

**MINUTES OF THE CITY OF CARLSBAD
BUDGET COMMITTEE MEETING HELD ON
Friday, February 28, 2020 AT 3:30 PM
IN THE CITY COUNCIL CHAMBERS AT THE MUNICIPAL BUILDING,
101 N. HALAGUENO, CARLSBAD, NM**

Voting Members Present:	Edward Rodriguez	Chairman/City Councilor
	Wes Carter	City Councilor
	Jason Shirley	City Councilor
	Lisa Anaya-Flores	City Councilor

Also Present:	Wendy Austin	Deputy City Administrator
	K C Cass	Deputy City Administrator
	Sandy Gonzalez	Grant Administrator
	John Lowe	City Administrator
	Melissa Salcido	Director of Finance

00:00:03 1. CALL TO ORDER

Budget Committee Chairman Edward Rodriguez called the meeting to order.

00:00:06 2. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM

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

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

00:00:25 3. APPROVAL OF AGENDA

The motion was made by Councilor Jason Shirley and seconded by Councilor Lisa Anaya-Flores to approve the February 28, 2020 Budget Committee Meeting Agenda.

The Vote was as follows:

Yes: Rodriguez, Carter, Shirley, and Anaya-Flores

No: None

**00:00:40 4. CONSIDER APPROVAL OF MINUTES OF BUDGET COMMITTEE MEETING HELD ON
January 24, 2020**

The motion was made by Councilor Wes Carter and seconded by Councilor Jason Shirley to approve the January 24, 2020 Budget Committee Meeting Minutes.

The Vote was as follows:

Yes: Rodriguez, Carter, Shirley, and Anaya-Flores

No: None

00:00:57 5. Consider Approval of Budget Adjustment Requests

City Administrator, John Lowe, presented the following budget adjustment requests:

- General Fund – Executive - Increase Operations \$25,000.00 for additional funding for the Census.
- General Fund – Executive – Increase Operations \$30,000.00 for additional funding for DOD for the Mayor's economic development.
- General Fund – Executive – Increase Capital \$150,000.00 for remodeling the old council chambers for offices.
- General Fund – Golf - Increase Capital \$50,000.00 for building improvements at the Golf Pro Shop.
- General Fund – Parks – Increase Revenue and Operations \$10,000.00 for donations from Mosaic for landscaping improvements at the PRV pavilion.

- General Fund – Parks - Increase Capital \$200,000.00 for upgrades to the beach parking lot.
- General Fund – Waterpark - Increase Operations \$4,000.00 for three (3) ADA approved wheel chairs designed for us in water environments.
- General Fund – Waterpark - Increase Operations \$8,500.00 for the utility budget to cover anticipated expenses through the end of the fiscal year.
- General Fund – Planning and Regulation – Increase Revenue and Operations \$40,000.00 for MFA grant developing, updating & implementing affordable housing plans.
- Municipal Transit – Increase Capital \$30,200.00 for city portion of two (2) transit vans.
- Sport Complex – Increase Operations \$12,000.00 for repairs to Well #2.
- Water & Sewer – Water – Increase Revenue and Operations \$42,243.00 for rebate check from Xcel for a variable frequency drive installed at Sheep Draw Well #6 to be used for Materials and Supplies.
- Airport Improvements – Increase Revenue and Capital \$356,000.00 for amended Aviation Grant for Taxiway Improvements to include a 15% contingency.
- Lodgers Tax – Promo - Increase Operations \$80,000.00 for Internal Request – Promotion of City of Carlsbad Museum.
- Lodgers Tax - Promo – Increase Operations \$20,000.00 for Internal Request – Promotion of City of Carlsbad Water Park.
- Lodgers Tax - Promo - Increase Operations \$24,850.00 for Car-A-Fair-Annual Car Showing-Advertising.

The motion was made by Councilor Jason Shirley and seconded by Councilor Wes Carter to approve the Budget Adjustments.

The Vote was as Follows:

Yes: Rodriguez, Carter, Shirley, and Anaya-Flores

No: None

00:12:57 6. Review of Increase & Decrease Budget Adjustments

Finance Director, Melissa Salcido 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 to the fund.

No Vote Required

00:15:34 7. Discuss Calendar for FY 21 Budget

No Vote Required

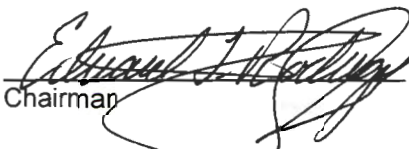
00:17:09 8. ADJOURN

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

The Vote was as follows:

Yes: Rodriguez, Carter, Shirley, and Anaya-Flores

No: None


Chairman