

**MINUTES OF THE CITY OF CARLSBAD BUDGET COMMITTEE  
BOARD MEETING HELD ON  
FRIDAY, JANUARY 22, 2016 AT 3:30 P.M.  
IN THE CITY COUNCIL CHAMBERS AT THE MUNICIPAL BUILDING,  
101 N. HALAGUENO, CARLSBAD, NM**

**Voting Members Present:** Dick Doss Chairman/City Councilor  
Wes Carter City Councilor  
J.R. Doporto City Councilor (*via telephone, arrived 4:40 pm*)  
Janell Whitlock City Councilor

**Absent:** None

**Also Present:** Steve McCutcheon City Administrator  
Stephanie Shumsky Deputy City Administrator  
Monica D. Harris Finance Director  
Sandy Gonzalez Budget Manager

**00:00:02 1. CALL TO ORDER**

Chairman Doss called the meeting to order

**00:00:04 2. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM**

City Administrator, Steve McCutcheon, called roll and it was determined that there was a Quorum of the Voting Members.

Present: Chairman Dick Doss, Councilor Wes Carter, Councilor J.R. Doporto and Councilor Janell Whitlock

Absent: None

**00:00:16 3. APPROVAL OF AGENDA**

The motion was made by Councilor Carter and seconded by Councilor Doporto to approve the January 22, 2016 Budget Committee Meeting Agenda.

The Vote was as follows: Yes: Carter, Doss, Doporto and Whitlock

No: None Absent: None

**00:00:29 4. CONSIDER APPROVAL OF MINUTES OF BUDGET COMMITTEE SPECIAL MEETING HELD ON JANUARY 4, 2016**

The motion was made by Councilor Carter and seconded by Councilor Doporto to approve the minutes of the Budget Committee Special Meeting held on January 4, 2016.

The Vote was as follows: Yes: Carter, Doss, Doporto and Whitlock

No: None, Absent: None

**00:01:43      5.      CONSIDER APPROVAL OF BUDGET ADJUSTMENTS FY15-16**

Steve McCutcheon and Monica Harris presented the FY15-16 Budget Adjustment requests.

- General Fund-Increase to Operating for Financial commitment to the City of Roswell for the American Airlines Minimum Revenue Guarantee & continued marketing for flight from Roswell to Phoenix \$23,435
- General Fund-Increase to Capital for Fleet maintenance software for Public Works, PFA & Transit vehicles \$50,000
- Lodgers' Tax-Increase to Operating for promotional expense for New Mexico RUSH Semi-Pro Football \$8,000
- Lodgers' Tax-Increase to Operating for promotional expense for Car-A-Fair Show \$9,900
- 2002 Sales Tax Bond-Increase to Operating for principal loan payment for FY14-15 & FY 15-16 for the 2002 Sales Tax Revenue Bond \$595,000

The motion was made by Councilor Whitlock and seconded by Councilor Doporto to approve the FY15-16 Budget Adjustments.

The Vote was as follows: Yes: Carter, Doporto, Doss, and Whitlock

No: None, Absent: None

**00:18:07      6.      ADJOURN**

The motion was made by Councilor Whitlock and seconded by Councilor Doporto to Adjourn.

The Vote was as follows: Yes: Carter, Doporto, Doss, and Whitlock

No: None, Absent: None

  
Chairman