

**MINUTES OF THE CITY OF CARLSBAD  
BUDGET COMMITTEE MEETING HELD ON  
Friday, October 22, 2021 AT 3:30 PM  
IN THE PLANNING ROOM AT THE MUNICIPAL BUILDING,  
101 N. HALAGUENO, CARLSBAD, NM**

<b>Voting Members Present:</b>	Edward Rodriguez Jason Shirley Jason Chavez Wes Carter	Chairman/City Councilor City Councilor City Councilor City Councilor
<b>Also Present:</b>	John Lowe Wendy Austin K C Cass Melissa Salcido Ted Cordova	City Administrator Deputy City Administrator Deputy City Administrator Director of Finance Director of Human Resources
<b>Absent:</b>	Sandy Gonzalez	Grant Administrator

**00:00:06      1.      CALL TO ORDER**

Budget Committee Chairman Edward Rodriguez called the meeting to order.

**00:00:12      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, Councilor Jason Shirley, and Councilor Jason Chavez

Absent: None

**00:00:25      3.      APPROVAL OF AGENDA**

The motion was made by Councilor Jason Shirley and seconded by Councilor Wes Carter to approve the October 22, 2021 Budget Committee Meeting Agenda.

The Vote was as follows:

Yes: Rodriguez, Carter, Shirley, and Chavez

No: None

Absent: None

**00:00:37      4.      CONSIDER APPROVAL OF MINUTES OF BUDGET COMMITTEE MEETING HELD ON  
September 24, 2021**

The motion was made by Councilor Wes Carter and seconded by Councilor Jason Shirley to approve the September 24, 2021 Budget Committee Meeting Minutes.

The Vote was as follows:

Yes: Rodriguez, Carter, Shirley, and Chavez

No: None

Absent: None

**00:01:04      5.      Consider Approval of Budget Adjustment Requests**

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

- General Fund/Museum – Increase Revenue \$6,000.00 and Increase Capital \$30,000.00 for various donations that will be used toward the purchase of the Fallen Officer Memorial at the Museum.
- General Fund/Fire – Increase Labor \$240,000.00 for overtime to rectify the FY19 budget miss and bring to current actuals.
- General Fund/Public Safety – Increase Revenue and Operating \$23,515.00 for the DOJ Grant for law enforcement information sharing and training technology.
- General Fund/Golf – Increase Operating \$2,000.00 for start-up costs for the incorporation of the Golf Pro Shop.
- General Fund/Golf – Increase Labor \$327,500.00 for the Golf Pro Shop.
- General Fund/Golf – Increase Operating \$60,000.00 to purchase inventory for the Golf Pro Shop.
- General Fund/Golf – Increase Operating \$40,000.00 to purchase alcoholic beverages for the golf course.
- General Fund/Golf – Increase Operating \$6,000.00 to purchase food and non-alcoholic beverages for the golf course.
- General Fund/Community Development – Increase Revenue and Capital \$35,100.00 for State of NM Grant to purchase and equip two shade structures for the Halagueno Arts Park, City match of 41k will come from an existing budgeted HAP project.
- GRT Capital Outlay – Increase Revenue and Capital \$35,100.00 for State of NM Grant to purchase a walk in freezer for the San Jose Senior Center.
- Lodgers' Tax Non Promo – Increase Operating \$13,000.00 for United Way of Eddy County-Ugly Sweater Fun Run-Advertising Campaign.

The Vote was as follows:

Yes: Rodriguez, Carter, Chavez, Shirley, and Shirley

No: None

Absent: None

**00:18:53 6. Review Increase and Decrease Budget Adjustment Requests**

Director of Finance Melissa Salcido reviewed the FY22 increase /decrease budget adjustments with the Budget Committee.

No Vote Required

**00:20:30 7. Adjourn**

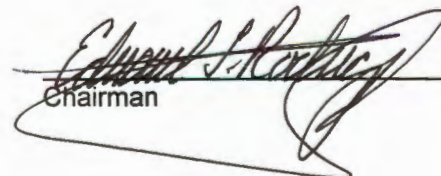
The motion was made by Councilor Jason Chavez and seconded by Councilor Jason Shirley to Adjourn.

The Vote was as follows:

Yes: Rodriguez, Carter, Shirley, and Chavez

No: None

Absent: None

  
Chairman