



City of Rio Communities Council Special Workshop
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, February 12, 2024 9:00 AM

Agenda

Please silence all electronic devices.

Call to Order

Attendees

Discussion/Agenda Items

1. **City Council Training**

Adjourn

**Please join us from the comfort and safety of your own home by entering the following link: @
<https://www.facebook.com/riocommunities>**

NOTE: THIS AGENDA IS SUBJECT TO REVISION UP TO 72 HOURS PRIOR TO THE SCHEDULED MEETING DATE AND TIME (NMSA 10-15-1 F). A COPY OF THE AGENDA MAY BE PICKED UP AT CITY HALL, 360 RIO COMMUNITIES BLVD, RIO COMMUNITIES, NM 87002. IF YOU ARE AN INDIVIDUAL WITH A DISABILITY WHO IS IN NEED OF A READER, AMPLIFIER, QUALIFIED SIGN LANGUAGE INTERPRETER OR ANY OTHER FORM OF AUXILIARY AND OR SERVICE TO ATTEND OR PARTICIPATE IN THE MEETING, PLEASE CONTACT THE MUNICIPAL CLERK AT 505-861-6803 AT LEAST ONE WEEK PRIOR TO THE MEETING OR AS SOON AS POSSIBLE.



City of Rio Communities Council Regular Business Meeting
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, February 12, 2024 6:00 PM
Agenda

Please silence all electronic devices.

Mayor - Joshua Ramsell

Mayor Pro Tem – Lawrence R. Gordon

Council - Arthur Apodaca, Thomas Nelson, Matthew Marquez

Call to Order

Pledge of Allegiance

Roll Call

Approval of Agenda

Approval of Consent Agenda

- 1. Approval of Minutes for January 29, 2024**
- 2. Approval of Accounts Payable**

Public Comment: If you wish to speak during the public comment session, the Council will allow each member of the public three (3) minutes to address the Council. Both the public and Council will follow rules of decorum. Please state your name and where you live. The public shall direct comments to the Mayor. Comment(s) will not be disruptive or derogatory.

Manager Report

- a. Revenue Workshop for February 26, 2024**

Action Items

- 3. Discussion, Consideration, and Decision – Reappointment of Melodie Good for Planning & Zoning Commission**
- 4. Discussion, Consideration, and Decision – Reappointment of Chad Good Planning & Zoning Commission**
- 5. Discussion, Consideration, and Decision – Appointment of Jim Winters for Planning & Zoning Commission**
- 6. Discussion, Consideration, and Decision – Authorize one additional fulltime Fire/Emergency Medical Technician position**

Council Discussion

Adjourn

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City of Rio Communities Council Special Business Meeting
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, January 29, 2024, 6:00 PM
Minutes

Please silence all electronic devices.

Call to Order

Mayor Ramsell called the Special Business Meeting to order at 6:04pm.

Pledge of Allegiance

Councilor Marquez led the pledge of allegiance.

Roll Call

PRESENT

Governing Body

- Mayor Joshua Ramsell
- Councilor Lawrance Gordon
- Councilor Marquez
- Councilor Nelson
- Councilor Apodaca (Virtual)

Approval of Agenda

Councilor Gordon made a motion to approve the agenda with the change to have Andrew Good sworn in before the consent agenda and to remove executive session.

Voting Yea:

- Councilor Gordon
- Councilor Nelson
- Councilor Marquez
- Councilor Apodaca

Motion passed with a 4-0 vote

Swearing in of Code Enforcer Andrew Good

Judge Chavez sworn Andrew Good as Rio Communities Code Enforcer.

Approval of Consent Agenda

- 1. Approval of Accounts Payable**
- 2. Approval of Minutes for December 29, 2023**
- 3. Approval of Minutes January 08, 2024**
- 4. Confirmation of Appointed Officers**
 - a. Re-Appointment of Fire Chief, Andrew Tabet**
 - b. Re-Appointment of Police Chief, Felix Nunez**

Amazon Business	1,202.53	Richard A. Martinez	1,253.75
Home Depot	679.75	Woodlands Hardware	210.25

Sharp Electronics Corporation	49.45	Wells Fargo Financial Leasing	2,635.82
TLC Uniforms	798.18	Century Link	78.45
Desert Fox, LLC.	3,249.00	Craig Independent Tire Co.	162.49
McKesson Medical-Surgical Government	100.00	Rentokil North America Inc.	466.43
Aqua3, LLC.	83.60	HDR Engineering, Inc.	43,432.44
NM Local Government Law	8,174.66	Artesia Fire Equipment Inc.	810.80
Matthew Marquez	306.30	Andy's Boot Shop	325.00
LN Curtis	216.00	Linde Gas & Equipment Inc.	198.54
Tyler Technologies	259.65	BRADY COMPANIES LLC	438.66
Once a Day Marketing LLC.	7,771.66	Total Glass Solutions, LLC	30,901.73
Bound tree Medical	1,257.84	Ortega and Son's Propane Services,	507.79
Emblems, Inc.	668.00	Ridgecrest Products	312.00
Sanchez Demolition Inc.	12,194.58	Albuquerque Publishing Co.	4,381.76
Thomas Nelson	348.29	Comcast Business	284.70
Pitney Bowes	472.68		

Motion made by Councilor Gordon to approve consent agenda. Seconded by Councilor Apodaca.

Voting Yea:

Councilor Gordon
Councilor Apodaca
Mayor Ramsell (Tie breaker)

Voting Nay

Councilor Nelson
Councilor Marquez

Motion passed with a 3-2 vote

Public Comment:

Dick Irvin talked about his disappointment of the Judge resigning and thanked her for all the things she does for the public. He then talked about his concerns about code enforcement.

Rex Cheney, talked about the speed bumps and that he had a few issues with getting his motorcycle over them. He continued to talk about abandoned homes in his neighborhood and overgrown weeds.

Organizational items

Discussion, Consideration, and Decision – Appointment of Mayor Pro Tempore

Mayor Ramsell recommended the appointment of Lawrance Gordon as Mayor Pro Tem. Motin made Councilor Apodaca for the appointment of Lawrance Gordon as Mayor Pro Tem. Seconded by Councilor Gordon.

Voting Yea:

Councilor Gordon
Councilor Apodaca
Mayor Ramsell (Tie breaker)

Voting Nay

Councilor Nelson
Councilor Marquez

Motion passed with a 3-2 vote

Discussion, Consideration, and Decision – Appointment of Jim Winters Planning and Zoning Commission

Mayor Ramsell recommended the appointment of Jim Winters as Planning & Zoning Commission.

Councilor Nelson asked if Mr. Winters had applied and requested that he submits an application before moving forward.

Motion made by Councilor Nelson to remove this until the next meeting. Seconded by Councilor Marquez.

Voting Yea:

- Councilor Gordon
- Councilor Nelson
- Councilor Marquez
- Councilor Apodaca

Motion passed with a 4-0 vote

Manager Report

City Manager Dr. Moore talked about ongoing City projects. He explained with a homeland security grant work is being done on El Fuego. He then explained that the work on San Lucas is almost complete and continued to talk about the progress on the park in Chamisa. He then talked about having a budget 101 to walk through budget finances.

Finance officer Finch explained that it will be a good training to help new Councilors understand how city government finances work and what the money can and cannot be used for.

City Manager Dr. Moore talked about the Goodman Ave. project and said that the engineers are at about 90%. He thanked the public that came to the Public Forum for the projects. He further explained that there will be another Public Forum in the near future for a project on Horner.

City Manager Dr. Moore talked about Judge Chavez resigning and said she will be missed on the bench.

Discussion, Consideration, and Decision – Intergovernmental services agreement between the County of Valencia and the City of Rio Communities for law enforcement protection

City Manager Dr. Moore explained that the MOU is laid out as was discussed with a flat fee structure.

Under Sheriff Noah stated they would answer any questions.

Councilor Apodaca asked how Police Chief Nunez felt about the contract.

Police Chief Nunez stated the police department is moving along but building a police department is difficult right now people aren't interested in law enforcement. He stated it is important to have a working relationship with the Sheriff's department.

Sheriff Vigil stated that they are here for Rio Communities. They know that a police department is being established and it is a slow process.

Motion made by Councilor Nelson to approve the intergovernmental services agreement between the County of Valencia and the City of Rio Communities for law enforcement protection. Seconded by Councilor Gordon.

Voting Yea:

Councilor Gordon
Councilor Nelson
Councilor Marquez
Councilor Apodaca

Motion passed with a 4-0 vote.

Discussion, Consideration, and Decision – Approval of Purchasing Police Vehicles

City Manager Dr. Moore talked about having one opening for a police officer and we currently do not have a vehicle for that officer. He then said Police Chief Nunez has three vehicles that he has found and that will leave some cushion in case one of our units breaks down.

Police Chief Nunez explained that police vehicles have become extremely expensive. He then went over the vehicles he had found and the prices and explained the units are already outfitted and ready to go and that they are all highway miles. He explained the only thing we are not getting are the radio systems and explained the price of the radios. He then talked about having to buy two mounts and explained the mounts are to hold the computer system.

Councilor Nelson asked where the money was coming from.

Finance officer Finch explained it will come from available cash in the general fund.

Councilor Marquez had some questions about the price and recommended that that they only purchase 2 vehicles until we get the officers to fill the vehicles.

Police Chief Nunez explained that just to get a vehicle outfitted and ready to go it can take up to 9 months.

Mayor Ramsell asked about a timeline due to supply chain issues for a brand-new vehicle.

Fire Chief Tabet explained it is about a two year wait for a new vehicle.

Finance officer Finch explained that it was over a year to get the new vehicles outfitted and ready for our police officers.

Motion made by Councilor Apodaca to approve purchasing of police vehicles. Seconded by Councilor Marquez.

Voting Yea:

Councilor Gordon
Councilor Nelson
Councilor Marquez
Councilor Apodaca

Motion passed with a 4-0 vote

Discussion, Consideration, and Decision – Resolution 2024-01 Second Quarterly Report

Finance officer Finch went over the second quarterly report.

Voting Yea:

Councilor Gordon
Councilor Nelson
Councilor Marquez
Councilor Apodaca

Motion passed with a 4-0 vote

Council Discussion

Councilor Nelson talked about the City Council meeting being cancelled on January 22, 2024 and stated that they should have voted on it at the January 08 meeting. He asked why Councilors were not notified of the resignation of the Municipal judge and the Planning and Zoning Commissioner. He then asked about legislation days and who will be attending, he stated that it is important for himself and Councilor Marquez to have business cards for such events. He also stated that the Capital Outlay request he received is very vague.

Councilor Marquez thanked staff for the agenda being out by Wednesday. He also thanked the city for the groundbreaking and the News Bulletin for being there. He continued to thank the administrative staff, Public Works, and the Fire Department. He then asked who the grant writer was for the city. He then asked for the draft of SOPS for the employees. He then explained that he was notified about the Judge resigning by a citizen and asked why Council wasn't notified immediately. He then explained that they need to put a notice out for recruitment for a judge. He then recited Ordinance 2013-03 section 2-2-1 B and requested that the Council be informed of things right away. He then requested better communication from the City Manager and the Mayor in the future.

Adjourn

Motion made by Councilor Nelson to adjourn at 7:53pm. Motion carried.

Respectfully submitted,

Dr. Martin Moore, Acting Municipal Clerk
(Taken and Transcribed by Lalena Aragon, Deputy Clerk)

Date: _____

Approved:

Joshua Ramsell,
Mayor

Lawrance Gordon,
Mayor Pro-tem/Councilor

Arthur Apodaca,
Councilor

Thomas Nelson,
Councilor

Matthew Marquez,
Councilor

DRAFT



Rio Communities, NM

Accounts Payable Approval Report

By Fund

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Fund: 11000 - General Operating Fund				
Department: 0001 - No Department				
GSD - Administrative Services	INV0004622	01/05/2024	DENTAL	437.21
GSD - Administrative Services	INV0004623	01/05/2024	DISABILITY	38.01
Globe Life & Accident Insuran	INV0004624	01/05/2024	GLOBE LIFE INSURANCE	56.00
GSD - Administrative Services	INV0004625	01/05/2024	HEALTH	6,442.11
GSD - Administrative Services	INV0004626	01/05/2024	VISION	76.45
State of New Mexico Child Su	INV0004630	01/05/2024	Case ID 000300363	101.54
State of New Mexico Child Su	INV0004631	01/05/2024	Case ID 000177753	138.46
GSD - Administrative Services	INV0004657	01/19/2024	ADMIN FEE	19.50
GSD - Administrative Services	INV0004658	01/19/2024	DENTAL	381.57
GSD - Administrative Services	INV0004659	01/19/2024	DISABILITY	38.01
Globe Life & Accident Insuran	INV0004660	01/19/2024	GLOBE LIFE INSURANCE	56.00
GSD - Administrative Services	INV0004661	01/19/2024	HEALTH	5,622.15
GSD - Administrative Services	INV0004662	01/19/2024	BASIC LIFE	63.18
GSD - Administrative Services	INV0004663	01/19/2024	VISION	66.69
State of New Mexico Child Su	INV0004667	01/19/2024	Case ID 000300363	101.54
State of New Mexico Child Su	INV0004668	01/19/2024	Case ID 000177753	138.46
Department 0001 - No Department Total:				13,776.88
Department: 1001 - Governing Body				
AT & T Mobility	287334080831X01262024	01/29/2024	Mayor Joshua Ramsell - Phon	52.39
Bank of America, N.A.	INV0004722	01/29/2024	Newly Elected Officials Orient	125.00
Bank of America, N.A.	INV0004722	01/29/2024	Newly Elected Officials Orien -	125.00
Bank of America, N.A.	INV0004722	01/29/2024	MOLI Training - Tom Nelson	250.00
Bank of America, N.A.	INV0004722	01/29/2024	MOLI Training - Matthew Mar	250.00
Bank of America, N.A.	INV0004723	01/29/2024	Matthew Marquez - Hotel MO	1,374.21
Department 1001 - Governing Body Total:				2,176.60
Department: 1009 - Municipal Court				
Bank of America, N.A.	INV0004716	01/29/2024	BLUE360 MEDIA: CRIMINAL A	152.79
Department 1009 - Municipal Court Total:				152.79
Department: 2001 - Manager				
AT & T Mobility	287334080831X01262024	01/29/2024	City Manager Dept Cell Phone	102.37
AT & T Mobility	287334080831X01262024	01/29/2024	City Manager Telecommunica	30.05
Verizon Wireless	9954693905	01/29/2024	City Manager	40.01
Bank of America, N.A.	INV0004718	01/29/2024	Docking Station and Power Co	588.00
Bank of America, N.A.	INV0004724	01/29/2024	Drug tests for Jose and Daisha	199.98
Bank of America, N.A.	INV0004728	01/29/2024	ICMA Membership M.Moore	582.40
Department 2001 - Manager Total:				1,542.81
Department: 2002 - General Administration				
Sharp Electronics Corporation	9004675793	01/22/2024	City Hall & Fire Dept. VOIP	631.81
Woodlands Hardware	012387/1	01/29/2024	City Hall Supplies	13.75
Aqua3, LLC.	122853	01/29/2024	5 Gallon Water Bottles (4/Mo	14.60
Aqua3, LLC.	122853	01/29/2024	24 Pack Cases of Water (4/mo	42.60
NM Local Government Law	1624	01/29/2024	Legal Services -FY 2023-2024	2,947.85
Comcast Business	192473612	01/29/2024	City Hall -Fiber	1,050.70
Total Glass Solutions, LLC	2023-259	01/29/2024	Tint for 3 doors in Phase 1	1,500.00
NM Self Insurers' Fund	2024031307	01/29/2024	Public Liability Deductible	5,000.00
Shred-it US JV LLC	8006027019	01/29/2024	Document Shredding Services	274.71
Sharp Electronics Corporation	9004699408	01/29/2024	Contract# 800595693 - Aquos	274.50
Bank of America, N.A.	INV0004717	01/29/2024	Walmart - Christmas Tree Sta	9.70
Bank of America, N.A.	INV0004719	01/29/2024	Christmas Decorations - CH Tr	187.53
Bank of America, N.A.	INV0004726	01/29/2024	City Flags (2)	221.97
HEI, Inc	SRVCE010511	01/29/2024	ID Card Printer, Camera & Soft	2,665.73

Accounts Payable Approval Report

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
NM Gas Co	INV0004683	02/14/2024	GAS- Utilities	1,439.65
NM Water Service Company	INV0004714	02/14/2024	Water - Utilities	342.19
PNM	INV0004699	02/16/2024	CH-Electricity - Utilities	621.19
Comcast Business	INV0004712	02/18/2024	City Hall Telecommunications	652.87
Department 2002 - General Administration Total:				17,891.35
Department: 2004 - Finance/Budget/Accounting				
Verizon Wireless	9954693905	01/29/2024	Finance	172.81
Department 2004 - Finance/Budget/Accounting Total:				172.81
Department: 2008 - Municipal Clerk				
Gayle A. Jones	INV0004711	01/29/2024	Clerk's Office Training	866.40
Department 2008 - Municipal Clerk Total:				866.40
Department: 3001 - Law Enforcement				
Woodlands Hardware	012349/1	01/22/2024	General Supplies	31.87
AMTEC Less Lethal Systems	047231	01/22/2024	BEAN BAG/HORNEST NEST/FR	223.70
Amazon Business	1TNR-36J4-HK99	01/22/2024	2 CHARGERS 1 FOR TOUGHBO	70.98
Albuquerque Publishing Co.	0001582167	01/29/2024	Code Enforcement/Evidence T	1,031.39
Woodlands Hardware	012375/1	01/29/2024	General Supplies	12.34
AT & T Mobility	287334080831X01262024	01/29/2024	Police Phones/Internet Boxes	99.73
AT & T Mobility	287334080831X01262024	01/29/2024	Police Telecommunications	120.12
NM Municipal League	6341	01/29/2024	F.Nunez PD-Membership	60.00
Sharp Electronics Corporation	9004699409	01/29/2024	RMM & Help Desk Service	655.00
Sharp Electronics Corporation	9004699409	01/29/2024	Contract# 800608808 - PD Hel	468.00
Sharp Electronics Corporation	9004699409	01/29/2024	EDR License % Soc. Service-De	138.00
WEX Bank	94961439	01/29/2024	PD Fuel	580.07
Verizon Wireless	9954693905	01/29/2024	Police Dept	41.15
Amazon Business	1NY4-6M7C-F64Y	02/06/2024	TV ANTENNA/CALENDAR/GAS	136.41
Department 3001 - Law Enforcement Total:				3,668.76
Department: 3002 - Fire Protection				
AT & T Mobility	287334080831X01262024	01/29/2024	Code/Fire/EMS Phones	104.78
Department 3002 - Fire Protection Total:				104.78
Department: 3004 - Animal Control				
Valencia County Fiscal Office	AC2024-34	01/29/2024	Animal Control	2,362.15
Department 3004 - Animal Control Total:				2,362.15
Department: 4004 - Library				
Sharp Electronics Corporation	9004699406	01/29/2024	Library copies	69.23
Sharp Electronics Corporation	9004699408	01/29/2024	Contract# 800595693 - Aquos	137.25
Department 4004 - Library Total:				206.48
Department: 5101 - Public Works				
Woodlands Hardware	012352/1	01/22/2024	Various Supplies	60.38
Roadsafe Traffic Systems, Inc.	0034088-IN	01/29/2024	road construction,street signs	650.48
Maloy Mobile Storage Inc.	0322367-IN	01/29/2024	40' Storage Container Serial#8	243.68
Maloy Mobile Storage Inc.	0322452-IN	01/29/2024	40' Storage Container Serial#8	243.68
AT & T Mobility	287334080831X01262024	01/29/2024	Public Works Phones	52.39
AT & T Mobility	287334080831X01262024	01/29/2024	Public Works Telecommunica	80.08
WEX Bank	94961439	01/29/2024	PW Fuel	471.47
Verizon Wireless	9954693905	01/29/2024	Public Works	121.17
Bank of America, N.A.	INV0004725	01/29/2024	Drug Screen/Background Che	99.98
Bank of America, N.A.	INV0004727	01/29/2024	Iphone Charger x 2	32.35
Department 5101 - Public Works Total:				2,055.66
Department: 5104 - Highways and Streets				
PNM	INV0004702	02/15/2024	Streetlights - Electricity - Utili	32.70
PNM	INV0004708	02/15/2024	Streetlights - Electricity - Utili	90.29
PNM	INV0004700	02/16/2024	Streetlights - Electricity - Utili	37.98
PNM	INV0004701	02/16/2024	Streetlights - Electricity - Utili	157.94
PNM	INV0004703	02/16/2024	Streetlights - Electricity - Utili	235.36
PNM	INV0004704	02/16/2024	Streetlights - Electricity - Utili	86.23

Accounts Payable Approval Report

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
PNM	INV0004705	02/16/2024	Streetlights - Electricity - Utili	147.51
			Department 5104 - Highways and Streets Total:	788.01
			Fund 11000 - General Operating Fund Total:	45,765.48
Fund: 20200 - Environmental				
Department: 5009 - Environmental				
Universal Waste Systems, Inc.	0002786162	01/29/2024	Clean Up day-Dumpsters	364.98
			Department 5009 - Environmental Total:	364.98
			Fund 20200 - Environmental Total:	364.98
Fund: 20900 - Fire Protection				
Department: 3002 - Fire Protection				
Woodlands Hardware	012364/1	01/29/2024	Various Supplies	39.21
Paul Baca	1001093	01/29/2024	Vehicle Repair/Maint for Resc	3,008.47
UniqueFleet, LLC.	22628	01/29/2024	Preventative Maint on Fire Ve	1,149.06
UniqueFleet, LLC.	22633	01/29/2024	Preventative Maint on Fire Ve	3,804.88
AT & T Mobility	287334080831X01262024	01/29/2024	Fire Phones	52.39
AT & T Mobility	287334080831X01262024	01/29/2024	Fire Telecommunications	120.12
Ortega and Son's Propane Ser	45063	01/29/2024	Propane for Tierra Grande Sta	781.26
Napa Auto Parts	510006	01/29/2024	Auto Supplies	53.33
Sharp Electronics Corporation	9004699407	01/29/2024	Fire Dept Help Desk & Server	1,301.00
Sharp Electronics Corporation	9004699408	01/29/2024	Contract# 800595693 - Aquos	137.25
Sharp Electronics Corporation	9004699410	01/29/2024	Fire Dept Copies	221.11
Sharp Electronics Corporation	9004699425	01/29/2024	Fire Dept Copies	19.91
WEX Bank	94961439	01/29/2024	Fire Dept.	1,105.41
Verizon Wireless	9954693905	01/29/2024	Fire Department	80.02
Bank of America, N.A.	INV0004729	01/29/2024	new TV and sound bar	1,454.46
Bank of America, N.A.	INV0004730	02/06/2024	book from Jones & Bartlett	100.69
Bank of America, N.A.	INV0004731	02/06/2024	medical llcense renewal	102.50
NM Gas Co	INV0004682	02/14/2024	GAS- Utilities	851.94
NM Water Service Company	INV0004715	02/14/2024	Water - Utilities	70.71
PNM	INV0004697	02/16/2024	FD-Electricity - Utilities	486.92
PNM	INV0004698	02/16/2024	FD-Electricity - Utilities	210.67
Comcast Business	INV0004732	02/26/2024	Fire Dept. Telecommunication	299.98
			Department 3002 - Fire Protection Total:	15,451.29
			Fund 20900 - Fire Protection Total:	15,451.29
Fund: 29700 - County EMS GRT				
Department: 2002 - General Administration				
AT & T Mobility	287334080831X01262024	01/29/2024	EMT Phones	154.76
Boundtree Medical	85238910	01/29/2024	Medical Supplies	179.99
WEX Bank	94961439	01/29/2024	EMS Fuel	235.35
Verizon Wireless	9954693905	01/29/2024	EMS	81.32
			Department 2002 - General Administration Total:	651.42
			Fund 29700 - County EMS GRT Total:	651.42
Fund: 30400 - Road/Street Projects				
Department: 2002 - General Administration				
Desert Fox, LLC.	3604	01/29/2024	Grandin Testing	637.28
			Department 2002 - General Administration Total:	637.28
			Fund 30400 - Road/Street Projects Total:	637.28
Fund: 39900 - Other Capital Projects				
Department: 2002 - General Administration				
HEI, Inc	JC3749	01/25/2024	Finance Office - LED Fixtures	5,387.93
			Department 2002 - General Administration Total:	5,387.93
			Fund 39900 - Other Capital Projects Total:	5,387.93
			Grand Total:	68,258.38

Fund Summary

Fund	Expense Amount
11000 - General Operating Fund	45,765.48
20200 - Environmental	364.98
20900 - Fire Protection	15,451.29
29700 - County EMS GRT	651.42
30400 - Road/Street Projects	637.28
39900 - Other Capital Projects	5,387.93
Grand Total:	68,258.38

Account Summary

Account Number	Account Name	Expense Amount
11000-0001-22040	Garnishments Payable	480.00
11000-0001-22050	Healthcare Insurance Pa	12,083.76
11000-0001-22055	Dental Insurance Payabl	818.78
11000-0001-22060	Vision Insurance Payable	143.14
11000-0001-22070	Life Insurance Payable	63.18
11000-0001-22075	Disability Payable	76.02
11000-0001-22080	Miscellaneous Employee	112.00
11000-1001-53010	Travel - Elected Officials	1,374.21
11000-1001-56040	Supplies-Furniture/Fixtu	52.39
11000-1001-57050	Employee Training	750.00
11000-1009-56020	Supplies - General Office	152.79
11000-2001-56020	Supplies - General Office	787.98
11000-2001-56040	Supplies-Furniture/Fixtu	102.37
11000-2001-57150	Subscriptions & Dues	582.40
11000-2001-57160	Telecommunications	70.06
11000-2002-55020	Contract - Attorney Fees	2,947.85
11000-2002-55030	Contract - Professional S	906.31
11000-2002-55999	Contract - Other Service	1,774.71
11000-2002-56020	Supplies - General Office	231.67
11000-2002-56040	Supplies-Furniture/Fixtu	2,665.73
11000-2002-56060	Supplies - Kitchen	57.20
11000-2002-56999	Supplies - Other	201.28
11000-2002-57020	Claims/Judgments/Settl	5,000.00
11000-2002-57160	Telecommunications	1,703.57
11000-2002-57170	Utilities - Electricity	621.19
11000-2002-57171	Utilities - Natural Gas	1,439.65
11000-2002-57173	Utilities - Water	342.19
11000-2004-57160	Telecommunications	172.81
11000-2008-55030	Contract - Professional S	866.40
11000-3001-55030	Contract - Professional S	1,123.00
11000-3001-56010	Software	138.00
11000-3001-56020	Supplies - General Office	251.60
11000-3001-56030	Supplies - Field Supplies	223.70
11000-3001-56040	Supplies-Furniture/Fixtu	99.73
11000-3001-56120	Supplies - Vehicle Fuel	580.07
11000-3001-57090	Printing/Publishing/Adv	1,031.39
11000-3001-57150	Subscriptions & Dues	60.00
11000-3001-57160	Telecommunications	161.27
11000-3002-56040	Supplies-Furniture/Fixtu	104.78
11000-3004-55999	Contract - Other Service	2,362.15
11000-4004-55030	Contract - Professional S	137.25
11000-4004-57090	Printing/Publishing/Adv	69.23
11000-5101-55999	Contract - Other Service	587.34
11000-5101-56030	Supplies - Field Supplies	710.86
11000-5101-56040	Supplies-Furniture/Fixtu	52.39
11000-5101-56120	Supplies - Vehicle Fuel	471.47
11000-5101-56999	Supplies - Other	32.35

Accounts Payable Approval Report

Account Summary

Account Number	Account Name	Expense Amount
11000-5101-57160	Telecommunications	201.25
11000-5104-57170	Utilities - Electricity	788.01
20200-5009-55999	Contract - Other Service	364.98
20900-3002-54040	Maintenance & Repairs -	8,015.74
20900-3002-55030	Contract - Professional S	1,438.25
20900-3002-56020	Supplies - General Office	100.69
20900-3002-56030	Supplies - Field Supplies	39.21
20900-3002-56040	Supplies-Furniture/Fixtu	1,506.85
20900-3002-56070	Supplies - Medical	102.50
20900-3002-56120	Supplies - Vehicle Fuel	1,105.41
20900-3002-57090	Printing/Publishing/Adv	241.02
20900-3002-57160	Telecommunications	500.12
20900-3002-57170	Utilities - Electricity	697.59
20900-3002-57171	Utilities - Natural Gas	851.94
20900-3002-57172	Utilities - Propane/Butan	781.26
20900-3002-57173	Utilities - Water	70.71
29700-2002-56040	Supplies-Furniture/Fixtu	154.76
29700-2002-56070	Supplies - Medical	179.99
29700-2002-56120	Supplies - Vehicle Fuel	235.35
29700-2002-57160	Telecommunications	81.32
30400-2002-58090	Roadways/Bridges	637.28
39900-2002-58010	Buildings & Structures	5,387.93
	Grand Total:	68,258.38

Project Account Summary

Project Account Key	Expense Amount
None	68,258.38
Grand Total:	68,258.38

MAYOR & COUNCILORS

JOSHUA RAMSELL, MAYOR

LAWRENCE GORDON, COUNCILOR

ARTHUR APODACA, COUNCILOR

MATTHEW MARQUEZ, COUNCILOR

THOMAS NELSON, COUNCILOR

ATTEST:



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP BANK CODE-AP BANK CODE						
VEN04185	Amazon Business	02/07/2024	EFT	0.00	207.39	
VEN04527	Sharp Electronics Corporation	02/07/2024	EFT	0.00	4,053.06	
VEN04819	Roadsafe Traffic Systems, Inc.	02/07/2024	EFT	0.00	650.48	
VEN04878	AMTEC Less Lethal Systems	02/07/2024	EFT	0.00	223.70	
VEN04840	Desert Fox, LLC.	02/07/2024	EFT	0.00	637.28	
VEN04573	Universal Waste Systems, Inc.	02/07/2024	Regular	0.00	364.98	
VEN04417	Napa Auto Parts	02/07/2024	Regular	0.00	53.33	
VEN04582	Valencia County Fiscal Office	02/07/2024	Regular	0.00	2,362.15	
VEN04853	Aqua3, LLC.	02/07/2024	EFT	0.00	57.20	
VEN04680	HEI, Inc	02/07/2024	EFT	0.00	8,053.66	
VEN04603	Woodlands Hardware	02/07/2024	Regular	0.00	157.55	
VEN04608	Paul Baca	02/07/2024	Regular	0.00	3,008.47	
VEN04884	Gayle A. Jones	02/07/2024	EFT	0.00	866.40	
VEN04663	UniqueFleet, LLC.	02/07/2024	EFT	0.00	4,953.94	
VEN04249	Comcast Business	02/07/2024	Regular	0.00	1,050.70	
VEN04454	NM Municipal League	02/07/2024	Regular	0.00	60.00	
VEN04162	NM Self Insurers' Fund	02/07/2024	Regular	0.00	5,000.00	
VEN04844	AT & T Mobility	02/07/2024	Regular	0.00	969.18	
VEN04632	Total Glass Solutions, LLC	02/07/2024	EFT	0.00	1,500.00	
VEN04180	Albuquerque Publishing Co.	02/07/2024	EFT	0.00	1,031.39	
VEN04728	Shred-it US JV LLC	02/07/2024	EFT	0.00	274.71	
VEN04222	Boundtree Medical	02/07/2024	Regular	0.00	179.99	
VEN04709	Maloy Mobile Storage Inc.	02/07/2024	EFT	0.00	487.36	
VEN04792	NM Local Government Law	02/07/2024	EFT	0.00	2,947.85	
VEN04468	Ortega and Son's Propane Services, I	02/07/2024	Regular	0.00	781.26	
VEN04763	Bank of America, N.A.	01/16/2024	Bank Draft	0.00	5,856.56	DFT0001051
VEN04249	Comcast Business	02/18/2024	Bank Draft	0.00	952.85	DFT0001052
VEN04448	NM Gas Co	02/14/2024	Bank Draft	0.00	2,291.59	DFT0001053
VEN04459	NM Water Service Company	02/14/2024	Bank Draft	0.00	412.90	DFT0001054
VEN04481	PNM	02/16/2024	Bank Draft	0.00	2,106.79	DFT0001055
VEN04587	Verizon Wireless	02/12/2024	Bank Draft	0.00	536.48	DFT0001056
VEN04599	WEX Bank	02/15/2024	Bank Draft	0.00	2,392.30	DFT0001057

Bank Code AP BANK CODE Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	15	11	0.00	13,987.61
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	32	7	0.00	14,549.47
EFT's	24	14	0.00	25,944.42
	71	32	0.00	54,481.50

My Check Register

Packet: APPKT01064-AP 2.12.24

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PY BANK CODE-PAYROLL BANK CODE						
VEN04820	State of New Mexico Child Support S	02/07/2024	Regular	0.00	138.46	
VEN04820	State of New Mexico Child Support S	02/07/2024	Regular	0.00	101.54	
VEN04820	State of New Mexico Child Support S	02/07/2024	Regular	0.00	138.46	
VEN04624	GSD - Administrative Services Divisio	02/07/2024	Regular	0.00	63.18	
VEN04679	Globe Life & Accident Insurance Con	02/07/2024	EFT	0.00	112.00	
VEN04624	GSD - Administrative Services Divisio	02/07/2024	Regular	0.00	13,121.70	
VEN04820	State of New Mexico Child Support S	02/07/2024	Regular	0.00	101.54	

Bank Code PY BANK CODE Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	14	6	0.00	13,664.88
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	2	1	0.00	112.00
	16	7	0.00	13,776.88

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	29	17	0.00	27,652.49
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	32	7	0.00	14,549.47
EFT's	26	15	0.00	26,056.42
	87	39	0.00	68,258.38

Fund Summary

Fund	Name	Period	Amount
99000	Pooled Cash Fund	1/2024	5,856.56
99000	Pooled Cash Fund	2/2024	62,401.82
			68,258.38

Authorization Signatures

CHECK REGISTER

This check register has been reviewed and verified for accuracy.

First Signor

Date

Second Signor

Name: Jimmie Winters

Address: 106 San Lucas Ave

City: City of Rio Communities

State: NM

Zip: 87002

Telephone: 505- 864-3671

Are You a Current Resident of Rio Communities? YES

Educational Background:

BS in Medical Technology from University of Missouri, with a minor in Chemistry and studies in Pharmacy. Worked 15 years in Laboratory Science. Specialized in Computer Science and Hemostasis toward end of career. Career lasted 43 years. Retired in 2008.

Previous and/or Current Service on a Board:

During my career, I was a member of Sales Advisory Boards for Fisher Scientific, Coulter Corporation, Sigma Diagnostics and Instrumentation Laboratory corporations. I served on Rio Communities Association board of directors. I served on original City of Rio Communities Planning and Zoning Commissioner from 2013 through 2019 (most of the time as Vice Chairman or Chairman). I served several years on the Rio Communities Economic Development Commission.

Other Memberships, Achievements, Etc.:

I took all the training courses that MRCOG offered during my tenure on the Planning and Zoning Commission. These covered ethics, quorum rules, Robert Rules and various legal issues in New Mexico – taught by a myriad of lawyers. I attended several training courses offered yearly by the Municipal League on legal updates, Code Enforcement, how to conduct meetings and legal issues that cities should avoid. Our current lawyer taught many of these sessions at MRCOG and the Municipal League. I was active in the Gas Pipeline Emergency System for NM.

Emergency Contact Information: Marilyn Winters. 505-864-3671, 505-433-0209

Planning and Zoning Commission Candidate Questionnaire

Jimmie Winters Questionnaire:

1. If selected, how do you feel you are able to contribute to the success of the City of Rio Communities Planning and Zoning Commission?
I have a lot of experience in Municipal Government and the vital role that P&Z plays in implementing basic planning for Rio Communities. I am a team player and wish to continue helping the city of Rio Communities.
2. Are you willing to dedicate the time, energy and resources needed to support the mission of the City of Rio Communities Planning and Zoning Commission?
I believe that basic information allows us to thoughtfully grow our city in an intelligent manner. I am willing to spend the time to collect data needed to expand this data base.
3. Members stay connected to the City of Rio Communities Planning and Zoning Commission through meeting attendance, committee work, membership events, e-mail, and other forms of communication. Do you have the time and resources to be an active member of the City of Rio Communities Planning and Zoning Commission?
Yes. I have always been a very active member and am always interested in what other members think about the subject at hand.
4. Are you willing to solicit and recommend others for membership in the commission?
Helping find and motivate good ethical members to P&Z has always been my primary interest.
5. Do you know anyone who has an interest and the experience in becoming a member of Planning and Zoning Commission? Such experience might include city planning, engineering, construction, legal, financial, or general management.
Nobody at present comes to mind, but I will be watching and listening.
6. Foundational to the commissions' success is teamwork and compromise. Are you willing to put aside personal agendas and actively participate within such an environment?
I am primarily interested in getting members to express their logical views on the subject at hand and exploring possible answers for compromise. Isolating feelings from actual facts is absolutely required.
7. What do you believe are the two most significant issues or problems facing the City of Rio Communities Planning and Development?
Actual knowledge of the details of the ordinance. Separating members feelings from the facts of the case that will go into the report isn't always easy to do
8. The Governing Body and Planning & Zoning Commission have combined meetings on a quarterly basis to establish priorities. Are you willing to commit your time and energies as may be required to the commission?
These planning sessions make more efficient use of P&Z time. Working on something that is later cancelled by council is a sad waste of resources.

City of Rio Communities FIREFIGHTER/EMS-EMT BASIC

Position Description

Department:	Fire Department	Reports to (title):	Fire Chief
Job Code:	n/a	Supervises:	None
Pay Rate:	Depending on Experience	Classification:	Non-Exempt
Hours/week:	40 hours/week	Effective Date:	June 15, 2021
Position:	Full-time	Revised Date:	n/a

PERFORMANCE EXPECTATIONS

In performance of their respective tasks and duties all employees of Rio Communities are expected to conform to the following:

- Uphold all principles of confidentiality and respect of all colleagues to the fullest extent.
- Adhere to all professional and ethical behavior standards inherent to the Public Sector.
- Interact in an honest, trustworthy and dependable manner with all citizens and employees of Rio Communities.
- Possess cultural awareness and sensitivity.
- Maintain a current insurable driver’s license.

POSITION PURPOSE

The purpose of this position is to perform a variety of working level emergency medical response duties as needed to deliver at the-scene medical care and basic life support (BLS) services. Operates ambulance to provide emergency medical transport.

ESSENTIAL DUTIES, FUNCTIONS & RESPONSIBILITIES

The list of duties in this job description are not intended to serve as a comprehensive list of all duties performed by all employees in this classification, only to provide a summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties

- Responds to fire and emergency medical calls; utilizes radio communications and “10-codes” to receive and transmit communications; operates ambulance under emergency conditions and normal conditions to transport accident victims and emergency medical patients to health care facilities, hospitals or other institutions.
- Performs firefighting duties equivalent to a Fire Fighter I level of certification.
- Evaluates patient's condition and/or injuries and accident scenes and/or medical emergencies and administers aid as per protocol; monitors patient's vital signs and provides basic life support until transported to hospital.
- Operates resuscitation and suction devices during cardiopulmonary resuscitation; applies CPAP, applies vacuum splints, cervical collars, backboards, and various other medical devices used to immobilize patients during transport and extrication.
- Applies bandages and dressing on soft tissue injuries as needed to stop bleeding; applies pneumatic anti-shock pants on patients as per protocol to maintain profusion of patient's vital signs; lifts and carries patients from scene to ambulance

FIREFIGHTER/EMS-EMT BASIC

Position Description

according to established procedures; performs various basic lifesaving procedures such as pulse oximetry, cardiac monitoring, blood glucometry, oxygen administration, ventilator applications, splinting, oropharyngeal and nasopharyngeal airway placement, combi tube placement, king airway placement, semi-automatic defibrillation, oral glucose administration, and approved chemical/medication administrations, intranasal drug administration, nebulized medication administration. etc.; assists with emergency childbirth.

- Performs preventative maintenance on assigned ambulance; performs daily inspection; cleans exterior and interior of vehicle; assures emergency medical, rescue, and/or fire apparatus is properly stocked with necessary supplies; appries supervisor as needed to purchase replacement materials or schedule complex repairs. Performs related duties as required.

MINIMUM MANDATORY QUALIFICATIONS

Education and Experience:

A. Graduation from High School or equivalent; plus New Mexico State Licensed EMT-Basic and IFSAC Fire I Certification

AND

B. One (1) year of emergency medical experience as a trainee or first responder

OR

C. An equivalent combination of education and experience.

Mandatory Knowledge, Skills, Abilities and Other Qualifications:

- Read, write, speak and comprehend the English language. Must possess a valid New Mexico State Driver's License.
- Must be CPR certified.
- Emergency Vehicle Operator (EVO) Certification may be required.
- Must be able to pass a fit for duty and drug test prior to employment.
- Must be willing to participate in random drug screening.
- Must maintain a high level of customer service at all times.
- Some knowledge of first-aid and emergency medical techniques and procedures; interpersonal communication skills; emergency vehicle operation; various medical procedures necessary to sustain and prolong life in the absence of a medical doctor; medical terminology; various effects of medications or the lack of the same leading to life threatening conditions.
- Ability to follow detailed verbal or written work instructions; work in dangerous emergency situations; perform strenuous physical labor; communicate effectively, verbally and in writing; assimilate modern fire prevention and fire-fighting skills; perform under extreme weather conditions; work on call and on shift work; develop effective working relationships with supervisors, fellow employees, and the public.

PREFERRED QUALIFICATIONS

- Bilingual skills in English and the Spanish language

FIREFIGHTER/EMS-EMT BASIC

Position Description

WORK ENVIRONMENT

- Work environment: Incumbent of the position performs in a typical office and field setting. Tasks require a variety of physical activities that may or may not generally involve muscular strain, such as walking, standing, stooping, sitting, lifting, reaching, talking, hearing, and seeing that is typical for EMT Basic and Firefighter-I work. Common eye, hand, finger, leg and foot dexterity exist. Mental application utilizes memory for details, verbal instructions, emotional stability, discriminating thinking and guided problem solving.
- Physical demands: While performing the duties of this job the employee is regularly required to: walk, sit, use hands and fingers, reach with hands and arms, talk and hear. May be required to stand for long periods. The employee must regularly lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds or more. Specific vision abilities required by this job include close vision, color vision, and ability to adjust focus.
- Mental demands: There are a number of deadlines associated with this position. The employee must also multi-task and interact with a wide variety of people on various and, at times, complicated issues.

Disclaimer: The information on this position description has been designed to indicate the general nature and level of work performance by employees in this position. It is not designed to contain, or be interpreted as, a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this position. Employees will be asked to perform other duties as needed.

ACKNOWLEDGMENT

I _____ (print name here) have reviewed the content of the **EMS.EMT BASIC** position description and have been provided a copy of the description. I certify that I am able to perform the essential functions of this position as outlined in this description, with or without reasonable accommodation.

Describe any accommodations required to perform these functions:

_____ *Employee (signature)*

_____ *Date*

Mayor and Council:

I will be bringing up City Council Committee appointments as part of my City Manager Remarks in our Council Business Meeting on Monday, February 12, 2024.

Dr. Martin D. Moore
City Manager