



City of Rio Communities Council Workshop
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, July 25, 2022 3:00 PM
Minutes

Please silence all electronic devices.

Call to Order

- Mayor Joshua Ramsell called the regular workshop to order at 3:00 pm

Attendees

- PRESENT: Mayor Joshua Ramsell, Councilor Arthur Apodaca, Councilor (virtual) Lawrence Gordon, Councilor Jimmie Winters
ABSENT: Mayor Pro-tem Margaret R. Gutjahr
 - Present: City Manager Dr. Martin Moore, Municipal Clerk Elizabeth Adair, Finance Officer Stephanie Finch, Accounting Specialist/CPO Angela Valadez, Finance Clerk Renee Adams, Fire Chief Andrew Tabet, Code Enforcer(s) Kaylee Dons, Greg Gallegos.

Accounts payable report

- Finance Clerk Adams began going over all items over \$500.00; TLC Plumbing in the amount of \$1,305.64; 2 accounts for Wells Fargo in the amount of \$3,198.92; NM Municipal League in the amount of \$1,075; Card Service Center in the amount of \$542.56; H&E in the amount of 4,620.30; Ralph T Barnes in the amount of \$975; Card Services in the amount of \$559.94; Sharp in the amount of \$677; TLC Plumbing in the amount of \$676.92; Amazon in the amount of \$505.99; WEX Bank in the amount of \$1,395.54; UniqueFleet in the amount of \$2,351.20; Valencia Soil & Water in the amount of \$9,000; 2 accounts for HDR in the amount of \$3,881.50; Card Services in the amount of \$1,447.06; Sharp in the amount of \$677; NM Kitchen Supply in the amount of \$1,318.38.
- Councilor Gordon asked why was the badges \$505.99.
- Finance Clerk Adams explained these are actually badge holders and they are for all city and fire department employees.
- Fire Chief Tabet stated they bought them in a bulk buy.

Resolution 2022 - XX BAR #4

- Finance Officer went over the budget adjustment for last fiscal year to close it all out. She started by naming each adjustment starting with, Travel expenses for elected officials in the amount of \$775; Employee Training in the amount of \$330; Salaries for Full Time employees in the amount of \$11,620; FICA-Regular in the amount of \$280; FICA-Medicare in the amount of \$65; Retirement in the amount of \$685; Health and Medical Premiums in the amount of \$3,400; Life insurance in the amount of \$7; Dental premiums in the amount of \$155; Vision premiums in the amount of \$25; Workers Compensation in the amount of \$100; Telecommunications in the amount of \$1,100; Contract-Other Services in the amount of \$550; Contract-Professional Services in the amount of \$11,150; Contract- Professional Services in the amount of \$1,165.05; Contract -Other Services in the amount of \$680; Contributions/Donations in the amount of - \$560; Local-Grants from Counties to Fire Excise GRT in the amount of -\$10,450; Salaries-Term Position in the amount of \$13,075; Local-Grants from Counties to EMS in the amount of - \$40,800.

Resolution 2022 - XX Fourth Quarter Financial Report

- Finance Officer Finch began a discussion on the Recap report and went into details on how they started in July of 2021 with a certain amount and ended in July 2022 with a certain amount. (Please see agenda packet). She then said they ended with great cash balances and goes to show that the City of Rio Communities is a good financial steward of the taxpayers' money and continued the discussion.
- Manager Dr. Moore explained the home is specifically on 503 Hermosa which is one of the homes the council did a resolution on.
- Finance Officer Finch said all of the cash carryovers are looking very good and stated for all the funds they had 73.96% of budgeted revenue, expenses were only 55.13% so it was only a little over half of what you budgeted to spend.

Resolution 2022 - XX Imposing a Mil Levy Tax for the benefit of Public Safety

- Manager Dr. Moore said that the city is ready for its own Police Department and in order to pay for it we are recommending the mil levy tax increase without cutting a department such as public works or the fire department. He continued by saying since the fire department is doubling as code enforcement the police department will be dealing with highway safety as well as domestic concerns, property crimes and those types of issues. He finishes by saying in order to establish this our mil levy will now be 3.5 for residential and for non-residential it will stay at our original 2.75 mil levy.
- Finance Officer Finch said we should have it state that for non-residential the mil levy will stay at 2.75.
- Mayor Ramsell said he thinks it's a good choice to for people to understand and that way DFA understands and if anyone looks at the resolution they also understand, and a commercial property or non-residential owner knows their tax is not going to be affected.
- Manager Dr. Moore said he is looked for someone who has long years of experience with law enforcement and then proceed with recruitment and putting the pieces together such as physical location here in city hall.
- Councilor Apodaca said he thinks we are very lucky to have this facility and have a starting place for the police department

Consultant to Startup a Police Department

- Manager Dr. Moore introduced Mr. Larry Curley who is a retired police officer of 38 years. He continued by saying he was the marshal, which is the permanent police chief in Magdalena, and one of the things we feel fortunate with is he has come from a department the same size we are looking at.
- Manager Dr. Moore said Mr. Larry has put a proposal together and started to explain Mr. Larry wanted an amount not to exceed \$35k for the consultant position. He continued by stating this will be standard operating procedures for the police department such as job descriptions, layout location, as well as public and officer safety, equipment, vehicles, and vendors for state pricing and is prepared to introduce a draft.
- Councilor Winters asked if Mr. Larry has looked at the space and if it is adequate.
- Mr. Larry said yes he has and it is going to work.

Resolution 2022 - XX Local Government Road Fund/Municipal Arterial Road Program

- Manager Dr. Moore explained that this is the first grant that is federal and explained the municipal arterial road grant it deals with roads that are typically perpendicular to or provide some arterial or collector access to a state highway. He continued by saying this grant will start from the southern area of Horner Street by Hwy 47 all the way up the corner street down a piece of Hillandale Street down to Manzano and back over to the intersection of Hwy 47 and Hwy 309.
- Manager Dr. Moore recommends drawing up plans and then come back and ask for money to construct and continued by saying he will be looking at looking at several things being both drivability and walkability on that stretch of road. He finished by explaining once all this is in place, he will be talking it to DOT and SOT for sign off and then having HDR start the process.

Authorizing payment of Temporary Wildland Fire Assignments from the State

- Manager Dr. Moore explained the Fire Department took on the major role in the big hole fire as well as another smaller fire in the district and the state stated they will reimburse us for us to pay our fire fighters, well that was in April and its now July and still have not been paid. He continued by saying they have checked on how the state sends the money and would be a reimbursement. He then said the amount requesting is not to exceed \$25k and on the city standpoint we think its only fair since we are in the financial position to do so.
- Finance Officer Finch explained the changed that would happen in the general fund as well as the wildland fire fund.

Resolution 202X - XX FY 202X Final Budget

- Finance Officer Finch went over the 2023 budget presentation which is like the interm budget report. (Please see agenda packet) She stated to explain how she divided a citizens property tax bill and showed how much the municipalities normally gets only 7.5% which means if your property value is \$150,000 then your taxable value us only 1/3rd of the net value and continued the discussion.
- Finance Officer Finch started to breakdown the property taxes and municipalities only get 15.57% the rest is divided by schools, county, and other things around the state. She continued the breakdown on each department and then mentioned for the law enforcement sheriffs' portion as of next year will be gone (if the mil levy is approved) so that will free up some of our funds as well. She continued the presentation with the one-time non-capital expenditures and continued the discussion.
- Councilor Apodaca asked about engineering and architectural services that budgeted for \$100k, do we know how much we have spent so far.
- Finance Officer Finch explained that she believes it was about \$180,000 and then explained we go way over budget but doesn't just come out of one fund but have the engineers and architects do the work for us and continued with the discussion.
- Councilor Apodaca said its great to have the back up for the city and having them making sure we have our homework done before moving on.
- Finance Officer Finch did inform council our fire fighters fund is 97% grant money from the state and continued the presentation.
- Councilor Winters said good report.
- Councilor Apodaca said good report and he is always impressed with the finances, and she always is looking in the best interest of the city to make sure that everything is taking care of.

- Finance Officer Finch explained she is a public servant, and it is her job to do what's in the best interest of the taxpayers of the City of Rio Communities.
- Councilor Gordon thanked the finance department for being very thorough.
- Mayor Ramsell thanked the finance for putting the presentation together and its very daunting for someone who doesn't understand and appreciates Finance Officer Finch for taking the time to explain what is going on.
- Manager Dr. Moore explained that the Judge has identified an individual and is questing \$18 an hour for up to 15 hours a pay period. He continued by saying with talking to the individual she feels this individual is very qualified and is worthy to request from the city council the \$18 an hour which would need a budget adjustment at some point.

Resolution 2022 - XX Dangerous property (86 Horizon Vista Blvd)

- Fire Chief/Code Enforcement Officer Tabet said we have gone through court which isn't getting resolved and it is getting worse. He then said we are coming to you to move forward with this property.
- Mayor Ramsell asked if they have been working with the property owner.
- Fire Chief/Code Enforcement Officer Tabet said yes they have as well as taking them to court twice and they have not shown up as of now they have been decaying the property as well as not communicating with the courts nor the code enforcement officers. He continued by saying with this he feels it has escalated to this extent and this is why he is here asking to take action.

Public Comment:

- Cindy Nelson said she received a letter from the City to clean up their properties back in January. She continued by explaining she is disabled and got an extension and had everything cleaned up by the middle of March. She further explained since then nothing has happened on either side of her properties alleyway and with talking to her neighbor, he explained it wasn't his responsibility to clean the alleyways and she's not sure who owns the alleyway. She continued her comment with stating she has been in a really bad fire years before that gave her PTSD and spent July 4th with her hose on due to illegal fireworks, and in May she had made a report where the code enforcement came and assessed the situation and with the fire hazard she doesn't know where to turn to. She continued her comments by saying she doesn't want to cause in issue with her neighbors but they do have a dog that barks uncontrollably and doesn't have money to purchase equipment that states how long they have been barking for long periods of time, but she is a light sleeper and will bring a different person for verification as well she called animal control and they informed her she needs evidence on the situation and just is looking for guidance to asset the situations at hand.
- Mayor Ramsell said he will talk this over with her at the end of the meeting.

Manager Report

- Code Enforcement Director Tabet gave an update on code enforcement stating he has 4 people including himself and have been knocking on doors as well as citing people to court or having them bought to council or the city manager. He continued by saying they have 39 to 45 of violations throughout the city and the various parts that were currently parading and within those 10 days after they either get a second knock on the door or a summons to court if they haven't done their part but did say they have been largely welcomed and largely cooperative.
- Manager Dr. Moore asked if the area on Howell Street has been gridded.

- Code Enforcement Director Tabet said that it has not been gridded but have been getting calls about hoarding houses or fire dangers and began to explain the Greg and other code enforcers have that area to grid and he is not sure where they have started as of yet, continued the discussion.
- Manager Dr. Moore said in relationship to alleyways us as a city need to go to individuals and tell them you need to be cleaning up so far into the alleyways but in some areas, we do not have any jurisdiction or ownership. He continued by saying it's his sincere apology that it is frustrating, but they have been doing a lot of work as well as instead of having just one code enforcer part time we have 4 code enforcers all the time.
- Ms. Nelson asked if we are responsible for the alleyways and her neighbor is refusing to clean it, what action would be taken.
- Manager Dr. Moore said there are a few things that can be done, last fall the city adopted a nuisance of dangerous properties ordinance and with this, things have to be taken in steps and if residents do not do it within the time frame, then it will be deemed a dangerous property and the steps taken today of one earlier would be taken to other properties as well. He finished by explaining MyCivic is starting to come together and soon we will have complaints in digital form instead of written documents right now and thanks to the Municipal Clerk who has worked on this for quite some time it is now getting closer.
- Councilor Apodaca said we as a council need to tell the residents if an alleyway is private property or public property. He then asked the Fire Chief when approaching a property and it is a rental, do you start with the renter or the property owner, this continued the discussion.
- Code Enforcement Director Tabet explained the process starts with the renter and then they tell us it is the landlords' problem and if they don't want to work with us we find out whose house it actually is and get in contact with them. He continued by saying the hard part is some one the rentals are people who live out of state or vacant and trying to track down who the people are who own the property.

a) Parks and Trails update & b) Grants update

- Manager Dr. Moore explained that the Jr. Grant for \$50k was approved and will go to our community program as well as the library.
- Manager Dr. Moore gave an update on parks and trails we did get approved for our \$390k has went through the bond sale and DFA said that sometime in August or September get grant agreements out to us and then the trails have been in talks for the Rio Grande area again and he is not sure when it will happen, but it did pop up.
- Manager Dr. Moore explained the pothole have been worked on as well as we are working to get equipment for public works to work on them instead of asking for help. He continued by saying public works did get a tractor and a brush hog.

Council General Discussion & Future Agenda Items

- Councilor Apodaca said he still hasn't heard anything back from the triangle piece of property.
- Councilor Winters had nothing to report.
- Councilor Gordon said he mentioned the electric vehicles and still wants to see something done with those.
- Mayor Ramsell said there is a \$138 million for charging stations according to the article, the state is currently looking to be putting them along I-25, I-40 and I-10 and they want them to be

no further than one mile from the interstate so unfortunately it takes us out of the running for that funding.

Adjourn

- The City Council regular workshop was adjourned at 4:48 pm.

Respectfully submitted,

Elizabeth F. 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