

**MINUTES OF THE CITY OF CARLSBAD BUDGET COMMITTEE
BOARD SPECIAL MEETING HELD ON
FRIDAY, JUNE 10, 2016, 2016 AT 3:30 PM
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
Janell Whitlock City Councilor

Absent: None

Also Present: Steve McCutcheon City Administrator
LaVelta Jenkins City Treasurer
Sandy Gonzalez Budget Manager
Ed Fierro Fierro & Fierro, P.A.

00:00:00 1. CALL TO ORDER

Chairman Doss called the meeting to order

00:00:00 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

00:00:00 3. APPROVAL OF AGENDA

The motion was made by Councilor Carter and seconded by Councilor Doporto to approve the June 10, 2016 Budget Committee Special Meeting Agenda.

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

No: None; Absent: None

00:00:00 4. CONSIDER APPROVAL OF MINUTES OF BUDGET COMMITTEE SPECIAL MEETING HELD ON MAY 16, 2016

The motion was made by Councilor Whitlock and seconded by Councilor Doporto to approve the minutes of the Budget Committee Special Meeting held on May 16, 2016.

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

No: None; Absent: None

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

Steve McCutcheon and Ed Fierro presented the budget adjustment requests for FY 15-16.

- General Fund-Transfer Out to Municipal Transit Fund for operating expenses \$75,000
- General Fund-Transfer Out to Solid Waste for debt reserve requirements \$50,000
- General Fund-Transfer Out to 2002 Sales Tax Bond for debt reserve requirements \$238,031
- General Fund-Transfer In for legal fees & audit costs incurred from Cetane settlement \$33,525

- General Fund-Increase to Fire Department Capital Amount to relocate the siren pole currently located at the Cascades parking lot \$30,000
- GRT Capital Outlay-Transfer Out to 2009 Capital Outlay Bond for debt reserve requirements \$40,121
- Municipal Transit-Transfer In from General Fund for operating expenses \$75,000
- Solid Waste-Transfer Out to NMFA Loan-Government for debt service requirements \$137,986
- Sports Complex-Transfer Out to NMFA Loan-Government for debt service requirements \$79,290
- NMFA Loan Governmental-Transfer In from Sports Complex for debt reserve requirements \$79,290
- NMFA Loan Solid Waste-Transfer In from Solid Waste for debt reserve requirements \$137,986
- Solid Waste-Transfer In from General Fund for debt reserve requirements \$50,000
- 2009 Capital Outlay Bond-Transfer In from GRT Capital Outlay Fund for debt reserve requirements \$40,121
- 2002 Sales Tax Bond-Transfer In from General Fund for debt reserve requirements \$238,031
- Municipal Court Trust Fund-Budget revenues & expenditures received & disbursed within Municipal Court \$125,000
- WIPP Acceleration Impact Fund-Account for the interest paid by Cetane & Transfer Out to the General Fund for legal fees & audit costs incurred \$33,525

(recording began)

Councilor Whitlock asked if the Municipal Court Trust Fund was still being handled by the court. Mr. Fierro confirmed that Municipal Court is responsible for that account.

Councilor Doss asked if Cetane is still making payments to the City. Mr. McCutcheon and Mr. Fierro confirmed that Cetane is making quarterly payments. They have currently made five payments and the sixth payment was expected to be received before the end of the current fiscal year.

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

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

No: None; Absent: None

Chairman Doss shared an approval letter from the State of New Mexico Department of Finance Administration for the FY 2016-2017 Interim Budget. He expressed his thanks to the staff and Mr. Fierro for their hard work.

00:10:57 6. ADJOURN

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

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

No: None; Absent: None



Chairman