

**MINUTES OF THE CITY OF CARLSBAD
BUDGET COMMITTEE MEETING HELD ON
Friday, December 17, 2021 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
Jason Shirley City Councilor
Jason Chavez City Councilor

Also Present: John Lowe City Administrator
Melissa Salcido Director of Finance
Sandy Gonzalez Grant Administrator

Absent: K C Cass Deputy City Administrator

00:00:04 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 Jason Shirley, and Councilor Jason Chavez

Absent: Councilor Wes Carter

00:00:28 3. APPROVAL OF AGENDA

The motion was made by Councilor Jason Shirley and seconded by Councilor Jason Chavez to approve the December 17, 2021 Budget Committee Meeting Agenda.

The Vote was as follows:

Yes: Rodriguez, Shirley, and Chavez

No: None

Absent: Carter

00:00:55 4. CONSIDER APPROVAL OF MINUTES OF BUDGET COMMITTEE MEETING HELD ON November 19, 2021.

The motion was made by Councilor Jason Shirley and seconded by Councilor Jason Chavez to approve the November 19, 2021 Budget Committee Meeting Minutes.

The Vote was as follows:

Yes: Rodriguez, Shirley, and Chavez

No: None

Absent: Carter

00:01:40 5. Consider Approval of Budget Adjustment Requests

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

- General Fund– Transfer Out \$100,000.00 to CBDG for working capital pending grant reimbursements.
- CDBG – Transfer In \$100,000.00 from General Fund for working capital pending grant reimbursements.

- General Fund/Library – Increase Revenue and Capital to increase budget to match the 2020 Library GO Bond Grant that was awarded higher than anticipated.
- General Fund/Fire – Increase Revenue and Capital \$3,500.00 for Devon donations that will be used towards the cost of an ambulance remount.
- Lodgers' Tax Promo – Increase Operating \$41,441.40 for the Chamber of Commerce – Digital Sign – Advertising.

The Vote was as follows:

Yes: Rodriguez, Shirley, and Chavez

No: None

Absent: Carter

00:3:45 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

00:07:57 7. Adjourn

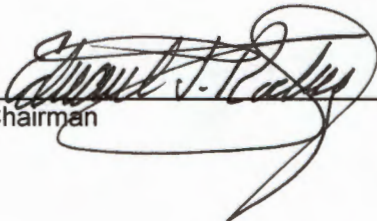
The motion was made by Councilor Jason Chavez and seconded by Councilor Jason Shirley to Adjourn.

The Vote was as follows:

Yes: Rodriguez, Shirley, and Chavez

No: None

Absent: Carter


Chairman