most important activities our community will see for the foreseeable future. Accurate population counts and demographic information lead to a broader eligibility for funding opportunities the City will need as this community continues to grow. This Census 2020 Complete Count Committee will be a vital part of the City's effort to make sure that the census presents an accurate picture of the current reality in Carlsbad.

DEPARTMENT RECOMMENDATION: The Planning Department recommends approval of Resolution 2019-04, creating the Census 2020 Complete Count Committee.

BOARD/COMMISSION/COMMITTEE ACTION:

☐ P&Z	☐ Lodgers Tax Board	☐ Cemetery Board	☐ APPROVED
☐ Museum Board	☐ San Jose Board	☐ Water Board	☐ DISSAPPROVED
☐ Library Board	☐ N. Mesa Board	☐ _____ Committee	

Reviewed by
City Administrator: /s/Michael A. Hernandez Date: 02/07/19

ATTACHMENTS: Resolution 2019-04

CITY OF CARLSBAD

RESOLUTION NO. 2019-04

A RESOLUTION CREATING A CENSUS 2020 COMPLETE COUNT COMMITTEE: TO PLAN AND CONDUCT LOCAL EDUCATIONAL INITIATIVES, PUBLICITY, AND PROMOTIONAL ACTIVITIES TO INCREASE COMMUNITY AWARENESS AND PARTICIPATION IN CENSUS 2020

WHEREAS, April 1, 2020, is Census Day for the United States of America pursuant to Article 1, Section 2 of the U.S. Constitution; and

WHEREAS, An accurate census is essential for allocation of representatives with the legislative bodies of the U.S. House of Representatives, the New Mexico State Legislature, and within the City of Carlsbad's city and county voting districts; and

WHEREAS, Correct appointment of Federal dollars for health, education, transportation, child and elder care, emergency preparation and response, public and social support programs of all kinds depends on complete and accurate age, population, and other ethnic and demographic information gathered every ten years; and

WHEREAS, Accurate census information is critical to planning for future growth, development, and social needs of the City of Carlsbad.

WHEREAS, The City of Carlsbad and Eddy County have both experienced phenomenal growth over the last ten years hence, demonstrating the need for an accurate census.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CARLSBAD, NEW MEXICO, that:

The Governing Body of the City of Carlsbad does hereby desire to create the Census 2020 Complete Count Committee for the purpose of planning and conducting local initiatives and promotional activities to increase community participation in the Census 2020.

The Census 2020 Complete Count Committee Guidelines are as follows:

1. Census 2020 Complete Count Committee. There is hereby created the Carlsbad Census 2020 Complete Count Committee, hereinafter referred to as the "Complete Count Committee" which shall consist of seven (7) members. The Complete Count Committee shall be appointed by the Mayor and shall include representation from each of the following community groups:

    - Business
    - Industry
    - Religious Groups
    - Education
    - Community Organizations

- Media
- Minority Groups

2. Terms of Service. The committee chairperson and committee members shall be appointed to serve for a term to continue through June, 2020. For cause stated in writing, the Mayor may remove a member of the Complete Count Committee.

3. Duties and Powers. The Complete Count Committee shall be a working committee charged with the responsibility of planning and conducting local educational initiatives, as well as publicity and promotional activities to increase community participation in the Census. Activities may include, but are not limited to the following:
    - Handle the creation, printing, and distribution of posters, flyers, handouts, and printed material for use by the media and others.
    - Prepare materials for public service announcements on radio and television.
    - Speak at public forums and meetings, fraternal organizations, business organizations, and schools for the purpose of promoting and informing people of the census.
    - Create census messages in utility bills, grocery bags, monthly billing statements, and payroll checks.

4. Staff. The City of Carlsbad Administrative staff shall provide support as resources allow.

PASSED, ADOPTED, AND APPROVED by the governing body at its meeting on February 12, 2019.

_____
Dale Janway, Mayor

ATTEST:

_____
Nadine Mireles, City Clerk

CITY OF CARLSBAD

AGENDA BRIEFING MEMORANDUM

Council Meeting Date: 12 February 2019

DEPARTMENT: Legal	BY: E. Riordan	DATE: February 4, 2019

SUBJECT:

Proposed Resolution requiring the removal of the trash and debris at 204, 206, 208, and 210 North First Street

BACKGROUND, ANALYSIS AND IMPACT: (Safety and Welfare/Financial/Personnel/Infrastructure/etc.)

The properties commonly known as 204, 206, 208, and 210 North First Street have two single family homes and several accessory structures on them. The properties are in a residential neighborhood. There appears to be people staying in both of the homes and frequently in temporary quarters throughout the property (vehicles, campers, fifth wheels, tents, etc.) The properties, however, do not appear to be maintained. There is a large amount of junk, debris, and trash scattered across all of the lots.

Code Enforcement has been working to bring this property into compliance with City codes since at least September 2018. The Eddy County Assessor's office lists Dell and Grace Teague as owning or having an interest in the properties. According to an online obituary for Vicki Lee Teague Andrews from February 2015, she was the daughter of Dell and Grace Teague. Her obituary states that her parents preceded her in death. Code Enforcement has been in contact with a woman residing in one of the homes. She claims to be an owner of the property.

In January 2019, the properties were reinspected by both the City Code Enforcement Officer and the Fire Marshal. They found that they had not been cleaned and remained in violation of a number of health and safety codes due to the junk, debris, and trash.

A resolution has been prepared which, if adopted, would require the property owners to remove all ruins, rubbish, wreckage, debris, and/or weeds from the property within thirty days of the service of the resolution. On January 29th, a certified letter was sent to 204 North First Street, the address on the Eddy County Assessor's records for Mr. and Mrs. Teague. It was addressed to Dell or Grace Teague or Occupants. The letter invited them to attend the meeting and speak with Council about the property.

DEPARTMENT RECOMMENDATION:

Adopt the proposed resolution.

BOARD/COMMISSION/COMMITTEE ACTION: N/A

☐ P & Z	☐ Lodgers Tax Board	☐ Cemetery Board	}	☐ APPROVED
☐ Museum Board	☐ San Jose Board	☐ Water Board	}	
☐ Library Board	☐ North Mesa Board	☐ _____ Committee	}	☐ DISAPPROVED

Reviewed by:

City Administrator /s/Michael A. Hernandez **Date:** 02/07/19

ATTACHMENT(S):

Proposed Resolution with Attachments
Photographs
Letter to Dell or Grace Teague or Occupants dated January 29, 2019

RESOLUTION NO. 2019-05

A RESOLUTION FINDING 204, 206, 208, 210 N. 1st STREET TO BE COVERED WITH RUINS, RUBBISH, WRECKAGE, DEBRIS, AND/OR WEEDS AND REQUIRING THE REMOVAL OF THE RUINS, RUBBISH, WRECKAGE, DEBRIS, AND/OR WEEDS

WHEREAS, the records of the Eddy County Assessor's Office show:

Dell or Grace Teague to be the owners of or to have an interest in the property commonly known as 204, 206, 208, 210 N. 1st Street, Carlsbad, Eddy County, New Mexico, and more particularly described as:

South ½ of Lot 10, Block B, Hughes Subdivision
North ½ of Lot 11, Block B, Hughes Subdivision

And

Dell Teague to be the owner of or to have an interest in the property commonly known as 204, 206, 208, 210 N. 1st Street, Carlsbad, Eddy County, New Mexico, and more particularly described as:

South ½ of Lot 11, Block B, Hughes Subdivision
Lot 12, Block B, Hughes Subdivision

hereinafter referred to as “Property”, and

WHEREAS, the Property has been inspected by the Carlsbad Code Enforcement Officer and the City Fire Marshal; and

WHEREAS, the Code Enforcement Officer and the Fire Marshal found that the Property has not been adequately maintained; and

WHEREAS, the Property contains a large amount of ruins, rubbish, wreckage, and/or debris, and some weeds; and

WHEREAS, the Property is in an unsafe condition and constitutes a hazard to the surrounding properties, residents and passersby; and

WHEREAS, the Code Enforcement Officer found that the specific violations, under Code of Ordinances of the City of Carlsbad, at the Property include, but are not limited to those listed on the attached Exhibit “A”; and

WHEREAS, the City Fire Marshal has inspected the Property and found that the specific violations at the Property under Fire Code include, but are not limited to those listed on the attached Exhibit “B”; and

WHEREAS, the Property and all ruins, rubbish, wreckage, debris, and weeds are a menace to the public comfort, health, peace, and safety and require removal forthwith;

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the City of Carlsbad, Eddy County, New Mexico that:

1. A copy of this Resolution shall be served on the record owner, as shown by the real estate records of the County Clerk, occupants, or agents in charge of the Property. Such service shall be in person if such a person can be found within the City of Carlsbad, New Mexico after a reasonable search.

2. If a record owner, occupant, or agent in charge of the Property cannot be located within the City of Carlsbad, New Mexico, notice shall be by posting at the Property and by publishing this Resolution one time in a newspaper in general circulation in the City of Carlsbad.

3. Within ten days of either the receipt of a copy of this Resolution or the posting and publishing of this Resolution, the owner, occupant, or agent in charge of the Property shall either:

A. Commence removing all ruins, rubbish, wreckage, debris, and weeds from the premises; or

B. File a written objection with the Carlsbad Municipal Clerk at 101 N. Halagueno, Carlsbad, New Mexico 88220 and request a hearing before the City Council.

4. If a written objection is filed as required, the City Council shall proceed as directed by Chapter 22, Article II of the Code of Ordinances, City of Carlsbad, New Mexico.

5. The removal of the ruins, rubbish, wreckage, debris, and weeds shall:

A. Begin immediately;

B. Proceed properly and with diligence; and

C. Be completed in a timely manner;

D. BUT IN NO CASE SHALL SUCH WORK TAKE LONGER THAN THIRTY (30) DAYS FROM THE DATE THE RESOLUTION WAS SERVED UNLESS THE CARLSBAD CITY COUNCIL CONSENTS IN WRITING TO AN EXTENSION.

6. Any removal of the ruins, rubbish, wreckage, debris, or weeds shall leave the property from which the materials have been removed in a clean, level, and safe condition, suitable for further occupancy or construction and with all excavations filled.

7. If the owner, occupant, or agent in charge does not commence the removal of the stated items, and if no written objection is filed as required, or if the removal of the stated items is not completed in a timely manner, the City may remove the ruins, rubbish, wreckage, debris, and/or weeds at the cost and expense of the owner.

8. The reasonable cost of such a removal shall constitute a lien against the ruins, rubbish, wreckage, debris, and/or weeds so removed and against the lot or parcel of land from which it was removed.

9. The City Clerk shall make out, sign, attest, file, and record in the office of the Eddy County Clerk's Office, a claim of lien upon the described premises.

10. The lien shall bear interest at the rate of twelve percent (12%) per annum from the date of filing until paid, together with reasonable attorney's fees for the foreclosure of the same. The lien shall be foreclosed in any manner proved by an applicable state lien foreclosure law.

INTRODUCED, PASSED, ADOPTED, AND APPROVED this_____day of February, 2019

_____
DALE JANWAY, MAYOR

ATTEST:

_____
NADINE MIRELES, CITY CLERK

CITY OF CARLSBAD
Planning, Engineering, and Regulation Department
101 N. Halagueno, PO Box 1569
Carlsbad, New Mexico 88220
Phone (575) 885-1185, Fax (575) 628-8379

CODE ENFORCEMENT REPORT

Case Number:	Date of Complaint:	Complaint Taken By:
CE- 18 - 152	09-14-2018	M. Devlin
	Complainant Name: Unknown	**Phone Number:**

Complaint Location:
204 N. 1st St & 204 N. 1st St, Subd: Hughes Lot:11 Block B Lot 11 S2 *** 210 N. 1st St & 210 N. 1st St. Subd: Hughes Lot: 11 Block: B N2

Details of Complaint:
The parcels are littered with outdoor storage, junk and debris as well as non running vehicles and campers and a motorhome. Back on January 14, 2019 there was a fire at 210 N. 1st Street Subd: Hughes Lot: 11 Block B N2 that burned a metal portable storage building, a fifth wheel and a van. These properties have been a problem for along time and need to be cleaned up and brought up to code.

Primary Structure:	Photographs Taken (attach):	CE District:
■ Residential ☐ Commercial	■ Yes	■ North
■ Occupied ☐ Vacant	☐ No	☐ South
☐ Secured ■ Unsecured		
☐ No structure on property		

Narrative:
These properties have been covered with outdoor storage, junk and debris and non running vehicles and different campers and fifth wheels or motorhomes.
I have made contact with two different residents at two different times regarding the complaints.
My last contact was at 204 N. 1st St. The lady stated she was the owner of all the parcels. I advised her of the complaints and that I had already sent out one certified letter that was returned and would be sending her a certified letter again and what she needed to do to get the properties into compliance. This letter also was returned. Since then there has been a fire at 210 N. 1st St. Subd: Hughes Lot:11 Block B N2. A metal portable storage building, a fifth wheel and a van were in this fire. The properties need to be cleaned up and brought up to code.

Disposition of Case:

☐ No Basis for Complaint: _____
■ Mailed Notice of Violation/Date: 09/17/2018,11/19/2018
☐ Door Hanger Notice of Violation/Date: _____
■ Verbal Warning/Date: Spoke with lady on 11/19/2019 at 204 N. 1st, and she stated she was the owner of all parcels. Advised of certified letter being returned and of new one being sent out.
☐ Referred to Other Agency: _____
☐ Other: _____

Melissa Devlin — M. Devlin — 01/24/2019
Code Enforcement Signature | **Printed Name** | **Date**

Report Information:
Entered into Database on: _____ By: _____
Page ___ of ___

Exhibit A

7017 1070 0000 6423 4842

U.S. Postal Service 18-152

CERTIFIED MAIL® RECEIPT

Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee $ 3.45

Extra Services & Fees (check box, add fee as appropriate)

- [x] Return Receipt (hardcopy) $ 2.75
- [ ] Return Receipt (electronic) $
- [ ] Certified Mail Restricted Delivery $
- [ ] Adult Signature Required $
- [ ] Adult Signature Restricted Delivery $

Postage $ .47

Total Postage and Fees $ 6.67

Postmark Here

U.S. POSTAL SERVICE CARLSBAD NM 88220

Sent To Dell or Grace Teague (OR Occupants)

Street and Apt. No., or PO Box No. 204 N. 1st St.

City, State, ZIP+4® Carlsbad NM 88220

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7017 1070 0000 6423 4842

U.S. Postal Service

CERTIFIED MAIL® RECEIPT

Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee $ 3.45

Extra Services & Fees (check box, add fee as appropriate)

- [x] Return Receipt (hardcopy) $ 2.75
- [ ] Return Receipt (electronic) $
- [ ] Certified Mail Restricted Delivery $
- [ ] Adult Signature Required $
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Postage $ .47

Total Postage and Fees $ 6.67

Postmark Here

U.S. POSTAL SERVICE CARLSBAD NM 88220

Sent To Dell or Grace Teague (OR Occupants)

Street and Apt. No., or PO Box No. 204 N. 1st St.

City, State, ZIP+4® Carlsbad NM 88220

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

CERTIFIED MAIL

7017 1070 0000 6423 4842

US POSTAGE PITNEY BOWES

ZIP 88220 $ 006.67⁰
02 4W
0000344091 SEP. 18 2018

15 CITY OF CARLSBAD
Planning, Engineering, and Re
Code Enforcement Division
101 N. Halagueno St., PO Box 1569
Carlsbad, New Mexico 88220
Phone (575) 885-1185. Fax (575) 628-8379

9-25
10-5

DELL OR GRACE TEAGUE OR
OCCUPANTS
204 N. 1ST STREET
CARLSBAD, N.M. 88220

The following violation(s) of the Carlsbad Code of Ordinan

88220-424864

NIXIE 750 DE 1 0010/19/18
RETURN TO SENDER
UNCLAIMED
UNABLE TO FORWARD
BC: 88221156969 *1875-00496-18-48

15 CITY OF CARLSBAD
Planning, Engineering, and Regulation Department
Code Enforcement Division
101 N. Halagueno St., PO Box 1569
Carlsbad, New Mexico 88220
Phone (575) 885-1185, Fax (575) 628-8379

NOTICE OF CODE VIOLATION

Date: 09/17/2018
Case: CE- 18 - 152
Address: 204 N. 1st.- 4 Parcels
210 N. 1st
Carlsbad, New Mexico 88220

Sent certified

Name and Address of Property Owner or Occupant*
DELL OR GRACE TEAGUE OR
OCCUPANTS
204 N. 1ST STREET
CARLSBAD, N.M. 88220

FINAL NOTICE

The following violation(s) of the Carlsbad Code of Ordinances have been identified as existing on your property.It is your responsibility, if you have any control over the property, to take immediate action to correct these violation(s), even if you do not actually occupy the property or if the property is occupied by others.

COMPLETION OF CORRECTIVE ACTION(S) IS REQUIRED NO LATER THAN: 09/27/2018.

CORRECTIVE ACTION TO BE TAKEN (WHAT YOU SHOULD DO) BEFORE DEADLINE:
PLEASE MOW AND CUT ALL THE GRASS AND WEEDS ON ALL OF THESE PARCELS, ALSO CUT AND REMOVE ALL DEAD TREE LIMBS INCLUDING HALFWAY THROUGH THE ALLEY. ALSO REMOVE ALL OUTDOOR STORAGE AND DEBRIS AND ALL NON RUNNING VEHICLES. YOU CANNOT LIVE IN A CAMPER OR MOTORHOME IN THE CITY LIMITS UNLESS IT IS IN A DESIGNATED R.V. PARK. Thank You. Any questions call 575-885-1185 Ext 2238.

CODE VIOLATED:
EXCESS WEEDS - LOTS (CCO 22-64): It shall be unlawful for any owner having charge or control of any lot within the city to permit or maintain on any such lot, including the area located between the property line and the middle of the alley adjacent to the property, and the area located between the property line and the curb, and the area located ten feet outside the property line where there is no curb, any growth of weeds to a greater height than 12 inches, or any accumulation of weeds.

CODE VIOLATED:
VEHICLE STORAGE (CCO 50-06(d)): No person in charge or control of any property within the city, whether as owner, tenant, occupant, lessee or otherwise, shall allow any partially dismantled, non-operating, wrecked, junked or discarded vehicle to remain on such property longer than 48 hours; and no person shall leave any such vehicle on any property within the city for a longer period of time than 48 hours; except that this section shall not apply with regard to a vehicle in an enclosed building or otherwise screened from public view or a vehicle in an appropriate storage place or depository maintained in a lawful place and manner by the city.

CODE VIOLATED:
Sec. 56-70. - Accessory uses and structures.
Outdoor storage or parking of operable RV's and other operable recreational equipment, including but not limited to, boats, camping trailers, and trailers, provided the RV or other recreational equipment is not placed within the front or side-yard setbacks. An RV or other major recreational equipment may be stored in an enclosed building but may not be stored or in the public right-of-way.

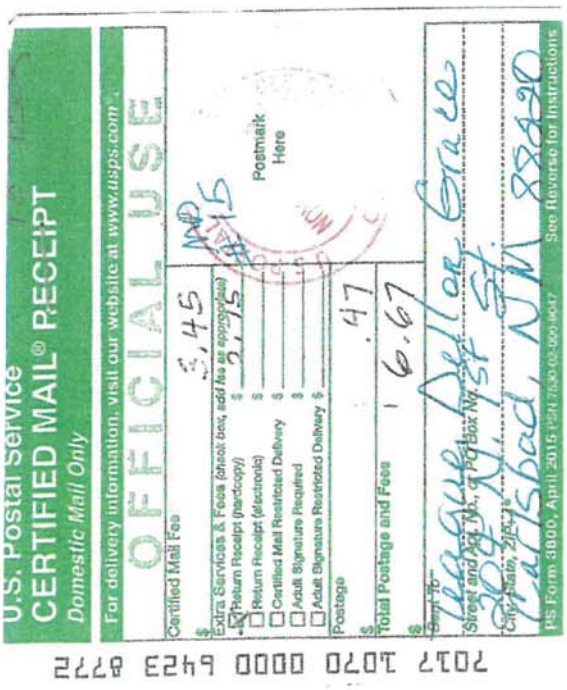
Thank You !!!

Note: Specific details regarding the applicable ordinance may be obtained from the Code Enforcement Division Office listed above. The complete Code of Ordinances may be found on the City of Carlsbad website: www.cityofcarlsbadnm.com or in the office of the City Clerk.

The required Corrective Active listed above must be initiated immediately and be completed no later than the deadline. Failure to comply with the Ordinances of the City of Carlsbad is subject to specific actions. If the owner of the property cannot be located or refuses compliance, the City may initiate condemnation procedures under Chapter 22, Article II, of the Carlsbad Code of Ordinances to remedy the violation. Under this procedure the City will file a claim of lien against the premises in the amount of the expenditure by the City to correct each violation. Optionally, the City may seek a judgment in Municipal Court for the maximum penalty allowed by ordinance for violation of municipal ordinances. Unless a lesser maximum penalty or a specific penalty is established by ordinance for a particular offense, a fine of not more than $500 or imprisonment for not more than 90 days, or both, plus court costs, may be imposed by the court.

*Property and owner information is received from the Eddy County Assessor's Office, Occupant, or City records.

M Devlin	M Devlin	09/17/2018
Code Enforcement Signature	Printed Name	Date



7017 1070 0000 6423 8772

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12/24/18

15 CITY OF CARLSBAD
Planning, Engineering, and Regula
Code Enforcement Division
114 S. Halaguena, PO Box 1569
Carlsbad, New Mexico 88220
Phone 575.885.1185, Fax 575.628.8379

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CITY OF CARLSBAD

11-23

TEAGUE, DELL OR GRACE
204 N FIRST
CARLSBAD, NM 88220

The following violation(s) of the Carlsbad Code of Ordi

88221>1569
88220$4248 C007

MIXIE 750 DE 1. 12/26/18

RETURN TO SENDER
UNCLAIMED
UNABLE TO FORWARD

BC: 88221156969 *2534-DE401-26-43

15 CITY OF CARLSBAD
Planning, Engineering, and Regulation Department
Code Enforcement Division
114 S. Halagueno, PO Box 1569
Carlsbad, New Mexico 88220
Phone 575.885.1185, Fax 575.628.8379

NOTICE OF CODE VIOLATION

Date: 11/19/2018
Case: CE- 18 - 152
Address: 204 & 210 N. 1st Street
Carlsbad, New Mexico 88220

Name and Address of Property Owner or Occupant*
TEAGUE, DELL OR GRACE
204 N FIRST
CARLSBAD, NM 88220

FINAL NOTICE

Sent certified

The following violation(s) of the Carlsbad Code of Ordinances have been identified as existing on your property. It is your responsibility, if you have any control over the property, to take immediate action to correct these violation(s), even if you do not actually occupy the property or if the property is occupied by others.

COMPLETION OF CORRECTIVE ACTION(S) IS REQUIRED NO LATER THAN: 11/29/2018.

CORRECTIVE ACTION TO BE TAKEN (WHAT YOU SHOULD DO) BEFORE DEADLINE:
Please remove all trash, junk and debris from both properties,(204 & 210 N. 1st St.). Also remove All non running vehicles and campers. You are not allowed to live in a camper in the city limits unless it is in a designated R.V. Park. ANY QUESTIONS,CONTACT 575-885-1185, EXT 2238.

CODE VIOLATED:
WASTE STORAGE (CCO 22-03): Any land, within the city, used for open storage of junk, trash or debris is hereby declared to be a public nuisance, and such use of land is prohibited in the city.

CODE VIOLATED:
VEHICLE STORAGE (CCO 50-06(d)): No person in charge or control of any property within the city, whether as owner, tenant, occupant, lessee or otherwise, shall allow any partially dismantled, non-operating, wrecked, junked or discarded vehicle to remain on such property longer than 48 hours; and no person shall leave any such vehicle on any property within the city for a longer period of time than 48 hours; except that this section shall not apply with regard to a vehicle in an enclosed building or otherwise screened from public view or a vehicle in an appropriate storage place or depository maintained in a lawful place and manner by the city.

CODE VIOLATED:
Sec. 56-70. - Accessory uses and structures.
Outdoor storage or parking of operable RV's and other operable recreational equipment, including but not limited to, boats, camping trailers, and trailers, provided the RV or other recreational equipment is not placed within the front or side-yard setbacks. An RV or other major recreational equipment may be stored in an enclosed building but may not be stored or in the public right-of-way.

Thank You !!

Note: Specific details regarding the applicable ordinance may be obtained from the Code Enforcement Division Office listed above. The complete Code of Ordinances may be found on the City of Carlsbad website: www.cityofcarlsbadnm.com or in the office of the City Clerk.

The required Corrective Active listed above must be initiated immediately and be completed no later than the deadline. Failure to comply with the Ordinances of the City of Carlsbad is subject to specific actions. If the owner of the property cannot be located or refuses compliance, the City may initiate condemnation procedures under Chapter 22, Article II, of the Carlsbad Code of Ordinances to remedy the violation. Under this procedure the City will file a claim of lien against the premises in the amount of the expenditure by the City to correct each violation. Optionally, the City may seek a judgment in Municipal Court for the maximum penalty allowed by ordinance for violation of municipal ordinances. Unless a lesser maximum penalty or a specific penalty is established by ordinance for a particular offense, a fine of not more than $500 or imprisonment for not more than 90 days, or both, plus court costs, may be imposed by the court.

*Property and owner information is received from the Eddy County Assessor's Office, Occupant, or City records.

M Devlin — M. DEVLIN — 11/19/2018
Code Enforcement Signature | Printed Name | Date

PIONEER BANK
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SERVICES

Denton-Wood Funeral Home
1001 North Canal Street
Carlsbad, NM 88220
(575) 885-6363

Website
View Map
Send Flowers

RESOURCES

More Obituaries for Vicki Andrews

Looking for an obituary for a different person with this name?

Vicki Lee (Teague) Andrews

1952 - 2015 Obituary > Condolences

Vicki Lee Andrews, 62, of North 1st Street, Carlsbad, NM, passed away Friday, February 6, 2015 at Carlsbad Medical Center. Funeral services are scheduled for Wednesday, February 11, 2015, 10:00 AM, at First United Methodist Church with Pastor Joe Henegar officiating. Interment will follow in Carlsbad Cemetery, Carlsbad, New Mexico.
Denton-Wood Funeral Home is in charge of the arrangements.
Vicki Lee Andrews was born April 7, 1952 in Hobbs, NM to Dell and Grace (Mahan) Teague. She married Darrell Andrews on February 15, 1971, in Dallas, Texas. Vicki worked at Surplus City for many years and later at Walgreen's where she was known for her infectious smile and care for others. She not only raised her two boys, but was "Momma Vic" to many. Vicki was a member of Dayspring Fellowship.
She was preceded in death by her parents.
Survivors are her husband, Darrell Andrews of Carlsbad, NM; two sons: Shane Andrews and wife, Danna of Carlsbad, NM, Russell Andrews of Carlsbad, NM; grandchildren: Teagan Andrews, Dalton Andrews, Kennedy Lee Andrews; brothers: Lee Teague and wife, Jean, Bill Teague and wife, Vi and sister, Becky Thompson.
Pallbearers will be Jesse Fuentes, Steve Garza, Franky Alvarado, Eric Chavez, Gabe Rodriguez, Sam Dorado, Larry Galindo, Billy Teague, Brian Tucker and Steve Chavez.
Memorial contributions may be made to Dayspring Fellowship, 703 Caballo Road, Carlsbad, NM 88220.
Condolences may be expressed at dentonwood.com.

Published in Carlsbad Current-Argus on Feb. 10, 2015

3rd house
204 N. 1st St.

REMEMBER

Share memories or express condolences below.

THE GUEST BOOK IS EXPIRED

"Evy and I did not know about Vicki's passing until we saw Russell today and he told us. She was a..."

-Jeff Diamond

32 ENTRIES

Please restore the Guest Book to share in the life story for VICKI LEE (TEAGUE) ANDREWS

RESTORE THE GUEST BOOK

PRINTED GUEST BO

Hold on to the be thoughts and mer

Professionally prin keepsake that you cherish for years to

PREVIEW YOUR

Protect your loved on from worry.

Begin now to set up a reliabl advance funeral plan.

Learn More

MORE INFORMATION

City Of Carlsbad

Inter-Office Memorandum

Dale Janway Mayor

Mike Hernandez, City Manager

Date: January 22, 2019

To: Eileen Riordan, City Attorney

From: Ken Ahrens, Fire Marshal

Re: 204, 206, 208, 210 N. 1st Street properties

On January 22, 2019, I inspected a property located from 204 through 210 N 1st Street. This property presents an ***extreme*** fire hazard for responding Firefighters and emergency personnel. In fact, a fire involving a vehicle, a travel trailer, and an unattached shed occurred on this property on January 14th, 2019, in which firefighting personnel had significant difficulty in gaining access to the fire due to vehicles, trash, and debris on the property. I recommend that the property be cleaned up and the trash and debris removed under the following fire codes.

The International Fire Code, 2009 edition states:

Section 110 Unsafe Buildings

110. General. If during the inspection of a building or structure or any building system, in whole or part, constitutes a clear and inimical threat to human life, safety or health, the fire code official shall issue such notice or orders to remove or remedy the conditions as shall be deemed necessary in accordance with this section and shall refer the building to the building department for any repairs, alterations, remodeling, removing or demolition required.

110.1.1 Unsafe Conditions. Structures or existing equipment that are or here after become unsafe or deficient because of inadequate means of egress or which constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or which involve illegal or improper occupancy or inadequate maintenance shall be deemed an unsafe condition. A vacant structure which is not secured against unauthorized entry as required by Section 311 shall be unsafe.

110.1.2 Structural Hazards. When an apparent structural hazard is caused by the faulty installation, operation or malfunction of any of the items or devices governed by this code, the fire official shall immediately notify the building official in accordance with Section 110.1

Exhibit B

110.4 Abatement. The owner, operator or occupant of a building or premises deemed unsafe by the fire code official shall abate or cause to be abated or corrected such unsafe conditions by repair, rehabilitation, demolition, or other approved corrective action.

Section 311 Vacant Premises

311.1 General. Temporarily unoccupied buildings, structures, premises, or portions there of including tenant spaces shall be safeguarded and maintained in accordance with this section.

311.1.1 Abandoned premises. Buildings, structures and premises for which an owner cannot be identified or located by dispatch of a certificate of mailing to the last known address, which persistently or repeatedly become unprotected or unsecure, which have been occupied by unauthorized persons or for illegal purposes, or which present a danger of structural collapse or fire spread to adjacent properties shall be considered, declared unsafe and abated by demolition or rehabilitation.

311.2 Safeguarding vacant premises. Temporarily unoccupied buildings, structures, premises, or portions thereof shall be secured and protected in accordance with this section.

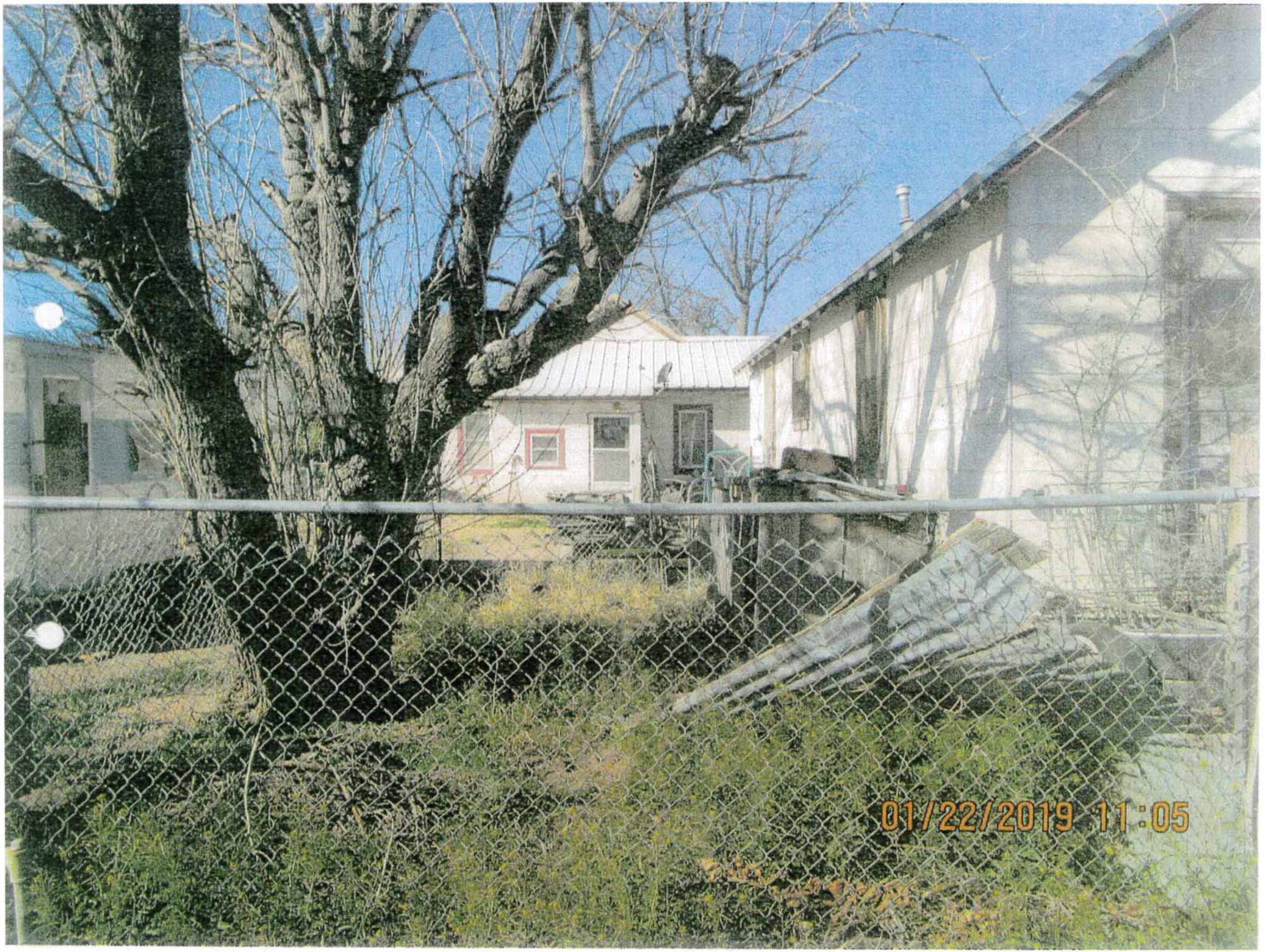
311.2.2 Security. Exterior openings and interior openings accessible to other tenants or authorized persons shall be boarded, locked, blocked or otherwise protect to prevent entry by unauthorized individuals. The Fire Code Official is authorized to placard, post signs, erect barrier tape or take similar measures as necessary to secure public safety.

311.3 Removal of combustibles. Persons owning , or in charge of a vacant building or portion thereof, shall remove therefrom all accumulations of combustible material, flammable or combustible waste or rubbish and shall securely lock or otherwise secure doors, windows, and other openings to prevent entry by unauthorized persons. The premises shall be maintained clear of waste or hazardous materials.

Ken Ahrens, Fire Marshal

Carlsbad Fire Department

January 22, 2019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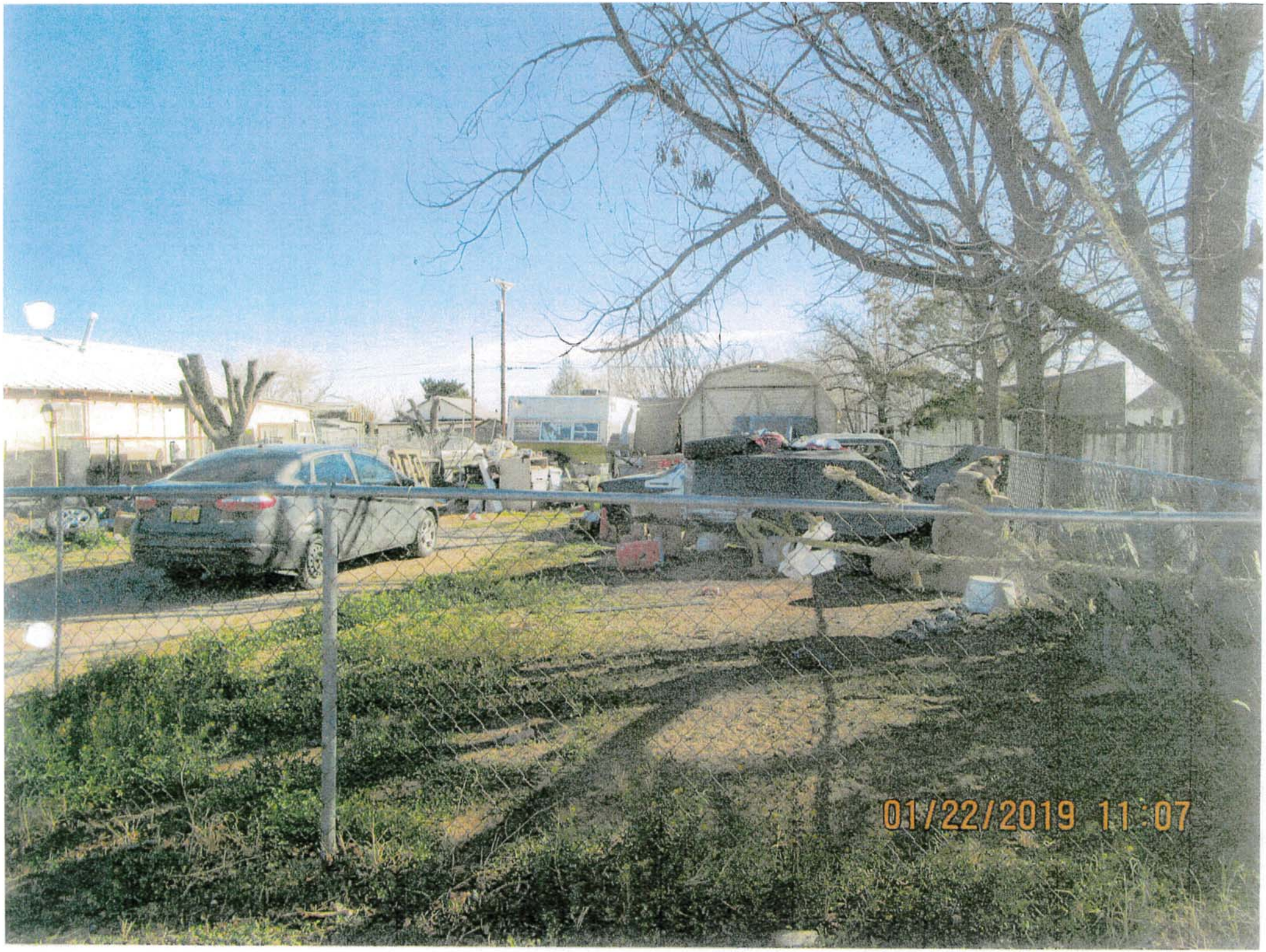
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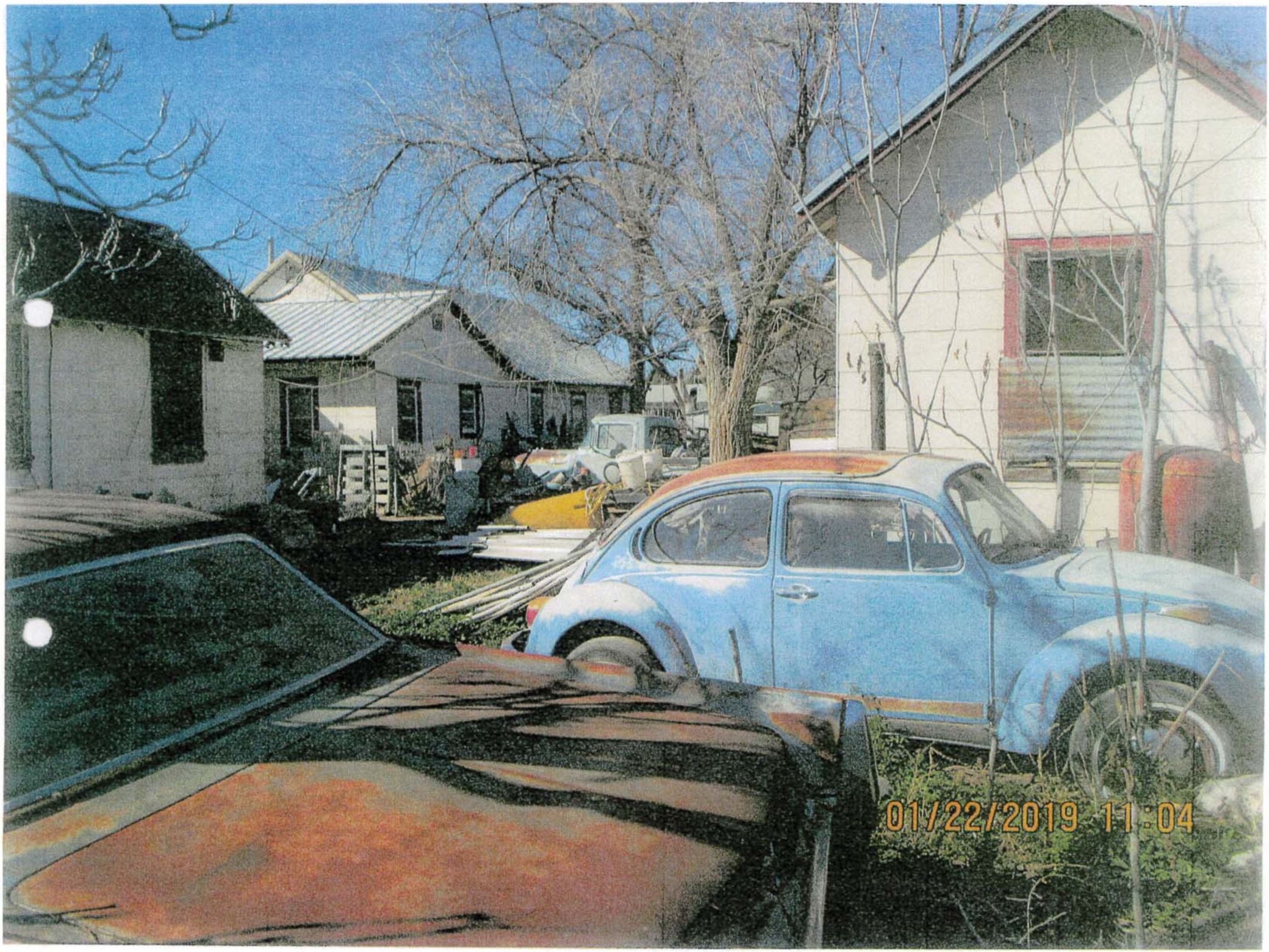
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CARLSBAD

Post Office Box 1569
Carlsbad, NM 88221-1569
(575) 887-1191
1-800-658-2713
www.cityofcarlsbadnm.com

DALE JANWAY
MAYOR

MICHAEL HERNANDEZ
CITY ADMINISTRATOR

January 29, 2019

Dell or Grace Teague or Occupants
204 N. 1st St.
Carlsbad, NM 88220

RE: Dangerous Premises at the property known as 204, 206, 208, 210 N. 1st St., Carlsbad, NM

Dear Mr. and Ms. Teague or Occupants:

According to the records of the Eddy County Assessor's Office, you are the owner or have an interest in the property commonly known 204, 206, 208, 210 N. 1st St., Carlsbad, NM. The property has been inspected by the City Code Enforcement Office and the Fire Marshal. They have found the property to be in violation of a number of health and safety laws.

Because of the condition of the property, a Resolution has been prepared requiring the cleaning of the property. The Carlsbad City Council will consider passing that Resolution at its meeting on **Tuesday, February 12, 2019 at 6:00 p.m.** That meeting will be held in the Council Chambers in the Municipal Annex at 109 S. Halagueno St., Carlsbad, NM. You are encouraged to come to the meeting and speak with Council about the property. A draft of the Resolution is included with this letter.

If the Council adopts the Resolution, you must cleaning the property and removing the ruins, rubbish, wreckage, debris, and weeds from the property within ten days and complete the work within thirty days. The property must be left in a clean, level, and safe condition. If the work is not done, the City may do the work itself or hire someone to do the work. All reasonable costs to the City for such work will become a lien against the property. The City may then foreclose the lien as allowed by law.

If you have any questions regarding this matter, please contact me at 575-887-1191, or at the Municipal Building, 101 N. Halagueno, Carlsbad, NM 88220.

Sincerely,

Eileen P. Riordan
City Attorney

Enclosure
EPR/alh

COUNCILORS

Ward 1	Ward 2	Ward 3	Ward 4
LISA A. ANAYA FLORES	J J CHAVEZ	JASON G. SHIRLEY	WESLEY A. CARTER
EDDIE T. RODRIGUEZ	LEO B. ESTRADA	JUDI WATERS	MARK WALTERSCHEID

CITY OF CARLSBAD

AGENDA BRIEFING MEMORANDUM

Council Meeting Date: 2-12-2019

DEPARTMENT: Municipal Services	**BY: Angie Barrios-Testa, Director** ABT 1/17/19	**DATE: 1-17-2019**

SUBJECT: An Ordinance Regarding the Board of Trustees of the Carlsbad Public Library Amending Section 26-34 of the Carlsbad City Code Changing the Frequency of Meetings from Monthly to Every Other Month.

BACKGROUND, ANALYSIS AND IMPACT: (Safety and Welfare/Financial/Personnel/Infrastructure/etc.)

During their December 12, 2018 regular meeting, the Board of Trustees of the Carlsbad Library approved a request to amend their meeting schedule set forth within Municipal Code Chapter 26, Article II, Sections 26-34. The current code requires the Carlsbad Library Advisory Board meet once a month.

The Carlsbad Library Advisory Board believes it is sufficient to meet the administrative needs of the Library by changing the meeting frequency to once every other month now that the policies of operation and management are set.

DEPARTMENT RECOMMENDATION: City Council consideration to amend the Carlsbad Library Board Ordinance.

BOARD/COMMISSION/COMMITTEE ACTION:

☐ P & Z	☐ Lodgers Tax Board	☐ Riverwalk Rec Center Board	■ APPROVED
☐ Museum Board	☐ San Jose Board	☐ Water Board	☐ DISAPPROVED
■ Library Board	☐ N. Mesa Board	☐ Beautification Committee	

Reviewed by:
City Administrator: /s/Michael A. Hernandez **Date:** 02/07/19

ORDINANCE NO. 2019-06

AN ORDINANCE REGARDING THE BOARD OF TRUSTEES OF THE CARLSBAD PUBLIC LIBRARY AMENDING SECTION 26-34 OF THE CARLSBAD CITY CODE CHANGING THE FREQUENCY OF MEETINGS FROM MONTHLY TO EVERY OTHER MONTH.

WHEREAS, pursuant to Chapter 26, Article II of the Carlsbad City Code, the Board of Trustees of the Carlsbad Public Library (the "Board") has the power to promulgate rules and regulations for the operation, management, care and custody of the Carlsbad City Library, subject to the approval of the City Council; and

WHEREAS, Section. 26-34 of the Carlsbad City Code requires the Board to meet once a month; and

WHEREAS, the Board believes that it does not need to meet once a month but can fulfill its duties by meeting at least every other month.

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CARLSBAD, EDDY COUNTY, NEW MEXICO, THAT:

1. Section 26-34 of the Carlsbad City Code is hereby amended to state:
   Meetings; vacancies. The board shall meet every other month and at such other times as may seem to them fit and proper. Vacancies occurring on the board by reason of the death, resignation, removal from the city or removal from the board for cause shall be filled as provided for original appointments to the board.

2. No other provision is amended.

INTRODUCED, PASSED, ADOPTED AND APPROVED this _____ day of _____, 2019.

_____
DALE JANWAY, MAYOR

ATTEST:

_____
CITY CLERK

MINUTES
CARLSBAD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
WEDNESDAY, DECEMBER 12, 2018
AT 101 SOUTH HALAGUEÑO
4:30 P.M.

Voting Members Present:	Robert Chavez, President (in at 4:50 p.m.) Veronica Barnhart Jo Calvani Heather Counts Bob Scholl Bernita Smith-Payne
Non-Voting Members Present:	None
Voting Members Absent:	Chris Owens, Vice President Sally Miller
Ex-Officio Members Present:	None
Ex-Officio Members Absent:	Dale Janway, Mayor Michael A. Hernandez, City Administrator
Board Secretary Present:	Cassandra Arnold
Others Present:	Martha Reed, Past Treasurer, Friends of the Library Richard Stephens, Library Patron

1. **Roll Call of Voting Members and Determination of Quorum.**
Board Member Heather Counts called the meeting to order at 4:39 p.m. Roll was called and a quorum was determined to be present.

2. **Approval of the Agenda.**
Jo Calvani moved and Bernita Smith-Payne seconded that the agenda be approved.
Voting in favor: Barnhart, Calvani, Counts, Scholl, Smith-Payne.
Voting against: None.
Absent: Chavez, Owens, Miller.
The motion carried.

3. **Approval of Minutes of November 14, 2018 Meeting.**
Jo Calvani moved and Veronica Barnhart seconded that the minutes be approved with revisions to one date in Agenda item 5-c.
Voting in favor: Barnhart, Calvani, Counts, Scholl, Smith-Payne.
Voting against: None.
Absent: Chavez, Owens, Miller.
The motion carried.

4. **Approval of Request to Modify Library Board Meeting Schedule.**

The Board discussed this item at the last meeting and requested Cassandra and Robert follow up with the Mayor to see if this would be possible. Angie Barrios-Testa spoke with Mike Hernandez and John Lowe. They and Mayor Janway are supportive of the idea. As a first step, the Board needs vote to approve the request and decide how often they would like to meet and which day of the month. Then a modified ordinance will be drafted by Eileen Riordan. The proposed change must be posted on the City website for public comment for 14 days. An Agenda Briefing Memorandum will be written for the City Council to approve the change. The Council will vote on the change at a regular meeting, likely in late February or March. Once approved, the change will go into effect five days later. The Board will also need to modify their Bylaws to reflect the change once that happens.

The Board considered whether to change to bimonthly or quarterly meetings. It was decided that three months was too long to go between meetings. It was also decided that the second Wednesday of the month at 4:30 p.m. would continue to be the best day and time to meet.

Bernita Smith-Payne moved and Jo Calvani seconded that the Board formally request the City Council to modify Chapter 26 – Library, Article II – Board of Trustees, Section 26-34 of the City Municipal Code from meeting **monthly** to meeting **bimonthly**, meeting in January, March, May, July, September, and October of each year, with the ability to call a special meeting at any time if needed.

Voting in favor: Barnhart, Calvani, Chavez, Counts, Scholl, Smith-Payne.
Voting against: None.
Absent: Owens, Miller.
The motion carried.

5. **Approval of Library Report for November, 2018.**

The Board reviewed the report. Statistics for the month include:

6799 people visited the library.
5330 materials circulated: 2746 adult, 2348 children's, 236 teen, 560 digital items.
102 new library cards were issued.
38 programs with 701 people attending.
1033 computer sessions and 4390 wireless sessions were used.
686 information requests were received.
234 database uses were recorded.
2 incident(s) occurred.

Jo Calvani moved and Bob Scholl seconded that the report be approved.
Voting in favor: Barnhart, Calvani, Chavez, Counts, Scholl, Smith-Payne.
Voting against: None.
Absent: Owens, Miller.
The motion carried.

6. **Discussion of Library Operations.**

a. Mid-Year Budget Review.

Cassandra Arnold provided the board with the relevant pages from the City financial report for FY 2018-19 July 2018 – October 2018 showing the Gross Receipts Revenue for the City, and the Operations by Department, Capital Outlay by Department, Labor by Department, and Dept 0800 – Library Expenditure Summary as of 11/30/18.

All reports show the Library to be on track, near the target expenditure percent, except for capital outlay at 100%, as all remaining 2016 GO Bond funds were spend out by August, 2018 for the new furnishings and computer cabling in the children's and teen areas.

7. **Adjourn.**

Bob Scholl moved and Robert Chavez seconded that the meeting be adjourned.
Voting in favor: Barnhart, Calvani, Chavez, Counts, Scholl, Smith-Payne.
Voting against: None.
Absent: Owens, Miller.
The motion carried.
The meeting adjourned at 5:14 p.m.
The next regular meeting is scheduled for January 9, 2019 at 4:30 p.m. in the Library.

Robert V. Chavez, Library Board

Cassandra Arnold, Board Secretary

CITY OF CARLSBAD

AGENDA BRIEFING MEMORANDUM

Council Meeting Date: 12 February 2019

DEPARTMENT: Legal	**BY:** E. Riordan	**DATE**: February 5, 2019

SUBJECT: Proposed amendments to the Uniform Traffic Code's Penalty Assessment List

BACKGROUND, ANALYSIS AND IMPACT: (Safety and Welfare/Financial/Personnel/Infrastructure/etc.)

For many years, the City has had a Uniform Traffic Ordinance and a related Penalty Assessment List. The Uniform Traffic Ordinance is the compilation of traffic laws adopted by the City of Carlsbad. For those Traffic Ordinance offenses named on the Penalty Assessment List, the maximum penalty is the amount stated on the List plus the state-mandated fees. At the time the ticket is issued, a person charged with a violation of a penalty assessment offense may choose not to contest the ticket but instead remit by mail the penalty assessment and required fees to the court. Should the person choose to contest a penalty assessment ticket, she must appear in court, and, if found guilty, be sentenced by the Court.

Violations that are not on the List are, generally, punishable to the full extent of the Municipal Court's jurisdiction (up to 90 days in jail and/or up to a $500 fine) plus the state-imposed fees. A person charged with such an offense cannot sign the ticket and mail in a payment. He must appear before the Municipal Court Judge, enter a plea, and, if guilty, be sentenced by the Court.

Under the terms of both state law and the ordinance, a violation which has caused or contributed to the cause of an accident resulting in injury or death to a person is not a penalty assessment. Those violations require a court appearance.

Although being a penalty assessment violation does restrict the range of punishment for an offense, it does allow for easier administration. A person who chooses to pay the penalty assessment does not appear in Court. This allows for busy or out of town drivers to resolve the matter quickly without a court appearance and mail in the penalty assessment and fees. That reduces the workload for the Court and for police officers who otherwise would have to appear in Court if there was a trial on the matter.

A list of the proposed changes to the penalty assessment table is attached.

DEPARTMENT RECOMMENDATION: Adopt proposed changes. Drafts of the ordinance have been reviewed by the Police Department and Municipal Court.

BOARD/COMMISSION/COMMITTEE ACTION: (none)

□ P & Z	□ Lodgers Tax Board	□ Cemetery Board	} □ APPROVED
□ Museum Board	□ San Jose Board	□ Water Board	}
□ Library Board	□ North Mesa Board	□ _____ Committee	} □ DISAPPROVED

Reviewed by:

City Administrator: /s/ Michael A. Hernandez **Date:** 02/07/19

ATTACHMENT(S): Draft of Ordinance

Proposed Changes to the Penalty Assessment List

Fines for the following offenses are proposed to be increased:

- Following Too Closely - from $75 to $100
- Driving on Divided Streets - from $30 to $50
- Vehicle entering stop of yield intersection - from $75 to $100
- Signals by hand and arm or signal device - from $30 to $75
- Stopping, standing or parking prohibited in specified places - from $20 to $35
- Additional parking regulations - from $20 to $35
- Stopped or parked vehicles not to interfere with other traffic - from $20 to $35
- Stopping, standing or parking outside of business or residential districts - from $20 to $35
- Emerging from alley, building, driveway or private road - from $75 to $100
- Approaching authorized emergency vehicle - from $75 to $300
- Unattended motor vehicle - from $20 to $35
- Permitting Unlicensed Minor to Drive - from $40 to $75
- Destructive or injurious material on roadway - from $300 to $500
- Drivers to exercise due care - from $40 to $100
- Vehicles to be in safe condition / Improper equipment - from $40 to $100

Some Speeding violations would be made penalty assessment violations and the fines would be increased for the existing penalty assessment violations:

- Minimum Speed - from $30 to $50.00
- Special Speed Limitations - from $40 to $75.00
- Speeding up to 10 mph over the speed limit - from $30 to $50
- Speeding above 10 and up to 15 mph over the speed limit - from $60 to $75
- No changes are proposed for the fines for:
  - Speeding above 15 and up to 20 mph over the speed limit - $100
  - Speeding above 20 and up to 25 mph over the speed limit - $150
- Speeding above 25 and up to 30 mph over the speed limit - added to list at $175
- Speeding above 30 and up to 35 mph over the speed limit - added to list at $200
- Speeding above 35 mph over the speed limit - added to list at $250

Speeding in a school zone or Construction Zone

- Added to the list and set at double the amount set for “regular” speeding fines

The following offenses were not penalty assessment offenses, but would become penalty assessment offenses:

- Operators and Chauffeurs Must be Licensed - $100
- Boarding or Alighting from Vehicles - $75
- Littering - $300
- Obstructed Windshield - $50
- Sun Screening Material on Windows - $150
- Mandatory Financial Responsibility - $300
- Child Passenger Restraint - $100
- Mandatory Use of Seatbelts - $75

It is also proposed that a Cell Phone Use violation be made a penalty assessment violation with the penalty set at $300. This will require an amendment to the ordinance creating the cell phone violation penalties.

ORDINANCE NO. 2019-07

AN ORDINANCE AMENDING SECTION 50-3(a) OF THE CITY OF CARLSBAD CODE OF ORDINANCES REGARDING PENALTY ASSESSMENTS FOR THE NEW MEXICO UNIFORM TRAFFIC ORDINANCE, 2010 COMPILATION AND AMENDING ORDINANCE NO. 2011-10 REGARDING THE OPERATION OF A HAND-HELD MOBILE TELEPHONE TO MAKE A VIOLATION OF THAT ORDINANCE A PENALTY ASSESSMENT OFFENSE.

WHEREAS, the Carlsbad City Council has adopted the New Mexico Uniform Traffic Ordinance, 2010 Recompilation as amended by certain City ordinances; and

WHEREAS, the City of Carlsbad wishes to amend Section 50-3(a) of the City of Carlsbad Code of Ordinances regarding the penalty assessments for certain offenses under the Uniform Traffic Ordinance.

NOW THEREFORE, be it ordained by the Governing Body of the City of Carlsbad, County of Eddy, State of New Mexico, that:

1. Section 50-3(a) of the City of Carlsbad Code of Ordinances is hereby amended to state:

(a) As permitted by state law and the New Mexico Uniform Traffic Ordinance, adopted herein by reference, the City adopts a penalty assessment program. Violations of the following listed sections of the New Mexico Uniform Traffic Ordinance shall be penalty assessment misdemeanors, for which the listed penalty assessment is established:

Common Name of Offense	*Section Violated*	*Penalty Assessment*
Obedience to required traffic-control devices	12-5-3	$100.00
Lights and their application to vehicles and pedestrians	12-5-6	$100.00
Flashing signals	12-5-8	$40.00
Speed limits - in a school or construction zone	12-6-1.2(A)(1) & (4)	
(1) Up to and including 10 miles per hour above the speed limit		$100.00
(2) Above 10 and up to and including 15 miles per hour above the speed limit		$150.00

(3) Above 16 and up to and including 20 miles per hour above the speed limit		$200.00
(4) Above 21 and up to and including 25 miles per hour above the speed limit		$300.00
(5) Above 26 and up to and including 30 miles per hour above the speed limit		$350.00
(6) Above 31 and up to and including 35 miles per hour above the speed limit		$400.00
(7) Above 35 above the speed limit		$500.00
Speed limits:	12-6-1.2(A)(2) and (3)	
(1) Up to and including 10 miles per hour above the speed limit		$50.00
(2) Above 10 and up to and including 15 miles per hour above the speed limit		$75.00
(3) Above 15 and up to and including 20 miles per hour above the speed limit		$100.00
(4) Above 20 and up to and including 25 miles per hour above the speed limit		$150.00
(5) Above 25 and up to and including 30 miles per hour above the speed limit		$175.00
(6) Above 30 and up to and including 35 miles per hour above the speed limit		$200.00
(7) Above 35 above the speed limit		$250.00
Minimum speed regulation	12-6-1.5	$50.00
Special speed limitations	12-6-1.7	$75.00
Drive on right side of street	12-6-2.1	$30.00
Passing vehicles proceeding in opposite direction	12-6-2.2	$40.00
Overtaking vehicle on the left	12-6-2.3	$40.00
Limitations on overtaking on the left	12-6-2.4	$40.00
Limitations on driving left of center of street	12-6-2.5	$30.00
When overtaking on the right is permitted	12-6-2.6	$40.00
No-passing zones and restrictions on passing	12-6-2.7	$40.00
Obedience to signs designating one-way streets and alleys	12-6-2.9	$30.00
Rotary traffic islands	12-6-2.10	$30.00
Driving on streets laned for traffic	12-6-2.12	$30.00
Following too closely	12-6-2.13	$100.00

Driving on divided streets	12-6-2.14	$50.00
Controlled access	12-6-2.15	$30.00
Restrictions on use of controlled-access streets	12-6-2.16	$30.00
Vehicle approaching or entering intersection	12-6-4.1	$75.00
Vehicles turning left at intersection	12-6-4.2	$75.00
Vehicles entering stop or yield intersections	12-6-4.3	$100.00
Required position and method of turning at intersection	12-6-5.1	$75.00
Turning on curve or crest of grade prohibited	12-6-5.6	$75.00
Starting parked vehicle	12-6-5.7	$30.00
Turning and stopping movements and required signals	12-6-5.8	$75.00
Signals by hand and arm or signal device	12-6-5.9	$75.00
Method of giving hand and arm signals	12-6-5.10	$30.00
Stopping, standing or parking prohibited in specified places	12-6-6.1	$35.00
Additional parking regulations	12-6-6.2	$35.00
Stopped or parked vehicles not to interfere with other traffic	12-6-6.3	$35.00
Stopping, standing or parking outside of business or res. distr.	12-6-6.14	$35.00
Emerging from alley, building, driveway or private road	12-6-7.1	$100.00
Stopping for school bus	12-6-7.3	$300.00
Approach of authorized emergency vehicle	12-6-7.4	$300.00
Railroad-highway grade crossing violations - all drivers	12-6-7.5	$100.00
All vehicles must stop at certain railroad grade crossings	12-6-7.6	$100.00
Railroad-highway grade crossing violations - certain vehicles	12-6-7.7	$100.00
Moving heavy equipment at railroad grade crossings	12-6-7.8	$100.00
Slow-moving vehicle identification	12-6-11.2	$30.00
Careless driving	12-6-12.4	$100.00
Operators and chauffeurs must be licensed	12-6-12.5	$100.00
Unattended motor vehicle	12-6-12.8	$35.00
Limitations on backing	12-6-12.9	$75.00
Obstruction to driver's view or driving mechanism	12-6-12.10	$30.00
Cell phone use	12-6-12.18(F)	$300.00
Permitting unlicensed minors to drive	12-6-12.23(A)	$75.00
Destructive or injurious material on roadway	12-6-13.5	$500.00

Boarding or alighting from vehicles	12-6-13.7	$75.00
Improper opening of doors	12-6-13.8	$30.00
Occupied moving house trailer	12-6-13.9	$30.00
Use of passenger restraint devices	12-6-13.12	$100.00
Mandatory use of seatbelts	12-6-13.13	$75.00
Littering	12-6-13.15	$300.00
Pedestrians obedience to traffic-control devices & regulations	12-6-14.1	$30.00
Pedestrians soliciting rides or business	12-6-14.6	$30.00
Drivers to exercise due care	12-6-14.8	$100.00
Parking in designated disabled parking spaces	12-9-9	$200.00
Prohibited acts / Improper equipment	12-10-1.1	$40.00
Vehicles to be in safe condition / Improper equipment	12-10-1.2	$100.00
When lighted lamps are required	12-10-1.3	$30.00
Head lamps on motor vehicles	12-10-1.5	$30.00
Dimming of lights	12-10-1.6	$30.00
Tail lamps	12-10-1.7	$30.00
Mufflers - prevention of noise - emission control devices	12-10-1.10	$40.00
Lamp or flag on projecting load	12-10-1.11	$30.00
Windshield must be unobstructed and equipped with wipers	12-10-1.12	$50.00
Sunscreening material on windshields and windows	12-10-1.12A	$150.00
Use of multiple beam road lighting equipment	12-10-1.40	$30.00
Emergency signals - disabled vehicle	12-10-1.48	$30.00
Non-emergency signals - stopped or parked vehicles	12-10-1.49	$30.00
Emergency signals - flame producing	12-10-1.50	$30.00
Emergency signals - dangerous cargoes	12-10-1.51	$30.00
Display of current valid registration plate	12-10-4	$30.00
Evidence of registration to be signed and exhibited on demand	12-10-5	$30.00
Mandatory financial responsibility	12-10-6	$300.00

(b) The term "penalty assessment misdemeanor" does not include a violation which has caused or contributed to the cause of an accident resulting in injury or death to a person.

(c) When an alleged violator of a penalty assessment misdemeanor elects to accept a notice to appear in lieu of a notice of penalty assessment, a fine imposed upon later conviction shall not exceed the penalty assessment established for the particular penalty assessment misdemeanor.

(d) The penalty assessment for speeding in violation of Section 12-6-1.2(A)(1) or (4) of the New Mexico Uniform Traffic Ordinance, adopted herein by reference, is twice the penalty assessment established in Subsection (a) of this Section for the equivalent miles per hour over the speed limit.

(e) In addition to the penalty assessment established for each penalty assessment misdemeanor pursuant to this section, there shall be assessed a corrections fee in the amount set by the state as such fee may be amended from time to time. This fee shall be used to help defray the costs of local government corrections.

2. Section 12-6-12.18(F)(4) of the Uniform Traffic Ordinance as enacted by Ordinance No. 2011-10 regarding the penalties for a violation of Section 12-6-12.18(F), operation of a hand-held mobile telephone, is hereby deleted, and a violation of that section shall be a penalty assessment misdemeanor, for which the penalty assessment is established above.

INTRODUCED, PASSED, ADOPTED, AND APPROVED this 12th day of February, 2019.

_____
DALE JANWAY, MAYOR

ATTEST:

_____
CITY CLERK

Committee Reports

ADJOURN

Carlsbad Mainstreet
102 S. Canyon St.
Carlsbad NM 88220
(575) 628-3768
carlsbadmainstreet@gmail.com

February, 2019

Mr. Mike Hernandez
City Administrator
City of Carlsbad
P.O. Box 1569
Carlsbad, NM 88221

Dear Mr. Hernandez:

The following report is submitted to the City of Carlsbad to provide an update on the progress and status of the Carlsbad MainStreet Project for January 2019, per the Downtown Revitalization Services Contract. With this report, MainStreet is enclosing an invoice requesting the January monthly allocation from the City of Carlsbad in the amount of $5,687.50 based on the total annual services contract of $68,250.

RECOGNITION

MainStreet America and New Mexico MainStreet recognized Carlsbad MainStreet

- Carlsbad MainStreet has met all of the requirements and are recognized as a 2018 Accredited Main Street America™ Program!

NEW MEXICO MAIN STREET (NMMS) REQUIRED MEETINGS (MAINSTREET EXECUTIVE DIRECTOR):

- August 8-10, NMMS Summer Leadership Network Meeting, Raton, NM (attended)
- October 17-19, NMMS Fall Leadership Network Meeting, Silver City, NM (attended)
- February 13-15, 2019, NMMS Winter Leadership Network Meeting, Santa Fe, NM(registered)
- March 25-27 MainStreet Now, National MainStreet Conference, Seattle, WA(registered)

EXECUTIVE DIRECTOR BOARDS AND COMMITTEES:

- In addition to MainStreet activities, the Carlsbad MainStreet Executive Director serves on the following boards and committees related to downtown promotion and economic development and attends weekly and monthly meetings in support of their priorities and activities:

Farmers' Market, Cavern Theater, Retirement Council, Creative Carlsbad (Arts Council), Tourism Council, Mayors Fine Arts and Acquisition Committee (FAAV), Anti-Drug and Gang Coalition, Rotary, Chamber of Commerce, City Council, School Board Meeting, City Lodgers' Tax, Mayor's Downtown Security Committee, CDOD, Hotel Association, Carlsbad Community Theater

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ECONOMIC DEVELOPMENT-MAINSTREET STYLE

CavernFest Saturday, June 1, 2019

- Plans are being made for CavernFest 2019
- Curtis McKinney will not be working with MainStreet because his schedule is too busy
- Talent is being booked
- Lodgers' Tax request submitted
- Seeking sponsorships

Christmas Decorations

- There are trees and light poles that the electricity is not working, spoke with Pat Cass to see if we can start getting them fixed so they will be ready to go before Novemeber 2019

MainStreet Business/Merchants

- Visit once a month

Carlsbad Downtown Farmers' Market

- Next season will be different. The board has discussed the market being held on Thursday evenings starting at the end of July and going through October.
- Spoke with Farmers' Market Manager, Rachel Olivas, she is on board for the new rebranded Farmers' Market
- Pearl of the Pecos will be planning "Art Corner" for people of all ages to learn and perform art on the streets and sidewalks at the Farmers' Market
- Food trucks will be available
- Requesting the "Age Friendly Community" leaders to set up a booth for "Advice"

Dueling Piano

- Thursday, March 14, 7:00-9:00 Elks Lodge to raise money for Gazebo
- Received a check from Marathon Oil for $5,000 to cover the cost of the event
- Tickets are ready to be sold, $20 a piece or $200 for a table

Gazebo-Need $36,000

- Promised $1000 from Rotary
- Mosaic $10,000
- Raised $6000 at Dueling Pianos in October
- Have received $5000 from the Elks
- Applied for a matching grant from New Mexico MainStreet and NM Gas Co. ($16,000)

Façade Improvements

- Will Powell from NM MainStreet will be coming to Carlsbad through a service request to design facades for the following building:
- 223 S. Canyon
- 102 S. Canyon
- 128 N. Canyon

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Digital Sign for Corner of Mermod and Canyon

- Replace the current Kiosk with a digital sign to advertise MainStreet and city activities

Closure of Businesses, opportunity

- None

New Businesses/Potential New Businesses in MainStreet

- Tammy and Steve Knickerbocker are new to our community. He has started a job with Oxy. She is looking to move her retail store downtown. I took them on a tour of downtown, we were able to tour the building where Santo Petroleum's offices were.
- Met with Dos Lunas restaurant owner encouraging her to move to Canyon Street
- Spoke with Elaine Mead Murphy about renting her building to retail merchants
- Spoke with the owner of the building at the corner of Canyon and Green (formerly Cotton Patch), they have plans to open a retail store in the building
- Spoke with John Heaton about the possibilities of encouraging downtown building owners to convert the upstairs of their building into downtown living.
- Luxury apartments
- Efficiency apartments
- Economical apartments (temporary) for incoming school employees and nurses until they can find sufficient houses

Planter Seating

- This will provide additional seating downtown
- Will be attractive with the plants
- Made from pallets
- Can built in less than 4 hours
- Inexpensive
- Contacting Lowe's about donating materials, tools and expertise
- Contacting CARC to provide plants for the seating

Murals on Electrical Boxes

- Carlsbad MainStreet, the Arts and Culture District and Beautification working together
  - Art submissions have been awarded an opportunity to paint electrical boxes
  - Neito, Art teacher at the High School has worked closely with us on these efforts
  - Mike Campos, chalk artist has been awarded the opportunity to paint an electrical box

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Progressive Dinner

- Postponed until the spring 2019
- Waiting to hear from the restaurant owners about interest in participating in this year's dinner due to staffing issues

Building Repair

- Building at 116 N. Canyon, owned by Peyton Yates
  - Foundation issues
  - Plumbing issues, new plumbing replacing old plumbing (inside and to the main)
  - Has caused damage to the connecting building 120 N. Canyon

Website

- Has been down since August 2
- Switched web domain to blue host, seeking quotes for new website design company
- Receiving bids for a new host, will be requesting funding from Lodgers' Tax in March

GRANTS/AWARDS

- Awarded $1500 from Chevron/Carlsbad Foundation for purchase of new computer

HAPPENING AT THE MAINSTREET OFFICE

- KC has come back to volunteer; we will add her to payroll in February
- Hired an assistant that quit before she started
- Will be seeking "seasonal" employee for CavernFest if funding is available

OTHER MAINSTREET ED MEETINGS:

Pearl of the Pecos- Arts and Culture District

- Working closely with Julie Chester, Executive Director, to keep MainStreet and the Arts district aligned
- Meeting with New Mexico MainStreet to learn steps to becoming a designated Arts and Culture District

Creative Carlsbad

- Monthly meetings and then some

Anti-Drug and Gang Coalition

- Monthly meeting

Beautification/Meeting for Mural Project

- Attend monthly meetings

Rotary

- Weekly meetings
- As the Sargent at Arms, I create various fine

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PROMOTION FOR MAINSTREET and CARLSBAD

New Mexico Magazine
- Advertisements monthly

Focus Magazine
- Quarterly advertisements

Carlsbad Local
- Submitted an article

Photo opportunities with Beautification – Business of the Month
- Attend presentation of award for businesses

Radio talk show KCCC 4th Thursday or Last Thursday of every month
- Ken Britt, Julie Chester and I meet and tell the listeners about Carlsbad

Promoting MainStreet
- Promoting/Selling MainStreet and Carlsbad every opportunity

If you have any questions, please feel free to contact me.

Thank you for your continued support of Carlsbad MainStreet!

Respectfully,

Karla Hamel, Executive Director
Carlsbad MainStreet