

**MINUTES OF THE CITY OF CARLSBAD  
BUDGET COMMITTEE MEETING HELD ON  
Wednesday, November 18, 2020 AT 3:30 PM  
IN THE PLANNING ROOM 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

**Also Present:** Wendy Austin Deputy City Administrator  
Sandy Gonzales Grant Administrator  
John Lowe City Administrator  
Melissa Salcido Director of Finance

**Absent:** K C Cass Deputy City Administrator  
Lisa Anaya-Flores City Councilor

**00:00:03 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**

Chairman/City Councilor, Edward Rodriguez 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, and Councilor Jason Shirley

Absent: Councilor Lisa Anaya-Flores

**00:00:23 3. APPROVAL OF AGENDA**

The motion was made by Councilor Wes Carter and seconded by Councilor Jason Shirley to approve the November 18, 2020 Budget Committee Meeting Agenda.

The Vote was as follows:

Yes: Rodriguez, Carter, and Shirley

No: None

Absent: Anaya-Flores

**00:00:49 4. CONSIDER APPROVAL OF MINUTES OF BUDGET COMMITTEE MEETING HELD ON  
October 23, 2020**

The motion was made by Councilor Jason Shirley and seconded by Councilor Wes Carter to approve the October 23, 2020 Budget Committee Meeting Minutes.

The Vote was as follows:

Yes: Rodriguez, Carter, and Shirley

No: None

Absent: Anaya-Flores

**00:00:50 5. Consider Approval of Budget Adjustment Requests**

- General Fund - Executive: Increase Capital for \$75,000.00 for purchase of land – Diamond Drive.
- General Fund – Public Safety: Increase Revenue and Operating for donation from the Walmart Grant Foundation for Shop with a Hero.

The motion was made by Councilor Jason Shirley and seconded by Councilor Wes Carter to approve Budget Adjustment Requests

The Vote was as Follows:

Yes: Rodriguez, Carter, and Shirley

No: None

Absent: Anaya-Flores

**00:6:44 6. Review of Increase & Decrease Budget Adjustments**

Finance Director, Melissa Salcido reviewed the FY 2020-21 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

**00:09:35 7. Discuss Financial Review**

There was a discussion on several KPI's presented by Mrs. Austin. This review included Gross Receipt Tax Revenue, forecasted ending fund balance for General Fund, Water & Sewer Fund, Non-Promotional Lodgers' Tax Fund, and Non-Discretionary Lodgers' Tax Revenues.

No Vote Required

**00:17:00 8. Adjourn**

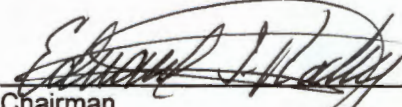
The motion was made by Councilor Jason Shirley and seconded by Councilor Wes Carter to Adjourn.

The Vote was as follows:

Yes: Rodriguez, Carter, and Shirley

No: None

Absent: Anaya-Flores

  
Chairman