

1 **VILLAGE OF QUESTA**
 2 **WORK STUDY MEETING MINUTES**
 3 **THURSDAY, MAY 14, 2015**
 4 **VILLAGE OF QUESTA COUNCIL CHAMBERS**
 5 **6:30PM**

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 7 **I. CALL TO ORDER BY MAYOR MARK GALLEGOS**

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 9 Mayor Gallegos called the meeting to order at 6:40pm.

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 11 **II. ROLL CALL**

12 Mayor Gallegos asked Village Clerk Renee Martinez to take roll.

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 14 Those present were:

- 15
 16 Councilor Lawrence Ortega
 17 Councilor Brent Jaramillo

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 19 Councilor Miguel Romero and Councilor Julian Cisneros were not present.

20
 21 Also present:

- 22
 23 Administrator Loretta Trujillo
 24 Public Works Director Arwin Vasquez
 25 Finance Director Karen Shannon
 26 Village Clerk Renee Martinez
 27 Police Chief Gerald Bates

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 29 **III. APPROVAL OF AGENDA**

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 31 Motion: Councilor Ortega
 32 Second: Councilor Jaramillo

33
 34 In Favor: All
 35 Opposed: None

36
 37 To approve the agenda as presented. All voted yes. Motion carried.

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 39 **IV. FINANCE DEPARTMENT – Ms. Karen Shannon, Finance Director**
 40 **Ms. Loretta Trujillo, Administrator**

41
 42 A) 2015-2016 Fiscal Budget Review

43
 44 **GENERAL FUND:**

- 45
 46 • MVD transaction fees line item is new. There has been \$ 698.00 collected from January 1 to March 31.
 47 • A discussion regarding franchise fee taxes – It was decided to budget at \$ 35,000.00.
 48 • GRT Infrastructure – budget at 45,000.00.
 49 • Property Tax Revenue – budget at \$90,000.00

50 ADMINISTRATIVE DEPT –

- 51 • IT Services to \$ 25,000.00
- 52 • Other Contractual Services at \$ 5,000.00

53 POLICE DEPT. –

- 54 • Add waiting Time - \$ 4,200.00
- 55 • Total Wages from 139,235. To 143,435. (increases taxes and benefits slightly)
- 56 • Other Operating Expenses to \$ 500.00
- 57 • Trans. / Fuel to \$ 10,700.00
- 58 • Maintenance Vehicles to \$6,000.00
- 59 • Maintenance Communications to \$5,000.00

60 MUNICIPAL STREET FUND –

- 61 • Safety Equip to 4,000.00
- 62 • Signs to \$ 500.00
- 63 • Gravel Products/Salt Cinders to \$ 4,000.00
- 64 • Other Contr. Services to \$ 11,000.00
- 65 • Cold Mix Asphalt to \$ 4,500.00

66 LIBRARY FUND –

- 67 • Supplies to 700.00

68 **ENTERPRISE FUND –**

- 69 • Distribution – To \$5,000.00

70 Minor adjustments to supplies, fuel and postage.


71 **VOQ/EMS/FIRE** – Revenues from ambulance billing was budgeted at 58,000.00 and 41,000.00 was collected.
 72 A lengthy discussion was held regarding this department regarding the revenues that are not covering their
 73 expenses or payroll. Ms. Trujillo stated that she may come before the Council to request that the full-time
 74 employee be placed on salary. There are 3 EVO drivers and 2 EMT’s currently on payroll. Eliminating the EVO
 75 driver’s pay would increase the budget to have money for supplies. EVO Drivers are going to have to volunteer.
 76 Mr. Mark Ortega informed Ms. Trujillo that by December the department is going to be required to have 3 full-
 77 time EMT’s. A discussion was held regarding the EMT positions.

78 V. **ADJOURNMENT**

79 Motion: Councilor Ortega
 80 Second: Councilor Jaramillo

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 82 In Favor: All
 83 Opposed: None

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85 There being no further business to discuss, the meeting was adjourned at 10:27pm.

86
 87 ATTEST: 
 88 _____
 89 Renee Martinez, Village Clerk
 90

APPROVED:

 Mark Gallegos, Mayor