

**MINUTES OF THE CITY OF CARLSBAD
BUDGET COMMITTEE MEETING HELD ON
Friday, April 28, 2023 AT 2:30 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
	Cynthia Aranda	Finance Executive Secretary

Absent:	Jessica Ponce	Budget/Grant Analyst
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00:00:04 1. CALL TO ORDER

Budget Committee Chairman Edward Rodriguez called the meeting to order.

00:00:09 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

The Vote was as follows:

Yes: Rodriguez, Carter, Chavez, and Forrest

No: None

Absent: None

00:00:18 3. APPROVAL OF AGENDA

The motion was made by Councilor Wes Carter and seconded by Councilor Jason Chavez to approve the April 28, 2023 Budget Committee Meeting Agenda.

The Vote was as follows:

Yes: Rodriguez, Carter, Chavez, and Forrest

No: None

Absent: None

00:00:30 4. CONSIDER APPROVAL OF MINUTES OF SPECIAL BUDGET COMMITTEE MEETING HELD ON APRIL 14, 2023

The motion was made by Councilor Jason Chavez and seconded by Councilor Jeff Forrest to approve the April 14, 2023 Special Budget Committee Meeting Minutes.

The Vote was as follows:

Yes: Rodriguez, Carter, Chavez, and Forrest

No: None

Absent: None

00:00:56 5. CONSIDER APPROVAL OF BUDGET ADJUSTMENT REQUESTS

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

- General Fund/Fire – Increase Revenue & Operating \$20,000.00 for a donation from Chevron for the purchase of gas monitors for the fire department.
- General Fund/Parks – Increase Revenue and Capital \$40,000.00 for a donation from Chevron for the resurfacing of the tennis courts and addition of shade structures.
- General Fund/Library – Increase Revenue and Operating \$2,000.00 for Libraries Transform Communities Engagement Grant to be used towards a community-based project focused on our adult literacy rate.
- Workers' Compensation Fund – Increase Operating \$150,000.00 due to an increase in weekly benefit claims.
- Lodgers' Tax/Discretionary – Increase Capital \$170,000.00 to replace the boat docks along the Beach area.
- Lodgers' Tax/Discretionary – Increase Capital \$500,000.00 for Splash Pad at Friendship Park.
- Lodgers' Tax/Promotional – Increase Operating \$15,353.91 for the Carlsbad Gem and Mineral Show Advertising.
- Lodgers' Tax/Promotional – Increase Operating \$28,800.00 for the Carlsbad Automotive Restoration Society CAR-A-FAIR Advertising.
- Lodgers' Tax/Promotional – Increase Operating \$10,000.00 for the Yucca Blossom Trade Days Advertising.
- Lodgers' Tax/Promotional – Increase Operating \$100,000.00 for the CavernFest 2023 Advertising.

The Vote was as follows:

Yes: Rodriguez, Carter, Chavez, and Forrest

No: None

Absent: None

00:04:35 6. REVIEW INCREASE AND DECREASE BUDGET ADJUSTMENT REQUESTS

Director of Finance Melissa Salcido reviewed the FY23 Increase/Decrease budget adjustments with the Budget Committee.

No Vote Required

00:07:30 7. DISCUSSION OF THE FY24 INTERIM BUDGET

Mr. Lowe began the presentation of the FY24 Interim Budget. The discussion began with the review of outside agency requests, recommendations were made on the award amounts. Ms. Salcido presented the proposed revenue and transfer budget. Mr. Lowe continued the presentation reviewing the labor and operating proposed budget. Mr. Lowe completed the presentation by reviewing capital requests and recommendations. Councilman Carter recommended funding the Par 3 lights at the golf course.

No Vote Required

00:54:00 8. ADJOURN

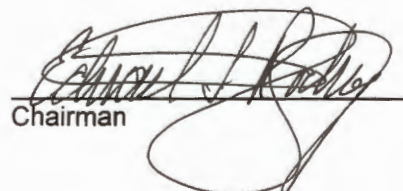
The motion was made by Councilor Jeff Forrest and seconded by Councilor Jason Chavez to Adjourn.

The Vote was as follows:

Yes: Rodriguez, Carter, Chavez, and Forrest

No: None

Absent: None


Chairman