

**MINUTES OF THE CITY OF CARLSBAD
BUDGET COMMITTEE MEETING HELD ON
Friday, November 18, 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
Jeff Forrest City Councilor
Jason Chavez City Councilor

Also Present: John Lowe City Administrator
KC Cass Deputy City Administrator
Melissa Salcido Director of Finance
Sandy Gonzalez Assistant Treasurer
Jessica Ponce Budget/Grant Analyst
Cynthia Aranda Finance Executive Secretary

Absent: None

Due to technical difficulties the recording system was unable to record.

00:00:00 1. CALL TO ORDER

Budget Committee Chairman Edward Rodriguez called the meeting to order.

00:00:00 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, Jason Chavez, and Councilor Jeff Forrest

Absent: None

00:00:00 3. APPROVAL OF AGENDA

The motion was made by Councilor Wes Carter and seconded by Councilor Jason Chavez to approve the November 18, 2022 Budget Committee Meeting Agenda.

The Vote was as follows:

Yes: Rodriguez, Carter, Chavez, and Forrest

No: None

Absent: None

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

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

The Vote was as follows:

Yes: Rodriguez, Carter, Chavez, and Forrest

No: None

Absent: None

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

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

- Airport Improvements Fund – Increase Revenue \$399,406.00 & Capital \$361,527.00 for Airport runway Reconstruction grant that came in higher than anticipated.
- Law Enforcement Protection Fund – Increase Revenue & Transfer Out \$600,000.00 for funds received from the Law Enforcement Retention Grant to be used for salaries and benefits in the Police Department.
- General Fund – Transfer in \$600,000.00 for funds received from the Law Enforcement Retention Grant.
- General Fund/Fire – Increase Revenue \$10,000.00 & Capital \$20,000.00 for Surrender Safety Device Grant for the Fire Department for a Safe Haven Baby Box.
- General Fund/North Mesa Senior Center – Increase Revenue & Operating \$6,367.00 for Aging & Long Term Services Grant for lighting upgrades at the North Mesa Senior Center.
- Lodgers' Tax-Promotional – Increase Operating \$75,000.00 for Chamber of Commerce – Christmas on the Pecos Advertising.
- Capital Projects Fund – Increase Revenue \$2,850,000.00 & Capital \$3,000,000.00 for NMDOT Grant for the design of Dark Canyon Bridge.
- Golf Pro Shop Fund – Increase Operating \$150,000.00 due to expenditures coming in higher than anticipated.
- Fire Protection Fund – Increase Capital \$193,387.00 for Metal Shelter project (50' x 55') due to bid coming in higher than budget.

The Vote was as follows:

Yes: Rodriguez, Carter, Chavez, and Forrest

No: None

Absent: None

00:00:00 6. ADJOURN

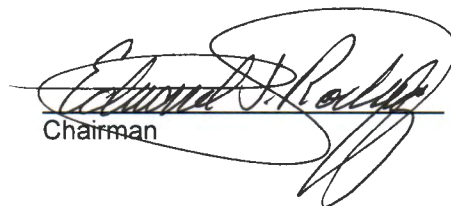
The motion was made by Councilor Jason Chavez and seconded by Councilor Jeff Forrest to Adjourn.

The Vote was as follows:

Yes: Rodriguez, Carter, Chavez, and Forrest

No: None

Absent: None



Chairman