



City of Rio Communities Council Regular Business Meeting

City Council Chambers - 360 Rio Communities Blvd

Rio Communities, NM 87002

Monday, January 09, 2023 6:00 PM

Agenda

Please silence all electronic devices.

Mayor - Joshua Ramsell

Mayor Pro Tem - Margaret R. Gutjahr

Council - Arthur Apodaca, Lawrence R. Gordon, Jimmie Winters

Call to Order

Pledge of Allegiance

Roll Call

Approval of Agenda

Approval of Minutes

- [1.](#) City Council Retreat Minutes (10/17/2022)
- [2.](#) Minutes for the City Council Workshop & Regular Business Meeting (11/14/22 & 12/12/22)

Re-Appointment/Appointment

- [3.](#) Discussion, Consideration, and Decision – Re-Appointment/Appointment of Planning and Zoning member(s)
- [4.](#) Swearing in of Newly appointed members

Public Comment: The Council will take public comments in written format. These should be emailed to admin@riocommunities.net through 4:45 PM on Monday, January 9, 2022. These comments will be distributed to all Councilors for review. *If you wish to speak during the public comment session*, the Council will allow each member of the public to three (3) minutes to address the Council. Both the public and Council will follow rules of decorum. Give your name and where you live. The public will direct comments to the City Council. Comment(s) will not be disruptive or derogatory.

The Council will not take action or engage in discussion regarding the comments made or received, but when appropriate the matters raised may be referred to staff or others for further review. Both the public and Council will follow rules of decorum. Derogatory Comments or matters under litigation will not be allowed and any person or persons addressing the Council are liable for their own statements, not the Council. Statements are limited to a maximum of 3 minutes duration. Please give your name and where you live for the record.

Manager Report

- [5.](#) Manager Report
- Municipal Court Department

Action Items

- [6.](#) Discussion, Consideration, and Decision – Approval of Accounts Payable
- [7.](#) Discussion, Consideration, and Decision – Resolution 2023 - XX Opens Meeting Act
- [8.](#) Discussion, Consideration, and Decision – Resolution 2023 - XX LGPF Application - Storm Water Drainage Master Plan

Council Discussion

Executive Session - For the discussion of the purchase, addition or disposal of real property or water rights by the public body pursuant to NMSA 10-15-1(H)(8)

- **Motion and roll call vote to go into close session**
- **Motion and roll call vote to go back into the regular business meeting session**
- **Welcome everyone back and statement by the Mayor:** The Governing Body of the City of Rio Communities, New Mexico, hereby states that on January 9, 2023 a Closed Executive Session was held and the matters discussed were for the purpose of the discussion of the purchase, addition or disposal of real property or water rights by the public body pursuant to NMSA 10-15-1(H)(8)

Action Items - Consideration & Decision – Mayor recommendation regarding the purpose of the discussion of the purchase, addition or disposal of real property or water rights by the public body pursuant to NMSA 10-15-1(H)(8)

Adjourn

Please join us from the comfort and safety of your own home by entering the following link: @ <https://www.facebook.com/riocommunities>

Council may be attending the Economic Development Task force held in Rio Communities City Hall/Virtual, Rio Communities NM on Wednesday January 11, 2023 from 5-6 pm, a possible quorum may be in attendance.

NOTE: THIS AGENDA IS SUBJECT TO REVISION UP TO 72 HOURS PRIOR TO THE SCHEDULED MEETING DATE AND TIME (NMSA 10-15-1 F). A COPY OF THE AGENDA MAY BE PICKED UP AT CITY HALL, 360 RIO COMMUNITIES BLVD, RIO COMMUNITIES, NM 87002. IF YOU ARE AN INDIVIDUAL WITH A DISABILITY WHO IS IN NEED OF A READER, AMPLIFIER, QUALIFIED SIGN LANGUAGE INTERPRETER OR ANY OTHER FORM OF AUXILIARY AND OR SERVICE TO ATTEND OR PARTICIPATE IN THE MEETING, PLEASE CONTACT THE MUNICIPAL CLERK AT 505-861-6803 AT LEAST ONE WEEK PRIOR TO THE MEETING OR AS SOON AS POSSIBLE.



City of Rio Communities Council Retreat
Conference Room A - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, October 17, 2022 10:00 AM
Minutes

Please silence all electronic devices.

Call to Order

- Mayor Ramsell called the council retreat at 10:15 am.

Attendees

- PRESENT: Mayor Joshua Ramsell, Mayor Pro-tem Margaret R. Gutjahr, Councilor Arthur Apodaca, Councilor Lawrence Gordon, Councilor Jimmie Winters.
 - Present: Manager Dr. Martin Moore, Municipal Clerk Elizabeth Adair, Assistant to the City Manager Amy Lopez.
- Manager Dr. Moore explained that what is on the screen is also in the binders as well.
- Councilors Winters said there is a surveying company who are doing sewer surveys in the community.
- Councilors Apodaca announced he won't be here for the 2nd meeting in November as he will be undergoing back surgery.

Roles & Responsibilities

- Manager Dr. Moore began a discussion on the roles straight from the state code "minimum responsibilities of any municipality." He further explained the general powers of any municipality as well as budgets, funds, quarterly reports, and since they are over 1000 citizens, they are allowed to have a municipal court as well as statutory offices.
- Manager Dr. Moore went over the additional powers of any municipality and explained the city can set up community service by the judge as well as stated they have the dangerous property agreements.
- Councilor Gutjahr said we need to talk about artwork due to funding over \$100k.
- Manager Dr. Moore continued to explain the personnel responsibilities of municipal elected officials who are the mayor-council with manager form of government. He continued to explain the mayor is like the Vice President of the United States and for a community over 1500 they are allowed to have a municipal judge who is an independent. He finished explaining the Mayor and Councils responsibilities.
- Manager Dr. Moore explained that the City Manager is the human service director. He then explained the responsibilities of the municipal judge.
- Councilor Gutjahr said she does know that the judge does understand things should be under the personal policy.
- Clerk Adair explained that when she was hired as a Court Clerk she was told the judge was the one who made the decision to hire nor was appointed by council or mayor.
- Manager Dr. Moore started a discussion on meeting etiquette.
- Manager Dr. Moore explained what a consent agenda which have minutes as well as accounts payable in them. He further stated formal rules to obtain the floor as when someone would like to speak during the council meeting, instead of them addressing Dr. Moore they look at the Mayor or Mayor Por-tem and continued the discussion.

- Councilor Gutjahr asked what would the mayor like to have done at each meeting i.e hand raising or such, and continued to ask the Mayor how he would like council to address themselves in meetings.
- Mayor Ramsell explained he's not looked for much formality but does try his best to look at each individual member to make sure they don't have anything to add to the discussion. He then asked if the council members would like him to continue to call them councilors at the meetings or by their last names instead.
- Councilor Gordon stated the mayor does formally address the council.
- Manager Dr. Moore continued with the discussion on the six steps in handling a motion and asked if they would like to change the way the meetings or would they like to keep it the same.
- Councilor Apodaca said the way the meetings are right now are going good but said in the future they had been discussing only having one workshop a month.
- Councilor Winters said they had done this in the past but ended up having 4-to-5-hour workshop meetings.
- Mayor Ramsell said we have been talking about the consent agenda starting at the beginning of the new year and said if we did do the consent agendas then it would reduce the hours of the meetings as well as when we get the agendas, we will be getting them early enough to call and ask the finance office any questions we might have.
- Councilor Gordon asked when would the public comment section take place if we get rid of the workshop.
- Manager Dr. Moore explained that with the consent agenda the public will have it early as well and then there could be a section where it says if you have a question on an agenda item, please sign up to discuss the issue at the meeting and continued the discussion.
- Councilor Gutjahr suggested if we were going to one workshop a month then they need to make the public understand what they are deciding what to do and how it will go forward and how they will be able to voice their opinions.
- Councilor Apodaca said that some of our workshops do take a long time due to discussions, but likes the current format do to everything is fresh in their minds and
- Clerk Adair explained that in the past there was a section behind each agenda item except the ones that were up for 14-day review. She continued to say when Bill Brown was here he liked the fact on the agenda items it had discussion, then public comments, then consideration and decision.
- Councilor Winters said this could be a mechanism as to if the public is interested in what is going on and it doesn't have to be 3 minutes maybe just a short question for us to answer.
- Mayor Ramsell said moving to one workshop a month we would have more of the pressing issues or something that will take more then 2 meetings and started to give an example how the monthly meetings will take place starting by saying the first meeting of the month where presentations and such and then for the next meeting would be for discussions.
- Councilor Apodaca said when we decide what format we need make sure to let the citizens know as well get involved and be a part of the discussion.
- Mayor Ramsell explained that some people had asked why they have a workshop the examples they give are from a municipality that has been incorporated for quite some time as well as have the supporting staff and explaining to the public eventually we will change things but as of right now we are having our meetings this way.

- Clerk Adair explained that when we had a workshop every week as well as regular meetings and special workshops on top of those and we have reduced a lot of the meetings since we have been incorporated.
- Councilor Apodaca said he would like to see how we can get the public more involved and welcome.
- Councilor Winters said at the beginning there was more citizen involvement, but the agenda items usually were the same issues, and the meetings were more of the lines of discussion.
- Mayor Ramsell explained that the participation has dropped off in more municipalities and for us the online views go up about a week later and being able to have that available for the citizens is a great thing as well as if they have a comment or a question about the meeting, they call Dr. Moore or the clerks office for the information.
- Councilor Gutjahr said the big thing that has changed is that we now have a priority list and the other issue that has changed is once it became available online no one wants to come in and see the meetings.
- Mayor Ramsell explained the issue of public input has been a big problem and when we do have a few meetings on one subject and have multiple meetings about such once it gets approved, we have citizens asking why we didn't notify them about the issue when we have but no one had paid attention to the postings.
- Councilor Apodaca said he reads a lot on Next Door and knocking council down and don't understand that we are doing a lot, but they do not attend the meetings or get involved.
- Councilor Winters said we used to do public forums every other month.
- Councilor Gutjahr explained that she at one time had a list of everything we have accomplished and when she gave it to people they were stunned.
- Mayor Ramsell continued to discuss a list or handout to show what we have been working on.
- Councilor Gutjahr said we need to advertise this and then said we should let them know each month as to what we have added to the list and what we plan on doing next.
- Manager Dr. Moore continued with the discussion and started to talk about making the most out of our time and said we are doing what is on the list, but we might adjust somethings accordingly and then started to talk about common concerns they need to look out for.
- Manager Dr. Moore started a discussion about the open meetings act and read the verbiage from the attorney generals office. He explained the rolling quorums are the biggest thing the news bulletin love to pick on and gave an example of how they could be violating the rolling quorum.
- Councilor Gutjahr asked if she sends a blind copy of information from previous meetings how does that turn into a rolling quorum.
- Manager Dr. Moore said if anyone sends information on any documentation, they have blind copy this to everyone then it can easily become a rolling quorum without right knowledge not to reply.
- Council finished with the discussion about the rolling quorums and started a discussion about public meetings and remote participation.
- Manager Dr. Moore started to talk about how there is a 72-hour posting deadline for public to know about a meeting and how council may change meeting dates or times on special occasions.
- Councilor Gordon asked in the case of someone disrupting a meeting may it be switched to virtual if possible.

- Mayor Ramsell said himself and Dr. Moore have discussed this for future possibilities and they both agreed since it will still be available to the public as well as not violating the open meetings act.
- Council continued with the discussion on plans for recessing a meeting in case of emergency
- Clerk Adair asked if in an emergency do we move the meeting straight to virtual or do we make the meeting a different date.
- Manager Dr. Moore said council would have to choose a different time and date for a virtual meeting.
- Councilor Gutjahr said in previous meetings they had stated they need to redeem and finish it at a later time and continued the discussion.
- Mayor Ramsell stated there has been times when information cannot go out to the at the time the agenda has been out due to mishaps, but it came in say a day or two later this is a good time to recess until all the agenda items are together.
- Clerk Adair explained about the posting of agendas is due to the newspaper and with talking with the Clara from the newspaper, we have found ways where we can have a draft and then our original 72-hour notice for main agendas with all the information and continued with the discussion.
- Councilor Gutjahr said some commissions are only give the public 72-hours of notice when it does not give the public enough time for commissioners to look at what's going on and continued with the discussion.
- Manager Dr. Moore continued with closed meetings and give an example of what they are allowed to do.
- Councilor Gutjahr gave an example of what use to happen when they incorporated and how they are supposed to have detailed agendas.
- Manager Dr. Moore continued with major takeaways that can affect the agenda items, and then began to talk about the minutes on the agenda and how it should be written as well as explained how to follow in the event an employee has to be laid off.
- Assistant to the Manager Lopez said for the posting, employees use their own vehicle and did not appreciate having to posts numerous times.
- Mayor Ramsell said in cases like this he thinks employees show be paid mileage and until now the city never had an administrative vehicle.
- Clerk Adair said that is something to look into in the future as employees not only post but go to the post office as well as needing to get supplies for the office and explained employees are going during off hours.
- Councilor Gutjahr said it would be good to have a vehicle to do these tasks but maybe temporary someone have an account where at the end of each month the employee gets reimbursed for running errands because they should be compensated.

c) Priorities

- Manager Dr. Moore began the discussion on setting priorities by explaining with the new system they will be able to decide what is a major priority at that moment of time and if a non-emergency priority happens to become a major priority, he can face it head on. He continued with the 80/20 rule on priorities and explained this would have to be talked about in the next budget meeting and talked with staff to determine priorities and possibly getting new priorities as well. He continued to explain past experiences on how priorities had taken place.

- Councilor Apodaca said it seems Dr. Moore is the one who has to make the decisions on priorities.
- Manager Dr. Moore said it's not just him it's the whole governing body as well making the decisions as well and continued the discussion.
- Mayor Ramsell said it may be an issue where council gets a priority and notifies the Mayor or Dr. Moore about the situation and then we all discuss the issue later or even having to amend the agenda.
- Manager Dr. Moore explained that if an issue comes forward and the mayor is unreachable and needed to talk to someone about the situation, he will come to Mayor Pro-tem and discuss the matters at hand. He continued to explain the best method for is open communication and continued the discussion.
- Councilor Winters said this could aid us in communications with the public since they do not know we have a full plate and they can understand everything we do.
- Councilor Gutjahr said what comes down to it is about asking the community what they want and how do we honor the citizens who have helped since the beginning with the city. She continued to say there needs to be a committee for when someone had experienced a loss or a hard ship here in the city for employees and/or committee members.
- Councilor Apodaca said he believes the growth is coming and better off having a plan on how we would like the city to look like instead of dictated and continued the discussion.
- Councilor Winters said what he remembers the most was starting at \$21.00 when the city became official and continued the discussion.
- Manager Dr. Moore explained that the Als Mini Mart building has been bought and they are about a month away from opening a new business, as well as there is a reconsideration of a small grocery store. He continued to explain the annexation and which businesses are keeping the city afloat.
- Councilor Apodaca said the problem we are facing still is the zip code and this is why we are losing out on businesses, and it needs to be addressed.
- Councilor Winters said the one that has the biggest problem with the zip code is Airnov due to them making the 'do not eat' packets in medications and continued with the discussion.
- Manager Dr. Moore explained the last item in the packet is grants that we have signed and then said we are creating a pipeline to grants and explained where we are color coated wise on all the grants we have. He continued to explain the road grants and how the projects are moving forward.
- Council Winters said when we started our road programs with the paser system, he is wondering where things are at.
- Manager Dr. Moore said the term is preliminary report from the NM Finance Authority might be able to help us apply for those funds, but council must figure out what they would like to apply for the funds to go towards and continued the discussion.
- Councilor Winters said we need to have a discussion about our other infrastructure issues we have and continued with the discussion.
- Manager Dr. Moore said the one thing that is a good project to look into is ARPA (federal funds) and we are going to have to apply for it but they will not be able to look at anything until after the elections.
- Councilor Gordon asked what it is used for.

- Manager Dr. Moore said it can be used for public water, public sewer, and anything tied to economic development.
- Councilor Winters said it is interesting in the West Mesa area they did not have the economic development and is thinking we can take planned development and use it for PNM and continued the discussion.
- Councilor Gordon asked can we use it for private/public partnership with the water company.
- Manager Dr. Moore said yes, we can and continued with the discussion.
- Councilor Winters said there are other companies in New Mexico that can supply power for housing developments as well as battery backup that's tied into the grid and continued the discussion.
- Councilor Gutjahr said we need to have a possible plan to understand the status of everything getting worked on.
- Manager Dr. Moore said we need to have more of a plan instead of having documentation stating TBD. He then asked if they would like to go for a planning grant and continued the discussion.
- Councilor Apodaca said we need to look into the bigger cities and see what type of planning they have since they have growth coming in all the time and continued the discussion.
- Councilor Winters said the main thing the other cities have is staff to be able to get things they need done.
- Councilor Gordon asked if Horizon had plans for the whole city when it first established.
- Councilor Winters said it is in our county use plan and subdivisions and continued the discussion.
- Councilor Gutjahr said we have to make sure what we want as a community and not lose sight of this.
- Manager Dr. Moore said he has two top priorities for the city and explained he can knock them out quick. He then started to explain the other priorities and asked where they should be placed.
- Councilor Gutjahr said when Senator Stefanics was here, she explained there will be changes to the whole capital outlay and continued the discussion.
- Manager Dr. Moore said the annexation, zip code and police department are the three top priorities as of right now.
- Councilor Winters said normally planning and zoning would be doing all this, so we need to figure out what to do.
- Councilor Gordon asked if there were grants for these.
- Manager Dr. Moore said yes, he believes so, and continued the discussion.
- Mayor Ramsell said the easiest priority would be to adopt a city speed limit.
- Clerk Adair suggested as a priority to get Google searches updated with addresses. She continued to explain Facebook does not recognize Rio Communities as a city and asked if this should be a top or internal priority.
- Councilor Winters said in the past someone had suggested they get a group together to do web paging.
- Councilor Apodaca asked if this would be the same situation as when the gentlemen came in and did a presentation on street addresses for emergency personal.
- Councilor Winters said they had done this for the county assessor's office and had everything written correctly but then later down the road 10 to 15 had changed and so on.

- Clerk Adair said this is the same thing that happens with PNM and the gas company.
- Councilor Winters said the gas service company has a different data base from the service and sales.
- Mayor Ramsell said he had talked to the company and asked what would happen if someone did not pay their bill and they had told him they would shut off the gas and when he explained he doesn't live in Belen but Rio Communities the gas company said they do not have Rio Communities on their map.
- Councilor Gutjahr said a long time ago there was going to be a fee for people who wanted to put signs on the lawns for realtor's and with talking to one they stated there is a drop-down button for people to choose Rio Communities and continued the discussion.
- Clerk Adair stated this is an issue with not only the realtors but also other companies.
- Manager Dr. Moore said what are we and who are we internally because we have been outing ourselves out there for people to see us and continued to ask ourselves what we fully identify as a city and continued the discussion.
- Councilor Apodaca said we can not fully answer that question but say what we want our dream city to be like and make it happen.
- Manager Dr. Moore said we are defining our city if planning and zoning agree to put a solar farm or apple grove somewhere in the city as well as the animal ordinance is coming back and we need to know how we should define our city.
- Councilor Gordon said when he was in planning and zoning, they were working on the grid and asked how far along that has come.
- Manager Dr, Moore stated the comprehensive plan is the same as the grid.
- Councilor Apodaca explain he thinks it would be a great thing for the city and have a plan in the future to make sure this is the plan we as council want.
- Councilor Gutjahr said we need to have an overall idea on how to present ourselves.
- Manager Dr. Moore explained the lands in Rio Communities and where the solar farm will be as well as the houses. He continued to explain the company stated they have talked to the school but he is not sure as to when.
- Councilor Gutjahr asked who owns the land around Rio Communities and began a discussion.
- Council went over the map of the outer areas of Rio Communities as well as who owns which lands.
- Councilor Apodaca said there should be a list of some sort that indicates who owns the lands as well as find out what we can for the future.
- Manager Dr. Moore explained that we are going to need to go back to the council of zoning maps to make changes to the properties and continued with the discussion.
- Councilor Gutjahr said we should consider how much do we want to grow and thing of what we can do with our area since it is dessert.
- Councilor Winters said we need to keep in mind everything on the east of Chamesa has to have sewer and water pumps and continued with the discussion.
- Councilor Apodaca said we need to look way into the future and ask what kind of city we want to become and continued by saying we are a mobile society and need to prepare for the future.
- Councilor Winters said why wouldn't we want to move north and acquire a college or 2 more schools in the future.

- Mayor Ramsell continued explaining he thinks the growth will be along Manzano expressway and to the east. He then stated there are huge lots where the solar farm and where growth can happen.
- Assistant to the City Manager Lopez asked if the Tome land grant is an issue.
- Mayor Ramsell said it will always be in issue for us and continued the discussion.
- Manager Dr. Moore went back to the priority list
- Mayor Ramsell said was an infrastructure planning assessment and continued with the discussion
- Manager Dr. Moore explained this was interest rates for back in 2016 and continued with the discussion.
- Council began a discussion on the process of the planning for the County and their focus to the unincorporated area of Valencia County.
- Councilor Winters explained he mentioned our City cleanup to someone out of Farmington that we have being doing for some time and she said they are a big City and they only do it twice a year and was amazed we do it once a month and continued the discussion.
- Manager Dr. Moore said just the two roll offs once a month is beneficial to our city.
- Manager Dr. Moore continued to discuss the priorities such as continue to fix up the council chambers, police station, potholes, public works facilities, ordinance rewrites (hearing process) permit procedures and city fees.
- Councilor Gutjahr said we need to not lose the ideas on honoring individuals, donations or what we have to do and continued the discussion.
- Councilor Winters said our attorney was supposed to go and update the ordinances and then asked where we in that process are.
- Manager Dr. Moore said yes we are.
- Manager Dr. Moore began a discussion on the legislative request for the top three and it would be nice for us to look at the ICIP and meet with them.
- Gale Jones retired clerk administrator from Bosque Farms and now Mayor Pro-tem from Mountainair and Melissa the current Clerk administrator from Bosque Farms and began a presentation on the history and the role of the Clerk and the governing body. History of the Clerk is the oldest of the public servants next to the tax collector. The early keepers of the archives. They did all the clerical and administrative duties of the King.
- Melissa continued the presentation with the responsibilities of the clerk. Example the records management SOP is a good tool to establish.
- Gale Jones said in 2018 the Clerks did get together and formed a Municipal records retention schedule.
- Clerk Adair said it has been adopted in our City.
- Clerk Administrator Melissa said that the change they made in Espanola was making the minutes permanent and continued with the discussion of the vital running of the municipality. By State statue the clerk is responsible for business licenses, insurance bond issues, event planning, annexation and can also serve as the court clerk. They may also be available to set the agenda for the other boards and commission, prep for the meetings and other duties and everything under the sun seems to fall under the Clerk. She further said they are an asset to the community.
- Gale Jones said the Clerk is vital to the municipality and required by statue that a municipality has a clerk.

- Councilor Gutjahr said until you go into government you don't realize the importance of a City Clerk in general and continued the discussion with the many IPRA requests and residents being disruptive at a meeting.
- Councilor Gutjahr asked if we have had any applications for a police chief and how long is the position opened for.
- Manager Dr. Moore said we have 2 and we will keep it open until filled. He then continued back with the priorities, getting the top three for the Capital outlay.
- Council continued with the retreat on the past priorities sheet from Councilor Gutjahr.
- Mayor Ramsell said let's just wait and get the new ones get up to speed on what is going on and where things are at and continued with the discussion on consent agendas and maybe moving to one meeting a month.
- Councilor Gordon said the only thing he is worried about is the perception from the public if we move to one workshop a month, what are we hiding.
- Mayor Ramsell said he has been told that we need to be more transparent, where he explains that we are very transparent and continued with the discussion.
- Council began talking about the City having a table at the Health fair.

Adjourn

- The City Council Retreat was adjourned at 4:00 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



City of Rio Communities Council Workshop
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, November 14, 2022 3:00 PM
Minutes

Please silence all electronic devices.

Call to Order

- Mayor Joshua Ramsell called the workshop to order at 3:16 pm.

Attendees

- PRESENT: Mayor Joshua Ramsell, Mayor Pro-tem Margaret R. Gutjahr, Councilor Arthur Apodaca, Councilor Lawrence Gordon, Councilor Jimmie Winters.
 - Present: City Manager Martin Moore, Municipal Clerk Elizabeth Adair, Deputy Clerk Lalena Aragon, Finance Officer Stephanie Finch, Accounting Specialties Chief Procurement Officer Angela Valadez, Fire Chief Andrew Tabet.

Accounts payable report

- CPO Valadez went over the accounts payable report everything over \$500.00; 2 accounts for GSD in the amount of \$11,766.72; NM Self Insurer's Fund in the amount of 2,100; H&E in the amount of \$3,755.26; Sharp in the amount of \$515.05; Albuquerque Publishing in the amount of \$1,334.05; 2 accounts for NM Self Insurer's Fund in the amount of \$9,676.12; Griffin & Associates in the amount of \$1,164.37; Animal Control in the amount of \$1,158.85; NM Self Insurer's Fund in the amount of \$1,100.65; J-H Supply Company in the amount of \$732; Code 3 in the amount of \$1,203.93; Dova Inc in the amount of \$600; WEX Bank in the amount of \$1,445.78; Bank of America in the amount of \$1,191.02; 3 accounts for NM Insurer's Fund in the amount of \$11,995.58; Bank of America in the amount of \$774.48; PNM in the amount of \$933.37; Boundtree in the amount of \$875.06; NM Self Insurer's Fund in the amount of \$946.21; Larry Cearley in the amount of \$2,153.60; Bank of America in the amount of \$1,250.

Purchase of Executime Time & Attendance and Work Order modules for Incode

- Manager Dr. Moore explained that we are at a point now at our growth we sign in and out into the building for security and safety reasons and with talking to the fire department they are fully staffed, and we have no way of knowing who is there.
- Manager Dr. Moore further explained that we need to keep track of everything that is going on in the building as well as for the fire and public works departments, such as purchases that need to be made and if someone is out sick, he would be able to pull up every documentation. He further said we need to have a work order module that ties in with other programs we have to identify what needs to be completed or what has been completed.
- Finance Officer Finch explained that Executime would allow employees to clock in and out on their phones, computers ect. as well as have software with it to identify they are in the city facility and be able to see who is working that day. She further explained it would be interrogated with our payroll time approval and will be a more efficient way for time sheets to be submitted. She finished by saying it is defiantly a step up from our current clock in system since we do not have any system in this fashion.

- Mayor Ramsell said the one thing is accuracy and it helps to keep the city honest not only to ourselves but to the residents as well. He continued to ask if it has a limit on how many employees can be on the program.
- Finance Officer Finch said its unlimited.
- Mayor Ramsell asked if it would have yearly or quarterly maintenance fees.
- Finance Officer Finch said it will be yearly for both programs and the big costs will be the start up fees only.
- Councilor Gutjahr said she thinks this is a good idea all around and more efficient and then said her curiosity is on the work orders and asked if Finance Officer Finch can explain a little more.
- Finance Officer Finch explained there can be up to 2 or 3 people who inter the work orders but is up to Dr. Moore on who can input the work orders, then a person will send the orders to the right department, who then will pull it up on there tablets get the work orders done and then mark the order complete and it will return to the first person who sent out the order. She continued to say it is a more efficient way to track the progress in the city.
- Manager Dr. Moore said it is largely a tool for him for when residents, employees or council asked what our progress is and explained that is to tie into the RC Assist where the public can make real time complaints or comments.
- Councilor Apodaca asked if the parent company is Tyler Technologies and asked if there was a different company that offers similar programs.
- Finance Finch explained there are several companies that offer these programs, but we are currently with Tyler Technologies for accounting software and any other programs would not be integrated with what we currently have today. She further explained these are all modules that we keep adding to Tyler Technologies and gave an example of Caselle being more affordable for the one-time cost but more expensive for the yearly fees.
- Mayor Ramsell said he was going through something similar and moved all time clocks to the app on your phone which took a few months for people to catch on but now it's more efficient for people.

Police Office Remodel Change Order

- Manager Dr. Moore said we went over the cost of the secondary egress and the bathrooms with the contractors. He started to explain the sewer and wastewater pipes and as well as the flooring to the bathrooms, which lead to the change on square footage for the rooms in the police department area.
- Manager Dr. Moore said they broke it down to several options and even with change orders they are talking about \$35k in total. He continued to state there is one more change order he has not heard from which may change the price.
- Finance Officer Finch explained we are waiting on change order #8 for the electrician to contact the contractor.
- Manager Dr. Moore continued to explain with the new change order he highly recommends moving forward with the plans and explained there isn't much to do for demolition and with these changes there is a major benefit when it comes down to our master plan and is well in our budget price.
- Councilor Apodaca said he was going to ask how these fits in our current budget but Dr. Moore explained.
- Councilor Winters asked how much elevated flooring will be left.

- Manager Dr. Moore explained that the elevated areas will be down to 2 rooms and are hopeful once the flooring is torn out they can get a better picture of the plumbing underneath.
- Councilor Gordon said when you say the whole area will be in the open space, will the chief's office be in the open space or will he have a different location.
- Manager Dr. Moore said it will be an existing space, but it will be extended 5 feet.

Purchase of Backhoe and Skid Steer

- Manager Dr. Moore explained that there is an update to the bobcat which he sent Maritn from public works to talk to the gentlemen and he explained they are possibly not getting anything until March but when asked if the city can get out of the purchase order the gentlemen said yes. He then had them talk to Caterpillar dealer who is on a state pricing agreement. He further explained they looked at the prices to both Caterpillar and John Deer and they both fit in the \$300k grant.
- Manager Dr. Moore further explained there has been complaints regarding the back of the building and need to have a place-to-place things before the backhoe and the skid steer come in as well as need to have public works out of the building because their area is starting to get tighter in the back of the building.
- Manager Dr. Moore said we would like to come back to you regarding the property next to the fire department and have public works transferred to that area as well as get electricity and continued to say the waterlines are not that far from the site and recommend coming back and utilize the Bill Brown funds for this project.
- Finance Officer Finch said she wants to add a second quote from the skid steer which includes the gravel, and the price is \$113k.
- Manager Dr. Moore said with that cost we are still under the \$300k limit and stated they are looking at getting a car hauler type trailer as well as looking for cost efficient alternatives for the city instead of having to go to Belen to get diesel every time.
- Councilor Gutjahr asked what the amount of time does when looking at the stock numbers.
- Mayor Ramsell explained he believes it means the hours of use.
- Councilor Winters said he is happy about not getting the extended hoe for the equipment.
- Councilor Apodaca asked if the area of the equipment storage will eventually turn into the fire stations and if we would have to move the public works department to another place.
- Manager Dr. Moore said yes and then said working with the Fire Department for the temporary placement and he stated finding a building for the public works department that is off the highway is more ideal. He continued by saying when going over the site plans the fire chief will be with us as well to make sure there will not be any interferences.
- Councilor Apodaca said looking ahead for the buildings to house the equipment and possibly will still be useful for the fire department if they choose to expand in the future.
- Manager Dr. Moore said there is a requirement the fire department needs for a building as to the public works just needs to keep the equipment shielded from weather damages.
- Councilor Gutjahr said if we are talking about the Bill Brown funds, how much is still left for parks.
- Manager Dr. Moore explained this would not touch the funds and only utilize the grants as well as the money we have asked before from the fund itself.
- Councilor Gordon asked if we go with the Caterpillar will the fencing stop thieves.

- Manager Dr. Moore explained how the area will be utilized as well as possibly needing to purchase new fencing to add to the existing.

Purchase of a Flat Bed Trailer

- Manager Dr. Moore explained that the finance department went and received 3 quotes and are looking for about \$16k to be used for a flatbed trailer to haul around the backhoe and skid steer which the price fits into the \$300k grant as well.
- Finance Officer Finch explained that the procurement officer looked into, and they have said a specific trailer that is only for \$16k is the one they are after.

Re-Obligate Public Works - Bill Brown Fund

- Manager Dr. Moore reexplained that we are going to look at de-obligating the funds for the bobcat and are going to come forward in December with a proposal for a reallocation.

Safety Street Light Plan

- Manager Dr. Moore explained they heard the plan from HDR, and this is asking for the formal accepted plan to be able to move forward in sending the proposal for grants.
- Councilor Gutjahr asked if the money towards the Streetlights we have now going to be added with this plan.
- Manager Dr. Moore said we will be coming to them in December with the capital outlays.
- Councilor Winters asked if we used some of that money for the plot part of the plans.
- Manager Dr. Moore said we did use some capital outlay that was allocated for the streetlight plan/design/restruck and utilized the funds for planning. He continued to say their maybe some funds left and will get with the Finance Officer to go over things more.
- Councilor Apodaca said he is looking forward to the new lights and will be a great addition to the city.
- Councilor Winters said the average intersection should be about \$100k and for a million dollars we can get 10 intersections and continued with the discussion.
- Councilor Gutjahr said as part of making decisions, she thinks in a way of what will work for the community.
- Manager Dr. Moore said if we have a high priority, we can go to the legislator with but if there is a public safety issue we can go to the engineers and discuss matters then.
- Councilor Gordon said he is looking forward to seeing the streetlights.

Resolution 2022 - XX Dangerous property - 101 Rio Communities Blvd (property)

- Manager Dr. Moore said he has information relating to the acquisition of the property and is going to present it at the regular business meeting.

Consideration of Canceling the 11/28/2022 Workshop and Council Meeting

- Councilor Gutjahr asked if there is anything pending that we need to take care of if not she is all for cancelling the meeting.
- Manager Dr. Moore said short of some immediate emergency he will utilize this day but isn't aware of anything right now.
- Councilor Apodaca said he is good with whatever the council and mayor decide.

- Councilor Gordon said he is with Councilor Apodaca and said it's a good plan to leave it as an emergency meeting.
- Manager Dr. Moore explained for accounts payable bills need to be paid and will bring it to the December meeting for deliberation.
- Mayor Ramsell said the consensus is that we are not going to have a meeting, but this is his understanding.
- Councilor Winters asked how will accounts payable be handled.
- Finance Officer Finch explained that other municipalities pay the bills and bring the check register to council, and council approves the register.
- Manager Dr. Moore said in other areas they would bring the check register to council.
- Finance Officer Finch explained that the mayor would be looking over everything and signing off before sending the checks.
- Councilor Winters said do we need to have a resolution or anything to change this for long term.
- Councilor Gutjahr said we have had to a pay ahead in the past due to a holiday before and continued the discussion.
- Manager Dr. Moore said there will be a similar situation in December.
- Clerk Adair said as far as the resolution is concerned when we are getting ready to change our opens meeting act then that would be a perfect time to do a resolution.

Personnel - Buy Back Vacation Leave

- Manager Dr. Moore said the new personnel ordinance has accrue leave of more than 40 hours and portion of the leave be bought back but not drop below 40 hours for vacation only and said this will be coming to you in December 12th and since this is the first time, we are bringing it to your attention now.
- Finance Officer Finch said it would be a great deal, because you do not want this liability on the books.

Public Comment

- no public comments

Manager Report

a) Public Works Improvements

- Manager Dr. Moore said one of the areas that we are recognizing is important which is the backhoe, skid steer and fencing and further said the security is the front of the building is number one on the list so city hall can reopen for the public and started to explain where they have been cleaning in the city until the new equipment comes in.

b) Comcast Franchise agreement

- Manager Dr. Moore said we have received a draft of Comcast Franchise and will be getting with the attorneys and hope to be ready for the December meeting.

Council General Discussion & Future Agenda Items

- Councilor Apodaca had no report.
- Councilor Gordon said he was happy with the report.
- Councilor Winters said we have moved from tumbleweeds to leaves.

- Councilor Gutjahr asked what the timeline is for when the expansion will continue.
- Manager Dr. Moore said we are asking the electrician to come, and we are waiting for an agreement for the framing, and as stated we are looking at timeline, we are wanting to be on track and moving come January.

Adjourn

- The City Council regular workshop was adjourned at 4:31 pm.

Respectfully submitted,

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

Date: _____

Approved:

 Joshua Ramsell,
 Mayor

 Margaret R. Gutjahr,
 Mayor Pro-tem/Councilor

 Arthur Apodaca,
 Councilor

 Lawrence R. Gordon,
 Councilor

 Jimmie Winters,
 Councilor



City of Rio Communities Council Regular Business Meeting
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, November 14, 2022 6:00 PM
Minutes

Please silence all electronic devices.

Call to Order

- Mayor Joshua Ramsell called the regular Business meeting to order at 6:00 pm.

Pledge of Allegiance

- Councilor Winters led the Pledge of Allegiance.

Roll Call

- PRESENT: Mayor Joshua Ramsell, Mayor Pro-tem Margaret R. Gutjahr, Councilor Arthur Apodaca, Councilor Lawrence Gordon, Councilor Jimmie Winters.
 - Present: City Manager Dr. Martin Moore, Municipal Clerk Elizabeth Adair, Finance Officer Stephanie Finch, Fire Chief Andrew Tabet, City Attorney Randy Van Fleck, Valencia County News-Bulletin Editor Clara Garcia.

Approval of Agenda

- Mayor Ramsell asked if action item #12 Resolution 2022 - XX Dangerous property - 101 Rio Communities Blvd (property) can be tabled.
- Motion made by Mayor Pro-tem Gutjahr to approve the agenda as amended. Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote the agenda for the regular business meeting was approved as amended.

Approval of Minutes: Minutes for the City Council Workshop & Regular Business Meeting (10/24/22), City Council Special Business Meeting Minutes (10/28/2022)

- Motion made by Councilor Winters to approve the workshop and regular business meeting of 10/24/22 and the special business meeting minutes of 10/28/22. Seconded by Mayor Pro-tem Gutjahr. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. with a 4-0 vote the minutes for the workshop & regular business meeting held October 24, 2022 and the city council special business meeting held on October 28, 2022 were approved as written.

Public Comment

- No public comments.

Manager Report

a) Public Works Improvements

- Manager Dr. Moore explained the security improvements are coming along as well as the glass will be delivered tomorrow, and the doors are going to be more secured as well. He continued the explain schedule changes are going to take place in similarity to the code enforcement grid.

b) Comcast Franchise agreement

- Manager Dr. Moore said we are working at getting services with comcast, and getting with attorneys, and preliminary drafts have been discussed but with a company that size it may take into January but are pleased they would like to work with us.
- Councilor Apodaca asked if there were any financial benefits for the city from Comcast.
- Manager Dr. Moore explained the agreement in itself has a percentage for the city but currently Comcast is under an agreement with the county, and we had told them we would like to have our own agreement.

Municipal Court Department

- See packet for report.

UWS - Quarterly Report

- Councilor Gutjahr said there is a listing to credit and going for holding but in our policy, we had a role as a city to follow up with such nuisance since they are violating our ordinance.
- Manager Dr. Moore explained that we have talked with code enforcement as well as the judge generally and haven't specifically gone over cases, but have been setting up cases to be coming forth.

Approval of Accounts Payable

- Motion made by Mayor Pro-tem Gutjahr to approve as presented. Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved accounts payable as presented.

Purchase of Executime Time & Attendance and Work Order modules for Incode

- Manager Dr. Moore explained that in the City of Rio Communities we are continuing to organize our time as well as making sure we know where our employees are and when they are in the buildings or not in the building. In addition, it would tie into our payroll as well as in upgrade from the employee self-service system we have now. Further explained the work order module would help keep us organized as well as having cross training for the programs in the event he is not there someone would be able to understand where everything is at.
- Councilor Gutjahr said she noticed we have touch screen clocks of 7" and 10" and asked what the difference is for those.
- Finance Officer Finch said she was not sure if Dr. Moore wanted to have the kiosks or if he wanted to have people clock in at there desks as well as their cell phones.
- Manager Dr. Moore said this wouldn't be efficient especially if public works is out on a job and cannot make it inside to clock out.
- Mayor Ramsell said overtime we have to replace the units due to technology changes more than the hardware does.
- Councilor Winters said regarding the work order module would allow us to report that back into the system and the resident who informed us on the order can check themselves if it is completed instead of hounding city employees.
- Councilor Gordon asked what is the distance you can sign in outside of City Hall.
- Finance Officer said we can program the geofencing to where it can be accepted in the front as well as the back of the building and the same can happen at the fire department.
- Councilor Apodaca said this is a good addition on how we are communicating with employees.

- Motion made by Councilor Apodaca to approve the purchase of Executime time and attendance and work order modules for Incode. Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved the purchase of Executime time & attendance and work order modules for Incode.

Police Office Remodel Change Order

- Manager Dr. Moore said as we are continuing to recruit a police officer, we are also continuing to complete the city hall renovations and the internal staff along with the contractors have looked into what has been done and continue to phase three. He then explained there is a raised platform in the police department that needs to be demolished as well as the sewer lines that need to be redone and the approximate cost will be \$20k-\$35k but may be higher due to electrical.
- Councilor Gutjahr said we have no clue what is under there and it would be interesting to see what the pipes would look like and remembers when the city first incorporated there was septic issues.
- Councilor Apodaca said he thinks these are good additions to the remodel with the extra precautions as well as the restroom septic system.
- Motion made by Mayor Pro-tem Gutjahr to approve the police office remodel change order. Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved the Police office remodel change order.

Purchase of Backhoe and Skid Steer

- Manager Dr. Moore said back at the beginning of the year the city ordered a bobcat/skid steer with accessories and were given September/October, then given October/November and now they are stating February/March. He then said since the initial order we have received the grant and fully executed the agreement which the total amount of the grant is \$300,000 and then said the quote is under \$250k. He further said our request is to go with another company who has our equipment.
- Councilor Winters said from the conversation that we had this afternoon with the other company they agree to cancel the purchase order since they cannot deliver the equipment.
- Motion made by Mayor Pro-tem Gutjahr to approve as presented. Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved the purchase of a backhoe and skid steer.

Purchase of a Flat Bed Trailer

- Manager Dr. Moore said with the saving of time and fuel it would be efficient if we get a flatbed trailer that can haul around the backhoe. He then said we do have a truck that council agreed on purchasing to haul around the trailer and then said the approximate cost is \$16,500.00.
- Councilor Apodaca asked for clarification is this trailer a goose neck or bumper pull.
- Manager Dr. Moore said it is a goose neck.
- Motion made by Councilor Apodaca to approve as presented. Seconded by Councilor Gordon. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved the purchase of a flat bed trailer.

Re-Obligate Public Works - Bill Brown Fund

- Manager Dr. Moore said the bobcat we are purchase we had Bill Brown memorial funds that are strictly for the parks and public works we are asking for the \$150,000 we had allocated for

the bobcat that is not coming in and are reallocating these funds be used towards a new public works yard that will be brought to your attention in December.

- Motion made by Mayor Pro-tem Gutjahr to re-obligate the public works funds from the Bill Brown fund. Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved the re-obligation to public works – Bill Brown memorial funds.

Safety Street Light Plan

- Councilor Winters said the only comment he has is this is an excellent plan and it is a pick and choose as well as a cost breakdown.
- Councilor Gutjahr said since she wasn't here when it was presented but had time to review and found it was very impressive as well as it was readable.
- Councilor Apodaca said wherever we decide that safety lights be placed it is going to be a great addition to the city.
- Councilor Gordon said he has been waiting for this since he was in planning and zoning and happy it is moving forward.
- Motion made by Councilor Winters to approve the safety street light plan. Seconded by Councilor Gordon. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved the Safety Street Light plan from HDR Engineering firm.

Resolution 2022 - XX Dangerous property - 101 Rio Communities Blvd (property)

- Tabled.

Canceling the 11/28/2022 Workshop and Council Meeting

- Mayor Ramsell said the consensus the last time spoken about this was to cancel but would like to hear from council as to what they would like to do.
- Councilor Gutjahr said it is a good idea due to people traveling and there was a discussion on accounts payable, but they would be paid and then discussed in the Decembers meeting.
- Councilor Winters had no comments.
- Councilor Apodaca agreed this is a great idea considering holidays and for emergency matters he will still be available.
- Councilor Gordon said he is in agreement and noting that day as an emergency meeting if necessary.
- Motion made by Councilor Winters to cancel the 11/28.2022 workshop and regular business meetings. Seconded by Councilor Apodaca. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved the cancelation of the workshop and regular business meeting for November 28, 2022.

Personnel - Buy Back Vacation Leave

- Manager Dr. Moore said in the 2022 version of the Personnel Policy that annually during the first council meeting in December that the council offer to buy back unused vacation time employees have. He further explained this is for council to let staff know so they can be ready with a proposal and continued to say the reason to do buy back is for the payroll to go down to a reasonable amount of money.
- Councilor Gordon asked how many times a year and when would the payment be issued.
- Manager Dr. Moore explained the buy backs are once annually and the payments are brought to council the first regular meeting in December.

- Motion made by Mayor Pro-tem Gutjahr to proceed with the Personnel buy back vacation leave to be presented at the December 12th meeting. Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved Personnel-buy back vacation leave for approval at the December 12th meeting.

Council Discussion

- Councilor Apodaca had nothing to report.
- Councilor Gordon had nothing to report.
- Councilor Winters said we seem to be moving forward with cleaning up the streets and public works have been busy where several areas in town he has seen are looking great.
- Councilor Gutjahr reminded the accounts payable accounts are posted on the website and if the public has any questions, they can all city hall. She continued to thank the staff and council for a kind jester they had done for her.
- Mayor Ramsell gave a big thanks to the fire department and the fire department community as the past week there was a funeral for former fire chief Ruben and was a very good display as a community.

Executive Session - For the purpose of the discussion of the purchase, addition or disposal of real property or water rights by the public body pursuant to NMSA 10-15-1(H)(8) and for the purpose of Limited Personnel Matters – Public Works Director and Finance Clerk pursuant to NMSA 10-15-1(H)(2)

Motion and roll call vote to go into close session

- Motion made by Mayor Pro-tem Gutjahr with a roll call vote to go into close session for the purpose of the discussion of the purchase, addition or disposal of real property or water rights by the public body pursuant to NMSA 10-15-1(H)(8) and for the purpose of Limited Personnel Matters – Public Works Director and Finance Clerk pursuant to NMSA 10-15-1(H)(2). Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council went into closed session at 6:45 pm.

Motion and roll call vote to go back into the regular business meeting session

- Motion made by Mayor Pro-tem Gutjahr with a roll call vote to go back into the regular business meeting session. Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council went back into the regular business meeting session at 7:56 pm.

Welcome everyone back and statement by the Mayor

- Mayor Ramsell stated: The Governing Body of the City of Rio Communities, New Mexico, hereby states that on November 14, 2022 Closed Executive Session was held and the matters discussed were for the purpose of the discussion of the purchase, addition or disposal of real property or water rights by the public body pursuant to NMSA 10-15-1(H)(8) and for the purpose of Limited Personnel Matters – Public Works Director and Finance Clerk pursuant to NMSA 10-15-1(H)(2).

Action Items - Consideration & Decision – Mayor recommendation regarding the purpose of the discussion of the purchase, addition or disposal of real property or water rights by the public body pursuant to NMSA 10-15-1(H)(8) and for the purpose of Limited Personnel Matters – Public Works Director and Finance Clerk pursuant to NMSA 10-15-1(H)(2)

- Mayor Ramsell said there were no recommendations at this time.

Adjourn

- Motion made by Councilor Winters to adjourn. Seconded by Mayor Pro-tem Gutjahr. With a unanimous vote the city council regular business meeting was adjourned at 7:58 pm.

Respectfully submitted,

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

Date: _____

Approved:

 Joshua Ramsell,
 Mayor

 Margaret R. Gutjahr,
 Mayor Pro-tem/Councilor

 Arthur Apodaca,
 Councilor

 Lawrence R. Gordon,
 Councilor

 Jimmie Winters,
 Councilor



City of Rio Communities Council Workshop
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, December 12, 2022 3:00 PM
Minutes

Please silence all electronic devices.

Call to Order

- Mayor Joshua Ramsell called the City Council workshop to order at 3:02 pm.

Attendees

- PRESENT: Mayor Joshua Ramsell, Mayor Pro-tem Margaret R. Gutjahr, Councilor Arthur Apodaca, Councilor Lawrence Gordon, Councilor Jimmie Winters.
 - Manager Dr. Martin Moore, Municipal Clerk Elizabeth Adair, Deputy Clerk Lalena Aragon, Finance Officer (Virtual) Stephanie Finch, Accounting Specialist/CPO Angela Valadez, Fire Chief Andrew Tabet.

Accounts payable report

- Accounting Specialist/CPO Valadez explained everything over \$500.00; PNM in the amount of \$526.67; NM Gas in the amount of \$1,123.84; NM Local Government Law in the amount of \$873.79; NM Edge in the amount of \$650; HDR in the amount of \$589.93; Verizon in the amount of \$1,654.92; WEX Bank in the amount of \$1,011.56; PNM in the amount of \$804.52; Ortega and Son's in the amount of \$500.85; 2 accounts for TLC in the amount of \$3,523.05; Boundtree in the amount of \$1,033.24; 8 accounts for Construction Coordinators in the amount of \$11,895.09.

Personnel - Buy Back Vacation Leave

- Manager Dr. Moore explained under our Ordinance it states any employee who wants to buy back their vacation leave may do so and showed the council the three examples of how much each different amount would be with tax as well.
- Finance Officer Finch explained the reason what the benefits to the city as well as increase the cities net financial position and also improve budget stability and productivity and said they respectfully request the opinion of 140 hours to be bought back due to some employees having well over 200 vacation time hours. She continued to explain by keeping the hours down is beneficial due to the event an employee was to quit, the city would have to pay out all the kept hours of vacation either way.
- Councilor Gutjahr asked if there was a time to use your vacation time or is it after so long you lose the vacation time.
- Finance Officer Finch said there is a 320 cap on the amount and once they get to this amount, they will not be able to get anymore.
- Manager Dr. Moore said that is why we put a cap on vacation time and then said he is making sure things are balancing correctly as in having employees take vacation.

Resolution 2022-XX - 2023 Official Holiday

- Mayor Ramsell said we are keeping with what we basically have kept with which is the federal holiday list.

HDR Engineering regarding San Lucas/Chamartin storm water drainage project alternative(s)

- Mr. Antonio Nunez from HDR began to explain the storm water drainage on San Lucas/Chamartin and gave details on the following, DHSEM projects proposed typical sections, project sites, opinion of probable construction cost, drainage improvements alternative, and alternative's opinion of probable construction cost.
- Mr. Dan Pfeifer from HDR began to further explain the expansion of the spill way which they call a double-throated inlet which is a NMDOT standard flume, and they use this for draining off of curbs and he recommends council to add this structure. He continued to explain with the expansion of the pavement section it appears the original alignment of the spillway with investigation there is erosion and with the new updated improvements this all gets fixed. He continued to give more examples of which alternatives the council would like to choose from.
- Mr. Nunez continued to explain further if it doesn't get fixed now and if someone wants to develop further you are going to run into more problems then before and further explained the cost Alt #1 \$70,443.71, Alt #2 \$334,695.70, and Alt #3 \$479,187.21
- Manager Dr. Moore explained this is the cost for each individual builds and go outside the plan for homeland security.
- Mr. Nunez agreed and said homeland security only allows to repair the drainage as these projects are to improve the drainage.
- Mr. Pfeifer stated there is an option to mix and match the options, but these improvements have benefits in the future.
- Manager Dr. Moore explained this presentation is to ask if council would like to go out of the NMDOT grant with add ons from the alternatives talked about today.
- Councilor Winters asked if they were able to get documentation for the previous project.
- Mr. Nunez said negative they use digital imaging.
- Councilor Gordon asked if they choose alternative 1 and the roads are still curved in, wouldn't the water still flow down the street, and started a discussion.
- Mr. Nunez said due to the rolling curve the water is already flowing over.
- Mr. Pfeifer explained with the 7% slope it has a splash over and will bypass as well as move down the street and with only a 3in depth of the side of the road it is causing problems. He continued to explain that with the new updates it can all be avoided in the future.

City Wide Cleanup

- Manager Dr. Moore explained the courts are getting flooded with cases and the judge is working hard to get each case on the docket as well as some people not showing up and some are but there needs to be some type of wording in our ordinance to get more people to show up to court and started a discussion.
- Councilor Gordon asked if it says anything in our state statues about showing up to court.
- Manager Dr. Moore said in the state statue it says you get an arraignment hearing then you have a trial and if the person doesn't show up then the case stops until otherwise.

- Councilor Gutjahr asked so since this is in the state statute, the municipal judge would like to add this to our ordinance and asked if this would be a resolution.
- Manager Dr. Moore said it will take an amendment to an ordinance and is willing to work with the Judge Chavez to get this done.
- Fire Chief explained with code compliance they are averaging between 30 to 45 citations a week and the last court date they had about 20 people show up. He continued to explain the clean up and gave thanks to the public work department for their continuous work around the city and have been getting compliments from residents as well.
- Councilor Apodaca asked if there were any updates on the car wash property.
- Fire Chief said as of right now there isn't any updates, but Dr. Moore has spoken to the attorney, and they are working with him.
- Manager Dr. Moore further explained the plan for the public works yard next to the fire department there is a challenge with this. He then said that there are 3 conex boxes and with talking with the fire department they will be letting the public works use the 2 extra conex boxes and continued to explain the rest of the plans with the yard. He continued to explain the small conex box they are looking to add electrical in the even of liquid being stored and not freezing in the winter as well as overheating in the summer.
- Councilor Gutjahr said the blue on the black on the drawing is hard to read and would like to understand what is going to happen.
- Manager Dr. Moore gave a detailed area to area of the proposed plan and stated council approved a portion of the Bill Brown fund to pay for the public works building.
- Councilor Gordon asked if the water is going to come from the fire department instead of having to go across the highway.
- Fire Chief explained it would come from the stream behind the station.
- Manager Dr. Moore said we are looking at what is more cost effective, sewer or septic.

2023 City Cleanup Dates

City Hall Renovation

- Manager Dr. Moore explained that we are getting ready to open back up and explained where in the building will be getting renovated as well as talked to the fire chief about the fire alarm system and get the go ahead to replace everything.
- Manager Dr. Moore further explained for the Police Department rooms have been painted and framed with proper security measures in place. He continued to say the bathrooms are going to be in a different area and said the floors of the Police Department will be tile flooring and continued with the front glass area for the police station would like to put bullet proof glass for the front and the entrance, also setup a security door to the entrance with a camera system as well as having the entrance have a button to be buzzed in for security.
- Manager Dr. Moore said regarding the skylight out here we are going to go with a roofing contractor and ask for prices as well as had contact with the contractors regarding the gutters and they will be installing them in February.

Police Chief Recruitment

- Manager Dr. Moore requested authorization to use a police recruitment services and further said his concern is needing an assertive outreach for the police chief position. He then said that talking with a colleague in relationship as to why we are having issues and they stated its due to a startup department as well as people knowing what a chief does and how big the work load is. He continued by saying some of the issues as well are some people don't understand the difference from Belen to Rio Communities and look at crime rates as well as other scenarios.
- Finance Officer Finch explained that amount we were looking at is not to exceed \$15k for recruitment services.
- Manager Dr. Moore said with a few grants that are getting ready to defer, looking at costs we will be able to de-obligate the funds to available cash in order to move forward.
- Councilor Gutjahr said when they talked about this before they had mentioned funds not to exceed \$15k.
- Councilor Gordon asked what kind of pool are looking at.
- Manager Dr. Moore explained we only have 3 people who have put applications in and are looking at about 5 candidates for interviews.
- Councilor Gutjahr asked if they have a firm in mind.
- Manager Dr. Moore said not at this time but has been talking to companies.
- Councilor Gutjahr said when Gus retired, he stated the Mercer Group will still be in the state, but he will not be there, and asked if Dr. Moore has considered reaching out to them.
- Manager Dr. Moore said yes, he has.

Canceling the 12/26/2022 Workshop and Regular Business meeting

- Councilor Apodaca said he thinks that is a good idea considering it is the holiday.

Public Comment

- no public comments

Manager Report

a) Code Compliance

- Same as above.

b) Public Works Yard

- See City hall renovation.

Council General Discussion & Future Agenda Items

- Councilor Apodaca had nothing to report.
- Councilor Gutjahr had nothing to report.
- Councilor Gordon had nothing to report.
- Councilor Winters said discussing regarding the engineers we should have a discussion with the existing landowners because they have a lot at stake, and it is a touchy situation.
- Mayor Ramsell had no comments.

Adjourn

- The City Council workshop was adjourned at 4:20 pm

Respectfully submitted,

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

Date: _____

Approved:

Joshua Ramsell,
Mayor

Margaret R. Gutjahr,
Mayor Pro-tem/Councilor

Arthur Apodaca,
Councilor

Lawrence R. Gordon,
Councilor

Jimmie Winters,
Councilor



City of Rio Communities Council Regular Business Meeting
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, December 12, 2022 6:00 PM
Minutes

Please silence all electronic devices.

Call to Order

- Mayor Joshua Ramsell called the regular business meeting to order at 6:03 pm.

Pledge of Allegiance

- Councilor Peggy Gutjahr led the Pledge of Allegiance.

Roll Call

- PRESENT: Mayor Joshua Ramsell, Mayor Pro-tem Margaret R. Gutjahr, Councilor Arthur Apodaca, Councilor Lawrence Gordon, Councilor Jimmie Winters.
 - Manager Dr. Martin Moore, Municipal Clerk Elizabeth Adair, Finance Officer (virtual) Stephanie Finch, Fire Chief Andrew Tabet, Code Enforcer Greg Gallegos, City Attorney Randy Van Fleck.

Approval of Agenda

- Motion made by Councilor Winters to approve the agenda as written. Seconded by Councilor Gordon. With a unanimous vote the agenda was approved as presented.

Approval of Minutes City Council Retreat (10/17/2022), Minutes for the City Council Workshop & Regular Business Meeting (11/14/22)

- Mayor Ramsell made a recommendation to table the minutes till next meeting.
- Motion made by Mayor Pro-tem Gutjahr to table the minutes till next meeting. Seconded by Councilor Apodaca. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote the minutes were tabled till the next meeting.

Public Hearing - For the purpose of the request from Affordable Solar Group LLC C/O Select Row John Tekin OBO Leroy & Sylvia Baca for a rezoning and a special use permit for a solar collector overlay

Motion and roll call vote to recess Regular Business Meeting session and to go into Public Hearing

- Motion made by Mayor Pro-tem Gutjahr with a roll call vote to go to recess the regular business meeting session and go into the public hearing. Seconded by Councilor Gordon. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote the Council recessed the regular business meeting and went into the public hearing at 6:07 pm.

Consideration of Proposed Location: 101002819133500000, R214152, Subd: RIO DEL ORO Lot: A Unit: 64 PARCEL A 32.43 AC. 2013 REV D-5-15

- ❖ Manager Dr. Moore explained this went in front of the planning and zoning commission and recommendation to move the application of the solar overlay and have a special use permit

where this is on a 32 acres of land located immediately east of La Merced Elementary School this is a community solar project and a community solar project is a project that was designed by the legislator and signed by the governor and this is part of the regulation commissions. The applicant is allowed to bring this once a year and with the applicants there is 200 megawatts of solar power that will receive an application for. The applicant is required to get the power from the substation to the grid from the power of New Mexico. There is no guarantee to the applicant that they will get the award. However, there is a lot of similar applicants going to different communities and a lot more opportunities. As far as the planning and zoning commission their consideration was for no conditions, but his recommendations are considering the fencing needs to be reconsidered due to residential properties and outlooked.

- ❖ Laurie Moye agent for the project, assisting her is John Teken, and Dylan Connelly. They are seeking a solar overlay and a special use permit to construct La Merced solar facility does not change the underlying zoning and the solar overlay zone remains in place as long as the facility is in operating solar facility. She continued to say the purpose of the project is to use the community solar act SB 84 that allows for Rio Communities to have small scale community solar 5 mega-watt project for its citizens. This program allows for all communities, households, businesses that don't have access to solar for a variety of reasons to have access. The SB 84 community solar act expresses the desire to provide solar generation opportunities and additionally states that 30% of the electricity must be reserved for low-income customers and low-income service organizations. The energy will be added to the existing local electric distribution grid that is used to power homes, businesses and other electric needs of the local community. As Dr. Moore stated there were changes to rules and regulations for the community solar act. They have established a third party who will be accepting and reviewing the applications in January. Solar power produced at this site will be injected into the local electric grid and again consumed locally. The proposed site is located between Manzano Expressway and Sherrod Blvd. he property is currently vacant and there are existing electric distribution lines in the area to provide a path for solar energy generated to leave the property into the local electric grid. These smaller scale lines are seen everywhere and access to the property will be taken from Jihan Loop and as Dr. Martin said, its adjacent to La Merced Elementary School as well as meet with principal Emily Lahman and have received her support as well as support from the district. They are looking forward to working with us if this project is selected. The properties 33 acres. The development area is 33 acres and this will support a five-megawatt solar facility. The panels will be in rows and will track the sun from east to west. Again, it's a 5-megawatt solar facility. The station will be operated remotely with no permanent employees on site. There will be an 8ft security chain-link fence with an additional 1 ft of 3 strands of barbed wire will surround the solar array and components. The access will be controlled and the best cleaning mechanism for the solar panels is rain; however, if necessary, organic light cleaning compounds would be brought in and would be used to clean the panels. There will not have permanent employees, a controlled access point, chain link fencing for the safety of residents as well as security and the cost of the project is estimated to be \$9 million dollars.
- ❖ As you can see the panels track the sun and we all know he sun doesn't move fast. However, the panels go flat at night and when they are not producing energy and these are post and rack tracker system. So, I call this a cartoon of the solar trackers. The post is

driven directly into the ground. The rack is attached to the post and the panels are attached to the rack and you could see when it's fully extended, it's six feet eight inches tall and you can see the range of motion. 6 feet 8 inches tall is about the size of a typical basketball player these days. It's shorter than a single-family house or a mobile home development.

- ❖ The benefits are to adding renewable energy to the New Mexico local distribution grid for the benefit of local citizens, increasing the renewable energy opportunities in New Mexico and the creation of temporary jobs for the area, the project will be paying Advil arum taxes to the temporary jobs created during construction will be 20. So that is the short presentation on our project and I appreciate you giving us the opportunity to present the solar overly and special use permit project and with that the three of us will stand for any questions.
- ❖ Councilor Apodaca asked what is the immediate benefit to the City is there going to be any kind of revenue generating for the city.
- ❖ Manager Dr. Moore said we would receive the gross receipt from the construction cost so there will be some revenue realized in that direction.
- ❖ Councilor Apodaca asked if it will be on going revenue.
- ❖ Manager Dr. Moore said yes.
- ❖ Councilor Gordon asked how long would it take to complete the build.
- ❖ Dylan Connelly said typical construction time is 6 months but will have some time for fencing and site work as well.
- ❖ Councilor Gordon said our substation is almost to capacity hoe long will it take for PNM to upgrade the substation and distribution lines.
- ❖ Dylan Connelly said the actual time for installation wouldn't be very long but due to materials it may take about a year from when they are released.
- ❖ Councilor Gordon said is there a time frame.
- ❖ Dylan Connelly said the award time for the top 40 will be in April and from that time they would be able to formal submit to PNM for their engineering studies and present the cost and upon payment of the cost so most likely a year after April 2023 probably end of 2024.
- ❖ Councilor Gordon asked if the fencing would be residential and doesn't think people would like to buy a home with a solar farm next door.
- ❖ Laurie Moye said we do not back up against to the properties and there is a very large road between the two properties.
- ❖ John Tekin said this was brought up in the planning and zoning as to possibly in the future residential development but there is a 75 foot right away between properties and the panels will be 30 feet away from the property line. So you are looking at least a 100 feet to the northern boundary of the vacant parcel to the south but one thing to keep in mind is that these would be 100 feet away and at the tallest point they are 6 foot 8 inches.
- ❖ Councilor Winters asked about the special use permanent policy and asked if the solar farm is no longer in use is there any guaranty that everything will be removed and continued to ask if it will be reverted into preexisting use.
- ❖ Laurie Moye said first of all there is a very large decommissioning value of the solar fields, everything would be removed by the owner of the solar fields as well as recycle the equipment. There will be gravel roads around the area for access, there will not be scorched earth grading of this property that is how it use to be but not anymore. PNM

now works with the terrain of the land and work with the vegetation of the land and want to work with the earth instead of flattening everything out.

- ❖ Councilor Winters said his question still remains about the special use permit being active.
- ❖ Attorney Van Fleck said according to our ordinance do not run with the land and expire with the use or if there is a new owner they would have to reapply.
- ❖ Councilor Apodaca asked what is the average life span of a solar farm this size.
- ❖ Laure Moyer said 30 years.
- ❖ Mayor Ramsell asked about after this Solar project completed if approved would there be GRT generated from the production of electricity.
- ❖ Dylan Connelly said the production GRT is taxed so the system on average will be producing for 2000 homes.
- ❖ Attorney Van Fleck said it is not on city right ways and is not subject to a franchise fees.
- ❖ Councilor Gutjahr said what we are excepting but this is not a guarantee until approved by the state.
- ❖ Laurie Moyer said we still have to go through the PRC and hopefully they will select this project since there are only 40 and are hoping they see these are high in demand and they renew for the next year.
- ❖ Dylan Connelly said solar is a local New Mexico company and are highly confident that we will be accepted.
- ❖ Councilor Gordon said when basing your revenue on 2000 homes, how many homes are you anticipating and when do you see yourself getting to the 2000 home mark.
- ❖ Dylan Connelly said this is a subscription and you would save about \$5 to \$10 dollars a month and have to have this fully subscribed when turning on 50% will be low income as well as the other 50% will be businesses and residents.
- ❖ Councilor Gordon asked if they think they will get to 50% in a year.
- ❖ Dylan Connelly explained they will have 100% within a year and 50% will be low income.
- ❖ Councilor Gordon asked what happens if you do not get the 100%.
- ❖ Dylan Connelly explained if they do not get the 100% then we will be subjected to disciplinary actions.
- ❖ Councilor Winters asked if the program will extend to all residents to Rio Communities.
- ❖ Laurie Moyer said yes it will and 50% is for low-income and the other 50% is for non-low-income.
- ❖ Manager Dr. Moore said he thinks it still is unclear and asked what the benefits are if they subscribe and asked what will they get from subscribing.
- ❖ Laure Moyer said a lower electric bill.
- ❖ Dylan Connelly said for lower income residents get a higher bonus off the electric bill and \$5 to \$10 off the bill for non-low-income residents.
- ❖ Mayor Ramsell asked if this discount go away or reduce as time goes on.
- ❖ Dylan Connelly said this is a competitive process and if someone else is providing a larger discount they may unsubscribe to us and subscribe to them.
- ❖ Laurie Moyer said the Blue-Sky program is you pay but don't get credit on your electric bill as to community solar you get a credit on your electric bill.
- ❖ Councilor Gordon said you stated renters can pay for this but how will they get panels on their homes.
- ❖ Laurie Moyer said the solar panels stay in the field but you are buying output from the panel. This program is for people who cannot out panels on there house.

- ❖ Councilor Gutjahr asked if not being able to have solar panels on your house a criteria for someone who would like to have solar.
- ❖ Dylan Connelly explained that the law did state 30% hold back for low income for people who have good credit can have solar on their homes. In order to win the bid, they will have up to 50% low income to look more attractive.
- ❖ Mayor Ramsell asked how would the discount be applied to the bill.
- ❖ Dylan Connelly explained if you normally get a \$100 electric bill you would get a \$70 dollar discount and pay PNM \$30 dollars but with solar communities you will only have to pay \$60 dollars and still pay PNM \$30 dollars.
- ❖ Mayor Ramsell asked if some would sign up for this would there be two separate bills or will it be combined.
- ❖ Dylan Connelly said normally the electric company handles all the transactions and would only get one bill but since PNM is not able to handle that they stated they need 2 to 4 years to establish the technology. He went on by saying in another state they have a company that will issue out one bill that will split the payments into two for residents to only have one bill.
- ❖ Mayor Ramsell asked if a project is approved at the local level and PRC decides it is a worthy project to move forward with as well as PNM upgrades infrastructure, are they upgrading or adding to the capacity where solar is produced.
- ❖ Dylan Connelly explained yes and they feel it will force PNM to see the demand. He continued by saying working with a community like this where the capacity is nearly full we have the opportunity to work with PNM who can upgrade their lines.
- ❖ Fire Chief Tabet asked what is the fire application and what would be your response for the panel site.
- ❖ Dylan Connelly said the site would be designed for semi-trucks and this would give the fire trucks enough room to drive around the yard as well as a 30-foot access around the entire site which would act as a fire separation if they ever was to happen and each row is 15 feet apart and in the event a fire was to happen it would only spread in the row since they are 15 feet apart. He further explained the panels are no more different than the ones on houses material wise and have been installing them since 1998.
- ❖ Fire Chief Tabet asked if there should be a fire will there be a power shut off mechanism.
- ❖ Dylan Connelly said the panels themselves are fire resistant.
- ❖ Mathew Romero representing Rio Holdings LLC and then said he does not have personal interest, he is representing his client. He then said there are 234 proposed houses that his client has listed for sale and approximately 9 areas for neighborhood retail as well as close to \$100 million dollars with these projects. His client is not opposed to the solar farms and said if he cannot build the properties like planned he would like to talk to a solar company to talk about leasing the property, but he is just opposed to the location and stated he is opposed to only having \$5 to \$10 but is not sure how everyone else feels about this. He continued to explain the fencing would be in issue as to the setbacks with the homes and if they mentioned the panels would be 100 feet from the proposed housing development in resident eyes that wouldn't be great to go outside and see panels. He further explained that in the planning and zoning meeting someone had mentioned about putting a screen or something to make the fence look more natural.
- ❖ Steve Lopez asked about the subscription price being \$20.

Motion and roll call vote to go back into Regular Business Meeting session

- Motion made by Mayor Pro-tem Gutjahr with a roll call vote to go back into the regular business meeting session. Seconded by Councilor Apodaca. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council went back into the regular business meeting session at 6:51 pm.

Rezoning and Special Use Permit for a solar collector overlay.

- Manager Dr. Moore said from the Planning and Zoning letter in recommendation to the fencing so this is something to discuss before your motion.
- Councilor Gordon said he has a problem with chain link fence and asked if there can be slots or something instead of just a chain link fence.
- Councilor Gutjahr said a vegetated buffer would be nice, and then said personally looking at developments having a vegetated buffer would be more appealing.
- Councilor Gordon said anything that is more than a chain link that won't stop residential development.
- Councilor Apodaca said he agrees something nicer that will be inviting for builders who are wanting to build a home.
- Manager Dr. Moore said you can add any reasonable conditions that you feel are necessary to add.
- Councilor Gutjahr asked instead of having it be rather specific could it be something more pleasing.
- Manager Dr. Moore said he would suggest phrasing it in the documentation as to where not be a see thru chain link but a maintained vegetated screen.
- Councilor Apodaca said in the builders prospective, they do not like to see such things when building new homes and said anything we can do to make this more attractive to a builder that is considering coming in and building 2000 new homes.
- Councilor Gutjahr said builders that are coming into a new place, solar can be a selling point but thinks it could be more pleasing.
- Councilor Gordon said if they do not sell 2000 subscriptions and sell it to someone else, do they start building before that or do they wait till they get to the 2000.
- Mayor Ramsell said he doesn't think that is the case as they may have people sign up from other areas.
- Councilor Winters said is there a deadline for an application.
- Clerk Adair said the end of January.
- Councilor Gutjahr asked if we want to vote or if there is time to schedule another meeting.
- Mayor Ramsell said the biggest concern was seeing the project as people are not in favor of the solar farm but that doesn't mean they have to have anything to do with it. He continued to say building some sort of block wall would be costly but having some sort of vegetation buffer would be ideal.
- Councilor Winters asked would screening be on one side or more than one side of the area and continued the discussion.
- Councilor Apodaca said he thinks closing the whole barrier with a buffer would be better for other residential builders as well as developers.
- Councilor Gutjahr said the only problem she has with filling in the slats that they do not stay and possibly something that goes around is better.

- Mayor Ramsell said let's not tie the hands of the applicant and try to have more than one option.
- Attorney Van Fleck said tell the applicant to increase the capacity to a certain percentage.
- Mayor Ramsell said what would be the capacity preferred.
- Councilor Gutjahr asked what the consensus of only asking for only 50% around and continued the discussion.
- Mayor Ramsell said from the discussion council is asking for a requirement for some type of fencing to reduce visibility and can be in stages as the development progresses.
- Motion made by Mayor Pro-tem Gutjahr to approve the rezoning for the property as stated on the agenda. Seconded by Councilor Apodaca. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote the rezoning of the above stated property was approved to rezone to a solar overlay zone.
- Mayor Ramsell recommended that with the approval of this special permit for the Solar Collector overlay zone and further recommend maintaining with a chain link fence and or vegetation with opaqueness of 80%.
- Motion made by Councilor Gordon to approve the special permit for the Solar Collector Overlay Zone with chain link fencing, plastic slats, vegetation with opaqueness of 80% that has to be maintained by the company for the duration.
- Mayor Ramsell stated to make things clear they will have the ability to determine their visibility device.
- Councilor Gutjahr said we do not really state what we want them to do.
- Mayor Ramsell said we can give them the options.
- Seconded by Councilor Apodaca.
- Attorney Van Fleck requested to incorporate the findings of the planning and zoning as well as add the people who testified tonight.
- Councilor Gordon modified his motion to include the recommendations from legal Counsel. Seconded by Councilor Apodaca. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved the special use permit for a solar collector overlay with conditions.

Public Comment

- Mr. Kent said he has been in Rio Communities going on 2 years and is on a fact-finding mission to get involved with city clean up and such but does not know what is going on with the ECD and every time he drives by the Tillary there are things going on with the properties but hasn't heard anything at all. He said the community really needs more business involved with people but would like to know what website to find these things out. How do we as citizens find a treasury report and would like to know where the money goes.

Manager Report

a) Code Compliance (Fire Chief), b) Public Works Yard, c) Municipal Court Department

- Manager Dr. Moore said the police side on the building is coming along and they are starting to put sheet rock as well as add electrical and appreciate staff for planning of the public works property by the fire department. He continued to say the legislators are recommending no more then 3 priorities as well as try to ask for money for projects to complete. He then said the projects that are needing to be finished is the multiuse complex.

- Councilor Gutjahr asked if the session was the 30 days or 60 days.
- Manager Dr. Moore said it was 60 days and recommends starting these so when the holidays are over they are ready for the visit with the legislators.
- Councilor Apodaca said another area is the pursuing of our own zip code.
- Manager Dr. Moore said yes and can be done outside of our capital outlay.
- Councilor Gutjahr asked when we will be meeting with legislators.
- Manager Dr. Moore said as soon as council approves the proposal we can start working on this and set a meeting up with the legislators.

Approval of Accounts Payable

- Motion made by Councilor Winters to pay the bills. Seconded by Councilor Apodaca. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved accounts payable to be paid.

Personnel - Buy Back Vacation Leave

- Mayor Ramsell explained that there are 3 different scenarios for the buy back.
- Councilor Gutjahr said she had a concern were there is a point of at which they had to cap their leave.
- Mayor Ramsell said this will be a yearly thing and is in the personal policy which is available for the council's discretion.
- Motion made by Mayor Pro-tem Gutjahr to approve the buyback vacation leave at 140 hours. Seconded by Councilor Gordon. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved the amount for buyback vacation leave with a max of 140 hours for qualified employees.

Resolution 2022- XX - 2023 Official Holiday

- Motion made by Councilor Apodaca to approve resolution 2022-37 official holiday. Seconded by Mayor Pro-tem Gutjahr. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Resolution 2022-37 - 2023 Official Holiday was passed, approved, adopted, and signed.

HDR Engineering regarding San Lucas/Chamartin storm water drainage project alternative(s)

- Mayor Ramsell said we did have a presentation today with our HDR engineer Antoino Nuniz about storm water drainage at the workshop.
- Councilor Winters said he felt comfortable with the presentation but still has questions about the alternatives.
- Manager Dr. Moore recommended to table due to questions that need to be addresses.
- Motion made by Councilor Gutjahr to table the HDR engineering regarding San Lucas/Chamartin storm water drainage project alternative(s). Seconded by Councilor Apodaca. Voting a 4-0 vote HDR engineering regarding San Lucas/Chamartin storm water drainage project alternative(s) has been tabled.

City Wide Cleanup

- Manager Dr. Moore said the city-wide cleanup is proceeding and gave some money in order to proceed to clean up the city. He continued to say we are right up against the amount as well as

look at city finances in relationship for availability and we would like to request an additional \$25,000 to continue with the project and would come to you with a budget resolution at the next quarterly.

- Councilor Winters said this has been one of the leading complaints from citizens and are making good progress. He explained some comments are that citizens are happy with what has been done and think it's a good thing to move forward with.
- Councilor Gordon asked how much is left to be done and he is happy with what has happened so far.
- Manager Dr. Moore said 70% of the city is left to be done, and if we can get volunteers to come step up and help in different areas that would help. He continued to say in addition to the volunteers some people have come forth to help around the city and it is much appreciated and went on by saying what has helped the most is receiving the backhoe.
- Councilor Gutjahr said she has gotten several calls that have been positive about the cleanup.
- Motion made by Councilor Winters to approve the additional \$25k for the city wide clean up. Seconded by Councilor Gordon. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote the additional \$25k in funding has been approved.

2023 City Cleanup Dates

- Mayor Ramsell said this the 3rd Saturday of each month except for the month of December.
- Councilor Gutjahr said it is the 3rd Saturday and will be posted and there will be 2 roll offs and should be here by 7:30am.
- Manager Dr. Moore said he needs to thank UVW that one of the 2 roll offs are donated.
- Mayor Ramsell said they have donated several rolls for city wide clean up as well.
- Motion made by Councilor Gordon to approve the city cleanup dates. Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved the City Cleanup dates for the 3rd Saturday of every month excluding the month of December.

City Hall Renovation

- Manager Dr. Moore said as a city we have been busy with the renovations to the police department and because we have had so much cost savings it would be greatly recommended if council would approve moving \$25,000 from the police renovation budget back to city hall.
- Motion made by Mayor Pro-tem Gutjahr to approve moving \$25,000 from the police renovation budget to the City Hall renovations budget., Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved moving \$25,000 from the police renovation budget to the City Hall renovations budget.

Police Chief Recruitment

- Manager Dr. Moore said an update to the recruitment for the police chief and feel we need assistance from a professional firm and are requesting funds not to exceed \$15,000.
- Motion made by Mayor Pro-tem Gutjahr approve the up to \$15k to be spent on police chief recruitment. Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved the money be

spent on police chief recruitment to not exceed \$15,000.

Canceling the 12/26/2022 Workshop and Regular Business meeting

- Motion made by Councilor Apodaca to cancel the December 26, 2022 workshop and regular business meeting. Seconded by Mayor Pro-tem Gutjahr. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved canceling the December 26, 2022 workshop and regular business meeting.

Council Discussion

- Councilor Apodaca had nothing to report.
- Councilor Gutjahr said the accounts payable is on the city's website and if anyone is not on our eblast please leave our email.
- Councilor Gordon had nothing to report.
- Councilor Winters had nothing to report.
- Mayor Ramsell congratulated our fire chief who passed his classes the last few weeks as well as thank you to the assistant chief who has been in charge. Merry Christmas and thank you to staff.

Executive Session - For the purpose of the discussion of the purchase, addition or disposal of real property or water rights by the public body pursuant to NMSA 10-15-1(H)(8)

Motion and roll call vote to go into close session

- Motion made by Mayor Pro-tem Gutjahr with a roll call vote to go to go into close session for the purpose of the discussion of the purchase, addition or disposal of real property or water rights by the public body pursuant to NMSA 10-15-1(H)(8). Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote the Council went into executive session at 7:56 pm.

Motion and roll call vote to go back into the regular business meeting session

- Motion made by Mayor Pro-tem Gutjahr with a roll call vote to go back into the regular business meeting session. Seconded by Councilor Gordon. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote the Council went back into the regular business meeting session at 8:41 pm.

Welcome everyone back and statement by the Mayor

- Mayor Joshua Ramsell stated: The Governing Body of the City of Rio Communities, New Mexico, hereby states that on December 12, 2022 a Closed Executive Session was held and the matters discussed were for the purpose of the discussion of the purchase, addition or disposal of real property or water rights by the public body pursuant to NMSA 10-15-1(H)(8).

Action Items - Consideration & Decision – Mayor recommendation regarding the purpose of the discussion of the purchase, addition or disposal of real property or water rights by the public body pursuant to NMSA 10-15-1(H)(8)

- Mayor Ramsell said there were no recommendations.

Adjourn

- Motion made by Councilor Winters to adjourn. Seconded by Mayor Pro-tem Gutjahr. With a unanimous vote the City Council Regular Business Meeting was adjourned at 8:41 pm.

Respectfully submitted,

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

Date: _____

Approved:

 Joshua Ramsell,
 Mayor

 Margaret R. Gutjahr,
 Mayor Pro-tem/Councilor

 Arthur Apodaca,
 Councilor

 Lawrence R. Gordon,
 Councilor

 Jimmie Winters,
 Councilor

Municipal Court

- For the month of December:
- 18 Code violation(s) were filed
- Amounts collected: Correction fees \$140; Court Automation fees \$40; Judicial Education fees \$15; Court Fines of \$350 giving a total of \$545 was collected in the courts



Rio Communities, NM

Accounts Payable Approval Report By Fund

Item 6.

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Fund: 11000 - General Operating Fund				
Department: 1009 - Municipal Court				
Amazon Business	1TJT-DTVM-3QPP	12/20/2022	Office Supplies	426.79
				Department 1009 - Municipal Court Total:
				426.79
Department: 2001 - Manager				
ICMA Membership Renewals	INV0003793	12/13/2022	2023 ICMA Dues - Martin D. M...	512.57
				Department 2001 - Manager Total:
				512.57
Department: 2002 - General Administration				
Woodlands Hardware	009838/1	12/13/2022	Keys & Key Rings	19.74
Wells Fargo Financial Leasing	INV0003794	12/13/2022	Dell Server Lease	2,497.73
Tyler Technologies	025-405625	12/20/2022	ESS Time & Attendance Annual ...	142.00
Robles, Rael, & Anaya	12863	12/20/2022	Attorney Fees	75.43
Home Depot	2625465	12/20/2022	Blanket PO for materials maint...	142.79
Home Depot	3013593	12/20/2022	Blanket PO for materials maint...	63.91
Home Depot	5181616	12/20/2022	Blanket PO for materials maint...	13.53
Pitney Bowes	INV0003811	12/20/2022	CH Postage	600.00
TLC Plumbing & Utility Commer...	Sm54546201	12/20/2022	CH HVAC Repairs	281.23
Sharp Electronics Corporation	9004112001	12/22/2022	Contract #8000595693 - CH Hel...	171.00
Sharp Electronics Corporation	9004112001	12/22/2022	Contract #8000595693 - Aquos ...	114.00
Sharp Electronics Corporation	9004117091	12/22/2022	Contract #8000563882 - VOIP	453.82
Sharp Electronics Corporation	900412003	12/22/2022	Contract #8000595693 - Aquos ...	114.00
Sharp Electronics Corporation	900412003	12/22/2022	Contract #8000595693 - CH Hel...	171.00
Sharp Electronics Corporation	9004120398	12/22/2022	Contract #8000452181 - CH Hel...	285.00
				Department 2002 - General Administration Total:
				5,145.18
Department: 2008 - Municipal Clerk				
Amazon Business	14CK-NQDN-GWY6	12/20/2022	Office Supplies	118.39
Amazon Business	1XP4-9WDY-7C36	12/20/2022	Office Supplies	378.95
				Department 2008 - Municipal Clerk Total:
				497.34
Department: 3004 - Animal Control				
Valencia County Fiscal Office	AC2023-21	12/20/2022	Animal Control	1,323.90
				Department 3004 - Animal Control Total:
				1,323.90
Department: 4004 - Library				
Home Depot	8613526	12/20/2022	Paint / supplies for library wall	80.85
Sharp Electronics Corporation	9004112001	12/22/2022	Contract #8000595693 - Aquos ...	57.00
Sharp Electronics Corporation	9004112001	12/22/2022	Contract #8000595693 - Library...	150.00
Sharp Electronics Corporation	900412003	12/22/2022	Contract #8000595693 - Aquos ...	57.00
Sharp Electronics Corporation	900412003	12/22/2022	Contract #8000595693 - Library...	150.00
				Department 4004 - Library Total:
				494.85
Department: 5101 - Public Works				
Woodlands Hardware	009844/1	12/20/2022	PW Supplies	46.24
Woodlands Hardware	009847/1	12/20/2022	PW Supplies	23.12
H&E Equipment	96996445	12/20/2022	Equipment Rental clean up fire ...	3,755.26
				Department 5101 - Public Works Total:
				3,824.62
Department: 5104 - Highways and Streets				
J-H Supply Company	112951	12/20/2022	Road, stop, directional and Illeg...	635.78
				Department 5104 - Highways and Streets Total:
				635.78
				Fund 11000 - General Operating Fund Total:
				12,861.03
Fund: 20900 - Fire Protection				
Department: 3002 - Fire Protection				
Century Link	INV0003795	12/13/2022	Telephone Services Fire Depart...	75.29
Able & Willies One Stop Shop, L...	1342	12/20/2022	Jackets beanies & long sleeve sh...	2,745.00

Accounts Payable Approval Report

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Linde Gas & Equipment Inc.	33099844	12/22/2022	Oxygen	128.46
Home Depot	8512910	12/22/2022	Fire House Maintenance	108.48
Sharp Electronics Corporation	9004112001	12/22/2022	Contract #8000595693 - Aquos ...	57.00
Sharp Electronics Corporation	9004117091	12/22/2022	Contract #8000563882 - VOIP	67.81
Sharp Electronics Corporation	900412003	12/22/2022	Contract #8000595693 - Aquos ...	57.00
Comcast Business	INV0003786	12/26/2022	FD Telecommunications	259.85
Department 3002 - Fire Protection Total:				3,498.89
Fund 20900 - Fire Protection Total:				3,498.89
 Fund: 29700 - County EMS GRT				
Department: 2002 - General Administration				
Boundtree Medical	84789344	12/08/2022	Medical Supplies	1,446.73
Boundtree Medical	84790998	12/13/2022	Medical Supplies	13.59
Department 2002 - General Administration Total:				1,460.32
Fund 29700 - County EMS GRT Total:				1,460.32
 Fund: 30300 - State Legislative Appropriation Project				
Department: 2002 - General Administration				
Wagner Equipment Co.	B4969601	12/08/2022	440 Backhoe Loader - Quote #2...	138,625.00
Department 2002 - General Administration Total:				138,625.00
Fund 30300 - State Legislative Appropriation Project Total:				138,625.00
 Fund: 30400 - Road/Street Projects				
Department: 2002 - General Administration				
HDR Engineering, Inc.	1200484097	12/08/2022	Task 2 - Data Collection & Revi...	1,016.40
HDR Engineering, Inc.	1200484097	12/08/2022	NMGRT (7.8750%)	1,273.81
HDR Engineering, Inc.	1200484097	12/08/2022	Task 4 - Design Phase (60% & Fi...	4,123.80
HDR Engineering, Inc.	1200484097	12/08/2022	Task 3 - Hydrology & Hydraulics	11,296.00
HDR Engineering, Inc.	1200484117	12/08/2022	Task 1 - Project Management	1,820.10
HDR Engineering, Inc.	1200484117	12/08/2022	GRT (7.7500%)	141.06
Department 2002 - General Administration Total:				19,671.17
Fund 30400 - Road/Street Projects Total:				19,671.17
 Fund: 39900 - Other Capital Projects				
Department: 2002 - General Administration				
HDR Engineering, Inc.	1200484106	12/08/2022	Task 3 Design Phase	10,232.00
HDR Engineering, Inc.	1200484106	12/08/2022	Task 2 Data Collection	1,495.20
HDR Engineering, Inc.	1200484106	12/08/2022	GRT @ 7.8750%	908.86
Construction Coordinators Inc.	1200	12/22/2022	Gross Receipts Tax (Rio Commu...	72.91
Construction Coordinators Inc.	1200	12/22/2022	Police Department Remodel	1,500.00
Construction Coordinators Inc.	1201	12/22/2022	Gross Receipts Tax (Rio Commu...	71.04
Construction Coordinators Inc.	1201	12/22/2022	Change Order #6 - Paint Walls in..	1,476.00
Construction Coordinators Inc.	1202	12/22/2022	Gross Receipts Tax (Rio Commu...	255.78
Construction Coordinators Inc.	1202	12/22/2022	Change Order #4 - Repair Drywa...	4,224.00
Construction Coordinators Inc.	1203	12/22/2022	Gross Receipts Tax (Rio Commu...	117.19
Construction Coordinators Inc.	1203	12/22/2022	Change Order #8 - Electrical De...	1,500.00
Total Glass Solutions, LLC	2022-403	12/22/2022	Safty glass bullet proof city hall ...	8,400.00
Department 2002 - General Administration Total:				30,252.98
Fund 39900 - Other Capital Projects Total:				30,252.98
Grand Total:				206,369.39

Report Summary

Fund Summary

Fund	Expense Amount
11000 - General Operating Fund	12,861.03
20900 - Fire Protection	3,498.89
29700 - County EMS GRT	1,460.32
30300 - State Legislative Appropriation Project	138,625.00
30400 - Road/Street Projects	19,671.17
39900 - Other Capital Projects	30,252.98
Grand Total:	206,369.39

Account Summary

Account Number	Account Name	Expense Amount
11000-1009-56020	Supplies - General Office	426.79
11000-2001-57150	Subscriptions & Dues	512.57
11000-2002-54010	Maintenance & Repairs - ...	239.97
11000-2002-54050	Maintenance & Repair - F...	281.23
11000-2002-55020	Contract - Attorney Fees	75.43
11000-2002-55030	Contract - Professional Se...	1,308.82
11000-2002-56010	Software	142.00
11000-2002-57080	Postage	600.00
11000-2002-57130	Rent of Equipment/Machi...	2,497.73
11000-2008-56020	Supplies - General Office	497.34
11000-3004-55999	Contract - Other Services	1,323.90
11000-4004-54010	Maintenance & Repairs - ...	80.85
11000-4004-55030	Contract - Professional Se...	414.00
11000-5101-56999	Supplies - Other	69.36
11000-5101-57130	Rent of Equipment/Machi...	3,755.26
11000-5104-56090	Supplies - Safety	635.78
20900-3002-54010	Maintenance & Repairs - ...	108.48
20900-3002-55030	Contract - Professional Se...	181.81
20900-3002-56030	Supplies - Field Supplies	128.46
20900-3002-56110	Supplies - Uniforms/Linen	2,745.00
20900-3002-57160	Telecommunications	335.14
29700-2002-56070	Supplies - Medical	1,460.32
30300-2002-58020	Equipment & Machinery	138,625.00
30400-2002-55030	Contract - Professional Se...	19,671.17
39900-2002-55030	Contract - Professional Se...	12,636.06
39900-2002-58010	Buildings & Structures	17,616.92
Grand Total:	206,369.39	

Project Account Summary

Project Account Key	Expense Amount
None	56,566.31
2023-003-50000	9,216.92
D19427-50000	1,961.16
G3072-50000	138,625.00
Grand Total:	206,369.39

Authorization Signatures

MAYOR & COUNCILORS

JOSHUA RAMSELL, MAYOR

MARGARET "PEGGY" GUTJAHR, MAYOR PRO-TEM

LAWRENCE GORDON, COUNCILOR

ARTHUR APODACA, COUNCILOR

JIM WINTERS, COUNCILOR

ATTEST:

ELIZABETH "LISA" ADAIR, MUNICIPAL CLERK



Rio Communities, NM

Accounts Payable Approval Report By Fund

Item 6.

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 11000 - General Operating Fund					
Department: 0001 - No Department					
GSD - Administrative Services D...	INV0003772	12/09/2022	DENTAL	11000-0001-22055	402.35
GSD - Administrative Services D...	INV0003773	12/09/2022	DISABILITY	11000-0001-22075	34.58
Sunport Financial LLC	INV0003774	12/09/2022	Socorro County District Court C...	11000-0001-22040	75.00
Globe Life & Accident Insurance...	INV0003776	12/09/2022	GLOBE LIFE INSURANCE	11000-0001-22080	56.00
GSD - Administrative Services D...	INV0003777	12/09/2022	HEALTH	11000-0001-22050	5,883.36
GSD - Administrative Services D...	INV0003778	12/09/2022	VISION	11000-0001-22060	66.80
GSD - Administrative Services D...	INV0003796	12/23/2022	ADMIN FEE	11000-0001-22050	15.07
GSD - Administrative Services D...	INV0003797	12/23/2022	DENTAL	11000-0001-22055	402.35
GSD - Administrative Services D...	INV0003798	12/23/2022	DISABILITY	11000-0001-22075	34.58
Sunport Financial LLC	INV0003799	12/23/2022	Socorro County District Court C...	11000-0001-22040	75.00
Globe Life & Accident Insurance...	INV0003801	12/23/2022	GLOBE LIFE INSURANCE	11000-0001-22080	56.00
GSD - Administrative Services D...	INV0003802	12/23/2022	HEALTH	11000-0001-22050	5,883.36
GSD - Administrative Services D...	INV0003803	12/23/2022	BASIC LIFE	11000-0001-22070	53.04
GSD - Administrative Services D...	INV0003804	12/23/2022	VISION	11000-0001-22060	66.80
Department 0001 - No Department Total:					13,104.29
Department: 1009 - Municipal Court					
Bank of America, N.A.	INV0003817	01/03/2023	Business cards - Linda Montano ..	11000-1009-56020	40.98
Bank of America, N.A.	INV0003817	01/03/2023	Christmas cards - Court	11000-1009-56020	51.25
Department 1009 - Municipal Court Total:					92.23
Department: 2001 - Manager					
Amy L. Lopez	INV0003812	12/29/2022	Travel-Infrastructure Conference	11000-2001-53030	82.88
Verizon Wireless	9923409370	01/12/2023	CM Telecommunications	11000-2001-57160	1,403.69
Department 2001 - Manager Total:					1,486.57
Department: 2002 - General Administration					
Shred-it US JV LLC	8003011327	12/27/2022	Document Shredding	11000-2002-55999	121.56
Wells Fargo Financial Leasing	5023087210	12/28/2022	Contract #8000493854 - MX30...	11000-2002-57130	0.17
Tyler Technologies	025-406329	01/03/2023	Work Orders License Fee & Serv...	11000-2002-56010	1,658.16
Bank of America, N.A.	INV0003818	01/03/2023	Kitchen/Pantry Supplies	11000-2002-56060	64.50
Bank of America, N.A.	INV0003820	01/03/2023	Copies of Maps	11000-2002-57090	58.50
Card Service Center	INV0003833	01/03/2023	Survey Monkey Subscription	11000-2002-57150	499.59
Tyler Technologies	025-406816	01/04/2023	Time & Attendance powered by...	11000-2002-56010	270.47
Tyler Technologies	025-406817	01/04/2023	Time & Attendance powered by...	11000-2002-56010	270.47
NM Water Service Company	INV0003834	01/17/2023	CH Water	11000-2002-57173	248.77
Comcast Business	INV0003815	01/18/2023	CH Telecommunications	11000-2002-57160	492.17
NM Gas Co	INV0003813	01/19/2023	Natural Gas	11000-2002-57171	1,847.49
PNM	INV0003842	01/24/2023	CH Electricity	11000-2002-57170	510.21
Department 2002 - General Administration Total:					6,042.06
Department: 2004 - Finance/Budget/Accounting					
Amazon Business	17pd-9763-cdfv	12/28/2022	Finance Office Supplies	11000-2004-56020	39.99
Amazon Business	1cq4-6dlh-jmgw	12/28/2022	Finance Office Supplies	11000-2004-56020	163.46
NM Public Procurement Associa...	1672758225557	01/03/2023	NMPPA Membership 2023/ S.Fi...	11000-2004-57150	100.00
Verizon Wireless	9923409370	01/12/2023	Finance Telecommunications	11000-2004-57160	80.12
Department 2004 - Finance/Budget/Accounting Total:					383.57
Department: 2008 - Municipal Clerk					
Bank of America, N.A.	INV0003817	01/03/2023	Christmas cards - Court	11000-2008-56020	75.52
Bank of America, N.A.	INV0003819	01/03/2023	Membership Renewal to the Il...	11000-2008-57150	210.00
Department 2008 - Municipal Clerk Total:					285.52
Department: 2012 - Planning & Zoning					
Thomas Scroggins	INV0003846	01/05/2023	P&Z Meetings-2nd QTR	11000-2012-51030	180.00
Melodie Good	INV0003847	01/05/2023	P&Z Meetings-2nd QTR	11000-2012-51030	180.00

Accounts Payable Approval Report

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Thomas S. Adair	INV0003848	01/05/2023	P&Z Meetings-2nd QTR	11000-2012-51030	180.00
Department 2012 - Planning & Zoning Total:					540.00
Department: 2014 - Economic Development					
UKUU Creative	350	01/03/2023	Website/Social Media Reference	11000-2014-55999	161.25
Griffin & Associates Marketing, ...	000147	01/04/2023	Design Services	11000-2014-55030	1,046.25
Griffin & Associates Marketing, ...	000147	01/04/2023	Albq GRT	11000-2014-55030	107.61
Griffin & Associates Marketing, ...	000147	01/04/2023	Public Relations & Media Relati...	11000-2014-55030	331.25
Department 2014 - Economic Development Total:					1,646.36
Department: 3002 - Fire Protection					
WEX Bank	86055964	01/03/2023	CE Fuel	11000-3002-56120	343.35
Verizon Wireless	9923409370	01/12/2023	CE Telecommunications	11000-3002-57160	59.59
Department 3002 - Fire Protection Total:					402.94
Department: 5101 - Public Works					
Woodlands Hardware	009901/1	01/03/2023	PW Supplies	11000-5101-56999	83.97
WEX Bank	86055964	01/03/2023	PW Fuel	11000-5101-56120	197.43
Woodlands Hardware	001100/2	01/04/2023	PW Supplies	11000-5101-56999	428.00
Woodlands Hardware	009871/1	01/04/2023	PW Supplies	11000-5101-56999	17.46
Woodlands Hardware	009906/1	01/04/2023	PW Supplies	11000-5101-56999	24.54
Verizon Wireless	9923409370	01/12/2023	PW Telecommunicationns	11000-5101-57160	264.63
Department 5101 - Public Works Total:					1,016.03
Department: 5104 - Highways and Streets					
PNM	INV0003838	01/23/2023	SL Electricity	11000-5104-57170	49.02
PNM	INV0003839	01/23/2023	SL Electricity	11000-5104-57170	62.07
PNM	INV0003840	01/24/2023	SL Electricity	11000-5104-57170	148.40
PNM	INV0003841	01/24/2023	SL Electricity	11000-5104-57170	108.79
PNM	INV0003843	01/24/2023	SL Electricity	11000-5104-57170	39.88
PNM	INV0003844	01/24/2023	SL Electricity	11000-5104-57170	227.62
PNM	INV0003845	01/24/2023	SL Electricity	11000-5104-57170	164.84
Department 5104 - Highways and Streets Total:					800.62
Fund 11000 - General Operating Fund Total:					25,800.19
Fund: 20900 - Fire Protection					
Department: 3002 - Fire Protection					
TLC Uniforms	252755	12/28/2022	Uniforms for Fire Department	20900-3002-56110	788.91
TLC Uniforms	254127	12/28/2022	Uniforms for Fire Department	20900-3002-56110	452.94
Napa Auto Parts	477724	12/29/2022	Auto Supplies for Fire Dept	20900-3002-54040	138.93
New Mexico Fire Chiefs Associat..	16787	01/03/2023	Greg Gallegos Registration	20900-3002-57050	200.00
New Mexico Fire Chiefs Associat..	16820	01/03/2023	Andrew Tabet - Registration	20900-3002-57050	200.00
WEX Bank	86055964	01/03/2023	FD Fuel	20900-3002-56120	1,185.54
Woodlands Hardware	009898/1	01/04/2023	FD Supplies	20900-3002-54060	34.45
UniqueFleet, LLC.	21476	01/04/2023	Vehicle Maint - FD	20900-3002-54040	2,936.81
Napa Auto Parts	477797	01/04/2023	Auto Supplies for Fire Dept	20900-3002-54040	20.99
Verizon Wireless	9923409370	01/12/2023	FD Telecommunications	20900-3002-57160	1,393.21
NM Water Service Company	INV0003835	01/17/2023	FD Water	20900-3002-57173	81.71
NM Gas Co	INV0003814	01/19/2023	Natural Gas	20900-3002-57171	1,380.14
PNM	INV0003836	01/24/2023	FD Electricity	20900-3002-57170	708.60
PNM	INV0003837	01/24/2023	FD Electricity	20900-3002-57170	135.29
Department 3002 - Fire Protection Total:					9,657.52
Fund 20900 - Fire Protection Total:					9,657.52
Fund: 29700 - County EMS GRT					
Department: 2002 - General Administration					
Stericycle Inc.	300623463	12/28/2022	Biohazard Waste Pickup	29700-2002-55999	244.32
WEX Bank	86055964	01/03/2023	EMS Fuel	29700-2002-56120	191.56
Boundtree Medical	84804867	01/04/2023	Medical Supplies	29700-2002-56070	343.62
Verizon Wireless	9923409370	01/12/2023	EMS Telecommunications	29700-2002-57160	190.64
Department 2002 - General Administration Total:					970.14
Fund 29700 - County EMS GRT Total:					970.14
Grand Total:					36,427.85

Report Summary

Fund Summary

Fund	Expense Amount
11000 - General Operating Fund	25,800.19
20900 - Fire Protection	9,657.52
29700 - County EMS GRT	970.14
Grand Total:	36,427.85

Account Summary

Account Number	Account Name	Expense Amount
11000-0001-22040	Garnishments Payable	150.00
11000-0001-22050	Healthcare Insurance Pay...	11,781.79
11000-0001-22055	Dental Insurance Payable	804.70
11000-0001-22060	Vision Insurance Payable	133.60
11000-0001-22070	Life Insurance Payable	53.04
11000-0001-22075	Disability Payable	69.16
11000-0001-22080	Miscellaneous Employee ...	112.00
11000-1009-56020	Supplies - General Office	92.23
11000-2001-53030	Travel - Employees	82.88
11000-2001-57160	Telecommunications	1,403.69
11000-2002-55999	Contract - Other Services	121.56
11000-2002-56010	Software	2,199.10
11000-2002-56060	Supplies - Kitchen	64.50
11000-2002-57090	Printing/Publishing/Advert..	58.50
11000-2002-57130	Rent of Equipment/Machi...	0.17
11000-2002-57150	Subscriptions & Dues	499.59
11000-2002-57160	Telecommunications	492.17
11000-2002-57170	Utilities - Electricity	510.21
11000-2002-57171	Utilities - Natural Gas	1,847.49
11000-2002-57173	Utilities - Water	248.77
11000-2004-56020	Supplies - General Office	203.45
11000-2004-57150	Subscriptions & Dues	100.00
11000-2004-57160	Telecommunications	80.12
11000-2008-56020	Supplies - General Office	75.52
11000-2008-57150	Subscriptions & Dues	210.00
11000-2012-51030	Salaries - Term Position	540.00
11000-2014-55030	Contract - Professional Se...	1,485.11
11000-2014-55999	Contract - Other Services	161.25
11000-3002-56120	Supplies - Vehicle Fuel	343.35
11000-3002-57160	Telecommunications	59.59
11000-5101-56120	Supplies - Vehicle Fuel	197.43
11000-5101-56999	Supplies - Other	553.97
11000-5101-57160	Telecommunications	264.63
11000-5104-57170	Utilities - Electricity	800.62
20900-3002-54040	Maintenance & Repairs - ...	3,096.73
20900-3002-54060	Maintenance Supplies	34.45
20900-3002-56110	Supplies - Uniforms/Linen	1,241.85
20900-3002-56120	Supplies - Vehicle Fuel	1,185.54
20900-3002-57050	Employee Training	400.00
20900-3002-57160	Telecommunications	1,393.21
20900-3002-57170	Utilities - Electricity	843.89
20900-3002-57171	Utilities - Natural Gas	1,380.14
20900-3002-57173	Utilities - Water	81.71
29700-2002-55999	Contract - Other Services	244.32
29700-2002-56070	Supplies - Medical	343.62
29700-2002-56120	Supplies - Vehicle Fuel	191.56
29700-2002-57160	Telecommunications	190.64
Grand Total:		36,427.85

Project Account Summary

Project Account Key	Expense Amount
None	36,427.85
Grand Total:	36,427.85

Authorization Signatures

MAYOR & COUNCILORS

JOSHUA RAMSELL, MAYOR

MARGARET "PEGGY" GUTJAHR, MAYOR PRO-TEM

LAWRENCE GORDON, COUNCILOR

ARTHUR APODACA, COUNCILOR

JIM WINTERS, COUNCILOR

ATTEST:

ELIZABETH "LISA" ADAIR, MUNICIPAL CLERK

CITY OF RIO COMMUNITIES, NEW MEXICO

OPEN MEETINGS ACT RESOLUTION 2023 – (01)

A RESOLUTION CONCERNING GOVERNING BODY MEETINGS AND THE PUBLIC NOTICE REQUIRED

WHEREAS, the Governing Body of the City of Rio Communities met in regular session at the City Council Chambers, 360 Rio Communities Blvd., Rio Communities, NM on January 9, 2023 at 6:00 p.m. as required by law; and

WHEREAS, Section 10-15-1 (B) NMSA 1978 provides that "All meetings of a quorum of members of any board, commission, administrative adjudicatory body or other policymaking body of any state agency or authority of any county, municipality, district or any political subdivision held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of such body, are declared to be public meetings open to the public at all times, except as otherwise provided in the Constitution of New Mexico or the provision of the Open Meetings Act"; and

WHEREAS, Section 10-15-3 (A), NMSA 1978 provides that "No resolution, rule, regulation, ordinance or action of any board, commission, committee or other policymaking body shall be valid unless taken or made at a meeting held in accordance with the requirements of Section 10-15-1 NMSA 1978"; and

WHEREAS, Section 10-15-4, NMSA 1978 provides that "Any person violating any of the provisions of Section 10-15-1 or 10-15-2 NMSA 1978 is guilty of a misdemeanor and upon conviction shall be punished by a fine of not more than five hundred dollars (\$500) for each offense"; and

WHEREAS, Section 10-15-19 (D) requires that "Any meetings at which the discussion or adoption of any proposed resolution, rule, regulation, or formal action occurs, and at which a majority or quorum of the body is in attendance and any closed meetings, shall be held only after reasonable notice to the public. The affected body shall determine at least annually in a public meeting what notice for a public meeting shall be reasonable when applied to that body."

NOW, THEREFORE, BE IT RESOLVED by the governing body of the City of Rio Communities, New Mexico that:

1. Notice shall be given Seventy-Two hours (72) in advance of any regular meeting of a quorum of the members of the governing body or any board, commission, committee, agency, authority, or other policy-making body held for the purpose of discussion public business or taking any formal action within the authority of

such body. The governing body so states that a draft agenda will be sent to the press no later than the Wednesday morning before a regular meeting of a quorum of the members of the governing body or any board, commission, committee, agency, authority, or other policy-making body held for the purpose of such body.

2. The regularly scheduled meetings of the governing body will be held at 6:00 P.M. on the second and fourth Monday each month in the City Council Chambers located at 360 Rio Communities Blvd, Rio Communities, New Mexico. In the event that the regular meeting date falls on a legal holiday, the governing body shall designate an alternate meeting date and/or time to be published as provided in this Resolution. In the event that a regular meeting of the governing body is changed to a different location, advance notice of the meeting location shall be published as provided in this Resolution.

A member of the governing body may participate in a meeting of the governing body by means of a conference telephone or other similar communications equipment when it is otherwise difficult or impossible for the member to attend the meeting in person, provided that each member participating by conference telephone can be identified when speaking, all participants are able to hear each other at the same time and members of the public attending the meeting are able to hear any member of the governing body who speaks during the meeting.

3. Notice shall be given at least three (3) days in advance of any special meeting of a quorum of the members of the governing body, board, commission, committee, agency, authority, or other policy-making body held for the purpose of discussing public business or taking any formal action within the authority of such body.
4. The notice requirements of Section 1, 2 and 3 of this Resolution are complied with if notice of the date, time, place, and subject matter of any regular or special meeting are published. Additionally, the notice shall contain information on how the public may obtain a copy of the meeting agenda, said agenda to be at least seventy-two (72) hours prior to the meeting. "Publish" means printing in a newspaper which maintains an office in the municipality and is of general circulation within the municipality. If such newspaper is a non-daily paper which will not be circulated to the public in time to meet publication requirements, or, if no such newspaper exists, "publish" shall mean posting in at least six (6) public places within the municipality, website and one of the public places where posting shall be made is the office of the municipal clerk, who shall maintain posting for public inspection
5. *Within the time limits specified. That at least six (6) of the eight (7) public places listed below a notice shall be posted:*

Rio Communities City Hall
 New Mexico Water Department
 Oasis Laundry Wash & Fold
 United Business Bank

Moose Lodge
 Oasis Cafe
 Tierra Grande HOA

The Clerk may, in addition to posting, publish one or more times in a newspaper of general circulation within the municipality, even though it does not maintain an office within the municipality. In addition, written notice of such meetings shall be mailed or faxed to federally licensed broadcast stations and newspapers of general circulation in the municipality, which have provided a written request for such notice.

6. Notwithstanding any other provisions of sections 1 through 4 of this Resolution, governing body may establish such additional notice requirements as may be deemed proper and advisable to comply with the provisions of the Open Meetings Act.
7. The governing body of the City of Rio Communities may close a meeting to the public only pursuant to exclusions contained in Section 10-15-1, Subsection H, NMSA 1978. If a meeting is closed during an open meeting, such disclosure shall be approved by a majority vote taken during the open meeting. The authority for the closed meeting and subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting. If a closed meeting is called when the governing body of the City or Rio Communities is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and the general public. Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure. Except as provided in Section 10-15-1 (H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by a vote of the governing body of the City of Rio Communities in an open meeting.
8. Notwithstanding any other provision of sections 1 through 7 of this Resolution, the governing body of the City of Rio Communities may call emergency meetings of the governing body, any board, commission, committee or other policymaking body of the municipality. Emergency meetings will be called only under unforeseen circumstances, which demand immediate action to protect the health, safety, and property of the citizens or to protect the municipality from substantial financial loss. The City of Rio Communities will avoid emergency meetings whenever possible. Emergency meetings may be called upon twenty-four (24) hours' notice unless threats of personal injury or property damage require less notice. The notice for all emergency meetings

shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda.

PASSED, APPROVED AND ADOPTED THIS 9th DAY OF JANUARY 2023 BY THE GOVERNING BODY OF THE CITY OF RIO COMMUNITIES, NEW MEXICO.

City of Rio Communities Governing Body

Joshua Ramsell,
Mayor

Margaret R. Gutjahr,
Councilor Mayor Pro-tem

Arthur (Art) Apodaca,
Councilor

Lawrence R. Gordon,
Councilor

Jimmie Winters,
Councilor

ATTEST:

Elizabeth F. Adair,
Municipal Clerk

CITY OF RIO COMMUNITIES, NEW MEXICO
RESOLUTION NO. 2023 – (02)

AUTHORIZING AND APPROVING SUBMISSION OF A COMPLETED APPLICATION FOR
 FINANCIAL ASSISTANCE AND PROJECT APPROVAL TO THE
 NEW MEXICO FINANCE AUTHORITY

WHEREAS, City of Rio Communities (the "Governmental Unit") is a duly organized Local Government created and formed pursuant to [name of act, and citation to act, authorizing creation of, or creating, the Governmental Unit] and is a qualified entity under the New Mexico Finance Authority Act, Sections 6-21-1 through 6-21-31, NMSA 1978 ("Act"); and

WHEREAS, the New Mexico Finance Authority ("Finance Authority") is authorized pursuant to the Act, particularly Section 6-21-6.4 of the Act, to make grants from the local government planning fund (the "Fund") to qualified entities to evaluate and estimate the costs of implementing feasible alternatives for meeting water and wastewater public project needs or to develop water conservation plans, long-term master plans or economic development plans; and

WHEREAS, pursuant to the Act the Finance Authority has developed an application procedure whereby the Governing Body may submit an application ("Application") to the Finance Authority for planning grant financial assistance from the Fund; and

WHEREAS, the City Council of the Governmental Unit (the "Governing Body") desires to submit an Application for financial assistance from the Fund for a Planning Document, as defined in the Rules Governing the Local Government Planning Fund currently in effect and as specifically identified below, for the benefit of the Governmental Unit; and

WHEREAS, the Governing Body intends to submit the Planning Document to evaluate and estimate the costs of implementing feasible alternatives for meeting stormwater drainage for public project needs to develop a long-term master plan of Stormwater Drainage Master Plan ("Project") for the benefit of the Governmental Unit and its citizens; and

WHEREAS, the application prescribed by the Finance Authority to finance the Planning Document [in whole/in part] with financial assistance from the Fund has been completed, submitted to, and reviewed by the Governing Body, and this Resolution approving submission of the completed Application to the Finance Authority for its consideration and review is required as part of the Application.

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY:

Section 1. That all lawful actions previously taken by the Governing Body and the Governmental Unit and their respective officers and employees in connection with the Application and the Project are hereby ratified, approved and confirmed.

Section 2. That the completed Application submitted to the Governing Body is hereby approved and confirmed.

Section 3. That the officers and employees of the Governmental Unit are hereby directed and requested to submit the completed Application to the Finance Authority and are further authorized to take such other action as may be requested by the Finance Authority in connection with the Application and to proceed with arrangements for financing the Project.

Section 4. All acts and resolutions in conflict with this Resolution are hereby rescinded, annulled, and repealed.

Section 5. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED AND ADOPTED THIS 9th DAY OF JANUARY 2023 BY THE GOVERNING BODY OF THE CITY OF RIO COMMUNITIES, NEW MEXICO.

City of Rio Communities Governing Body

Joshua Ramsell,
Mayor

Margaret R. Gutjahr,
Mayor Pro-tem/Councilor

Arthur Apodaca,
Councilor

Lawrence R. Gordon,
Councilor

Jimmie Winters,
Councilor

ATTEST:

Elizabeth F. Adair, Municipal Clerk

Local Government Planning Fund Application Certification

SECTION VI. CERTIFICATION

I certify that:

We have the authority to request the funds described in this application. To the best of my knowledge all information contained in this application is valid and accurate and the submission of this application has been authorized by the governing body of the undersigned jurisdiction.

Signature: _____
(Authorized Signatory/Highest Elected official) Title

Print Name: _____ Date: _____

Jurisdiction: _____

General Information

Rio Communities, City of
P O Box 565 Rio Communities, NM 87002
(505) 861-6803
Stormwater Drainage Plan

Local Government Planning Fund Application Form Entry

SECTION I: GENERAL INFORMATION

A. GRANT REQUEST

1. Amount Requested 100,000.00
2. Planning Document Type: Master Plan

B. APPLICANT INFORMATION

1. Name of Applicant: City of Rio Communities
Street Address 1: 360 Rio Communities Blvd
Street Address 2:
City: Rio Communities
Zip Code: 87002
County: Valencia
Phone: 505-861-6803
Applicant Legal Entity Type: Municipality
Federal Employer Identification Number (EIN) 46-3214110
as issued by the IRS:

C. CONTACT INFORMATION

1. Primary Applicant Contact

Name: Stephanie Finch
Title: Finance Officer/Treasurer
Address: 360 Rio Communities Blvd.
City: Rio Communities
State: NM
Zip Code: 87002

Phone: 505-861-6803
Email Address: sfinch@riocommunities.net

2. Legal Counsel Contact for Grant Closing New Mexico Local Government Law

Firm:
Contact Name: Randall Van Vleck
Address: 6121 Indian School Rd. NE STE 202
City: Albuquerque
State: NM
Zip Code: 87110
Phone: 505-379-4238
Email Address: van.vleck@nmlgl.com

3. Document Preparer HDR Engineering, Inc.

Firm:
Contact Name: Antonio Nunez
Address: 2155 Louisiana Blvd. NE Suite 9500
City: Albuquerque
State: NM
Zip Code: 87110-5483
Phone: 505-830-5473
Email Address: antonio.nuneztovar@hdrinc.com

4. Consultant

Firm:
Contact Name:
Address:
City:
State:
Zip Code:
Phone:
Email Address:

SECTION II: PROJECT INFORMATION

A. PROJECT DESCRIPTION

We are in need of a Stormwater Drainage Master Plan for the southwest quadrant of the City. When we get hard rains it floods portions of the city. We need to have a p

1. Please describe the purpose for the planning document, including the scope of the planning document and the need for the project.

on how to divert the water so we can start seeking funding to fix the issue.

2. Will the planning document study an issue that has been determined to be Urgent? (e.g., Administrative Compliance Order, Governor Emergency Declaration, etc.)

Yes

If yes, please describe the Urgent condition and provide the name of the agency that determined the project to be Urgent. Please upload any documentation substantiating the Urgent determination.

In July of 2021 there was a big rain that swept through Valencia County resulting in flooding that wreaked havoc on roads, drainage ditches and even buildings. Executive Order #2021-040 resulted from the flooding. We received monies from the Department of Homeland Security & Emergency Management in the amount of \$481,500.00 for damages from the flooding.

Urgent determination documentation:

Current File: LGPF-ProjectUrgent-Attach

3. Will this document be used in support of a funding application?

No

If yes, please list below the names of the agencies/programs to which the Applicant intends to apply and the estimated dates of applications.

4. Estimated completion date of the Planning Document:

12/31/2023

5. Has the Applicant selected a firm to complete the document?

Yes

If yes, provide the date the contract was entered into:

03/10/2020

If no, provide the expected date of contract execution:

//

SECTION III: GENERAL INFORMATION

A. Applicant Service Area and Median Household Income

1. Communities in Applicant's Service Area: City of Rio Communities

2. Counties in Applicant's Service Area: Valencia

3. Does Applicant's Service Area cover more than one community, municipality and/or county? No

Attach below a Map of the Service Area if Applicant's Service Area covers more than one community, municipality and/or county:

Current File: None

4. NM House District(s): 50

5. NM Senate District(s): 30

6. Census Tract(s) of Applicant's Service Area ?
 or, if applicable, name(s) of Census
 Designated Place(s):

7. The NMFA relies on a five-year average of US No
 Census Data to determine an Applicant's
 Median Household Income (MHI). Has
 Applicant recently completed an MHI survey
 that Applicant believes to reflect more
 accurately the MHI of Applicant?

If yes, please describe below the methodology
 used and attach a copy of the survey results:

Upload MHI Survey Results here: Current File: None

B. Meeting Dates and Information

1. When does the governing body/association On the 2nd and 4th Mondays of each month at 6:00 pm
 hold its regular meetings? Attach calendar if
 necessary.

Current File: None

3. Will the grant agreement need to be Yes
 presented to any governing body/association
 committees prior to action by the governing
 body/association?

If yes, provide below the names of any We would need the documentation the Wednesday before the meeting by 3:00 pm
 committees, the dates of its meetings and the
 deadlines for providing final documents for
 action:

SECTION IV: FINANCIAL INFORMATION

A. Project Costs

1. Total Estimated Cost of the Planning 100,000.00
 Document:

2. Please lists below any matching funds
 secured for the Planning Document, if
 applicable. Please specify the source of the
 funds and terms.

B. Applicant Financial Profile

1. Does Applicant submit its budget to the Yes
 Department of Finance and Administration for
 approval?

If yes, is Applicant current on its quarterly Yes
 budget submission to the Department of
 Finance and Administration?

Please attach a copy of DFA's acceptance letter for current fiscal year budget, if applicable. Current File: LGPF-BudgetAcceptanceLetter

2. Total budgeted expenditures for the current fiscal year. If project is for an Enterprise Fund, please provide the budgeted expenditures for the Enterprise Fund: 6,346,139.00

3. Total actual expenditures for the most recent fiscal year. If project is for an Enterprise Fund, please provide the actual expenditures for the Enterprise Fund: 1,081,421.92

4. Please upload current fiscal year budget: Current File: LGPF-BudgetCurrentFiscalYear

5. Audited Financial Statements or Agreed Upon Procedures. Please upload most recently completed Audit or AUP if not already located on the State Auditor Office website: Current File: LGPF-BudgetAuditedFinancialStatement

6. Is there litigation pending that would have a bearing on this project or Applicant? No

If yes, please provide a complete summary of all circumstances relating to such litigation:

C. Water and/or Wastewater Utilities

1. Does Applicant provide water service? No

If yes, what percentage of the system has operating meters? 0.000000

2. Does Applicant provide wastewater services? No

If yes, what percentage of the system has operating meters? 0.000000

3. For Municipal or County owned systems, is the Enterprise Fund operated as a Joint Utility? No

4. Provide the number of certified Operators employed by the Applicant? 0

5. Detail below the level of certification of the Operators employed by the Applicant:

D. Water and/or Wastewater Rates

1. Residential Water Service Number of Residential Water Connections 0

Residential Rate per 6,000 gallons, upload rate schedule if necessary: 0.00

Current File: None

Date Water Rates were Last Adjusted: //

2. Commercial Water Service 0

Number of Commercial Water Connections:

Commercial Rate per 6,000 gallons, upload rate schedule if necessary: 0.00

Current File: None

Date Commercial Water Rates were Last Adjusted: //

3. Residential Wastewater Service 0

Number of Residential Wastewater Connections:

Monthly Residential Wastewater Rates, upload rate schedule if necessary: 0.00

Current File: None

Date Residential Wastewater Rates were Last Adjusted: //

4. Commercial Wastewater Service 0

Number of Commercial Wastewater Connections:

Monthly Commercial Rate, upload rate schedule if necessary: 0.00

Current File: None

Date Commercial Wastewater Rates were Last Adjusted: //

SECTION V: REQUIRED ATTACHMENTS

All Applicants:

Open Meetings Act Resolution: Current File: LGPF-OpenMeetingsAct-Attach

Resolution approving the submission of the Local Government Planning Fund Application: Current File: LGPF-ApprovalResolution

Any additional information: Current File: None

Any additional information: Current File: None

Any additional information: Current File: None

Applicants Organized under the Sanitary Projects Act must also attach:

Articles of Incorporation: Current File: None

Association By-Laws: Current File: None

Board Rules and Regulations: Current File: None

SECTION VI: CERTIFICATION

Please download the Applicant Certification Current File: LGPF-ApplicantCertification document from above, sign and save it to your computer, then upload it here: