



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

*Please silence all electronic devices.*

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**Call to Order**

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

**Attendees**

- PRESENT: Mayor Joshua Ramsell, Mayor Pro-tem Margaret R. Gutjahr, Councilor Arthur Apodaca, Councilor Lawrence Gordon, Councilor Jimmie Winters.
- City Manager Dr. Martin Moore, Municipal Clerk Elizabeth Adair, Finance Officer Stephanie Finch, Finance Clerk Renee Adams, Fire Chief/Code Enforcement Director Andrew Tabet, Economic Development Consultant Ralph Mims.

**Presentations: Valencia Regional Emergency Communications Center (VRECC) - Tommy Sanchez**

- Tabled

**Accounts payable report**

- Finance Clerk Adams went over all accounts payable over \$500.00; Sharp in the amount of \$515.70; PNM in the amount of \$766.91; 3 accounts for Robles, Rael and Anaya in the amount of \$7,099.65; Sharp in the amount of \$950; Airgas USA LLC in the amount of \$6,468.73, 411 Equipment LLC in the amount of \$11,673.56; 2 accounts for Code 3 Services in the amount of \$6,996.55; PNM in the amount of \$1,254.57; Garcia & Sons in the amount for \$4,800; H&E Equipment in the amount of \$2,227.67.
- Councilor Gutjahr asked where is the bank vault.
- Finance Officer Finch explained it is in the storage closet and it has all the very important paperwork for the city.
- Councilor Gutjahr asked about the attorney fees and was seeing if the payments was for 3 separate months.
- Finance Officer Finch broke down each of the payments and explained what they were for.
- Councilor Apodaca asked if the 411 Equipment charge is this high normally.
- Fire Chief Tabet said every time they get a new vehicle the price will be high to service them.
- Councilor Gordon asked why are 2 of the PNM charges so high.
- Finance Officer Finch explained those charges are for both fire departments.

**Sick Leave Start-up**

- Manager Dr. Moore said he has been talking with the department heads and also with staff and then said we are requesting an additional bank of 8 hours of sick leave for full-time and 4 hours for part-time employees.

**Infrastructure Capital Improvement Plan (ICIP)**

- Manager Dr. Moore began a discussion on the summary of the ICIP and started to state they made a list for council to go over and decipher what they would like to add, remove etc. He continued to say, staff and himself will then get together and work on Capital improvement Plan with various information that Municipal Clerk Adair provides. He continued by stating the deadline has moved to August 19<sup>th</sup> and do to this we are starting early. He stated the state requires 5 years and he calls it a canned program due to every government entity deals with this program. He continued to go through the first page of the ICIP. Please see agenda packet.

- Councilor Gordon asked when this is submitted to the State do they pick and choose who they would like to cover.
- Manager Dr. Moore explained this is simply a statement to the state that we are pursuing funding for these projects as in some cases they would want us to be more specific.
- Councilor Gutjahr explained when you look through here it has to say design, plan and construct, it is a 3-step product to be able to move forward. She then asked when is says funded to date, is that all we have put into City Hall.
- Municipal Clerk Adair explained that the previous funding has been closed out and this right now is open.
- Councilor Gutjahr asked about the funding for streetlights.
- Manager Dr. Moore said we have a grant from our previous year, and this led into a discussion.
- Municipal Clerk Adair started to explain the process.
- Councilor Gutjahr then said we haven't begun the work.
- Manager Dr. Moore then said it was under another type of capital improvement.
- Finance Officer Finch explained the process of the grant agreements and the ICIP and how it was already funded, and we did not have the ICIP in hand when we did the grant agreement.
- Municipal Clerk Adair said the agreement was for last year's summary and the new paperwork will say 2024-2028.
- Manager Dr. Moore said it makes sense on what Finance Officer Finch had mentioned about the grant agreements because the state had froze the grants and as soon as they became unfrozen we started to receive grants
- Finance Officer Finch said we don't ever account for it unless we have a signed grant agreement.
- Councilor Apodaca asked about how the titles of each page coincide with each other.
- Municipal Clerk Adair explained when you go into the form, they are very in-depth and had to put each project into a place where it best fits.
- Manager Dr. Moore stated council does not have to limit the number of requests as other cities have asked up to 40 at a time. He then said there will be 12 areas that were funded as well as projects funded from the legislature. He asked Council to decide on either keeping the list of priorities they have now or if they would like to change it.
- Councilor Gutjahr asked if they would like a decision now or next meeting.
- Municipal Clerk Adair said its preferable now and next meeting they would have the paperwork ready to go.
- Manager Dr. Moore said if they need time to look it over then next meeting is fine, but the one thing that's not listed is law enforcement as well as there is a grant for code enforcement for dangerous building or a nuisance abatement.
- Municipal Clerk Adair said if it is not on the ICIP then it will not get funded.
- Councilor Winters said just before the legislatures meet, we will get calls from the legislators asking what do we really want.
- Councilor Gutjahr said we have gone through years where they asked us to give them something very doable and have been looking at \$30k projects or even \$50k projects but then this last time we asked for a larger amount they were very uncomfortable with that and had us step back and told us to look at stages we wanted to start with. She continued by saying since we are having our law enforcement workshop, she thinks it will influence things faster and asked if she can have a few days to think this over.

- Mayor Ramsell said if council can turn it in to Manager Dr. Moore so he can see which are the 3 main points to look over.
- Municipal Clerk Adair said since we are having a hearing in August and getting the paperwork to you next week there isn't a vote at this time that's when we ask for the resolution. She continued by saying this helps give more time to discuss what they would like the 3 topics to be.
- Manager Dr. Moore requested to only give him the comments on this and do not discuss this with each other we don't want to run into a quorum issue.
- Councilor Winters asked when the deadline is.
- Mayor Ramsell said that Wednesday would be the deadline.

### **Street Signs**

- Manager Dr. Moore explained that we are compiling a list of addition lights but will be more than the initial \$500 discussed and asked are you comfortable for us to come back in the next budget meeting to ask for about \$10k-\$15k
- Mayor Ramsell said do you think \$10k - \$15k would be enough or we could possibly say up to \$30.
- Manager Dr. Moore said we do not know but that would certainly be better.
- Mayor Ramsell said he would rather have additional funds not needed instead of having to come back multiple times.
- Mr. Mims asked about bringing in some welcome signs but then asked Dr. Moore if that is a different conversation.
- Manager Dr. Moore recommended that as a different conversation.
- Councilor Gordon asked how many street signs are missing.
- Public Works Director Reeves said several dozen.
- Mayor Ramsell said the hard part is when the bad winds hit the signs go missing, mainly the street name signs are gone.
- Mr. Mims asked is the welcome signs into a different funding source.
- Manager Dr. Moore said this would be on a different source which would fall under economic development.
- Mr. Mims said we can get 5 welcome signs and have a fantastic design.
- Public Works Director Reeves said we would have to deal with DOT for the size.
- Mayor Ramsell asked if this would be on the next agenda.
- Manager Dr. Moore said yes it would be.
- Municipal Clerk Adair asked if we could possibly put some street signs under the ICIP public safety equipment when asking for funding.
- Manager Dr. Moore said if they want high dollar signs then he recommends this.
- Public Works Director Reeves said we do have speed radars that we have had for about 3 years that need to be put up. He continued to explain which signs he has in inventory and with talking to the Fire Chief he would like to get illegal dumbing signs as well. He finished by saying with funding they need about \$30k-\$35k to get the projects they need done.
- Councilor Gutjahr asked about the 3 speed signs that we have.
- Manager Dr. Moore said yes that is correct.
- Public Works Director Reeves said there is one out, but it needs to be maintained.
- Councilor Gutjahr said so one needs to be fixed.
- Manager Dr. Moore said all the computer components were stolen out of it.

### **Mock Economic Development Survey**

- Manager Dr. Moore explained that our economic development consultant needs a practice control group for a survey.
- Mr. Mims explained the survey is a marketing tool to determine what kind of businesses the residents would like to see in Rio Communities. He continued by saying we aren't just looking at our area we are also looking at our trade areas as well, these are the business that the community wants as well as we need to be proactive and let retailers know that this is what we want in our community.
- Manager Dr. Moore said this will let us know how each of you are really feeling about the process.
- Mr. Mims said the survey is really great to have retailers understand what the community would like.
- Councilor Apodaca asked if Mr. Mims still has corporate contacts from his history with working for Los Lunas.
- Mr. Mims said yes, he does.

### **Public Comment**

- No public comments.

### **Manager Report**

#### **a) LEDA Retail Ordinance**

- Manager Dr. Moore explained what has happened a LEDA ordinance has been drafted that incorporates the language for retail and is up to date.
- Mr. Mims said the LEDA ordinance is another carrot we can use to attract retail to our community, and this can be funding we can attract a supermarket or a grocery store.
- Councilor Apodaca said during our Economic Development taskforce meeting one of the areas we talked about is if we attract one business then many will follow but getting a supermarket is the key and continued the discussion.
- Mr. Mims said exactly and doing a LEDA ordinance can improve the community.
- Manager Dr. Moore explained on this particular ordinance will replace the previous amendment with our current LEDA ordinance. He then said arts and culture types of things are also included in LEDA now.

#### **b) Public Safety Task Force updates, c) Economic Development Task Force updates**

- Manager Dr. Moore explained they are both moving along and both committees are about 1 to 2 meetings to being finished and will be bringing the information to council.
- Councilor Gordon asked if he was able to get in contact with the Sheriff's Department.
- Manager Dr. Moore said yes, he talked to undersheriff Jeff Noah and was giving assurance someone would be here next meeting.

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

- Councilor Winters had no report.
- Councilor Gordon had no report.
- Councilor Gutjahr asked how are things going regarding getting books up into the library shelves.
- Manager Dr. Moore explained we have had a few members from the library board come in and help, as well as the Assistant to the City Manager Amy is working on bringing some books down after getting in contact with the Friends of the Library from Los Lunas.

- Councilor Gutjahr said it was brought up awhile ago about needing up to date books but was told about Amazon having a program that the library will add what books they are looking for and citizens may buy the book for the library to have on the shelves even though the city cannot take donations.
- Manager Dr. Moore said we have not formally pursued this yet but will get with the Assistant to the Manager to find out more.
- Mayor Ramsell had no report.
- Councilor Apodaca stated he knows about the summer program but was there something pertaining the robotics camps going on as well.
- Municipal Clerk Adair said yes robotics camp was from today till Thursday.
- Manager Dr. Moore explained that the robotics is a success from hearing a grandmother talking amongst her grandchildren. He also stated there is a COVID protocol they are following as well to ensure public safety.

**Adjourn**

- The City Council Regular Workshop was adjourned at 4:09 pm.

Respectfully submitted,

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

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

Approved:

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Joshua Ramsell,  
 Mayor

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Margaret R. Gutjahr,  
 Mayor Pro-tem/Councilor

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Arthur Apodaca,  
 Councilor

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Lawrence R. Gordon,  
 Councilor

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Jimmie Winters,  
 Councilor