

**MINUTES OF THE CITY OF CARLSBAD
BUDGET COMMITTEE MEETING HELD ON
Monday, September 30, 2019 AT 3:30 PM
IN THE CITY COUNCIL CHAMBERS AT THE MUNICIPAL BUILDING,
101 N. HALAGUENO, CARLSBAD, NM**

Voting Members Present:	Edward Rodriguez Wes Carter Jason Shirley	Chairman/City Councilor City Councilor City Councilor
Also Present:	Wendy Austin K.C. Cass Sandy Gonzalez Mike Hernandez John Lowe Ron Myers Melissa Salcido	Director of Finance & Investments Director of Projects Accountant City Administrator Deputy City Administrator Director of Utilities Grant & Projects Control Manager
Absent:	Lisa Anaya-Flores	City Councilor

00:00:07 1. CALL TO ORDER

Budget Committee Chairman Edward Rodriguez called the meeting to order.

00:00:11 2. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM

City Administrator, Mike Hernandez called roll and it was determined by Chairman Edward Rodriguez that there was a Quorum of the Voting Members.

Present: Chairman Edward Rodriguez, Councilor Jason Shirley, and Councilor Wes Carter

Absent: Councilor Lisa Anaya-Flores

00:00:26 3. APPROVAL OF AGENDA

The motion was made by Councilor Carter and seconded by Councilor Shirley to approve the September 30, 2019 Budget Committee Meeting Agenda.

The Vote was as follows:

Yes: Rodriguez, Shirley, and Carter

No: None; Absent: Anaya-Flores

**00:00:42 4. CONSIDER APPROVAL OF MINUTES OF BUDGET COMMITTEE MEETING HELD ON
July 26, 2019**

The motion was made by Councilor Carter and seconded by Councilor Shirley to approve the July 26, 2019 Budget Committee Meeting Minutes.

The Vote was as follows:

Yes: Rodriguez, Shirley, and Carter

No: None; Absent: Anaya-Flores

00:01:08 5. Consider Approval of Budget Adjustment Requests

City Administrator, Mike Hernandez, presented the following budget adjustment requests. During Mr. Hernandez's presentation, Director K. C. Cass noted that the budget adjustment request for the Dam Repairs was not correct.

- General Fund: Increase Revenue \$6,331,875.00 & increase related State Imposed Administrative Fees of \$126,600.00
- GRT Capital Outlay: Increase Revenue \$231,720.00 & increase related State Imposed Administrative Fees of \$ 4,635.00
- Sports Complex: Increase Revenue \$235,590.00 & increase related State Imposed Administrative Fees of \$4,710.00
- Solid Waste: Increase Revenue \$137,495.00 & increase related State Imposed Administrative Fees of \$2,750.00
- General Fund-Parks: Increase Revenue & Expenditures for NWP donation for park improvements \$96,477.00
- General Fund: Transfer Out to Bonds-W&S \$50,000.00
- General Fund: Transfer Out to Bonds-GRT Capital Outlay \$50,000.00
- Bonds-W&S: Transfer In from GF & increase Expenditures for the cost of Bond Redemption \$50,000.00
- Bonds-GRT Capital Outlay: Transfer In from GF & increase Expenditures for the cost of Refunding \$50,000.00
- General Fund-Executive & Legislative: Increase Expenditures for Median & Improvement Projects \$250,000.00
- General Fund-Fire: Increase Expenditures to replace the motor on the rescue boat \$15,000.00
- General Fund-N Mesa Sr. Center: Increase Expenditures for Lapidary project carryover from FY19 \$21,920.00
- General Fund- Projects: Increase Expenditures for additional funding for dam repairs \$216,000.00
- Lodgers Tax-Promo: Increase Expenditures for Advertising Lake Carlsbad Recreation Area/Cascades Electronic Sign \$216,867.00
- Lodgers Tax-Promo: Increase Expenditures for Fishing Derby-Advertising \$3,500.00
- Lodgers Tax-Promo: Increase Expenditures for Chamber of Commerce-Entry Billboards-Advertising \$30,862.00
- Lodgers Tax-Non Promo: Increase Expenditures for Annual Firefighter Combat Challenge \$27,500.00
- Lodgers Tax-Non Promo: Increase Expenditures for Carlsbad Main Street-Gazebo Holiday Lights \$4,000.00
- General Fund: Transfer Out to Airport Improvement Fund \$650,000.00
- Airport Improvements: Transfer in from General Fund & increase Expenditures for Airport Improvement Lighting \$650,000.00
- Airport Improvements: Increase Expenditures for Taxiway B Construction Phase #2 \$851,225.00 – Legislative Grant
- Capital Projects: Increase Expenditures for Treatment Facility \$198,000.00 – Legislative Grant
- Street Improvement: Increase Expenditures for Kircher Street \$850,000.00 – Legislative Grant
- Street Improvement: Increase Expenditures for Canal Street Storm Drainage \$600,000.00 – Legislative Grant
- Water & Sewer-Water: Increase Expenditures for Sewer Lift Station Generator \$250,000.00 – Legislative Grant
- Water & Sewer-Water Increase Expenditures for Additional funding for Reservoir #2 \$600,000.00
- Water & Sewer-Double Eagle: Increase Expenditures for final cost to complete Double Eagle Project \$1,600,000.00
- Health Insurance: Transfer Out to various departments for employee Health Insurance Rebate \$1,727,819.00
- General Fund: Transfer In from Health Insurance Fund and Increase to Labor for Employee Health Insurance Rebate \$1,329,280.00
- Municipal Transit: Transfer In from Health Insurance Fund and Increase to Labor for Employee Health Insurance Rebate \$43,428.00
- Solid Waste: Transfer In from Health Insurance Fund and Increase to Labor for Employee Health Insurance Rebate \$109,816.00

- Sports Complex: Transfer In from Health Insurance Fund and Increase to Labor for Employee Health Insurance Rebate \$29,430.00
- Water & Sewer: Transfer In from Health Insurance Fund and Increase to Labor for Employee Health Insurance Rebate \$215,865.00

The motion was made by Councilor Shirley and seconded by Councilor Carter, to Approve the Budget Adjustments with the exception of increasing the General Fund Dam Repairs Funding from \$216,000.00 to \$420,000.00. This increase was requested by Director K.C. Cass during the review of the Budget Adjustment presentation.

The Vote was as Follows:

Yes: Rodriguez, Shirley, and Carter

No: None; Absent: Anaya-Flores

00:17:11 6. Review of Increase & Decrease Budget Adjustments

Finance Director, Wendy Austin reviewed the FY 2019-20 increase/decrease budget adjustments with the Budget Committee. These items represent expenditure budget surpluses that are transferred from one account to another with no change in Fund.

No Vote Required

00:20:45 7. ADJOURN

The motion was made by Councilor Shirley and seconded by Councilor Carter to Adjourn.

The Vote was as follows:

Yes: Rodriguez, Shirley, and Carter

No: None; Absent: Anaya-Flores

Chairman