



City of Rio Communities Council Workshop
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, April 11, 2022 3:00 PM
Minutes

Please silence all electronic devices.

Call to Order

- Mayor Joshua Ramsell called to order the City Council regular workshop at 3:07 pm.

Attendees

- PRESENT: Mayor Joshua Ramsell, Mayor Pro-tem Margaret R. Gutjahr, Councilor Arthur Apodaca, Councilor Lawrence Gordon, Councilor Jimmie Winters
- Present: City Manager Dr. Martin Moore, Municipal Clerk Elizabet Adair, Finance Officer Stephanie Finch.

Accounts payable report

- Finance Officer Finch began a discussion on the amounts over \$500.00; 2 accounts for GSD in the amount of \$8,811.58; Sharp Electronics in the amount of \$528.53; NM Gas in the amount of \$1,201.81; PNM in the amount of \$604.84; Valencia Animal Control in the amount of \$3,850.50; Home Depot on the amount of 1,517.10; Ralph T. Barnes in the amount of \$1,500; Home Depot in the amount of \$514.87; James Head in the amount of \$502.50; Wisconsin Lighting Lab in the amount of \$2,397.00; Maloy Storage in the amount of \$6,965.00; Unique Fleet in the amount of \$1,510.01; Waterway in the amount of \$1,428.08; NM Gas in the amount of \$693.67; PNM in the amount of \$861.44; WEX Bank in the amount of \$1,466.34; J&B Automotive in the amount of \$5,090.00; Verizon in the amount of \$1,739.92; Boss Laser in the amount of \$13,519.87; Maloy Storage in the amount of \$20,895.00; American Fence in the amount of \$8,952.01.
- Councilor Gutjahr asked why the animal control was so much this month.
- Finance Officer Finch said they had picked up 74 animals this month and at \$50 a day it comes out to \$3,700 and continued with her report on the accounts payable.
- Councilor Gutjahr asked to explain the cargo storages.
- Finance Officer Finch explained they are used for storage for the public works departments equipment and continued with the discussion.

Resolution 2022 - xx IPA Audit Acceptance Approval

- Finance Officer Finch explained that we forgot to approve the resolution last year, but that it never was a law, but the DFA requires it be approved by resolution. She then explained she understands Council approved the audit but that it needs to be documented so DFA has a copy of the approval.

Authorization for a part-time Librarian

- Manager Dr. Moore explained looking at our budgetary expenditures, we are under projecting revenues by 30% and in taking advantage of the state library assistance funding we must have a certified librarian on staff. He went on by explaining needing someone professional for the library before opening the doors would make us look more organized and with talking to the library board it was their recommendation for 20 hours a week.
- Finance Officer Finch explained it is very important to have a paid librarian on staff in order to receive state grants in aid. She then went on by saying it could help pay the salaries and

operating costs, and with a quota of .55 cents per resident which would end up being 3 to 4 thousand dollars that the city would have to use.

- Councilor Gutjahr said adding once you have a certified librarian, that would help with funds and also with organizations as well.
- Councilor Apodaca asked if the certification is state issued for the librarian.
- Finance Officer Finch explained that it takes about a year for the certification.

Authorization to increase Public Worker from part-time to full-time

- Manager Dr. Moore explained that this was a new discussion after having interviews, we've had a couple of good candidates and with talking to the finance office having them pull up our day to day contracted out items that an employee can do we found out that it approximately costed the city \$84,000.00 with still having a quarter of a fiscal year to go. He went on by explaining how himself and the finance department looked how the salaries would be if they pushed the position to full-time and it would be significant for the city, we could save about \$15k to \$20k and continued with the discussion.
- Councilor Gordon asked if this would be a 5 day a week position.
- Manager Dr. Moore said this is 35 hours a week and we can stager the schedule and can have people work Fridays once we get revenues to support and continued with the discussion.

Resolution 2022 - xx BAR #3

See agenda packet

- Finance Officer Finch began to explain the budget adjustment and started reading the budget adjustment register. She then stated they are increasing the small cities assistance by \$210,911.00 which brings the balance to \$385,911.00; increasing the utilities for natural gas by \$8,250.00 which brings the balance to \$11,750.00; increasing the contract professional services by \$16,368.00 which brings the balance to \$32,768.00.

Resolution 2022 - xx Third Quarter Financial Report

- Finance Officer Finch explained the recap on the LGBMS and explained the cash, investments, revenues, transfers, expenditures, adjustments, balance, reserves, and adjusted balance.
- Councilor Gutjahr said one of her questions was meeting the percentages for 3 quarters, which the property tax wasn't at 75%.
- Finance Officer Finch explained the property tax is not concerning at this point and continued with the discussion.
- Finance Officer Finch explained that they will not be receiving a grant for EMS and are trying to use all the left-over money and continued with the discussion.
- Councilor Gutjahr asked why aren't we getting a grant.
- Finance Officer Finch said it wasn't applied for and continued with the discussion.
- Councilor Apodaca asked if the fire protection fund rolls over.
- Finance Officer Finch explained that you can apply for a roll over, but the state fire marshals office can say no pay it back and continued with the report.

Zip Code

- Manager Dr. Moore explained that we had a conversation today with Barbara Romero from Congresswomen Herrell's office, and she asked us to give them a detailed letter of the issues and requests. He further explained he will bring the letter to Council once it's done.
- Councilor Gutjahr said she suggested talking with Crystal from Heinrich's office once the packet is done, they can do a combined congressional letter which will hold more power for the post

office. Also brought to them that Councilor Winters is working on a list of all the streets. She then said Mrs. Romero said to link everything we talk about to safety and citizen's requests.

Letter of Interest to apply to the NM Community Solar Program

- Manager Dr. Moore explained that he has received a letter from Cenergy according to the governor's office, she signed a community solar program which is about 200MWac and is partnered with PNM, SPS/Xcel Energy, and El Paso Electric. He went on by saying he would like to try and do a partnership which could potentially bring revenue. He then said there is no finances or contracts but just would like to hear from Council if they would like to move forward with this or wait and see how it goes.
- Councilor Winters said there is a possibly of over \$300k of income, and possibly more later. He further said these people have done work in the State of New Mexico as in other states.
- Manager Dr. Moore said most of the Midwest and 1/3 to 1/2 of the northeastern states but are looking at this area for their next opportunities and this is simply asking you if you are willing to move forward.
- Councilor Winters said this is also a way to turn some of the land into cash which would be good, and they would put a 5 megawatt solar field in.
- Councilor Apodaca said would this have an affect on the restriction that PNM has on your city with individual residents.
- Councilor Winters said no this is separate.
- Manager Dr. Moore further explained that there will be limitations wattage under the program will be 5 megawatts in the community, they are looking at around 40 communities throughout the state of New Mexico.
- Councilor Gutjahr said this would be a selling point for people and the community being more green and more environmentally friendly.
- Councilor Gordon asked with the limitations would there be a plan to increase the station for more electricity.
- Manager Dr. Moore explained that is a very common thing they have discussed with partners, but PNM will not sign off on this if they don't have the capacity to provide electricity to.
- Mayor Ramsell said they have been in business for over 15 years, with different city sizes and limits, also this is not a committal of any funds from the city, this is just us expressing interest and possibly having a site within the community and continued with the discussion
- Councilor Gutjahr said when we look at residential vs business on property values and taxes, if they own the land and put this on it, does that generate property tax for us.
- Manager Dr. Moore said correct, they also talked about if the land was city and leasing the land and they talked about payments in lieu tax.
- Councilor Winters said he thinks the city was getting \$18k to \$19k a year from the solar cycles in Texas.

Public Comment

- Municipal Clerk Adair read a public comment from Facebook from Debbie Heater which read, "I have continually asked for an alert system for our area. I have signed up for all the alert systems suggested to me. Now there is a fire, SSW winds at 20mph and yet I hear nothing."
- Mayor Ramsell said he will reach out to the city manager to see if we can straighten it out.

Manager Report

- Manager Dr. Moore explained that the construction work of City Hall is going very well and now we have installation, we are placing LED lights but are waiting for a rebate, the next item is the carpet.
- Manager Dr. Moore said he is strongly encourages Council to visit the school system as well as others on how to evacuate the children as well as others due to not having a plan which is very concerning.
- Councilor Gutjahr said there is supposed to be a command person but you're saying there isn't one.
- Manager Dr. Moore said we do have a city emergency manager, but Belen schools did not respond, but they thought they were doing the best they could with what they had and coordinating with their superintendent. He then explained with local government cooperation this type of things wouldn't happen.
- Councilor Winters said that normally comes from the county.
- Manager Dr. Moore said it may or may not depending on the severity, the size and location of the situation.
- Councilor Gutjahr said this lands on the county, when the county gets notified they are supposed to send out the information to everyone in charge and we need to also meet with the larger group first instead of the smaller group but the smaller group won't be able to take orders without confirmation from the larger group.
- Mayor Ramsell said there was a breakdown of communication and continued with the discussion.
- Councilor Winters said does Belen know about the county disaster plan.
- Councilor Gutjahr said yes, they do, and continued with the discussion.
- Councilor Apodaca said today when it happened this hinged on the superintendent of Belen to give the approval of evacuations.
- Manager Dr. Moore said what he understood from the principle that he needed the okay from the superintendent to evacuate and continued with the discussion.
- Councilor Gordon said usually there is given a review of the incident and asked would we be able to get an explanation of what happened and continued with the discussion.

a) Grant Writer

- Manager Dr. Moore said they have an individual and are getting the contract ready from them and as soon as they have the individual signed, they will be introduced to Council. He went on by saying, one of the things we intend is making sure these deadlines are not dropped.

b) April 15th office closure - Good Friday

- Manager Dr. Moore said that employees asked if they would have off and he said he would let Council know if employees want to take off and use vacation time, they can due to that there will not be anyone in the office, he continued, he will not be there on Friday as he has other obligations.

Council General Discussion & Future Agenda Items

- Councilor Apodaca said he and Councilor Gordon attended the Municipal league training with meeting a lot of people one group in particular, said their animal ordinance came up he had asked for a copy so he can pass it to Council to get more ideas for the future and began a discussion.

- Councilor Apodaca said he talked with the Mayor of Santa Rosa and said he doesn't wait until legislation to pass anything he takes it upon himself to take charge. He then continued and said he asked him to come to a Council meeting to share his experiences and invited Council to take a tour around the city of Santa Rosa.
- Councilor Gutjahr had nothing to report.
- Councilor Gordon said one of the things that the Municipal League brought up were the Robert Rules and asked if there was one in city hall.
- Municipal Clerk Adair advised him that there is one in the Clerk's office.
- Councilor Winters had nothing to report.
- Mayor Ramsell had nothing to report.

Adjourn

- The City Council regular workshop was adjourned at 4:27 pm.

Respectfully submitted,

Elizabeth (Lisa) Adair, Municipal Clerk
(Transcribed by Cheyenne Sullivan, Assistant Clerk)

Date: _____

Approved:

Joshua Ramsell,
Mayor

Margaret R. Gutjahr,
Mayor Pro-tem/Councilor

Arthur Apodaca,
Councilor

Lawrence R. Gordon,
Councilor

Jimmie Winters,
Councilor