

**MINUTES OF THE CITY OF CARLSBAD BUDGET COMMITTEE MEETING HELD  
IN THE CITY HALL PLANNING ROOM ON FEBRUARY 27, 2026, AT 3:30 P.M.**

Present: Jason O. Chavez Chairman/Councilor  
Edward T. Rodriguez Councilor  
Mark C. Walterscheid Councilor  
Jeff Forrest Councilor

Absent:

Also Present: Wendy Austin City Manager  
Ken Ahrens Deputy City Manager  
K.C. Cass Chief of Operations  
Melissa Salcido Finance Director  
Jessica Ponce Budget/Grants Analyst  
Jalynn Dominguez Open Meetings Act Manager  
Jeff Patterson Director of Planning

Time Stamps and headings below correspond to recording of meeting and the recording is hereby made a part of the official record.

0:00:29 **1. ROLL CALL AND DETERMINATION OF QUORUM**

City Manager, Mrs. Austin, called roll and it was determined by Chairman Jason Chavez that there was a Quorum of the Voting Members.

0:00:44 **2. APPROVAL OF MEETING MINUTES – JANUARY 23, 2026**

The motion was made by Councilor Forrest and seconded by Councilor Walterscheid to approved the January 23, 2026 Budget Committee Meeting Minutes

The vote was as follows: Yes - Chavez, Rodriguez, Forrest and Walterscheid; No - None; Absent - None

0:01:09 **3. CONSIDER APPROVAL OF BUDGET ADJUSTMENT REQUESTS**

**Mrs. Austin** presented the budget adjustment requests to the Budget Committee. She explained that the first request was to increase funding in the Parks Department for a capital project. She explained the department is requesting funds to resurface the basketball court at Smith Park. She said the next request is for the General Fund to increase operations for the Water Park Department. **Mrs. Austin** explained that the water park is aging and requires significantly more maintenance. **Councilor Forrest** asked if the water is drained during the winter. **Mrs. Austin** replied that the water is typically left circulating and is only drained when maintenance is required. **Mrs. Austin** said the next request is in the General Fund for the Planning and Engineering

Department. She said this request would refund the GIS Technical position and reclassify it as an Environmental Permit Technician position. **Mr. Patterson** explained that permit applications require extensive tracking and that staff are needed to monitor field activity and assist with administrative tasks. **Mrs. Austin** said the next request is to increase actual revenue in the General Fund. She added that the following item is a transfer of \$1,000,000.00 from the General Fund to the Health Insurance Fund to pay a medical bill that will later be reimbursed. She said the next request is in the Capital Projects Fund to increase the Cemetery Irrigation Project in order to purchase sod. She said the following request is also in the Capital Projects Fund and would continue the San Jose Facility Maintenance Project. **Mrs. Austin** said the next two requests are in the Lodgers' Tax Promotional Fund and are recurring requests from the Carlsbad Downtown Lions Club and the Yucca Blossom Trade Days for the arts and crafts show held at the Civic Center. She said the next request is in the Lodgers' Tax Non-Promotional Fund to increase funding for the fireworks and drone show. **Mrs. Austin** explained that the next request is in the Insurance Fund to increase revenue related to reimbursement for a Municipal Transit van that was declared a total loss, along with a transfer back to the Transit Fund. **Mrs. Austin** said the final budget request is in the Solid Waste Fund to increase operating funds for aquatic weed cleanup and river herbicide treatment.

- General Fund/Parks – Resurface basketball court at Smith Park.
- General Fund/Waterpark – Increase operating due to unexpected maintenance and repair costs.
- General Fund/Planning & Engineering – Refund the GIS technician position and reclassify to an environmental permit technician.
- General Fund – Increase revenues to reflect actuals.
- General Fund – Transfer out to the health insurance fund due to the timing of stop loss reimbursements.
- Health Insurance Fund – Transfer in from the general fund and increase operating due to the timing of stop loss reimbursements.
- Capital Projects Fund – Increase the cemetery irrigation project to install sod, bringing the area back to the previous landscape level.
- Capital Projects Fund – Continue the San Jose Facility Maintenance project.
- Lodgers' Tax Promotional Fund – Carlsbad Downtown Lions Club – Lions Club District Convention advertising.
- Lodgers' Tax Promotional Fund – Yucca Blossom Trade Days advertising.
- Lodgers' Tax Non-Promotional Fund – Increase fireworks show (\$10,000) and drone show (\$5,000).
- Insurance Fund – Insurance reimbursement for the Municipal Transit van that was a total loss.
- Insurance Fund – Transfer out to the Municipal Transit Fund.

- Municipal Transit Fund – Transfer in from the Insurance fund to use as a city match for a future van purchase.
- Solid Waste Fund – Increase operating for aquatic weed cleanup (\$400,000) and river herbicide (\$330,000)

The motion was made by Councilor Forrest and seconded by Councilor Walterscheid to approve of Budget Adjustment Requests

The vote was as follows: Yes - Chavez, Rodriguez, Forrest and Walterscheid; No - None; Absent - None

0:42:38      **4. BUDGET ADJUSTMENT INCREASE AND DECREASE**

**Mrs. Austin** reviewed the FY25/26 Increase/Decrease budget adjustments with the Budget Committee.

0:55:35      **5. REVIEW FISCAL YEAR 2026 CAPITAL OUTLAY**

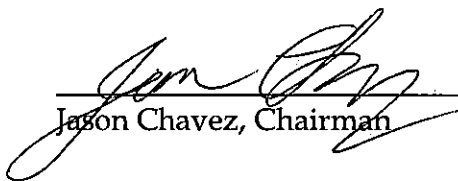
**Mrs. Austin** reviewed what was awarded to the City of Carlsbad during the Legislative Session.

1:02:59      **6. FINANCIAL REVIEW**

**Ms. Salcido** reviewed the Gross Receipts Tax and Cannabis Revenue reports.

1:09:22                      **Adjourn**

With no further business Chairman Chavez adjourned the meeting at 4:44 PM.

  
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 Jason Chavez, Chairman

3-20-2026  
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 Date