



**Finance Subcommittee Meeting | Minutes**

**Tuesday, January 10, 2023, 10:00 a.m.**

VRECC Conference Room

123 Don Pasqual Rd NW in Los Lunas

**I. Introduction**

a. Sylvia Serna, Finance Manager

Meeting was held onsite, in the VRECC Conference Room. In attendance were the current VRECC Finance Subcommittee members, which included:

- Sylvia Serna, VRECC
- Roseann Peralta, City of Belen
- Jeff Noah, Valencia County
- Melissa Velasquez, Village of Bosque Farms
- Martin Moore, City of Rio Communities
- Gregory Martin, Village of Los Lunas

Also in attendance was Chery Cates for Village of Los Lunas. VRECC District Director Tommy Sanchez also attended briefly.

Sylvia introduced herself and thanked the members for their participation and attendance at meeting.

**II. FY23 Mid-year Update**

Sylvia expressed problems with current general ledger account numbers being used by current fiscal agent, Village of Los Lunas, as compared to the FY23 VRECC budget approved by the VRECC Board. Sylvia discussed the need to adjust at mid-year with Gregory and Cheryl to correctly reflect what is stated in the VRECC budget.

Sylvia discussed ongoing meetings with Village of Bosque Farms for the transition of fiscal agents. Gregory asked if the Village of Los Lunas needs to plan for VRECC to be included in the FY24 budget for Los Lunas, and Sylvia stated that the goal is for the transition to be complete by the new fiscal year in July 2023.

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POLICE CHIEF CITY OF BELEN	ADMINISTRATOR CITY OF BELEN	POLICE CHIEF VILLAGE OF BOSQUE FARMS	CLERK VILLAGE OF BOSQUE FARMS	ELECTED OFFICIAL RIO COMMUNITIES	MANAGER RIO COMMUNITIES	COMMUNITY-AT-LARGE MEMBER
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**III. FY24 Budget Preparation Discussion**

Sylvia stated that she will begin working with VRECC staff to develop a preliminary FY24 budget. After a draft is developed, Sylvia will meet with the Finance Subcommittee to review. Jeff asked for clarification of the Finance Subcommittee’s role. Sylvia clarified that the Finance Subcommittee will be presented with the preliminary budget that they can review and discuss with their respective agencies for input. The Finance Subcommittee will meet again to discuss questions and concerns to modify the preliminary budget, if necessary. Sylvia will then present the proposed FY24 budget to the VRECC Board at regular meeting in late February 2023.

Martin asked if dates should be determined for the next Finance Subcommittee meetings and the members decided to meet again on February 9 and February 16, 2023.

Gregory asked if VRECC securing benefits during the transition is going to increase the budgeted expenses. Sylvia stated that we are starting the process of reviewing benefits with the City of Belen, and it is still in preliminary stages. Sylvia said it is too soon to tell what the impact of those benefits will be to the VRECC budget, but that it is the desire of VRECC to not pass on any additional costs to the employees.

Sylvia also mentioned that current salary schedules are being reviewed to assist with staff retention, comparable wages to other PSAPs, and competitive wages for the area.

Members also discussed the continued role of the Finance Subcommittee and its relation to the VRECC Board.

**IV. Adjournment**

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