



**City of Rio Communities Council Workshop**  
**City Council Chambers - 360 Rio Communities Blvd**  
**Rio Communities, NM 87002**  
**Monday, July 12, 2021 3:00 PM**  
**Minutes**

*Please silence all electronic devices.*

### **Call to Order**

- Mayor Pro Tem Peggy Gutjahr called to order the workshop at 3:04 pm.

### **Roll Call**

- PRESENT: Mayor Pro tem Peggy Gutjahr, (virtual) Councilor Bill Brown, Councilor Joshua Ramsell and Councilor Jim Winters.  
Present: City Manager Dr. Martin Moore, Municipal Clerk Lisa Adair, Finance Officer Stephanie Finch and Finance Clerk Angela Valadez.

### **Accounts Payable report**

- Finance Officer Stephanie Finch went over items over \$500.00: PNM for streetlights in the amount of \$935.77; PNM for electricity for both Fire Departments in the amount of \$1,714.40; WEX Bank for fuel for the fire department in the amount of \$994.51.

### **Contract for ITB #2021-0105**

- Finance Officer Stephanie Finch went over the contract: Three companies went out for bid and GM Emulsions came in the lowest at \$145,925 plus gross receipts tax with a total of \$157,507.80. The bid included the base bid and the option which came in right under budget, with the grand total being \$160,000 including our 25%, and the contract is just the normal contract.
- Councilor Winters asked how many roads were included in the contract.
- Finance Officer Finch explained what roads are included in the contract: Suncrest, Sombrero Loop, Gorman Ave to the end of Pageant Drive, Plunket Court, Unitas Court, and Guapo Drive.

### **Resolution 2021-xx NMDOT Cooperative Agreement**

- City Manager Dr. Moore explained this agreement was for the Chamartin and San Lucas area with a total project cost of \$186,472, and we did receive the full amount of funds we requested and thinks it is imperative to have good quality control on this project. He then said the main concern is taking care of the worst part of it and began a discussion.
- Councilor Winters asked about the present damage that has occurred with the current rain has changed the scope of work.
- City Manager Dr. Moore said the engineers need to come out and give us an assessment, because tomorrow the damage will be assessed for the flooding and continued the discussion.

### **Appointment of Library Board Members**

- City Manager Dr. Moore reviewed the library board members: Maria Wilson, Lisa Tabet-Chavez, Carolina Rita White, Bobby Caldwell, Deborah Benavidez, and Lisa LaMana. He explained the candidate liked what they saw of the Library and the judge will be here to swear

them in this evening. He then said after they are in, we are going to hold a meeting to establish officers and hold an orientation and continued the discussion.

- Councilor Brown said it is exactly one year and 2 weeks since we spent the money for the library, and it is wonderful to have it coming together.
- Mayor Pro tem Gutjahr said we will read all the names at once and continued the discussion.

### **Critical Path to Cannabis regulations**

- City Manager Dr. Moore said we are looking at the NMML from Colorado copies of good ordinances, P&Z will be getting briefed this Thursday, and then we will be coming back to you with dates for getting a draft that the attorney has viewed, get it to you, getting it to the Planning and Zoning Commission to walk through it, have a joint meeting between then and Council, and by the time September is here there should be something to vote on. A discussion began.
- Councilor Winters said if they need an extra meeting to do this, Council should be alright with that, to make sure this issue is taken care of and continued the discussion.

### **The State of the City - (Council/Manager)**

- Manager Dr. Moore explained that we need to get together, we are at the end of our fiscal year, and he would like to create a State of the City report that could be presented by the Mayor or the Mayor and the Council and would like to make this annual, but he thinks it is good idea to come together opportunity to meet again with other groups especially after a year of Covid.
- Councilor Ramsell said it is a great idea what is going on in the City and would be a good idea to have that as an annual thing since we are such a new City that is getting a lot of things done but some of what is being done is not visible to the public that would let people know what has happened in the past year.
- Councilor Winters said this should be an addition to the newsletter and see if we can get this into the paper if it is not too lengthy and began a discussion.
- Councilor Brown said he thinks we would be remiss in not doing this and setting a president to do this on a regular basis.
- Council continued the discussion regarding the City's history and where we have come from.

### **Agenda items to discuss at the next Joint meeting with EDC - (Council/Manager)**

- City Manager Dr. Moore said he thinks they are interested in talking about is public outreach to businesses, to get some more information on what they are doing and how their website is doing and what kind of responses they are getting on their website and began a discussion.
- Councilor Winters said to have a business forum here that would be directed at any business which would be an in-face meeting and began a discussion.

### **Manager Report**

- Manager Dr. Moore said on everyone's mind is the flood of 2021, we are looking for this to be a one-time event and are creating an emergency operations center for the County, which is tracking the storm, the cleanup efforts will include removing the silt from the drainage ditch to prevent the next big storm from going over the highway. He then said we need to make sure we are taking care of our businesses through this and there will need to be some discussions,

one of which will be the forum for residents on Western Dr., and keep discussion open with the community. The discussion continued.

- Manager Dr. Moore said it was suggested, with the American rescue, that there should be some kind of workshop and recommended it be added to the final budget workshop since it is literally adding a \$1.1 million piece. He explained the City needs to consider the timing of the spending of the money and how the money can be used. A discussion began.

#### **Fiscal Year 2021-2022 Employment Positions - (City Manager)**

- Manager Dr. Moore explained that we starting to see some applications come in for both the public works/janitor and code enforcement. He then explained the position for the assistance position to the Clerk at ten hours a week which would allow City Hall to be open every other Friday and began a discussion. He continued to discuss the Courtroom and judge's chambers and talking with FBT and Phase II.
- MRCOG on the 15th will be at the planning and zoning commission meeting and will be getting ideas of what kind of training they will need and began a discussion.
- Manager Dr. Moore said we will be looking at where we will be putting up the additional lighting.
- Councilor Ramsell said there are a lot of things that are happening, and he is happy to hear P&Z will be getting some formal training.
- Councilor Winters said this is the busiest year we have ever had and at the end of the year, we will have a lot to show for it.
- Councilor Brown said he is very pleased the City Manager has gotten so much accomplished, it has needed to happen for quite a while, and we are here to support him and make him successful in each of those endeavors.
- Mayor Pro tem Gutjahr said we have been extremely busy, and it has been very important to have excellent staff and as times goes on, we are going to have to add staff. She then said we have not really looked at in the last year and half need an emergency plan/checklist, what do we need; in the past, we have not had that, but she is excited about where we are headed.

#### **Council General Discussion & Future Agenda Items**

- Councilor Ramsell had no comments.
- Councilor Winters had no comments.
- Councilor Brown had no comments.
- Mayor Pro tem said we are looking at having some more forums in the future and would like to thank Dr. Moore for all he has done.

#### **Adjourn**

The City Council workshop was adjourned at 4:00 pm.

Respectfully submitted,

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Elizabeth (Lisa) Adair, Municipal Clerk  
(Taken and Transcribed by Amy L. Lopez, Deputy Clerk)

Date: \_\_\_\_\_

Approved:

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Mark Gwinn,  
Mayor

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Margaret (Peggy) Gutjahr,  
Mayor Pro-tem/Councilor

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Bill Brown,  
Councilor

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Joshua Ramsell,  
Councilor

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Jim Winters,  
Councilor