

**MINUTES OF THE CITY OF CARLSBAD
BUDGET COMMITTEE MEETING HELD ON
Friday, January 28, 2022 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 Chavez City Councilor
Jeff Forrest City Councilor

Also Present: John Lowe City Administrator
K C Cass Deputy City Administrator
Melissa Salcido Director of Finance
Sandy Gonzalez Grant Administrator
Cynthia Aranda Finance Executive Secretary

Absent: None

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 Wes Carter, Councilor Jason Chavez, and Councilor Jeff Forrest

Absent: None

00:00:23 3. APPROVAL OF AGENDA

The motion was made by Councilor Wes Carter and seconded by Councilor Jason Chavez to approve the January 28, 2022 Budget Committee Meeting Agenda.

The Vote was as follows:

Yes: Rodriguez, Carter, Chavez, Forrest

No: None

Absent: None

00:00:37 4. CONSIDER APPROVAL OF MINUTES OF BUDGET COMMITTEE MEETING HELD ON DECEMBER 17, 2021.

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

The Vote was as follows:

Yes: Rodriguez, Carter, Chavez, Forrest

No: None

Absent: None

00:01:07 5. CONSIDER APPROVAL OF BUDGET ADJUSTMENT REQUESTS

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

- General Fund/Fire– Increase Revenue and Operating \$40,000.00 for the Chevron donation that will be used to purchase materials and supplies.
- General Fund/Library – Increase Revenue and Operating \$17,828.00 for the American Rescue Plan Act Grant that will be used to purchase material and supplies.
- General Fund/Library – Increase Revenue and Operating \$10,000.00 for the American Rescue Plan: Humanities Grant that will be used to purchase books, software and materials & supplies.
- Sports Complex – Increase Labor \$1,385.00 to reclassify a Caretaker position to an Irrigation Specialist.

The Vote was as follows:

Yes: Rodriguez, Carter, Chavez, Forrest

No: None

Absent: None

00:4:38 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

00:10:31 7. REVIEW 2022 BUDGET COMMITTEE CALENDAR

Mr. Lowe went over the dates on the 2022 Budget Committee Calendar and asked that the Councilor's review the dates and let Finance know if any changes needed to be made.

No Vote Required

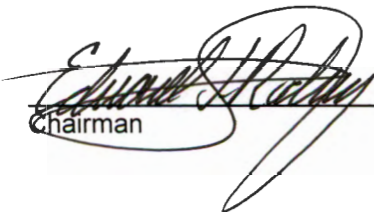
00:12:23 8. ADJOURN

The Vote was as follows:

Yes: Rodriguez, Carter, Chavez, Forrest

No: None

Absent: None



Chairman