



**City of Rio Communities Council Workshop**  
**City Council Chambers - 360 Rio Communities Blvd**  
**Rio Communities, NM 87002**  
**Monday, April 24, 2023 3:00 PM**  
**Minutes**

*Please silence all electronic devices.*

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**Call to Order**

- Mayor Joshua Ramsell called the workshop to order at 3:06 pm.

**Attendees**

- PRESENT: Mayor Joshua Ramsell, Councilor Arthur Apodaca, Councilor Lawrence Gordon, Councilor Jimmie Winters.  
ABSENT: Mayor Pro-tem Margaret R. Gutjahr.
  - City Manager Dr. Martin Moore, Municipal Clerk Elizabeth Adair, Deputy Clerk Lalena Aragon, Finance Officer Stephanie Finch, Accounting Specialist/CO Angela Valadez, City Attorney Randy Van Vleck.

**Accounts payable report**

- Accounting Specialist/CPO Valadez went over accounts payable over \$500.00 (see packet). Design Silk Screen Printers \$2,296.00; Amazon Business \$700.76; T&T Trailer sales \$1,629.97; J-H Supply Company \$2,724.35; Universal Waste Systems \$1,455.20; 411 Equipment LLC \$988.88; 411Equipment LLC \$1,245.79; LN Curtis \$3,384.00; Sharp Electronics \$1,131.87; HDR Engineering \$56,347.25; HDR Engineering \$46,205.96; Sharp Electronics \$4,746.83; HDR Engineering \$1,509.04.
- Councilor Apodaca asked about the signage what they were for.
- Accounting Specialist/CPO Valadez explained it was for street signs, children at play signs and school bus signs.

**Ordinance 2023 - (85) Creating a Police Department, (Creating Certain Appointive Officer, Prescribing the Power, Duties and Salaries of Appointed Officials)**

- Mayor Ramsell explained once this is approved, we can submit the application for an ORI number that will allow the city to purchase necessary gear and equipment. It is a little restricted for the cities that don't have that.

**Ordinance 2023 - XX Personnel Policy 14 -day review**

- Manager Dr. Moore said this is basically for you to look over and we will come back for approval. These changes are to meet the Mayor Council form of government. If you have any questions do not hesitate to contact him.

**MOU (Memorandum of Understanding) Between City of Belen and City of Rio Communities Summer Recreation Program**

- Mayor Ramsell explained that there was an increase due to inflation and the cost of wages. It the increase was \$5,00.00.

**Authorize \$30,000 for city cleanup from Available Funds**

- Manager Dr. Moore said he has gone over this with the Finance Officer Finch and began explaining that we had to rent equipment that we now have in house. Further explained areas that will need to be looked at particularly the drainage. He further explained that we received

an email asking what the \$30,000 was for. It is paying for the extra cost of the temporary worker and equipment.

- Councilor Gordon asked do you perceive needing additional funds later on.
- Manager Dr. Moore said yes and explained that if tires get worn out, we may have a few more expenses. As far as this fiscal year the \$30,000.00 will carry us.
- Mayor Ramsell said when Dr. Moore came to me, he asked for \$20,00.00 and I recommend bringing it to a flat \$30,000 there may be some anticipation past that, and this will take us past the end of the fiscal year.

#### **Authorize purchase of fire apparatus / vehicles utilizing available funds**

- Manager Dr. Moore explained the City of Rio Communities has watched with great interest the ISO, potential threats of the rating, we are currently an ISO 4 here in town and our station just outside the city is an ISO 4Y, and further explained when the ISO rating goes down there is a formula, and the amount of funds go down. He said the immediate concern is the service truck ISO is requiring a service truck. He further explained the service truck.
- Manager Dr. Moore said the point here is looking at a used vehicle for about \$150,000. The second vehicle we are looking at is the latter truck with the size of the structures they are telling us that we need to get a latter truck. The latter truck we have was built in the late 70s. He further said a command vehicle is being looked at the one we currently have had some mechanical issues. He explained the priority is the service truck first that is an immediate hit on the ISO rating. We are one of the heaviest used fire departments in the State of New Mexico
- Councilor Gordon asked with the size of our District is there some federal or state funds to help with.
- Manager Dr. Moore explained we are looking at rescue plan funds to help us at least with the service truck. Our finance department is working on this and seeing how they can go about this.
- Councilor Gordon asked how long before we have to act on the latter truck.
- Manager Dr. Moore said I asked the Chief that question he did not give an exact answer it was that the pressure is building.
- Councilor Winters said they are going to be constructing before then.
- Manager Dr. Moore said another part of that Tranzio took over Aristech and brought someone else in, so we are looking at inspections over there.
- Councilor Apodaca asked who sets the ISO standards, is it the State or Federal.
- Manager Dr. Moore said some of it is Federal or international and began a discussion.
- Councilor Winters said the other interesting aspect is that we are different than all the other districts in the county and we cover more than just our city limits. We have all these various types of equipment required.
- Manager Dr. Moore explained what areas we cover and further explained the types of calls we service.

#### **Authorize the Librarian and Office Clerk/Evidence Technician positions**

- Manager Dr. Moore said we brought this issue to you at the last meeting and then explained we are asking the librarian to be authorized to run the maker space and other community programs and said the other one has to do with the police department we will need the individual to have the ability to be able to gain certifications to handle evidence. He further explained that we are trying to get these positions handled and move forward and he went over the wage scale. The discussion continued.

- Councilor Gordon asked regarding the position have there been established the training program for them.
- Manager Dr. Moore said for the librarian we have a gentleman he is with the State Library, and he is the one who works with the libraries as far as training and getting them on the path to getting certified. As for the evidence tech, we have not gotten anyone yet for the training on the evidence tech I will have to get back to you on that one.
- Councilor Apodaca said the evidence tech position we will have a training to have them handle that stuff.
- Manager Dr. Moore said yes. We are a new department so we will work with other departments to get the proper training.

#### **Construction Coordinators - Proposal - Maker's space and makers space overflow**

- Manager Dr. Moore explained the proposal to make sure there are electrical outlets for both sides and further explained the sound between the finance department and the overflow last summer there was a lot of noise, we are also looking at door and glass and looking at some drywall repairs and ceiling tiles and we as a city will be replacing the light fixtures to LED it is currently all florescent. We are also looking at some repainting. The estimated cost is \$31,200.00 that is to upgrade two rooms.
- Councilor Apodaca said this will be from additional funding then phase one.
- Manager Dr. Moore said this will be the money we are requesting from available cash.

#### **Direct Planning and Zoning Commission to review and recommend changes to I-3 zone and zoning ordinance hearing procedures**

- Manager Dr. Moore said one of the things that came up at the public hearings for the planning and zoning committee and that there are certain types of uses that are offensive to the residents here. We are talking about petroleum products and hydrocarbons. We are asking for your directions to the planning and zoning to remove those uses from the I3 zone and prohibit them from the special use permits. He explained the process and it doesn't add up. He further explained the changes in the process.
- Manager Dr. Moore said once the area has changed that there will be going through for approval.
- Clerk Adair asked if this will be going into the special meeting with planning and zoning.
- Manager Dr. Moore said I would recommend it.

#### **Greater Valencia County Chamber of Commerce membership**

- Manager Dr. Moore said he needs direction from the council on where we want to go with potential membership. There are two levels of membership and partner levels.
- Councilor Apodaca asked how often do they have meetings.
- Manager Dr. Moore said he has not been to their meetings, I'm thinking, at least once a month and they have different types of meetings.
- Councilor Winters said he does like the concept if they can clarify it so we can see what that number. He then said since we do have a significant number on the chambers when can go from there.

#### **Public Comment**

- No public comments.

**Manager Report**

**City Complex Renovation update**

- Manager Dr. Moore explained we have at least 3 different companies working on city hall and then said phase 1 is almost done all the sheet rock is up, they have passed the inspections. He then said the one piece of bad news is the windows and security doors are on 6 weeks back ordered with that said they will miss the May 22 deadline. He then said other areas that are under construction you did approve the makerspace. He further said one of the areas we are struggling with is the police station side and making sure we have proper doors in proper places. We do have plumbing in the great room area, and we will have a dedicated restroom just for the police department and one other change is in the police station is security. Manager Dr. Moore said one other area is the Court room they are close to be finished and went over the design of the court room.

**Council General Discussion & Future Agenda Items**

- Councilor Apodaca had nothing to report.
- Councilor Gordon had nothing to report.
- Councilor Winters had nothing to report.
- Mayor Ramsell said involving animal control the continued lack of animal owners’ responsibility of making sure animals are secure on their property. They are aware that we have a contract with the County they understand that. Animal control is something we as a City should consider. I know it isn’t possible right now but should include it in the future.

**Adjourn**

- The Regular Workshop was adjourned at 4:24 pm.

Respectfully submitted,

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Elizabeth F. Adair, Municipal Clerk  
 (Transcribed by Lalena Aragon, Deputy 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