



City of Rio Communities Council Workshop
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, June 14, 2021 3:00 PM
Minutes

Please silence all electronic devices.

Call to Order

- Call to Order by Mayor Pro tem Peggy Gutjahr at 3:05 pm.
- Present: Mayor Pro tem Peggy Gutjahr, Councilor Bill Brown, Councilor Joshua Ramsell, Councilor Jim Winters (Virtual).
Present: City Manager Dr. Marty Moore, Municipal Clerk Lisa Adair, Finance Officer/Treasurer Stephanie Finch (virtual) and Finance Clerk/CPO Angela Valadez (virtual).

Park Presentation (MRWM)

- ❖ Park Presentation (MRWM) - Robert Loftus began a quick overview of the parks presentation, explaining the types of parks to Council. He explained pocket parks and the sawtooth area for consideration for the first pocket park and further said as the community grows the City should consider developing the other areas for larger parks.
- ❖ Mr. Loftus recommended the first phase begin with site 7 with available money, starting with shade structures, a playground and some parking. He then said you should consider acquiring more property in the next phase and recommended Timan and Del Fuego properties and looking for funding to develop them and once you have parks established you need to start looking at placing your trail systems, having open spaces and developing site 9. He began presenting costs for various sites and potential funding.
- ❖ Councilor Ramsell said he likes the way included site 7 to be finished in phases because we do not have enough money to do it all at once and also likes the idea to acquire more land and began a discussion.
- ❖ Councilor Winters said the plan put together with some input in the committee but some from the Community, and he thinks this is a good plan with the funding we have.
- ❖ Councilor Brown said this basically what he would have recommended.
- ❖ Mayor Pro tem Gutjahr said she like the idea of #7 and thinks it gives a visual and like the location being close to City Hall and would be a good starting place. She then asked how we will get water to site #7.
- ❖ Robert Loftus said they would look at where the utilities are located, and it would have service from the water company and suggested planting a few trees but design the park to be water efficient. He then said there are pros and cons to all the sites but the visibility and central location, being close to City Hall will help with the maintenance and explained there were a lot of reasons site #7 would be best to start with.
- ❖ Manager Dr. Moore explained finding a starting place, making a first visible step, and treating the parks study as a living document that we can use to move forward is how we are going to get something accomplished.
- ❖ Mayor Pro tem Gutjahr asked about fencing around site #7 for safety.
- ❖ Mr. Loftus stated that there are large DOT rights-of-way and is suggesting fencing around at least the section of park next to the road.

- ❖ Councilor Ramsell said he noticed a few park in a densely populated part of Albuquerque that were just tucked into very small lots but were spaced close together and began a discussion.
- ❖ Robert Loftus suggested whatever you start, make phase one look finished and add on to it later if you need to.

Accounts payable report (Finance Officer)

- Finance Office Stephanie Finch and Finance Clerk Angela Valadez went over accounts payable with council: Two charges for Tyler Technologies in the amount of \$4,826.25 for the maintenance of Incode for the Municipal Court and those charges are reimbursable; Robles, Rael and Anaya for monthly attorney fees in the amount of \$1,833.88; Cooperative Educational Service for the park study in the amount of \$1,885.90; Tyler Technologies for the setup of permitting, licensing, and code enforcement in the amount of \$7,676.65; Tyler Technologies for MyCivic maintenance in the amount of \$3,937.50; Robles, Rael and Anaya for attorney fees in the amount of \$1,833.88; Sandra Schauer for the production of the Rio Communities Newsletter in the amount of \$3,763.87; Accustripe for the restriping of City Hall parking lot in the amount of \$861.50; Valencia County Fire Dept. for the Hazard Mitigation Plan Update in the amount of \$1,391.65; Amazon Business for office supplies including a monitor and docking station for the clerk in the amount of \$773.79; HD Supply White Cap for tools and cleaning equipment for public works in the amount of \$2,421.65; PNM for Rio Grande Estate fire department in the amount of \$849.23; Craig Independent Tire Co for replacement tires for the Tahoe in the amount of \$545.02; Quill for fire cabinets in the amount of \$2,874.98.
- Council began a discussion on some of the items such as the PNM from the fire department.

Resolution 2021-xx First Amendment to Capital Appropriation Project (Manager, Finance Officer)

- Finance Officer Finch explained Resolution 2021-xx First Amendment to Capital Appropriation Project is to allow a change in wording for street lighting that allow us to use lights other than LED.
- Council began a discussion on the different sites that were plotted.

SB-37 Junior Bill Community & Youth Programs for Rio Communities (Council, City Manager, Finance Officer)

- SB-37 Junior Bill Community & Youth Programs for Rio Communities - Finance Officer Stephanie Finch said it is very vague and we need to come up with a plan to spend the money.
- Council began a discussion regarding how to spend the \$75,000 that has to be spent by June 2022.
- Mayor Pro tem Gutjahr suggested to have a workshop in August and suggested finding other partnerships and the discussion continued.
- Finance Officer Finch said DFA would know ASAP with brief explanation of who will be handling the agreements and we need to have an idea of what we are going to do.
- Manager Dr. Moore said his recommendation would be to have the City as a fiscal agent and working together with community partners to develop the program and continued the discussion.
- Finance Officer Finch agreed with what the City Manager suggested and that would be sufficient for now to get the ball rolling.

Ordinance 2021-xx Fireworks Control (Council)

- Mayor Pro tem Gutjahr explained this will be on the agenda tonight for public hearing and final approval.
- Councilor Brown said this is almost hand and glove with the 2013 ordinance and is a good thing.
- Mayor Pro tem Gutjahr said she noticed there is already issues with people setting off fireworks and explained the fire department needs to have their members, who are going to be handing out citations, certified and ready.
- Clerk Adair explained we can either have them come to the court house or she can swear them in and continued the discussion.

Electrical Sign - scope of work

- Manager Dr. Moore said he has spoken with the Code Enforcer, and we are being careful to follow procurement code and explained the size and type of sign which would be around \$50,000 without labor and explained labor cost would be nearly \$2,500. He then explained we have some decorative boulders and will use gravel in the middle of the boulders so that it is easy to maintain.
- Councilor Brown said all the message boards sale people all do free transport, no taxes and don't do installation.
- Manager Dr. Moore said we can use more than one company if we need to.
- Councilor Brown began a discussion regarding letter size.
- Councilor Winters said the scope of work looks good and we should go forward with the project.
- Councilor Ramsell said he has no objections to the sign.

EMS Job Description

- EMS Job Description - City Manager Dr. Moore explained that there was a couple of areas he corrected on the description and then stated he was looking at the market areas around us to see what they have for salary ranges, explained what other areas qualifications are, and would be getting a job announcement out tomorrow.
- Councilor Brown said preferred qualifications should be under experience and began a discussion.

Library

- Library - Manager Dr. Moore explained almost all of the faux stone panels are almost all up, brought a temp 1099 to help and he has installed the built in shelves, carpet in going in this week, and closer to the front windows we are installing a half door so that until we get a librarian the deputy clerk can check out books, we have decided to not install the librarian station due to its unsafe location in front of the window and allows us more room. He continued to explain the electrical, the supports for the computer counter are being built and six computers are going to be going, described the bookshelves that will be installed and began a discussion.

Rio Communities Master Drainage Plan

- ❖ Rio Communities Master Drainage Plan – Jordon Chavez from HDR began his presentation giving an overall project area. He then explained project 1 involving culvert replacement and repair on NM 309 and Hillandale crossings; Project 2 involving culvert

repair and channel restoration on NM-47 arroyo and explained the need for rip rap; Project 3 involving roadway improvement of curb and gutter, valley gutter and traffic guardrail Horner and Goodman; Project 4 Storm Drain Improvements on Chamartín involving installation of median drop inlets, pipe and manholes as well as the replacement of concrete rundown, curb and gutter and valley gutter installation; Project 5 Navajo Loop Channel involving the construction of detention ponds, new channel with riprap , installation of riprap and storm drain pipe and construction of CBCs at street crossings; Project 6 Pond and Roadside Ditch involving a new detention pond and construction of new ditch; Project 7 Riggs Street Improvement involving ditch restoration and valley gutter; Project 8 Country Club Lane Draining Improvements involving the installation of riprap and ditch restoration; Project 9 OM involving general maintenance of existing infrastructure.

- ❖ Jordon Chavez continued the presentation by reviewing the detention pond analysis for projects 5 and six which determines potential locations and pond sizes and proposed locations. He then
- ❖ Council asked a couple of questions on the drainage plan regarding how the ponds could be incorporated with parks and continued the discussion.
- ❖ Jordon explained Detention Pond 8 and Roadside Ditch and said he will be replacing a few updated sheets in the Master Plan so that it has the most current information. The discussion continued.

Council General Discussion & Future Agenda Items

- Councilor Brown asked what we can and cannot spend that money on.
- Manager Dr. Moore explained a lot of ties to direct fiscal economic impact to the City and they split the money into two pieces, HUD communities and State, we are under the State, and they are pointing towards us spending it on programs such as fire, EMS and rescue and direct impact to core functions and continued the discussion.
- Mayor Pro tem Gutjahr said as she understood we can use some of that to finish something for recreation in the building but that may not be possible.
- Manager Dr. Moore said monies you may have been looking at core services or health and safety items, you have some funds that were not expended can be redirected, but the way he sees it, it will indirectly benefit the City and continued the discussion.
- Councilor Brown said it seems like it is a catch 44, to be able to spend the money we are given, we would have to purchase land using City funds and continued the discussion.
- Councilor Winters had no report.
- Mayor Pro tem Gutjahr explained the items she is wanting to have on the magnet such as utilities contacts and began a discussion.
- Councilor Ramsell said there are 3 handouts and began to go over a pie chart to show people how much of residents property tax actually come to the City and where we spend our money and tax dollars vs grants, the other handouts concern a residential property and a commercial properties and the two different tax rates, explained debt tax, and wants people to think about agreeing to having two different tax rates and possibly raise residential tax to provide more services for the City.
- Mayor Pro tem Gutjahr asked if a discussion on putting on the election ballot should take place in a workshop and continued the discussion.

- Council agreed to have a special workshop on June 29 @ 10:00 am on taxes and financial issues and continued with the discussion

Adjourn

- The City Council workshop was adjourned at 5:10 pm.

Respectfully submitted,

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

Date: _____

Approved:

Mark Gwinn,
Mayor

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

Bill Brown,
Councilor

Joshua Ramsell,
Councilor

Jim Winters,
Councilor