



City of Rio Communities Council Workshop
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Tuesday, October 12, 2021 3:00 PM
Minutes

Please silence all electronic devices.

Call to Order

- Mayor Pro tem Joshua Ramsell called to order the meeting at 3:08.

Present:

- Mayor Pro-Tem Joshua Ramsell, Councilor Robert Chavez, Councilor Peggy Gutjahr and Councilor Jim Winters.
- Present: City Manager Dr. Martin Moore, Municipal Clerk Lisa Adair and (virtual) Finance Officer Stephanie Finch.

Accounts payable report

- Finance Officer Finch gave report of items over \$500: Two charges to GSD in the amount of \$2,861.07 each for health insurance; PNM in the amount of \$552.15 for electricity for City Hall; Carpet Warehouse, Inc in the amount of \$3,032.75 for new carpet for the temporary office of the clerks; PNM in the amount of \$1,300.66 for electricity for the fire department.
- Councilor Gutjahr asked why the fire department electrical bill is so high and began a discussion.

Resolution 2021-XX BAR #1

- Finance Officer Finch explained compensating tax, a new tax, is for online sales and must be placed in a separate account than interstate telecom GRT. She then explained we have budgeted \$2,100 for compensating tax and \$240 for interstate telecom GRT, based on the past two months of each. She then said the reimbursement for flood damages was \$81,500. She then explained expenditures: \$1,900 for errors and omissions insurance for the governing body; contract for professional services for Economic Development for \$55,000; salary for part time position for the Code Enforcer to be given a higher wage totaling \$11,500 and explained other items such as taxes and social security that was also affected; temporary positions for flood clean up \$7,930.00 plus taxes and social security; extraction of City hall in the amount of \$14,000; Street Cleaning after flooding in the amount of \$29,600; Extraction of flood waters at City Hall in the amount of \$475; Four temporary workers to clean up the City for the total amount of \$28,988 including taxes; Street lighting upgrade on Hwy 47 in the amount of \$30,000; Fencing of Property on City land in the amount of \$40,000; Matching share of DHSEM Street Repair in the amount of \$100,000; FBT Architects for pending reimbursement in the amount of \$8,702.18; Transfer in for Fencing of Property on fire department land in the amount of \$40,000; LED street lights on Hwy 47 in the among of \$30,000; Transfer in for Fencing of property in the amount of \$40,000; Transfer in for DSHEM street repair- local share \$100,000.

Resolution 2021-XX 1st Quarter Financial Report

- Finance Officer Finch had a general overview of budget items: Revenue for general operating fund to date is at \$213,178.71 with 19.3% used so far, with previous years we have been at 25%; Governing Body is at 174.25% of their budget and that has to do with the errs and omission for public officials insurance and that will be corrected with the budget adjustment; municipal court is at 11.41% of their budget; Manager is at 24.67%, General Administration is at

34.93% and is above budget because of a payroll adjustment in the amount of \$11,875.48 and that went away as of October 1, automatic reversing general entry .

- Councilor Gutjahr said property tax is usually slow coming in as well.
- Finance Officer Finch continued: Finance department is at 25.87% because at the beginning of the fiscal year they purchased office supplies including filing cabinets; Municipal clerk office is at 20.08%; P&Z is at 2.42%; EDC 59.58% and that was due to subscriptions and dues that were not budgeted for.
- Manager Moore explained the dues were for Albuquerque Economic Development.
- Finance Officer Finch continued: Law enforcement is at 76.16% and the reason is, we paid the whole amount of the contract for public safety to Valencia County; Fire protection that pays for the fire chief; is at 1.40% used, animal control 24.92%; dispatch/E911 is at 18.43%; Emergency Services/Disasters is for the flooding has cost \$68,951.27 and is at 0% percent because there was no budget for that, Parks and recreation is at 0% and this was \$3,000 for the youth program and \$2,000 for the Willie Chavez park; library is at 20.7% used; public work is at 17.31% used; highways and streets is at 65.68% and that mainly has to do with the electricity use being 45.2%; no transfers in far, but are waiting for the \$300,000 for the new fire truck, and transfers out of \$92,364.63 was for the purchase of the property.
- Councilor Gutjahr asked if the budget will need to be changed for the streets and highways.
- Manager Dr. Moore said he has a call in to PNM and he will get us some answers for how we are being billed and we might need to make a change on the second quarter budget adjustment.
- Finance Officer Finch continued to explain the budget: Correction of revenue for court citations, we have only brought in \$100, while having budgeted for \$1,500, so the revenue is only at 6.67%, but there have been no expenses; Environmental GRT is at 25% and 15.10% in expenses; State DOH fund for medical expenses are at 0% in revenue and 0.5% in expenses; Fire Protection fund is at 39%, LEPF is at 100% and 100% in expenses; street fund is at 22.38% and 15.39% in expenses; American rescue plan act is at 50% of revenues received and 0% in expenses, Fire Excise GRT is at 25.79% of revenue and 16.62 in expenses, county EMS GRT 25.73% received and expenses are at 5.52%; State Legislative Appropriations Projects is at 1.4% of revenues and 44.67%, State 1.40% 2.03% in expenses; road/street projects is at 72.30% received and 15.21% in expenses; other capital projects funds 0% in revenue and expenses are at 32.2% and transfers are at 26.9%; NMFA loan services are at 0% in revenue and 0% in transfers.

Library Mission Statement

- City Manager explained that the library board met and came up with the following mission statement: "City of Rio Communities Public Library connects all citizens to resources, technologies and programs, enriching personal, educational, and cultural growth."
- Council made some changes resulting in the recommendation of: "City of Rio Communities Public Library connects all citizens to resources, technologies and programs, to enrich personal, educational, and cultural growth."

Fencing of the City' New Property

- City Manager Dr. Moore explained he received preliminary cost estimate at \$30,000, and there needs to be an additional gate and further explained the state contract price with that gate will be about \$40,000 and to keep the trespassing and other problems done, it needs to be done.

Professional Service Contract for Economic Development

- City Manager Dr. Moore explained there are 3 main points to the contract: The contract would run until June of 2022 to keep it within fiscal year cycles, since it is a professional service it would not have to go out for bid under the amount we are asking and the need for errors and omissions insurance, and the third issue would be the hire looking at reaching out to contacts nationally and would like the City to join a few more economic development associations. He then began a discussion.
- Councilor Chavez asked who he will answer to.
- City Manager Dr. Moore explained day-to-day activity will be reported to himself as City Manager but would also come before Council and report activities.
- Councilor Gutjahr asked how he is linked to the Economic Development Commission.
- City Manager Dr. Moore explained he is directly linked to Economic Development Commission through the City Manager's Office. The discussion continued.

Road repairs/resealing

a) Pothole Repair

- City Manager explained potholes abound, we have started, and we are looking at a total of nearly \$30,000 to fix them all. He then said that would be using hot mix repairs that will last longer and began a discussion.
- Mayor Pro tem Ramsell said what he has seen them, and they are nice and smooth.
- Councilor Gutjahr said up on Craig Cr. and it is a beautiful job and continued the discussion.

b) Resealing

- City Manager Dr. Moore explained Hillandale, and other roads have come up as in need of being resealed and we are going to be asking for a price although we might have to wait until spring, but we would be done that as a reseal and restripe as a way of traffic control as well.
- Mayor Pro tem Ramsell asked would we be able to fully reseal the entire road and began a discussion.
- Councilor Gutjahr stated that another situation there was off Hillandale, not all of it was done and it should be and continued the discussion.

c) striping

- Resident asked for Brown to be included in the road repairs and continued the discussion.
- Council began a discussion regarding other problem roads

Public Comment

- no public comments.

Manager Report

a) Public Safety Taskforce

- City Manager Dr. Moore said he is recommending to the City Council be comprised at a minimum to 2 representatives from council and 2 representatives from P&Z to reach out the justice system and magistrate and district courts, and sheriff and 1 representative from the landlord/business community to talk about significant issues. He continued to explain this would be a task force to take action on items the Council has approved, the budget allows or grants could be sought after to fund the items that would positively affect public safety. He then said there are some things that may come out of it that would need action from the Council and those that did not, I would still report updates to the Council.
- Councilor Gutjahr asked what the focus of the group would be.

- City Manager Dr. Moore explained the task force is for Rio Communities to deter rising crime by using tools the justice system has and implementing them, such as probation programs, funding from grants for a police department and using any resource we can find to help public safety here in the city and continued the discussion.
- Councilor Winters said he feels we need to inform the County what we are doing and continued the discussion.
- Councilor Chavez explained areas that are prone to theft in our community, rental properties haven't been being maintained, and feels the city needs to keep up with codes and that alone would help with crime. The discussion continued.
- Councilor Winters asked how we educate the general public because they need to be informed of the codes but also how not to be a target of crimes.

d) Electronic Sign Purchase & Installation

- City Manager Dr. Moore said we are literally hung up waiting on quotes; we have gotten 2 quotes back on the repair side but have to have three to come back with the final cost and continued with the discussion.

c) LED Streetlights on Hwy 47

- City Manager Dr. Moore explained if we wait for using the grant for this, we will have to wait for a notice of obligation and that takes a while, and we may not be able to do this project until next spring. He then said we have the funds in the bank that we could use for 70 lights, 8 with wiring and fuse issues but he feels this would be a good gesture of public safety in the community. He continued to explain some of the costs could be under state agreement pricing, LED lights are around \$12,000, and with Council's permission he would like to continue with the project.
- Councilor Winters asked if this would include the lights in the back of the building.
- City Manager Dr. Moore said no, they would have to be a separate project.
- Councilor Winters said he would like to move forward with the lights and continued the discussion.

d) EDC Tradeshow & Business Luncheon

- City Manager Dr. Moore explained talking with Mr. Mims, if contract approved tonight, he would attend at the 50 plus trade show and the business luncheon with economic development. He continued to explain there will be another meeting with the businesses on the topic of crime and safety.
- Councilor Winters suggested to send a letter to the Moose Lodge to thank them for providing the food for the luncheon and continued the discussion.

e) Solid Waste Compliance

- City Manager Dr. Moore said he and Municipal Clerk Adair met with the local manager of Universal Waste Systems regarding the properties that are not following the ordinance, and in the meantime, we are trying to get those residents on the State program to help them pay.
- Councilor Gutjahr said it would be helpful if people call here for us to have a list of numbers for resources that will be able to help people and began a discussion.
- Councilor Chavez said there are still people that are noncompliant, and they should eventually have to face the consequences and began a discussion.

- City Manager Dr. Moore explained in compliance there are 3 strikes then you're out: they will be given a notice, so many days to comply, and third strike is a citation and sent to court and continued the discussion.

Council Discussion & Future Agenda Items

- Councilor Chavez had no comments.
- Councilor Gutjahr asked regarding procedures, if between meetings, we want to add something to the agenda, how do we handle that and began a discussion.
- Councilor Gutjahr said she will try to move on regarding the zip code and asked to see the information on that.
- Councilor Winters had no comments.
- Mayor Pro tem Ramsell said he will be holding a candidate forum on the 21st at Abundant Life Christian Church at six and explained it is a private event, not hosted by the city and everyone is welcome. He mentioned there will be a possible quorum notice posted for the event and began a discussion.

Adjourn

- The City Council workshop was adjourned at 4:51 pm.

Respectfully submitted,

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

Date: _____

Approved:

Mark Gwinn,
Mayor

Joshua Ramsell,
Mayor Pro-tem/Councilor

Robert Chavez,
Councilor

Margaret (Peggy) Gutjahr,
Councilor

Jim Winters,
Councilor