

**MINUTES OF THE CITY OF CARLSBAD
BUDGET COMMITTEE MEETING HELD ON
Friday, February 25, 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 (via phone)
Jeff Forrest	City Councilor

Also Present:

John Lowe	City Administrator
Melissa Salcido	Director of Finance
Jessica Ponce	Budget/Grant Analyst
Cynthia Aranda	Finance Executive Secretary

Absent:

K C Cass	Deputy City Administrator
Sandy Gonzalez	Assistant Treasurer

00:00:03 1. CALL TO ORDER

Budget Committee Chairman Edward Rodriguez called the meeting to order.

00:00:08 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 Jeff Forrest, and Councilor Jason Chavez (via phone).

Absent: None

00:00:23 3. APPROVAL OF AGENDA

The motion was made by Councilor Wes Carter and seconded by Councilor Jeff Forrest to approve the February 25, 2022 Budget Committee Meeting Agenda.

The Vote was as follows:

Yes: Rodriguez, Carter, Forrest, Chavez (via phone)

No: None

Absent: None

**00:00:38 4. CONSIDER APPROVAL OF MINUTES OF BUDGET COMMITTEE MEETING HELD ON
January 28, 2022.**

The motion was made by Councilor Wes Carter and seconded by Councilor Jeff Forrest to approve the January 28, 2022 Budget Committee Meeting Minutes.

The Vote was as follows:

Yes: Rodriguez, Carter, Forrest, Chavez (via phone)

No: None

Absent: None

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

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

- General Fund – Transfer In funds received from the American Rescue Plan Act for revenue replacement for \$3,681,801.00.
- American Rescue Plan Act – Transfer Out funds received from the American Rescue Plan for \$3,681,801.00.
- General Fund/Parks – Increase Revenue and Capital \$5,000.00 for Rotary donation that will be used to purchase a shade structure for Spring Park at the flumes.
- Airport Improvements – Increase Revenue \$59,000.00 and Capital \$79,000.00 for Airport Rescue Grant that will be used to replace the flooring at the Cavern City Air Terminal.

The Vote was as follows:

Yes: Rodriguez, Carter, Forrest, Chavez (via phone)

No: None

Absent: None

00:3:31 6. Discuss FY23 Budget Schedule

Director of Finance Melissa Salcido discussed the FY23 Budget Schedule with the Budget Committee.

No Vote Required

00:07:27 7. ADJOURN

The Vote was as follows:

Yes: Rodriguez, Carter, Forrest, Chavez (via phone)

No: None

Absent: None

Chairman