



City of Rio Communities Budget Hearing
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, April 18, 2022 6:00 PM
Agenda

Please silence all electronic devices.

Mayor - Joshua Ramsell
Mayor Pro Tem - Margaret "Peggy" Gutjahr
Council - Arthur "Art" Apodaca, Lawrence R. Gordon, Jim Winters

Hearing

- 1. Presentation of the 2023 Fiscal year BUDGET**
- 2. Discussion & Input**

We will be streaming live on Facebook Live @ <https://www.facebook.com/riocommunities>

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

FISCAL YEAR 2022-2023 PRELIMINARY BUDGET

ELECTED OFFICIALS



JOSHUA RAMSELL - MAYOR

MARGARET GUTJAHR – MAYOR PRO-TEMPORE/COUNCILOR

ARTHUR APODACA– COUNCILOR

LAWRENCE GORDON– COUNCILOR

JIMMIE WINTERS – COUNCILOR

HOLLY NOELLE CHAVEZ – MUNICIPAL JUDGE

ADMINISTRATIVE STAFF



MARTIN D. MOORE, Ph.D. – CITY
MANAGER

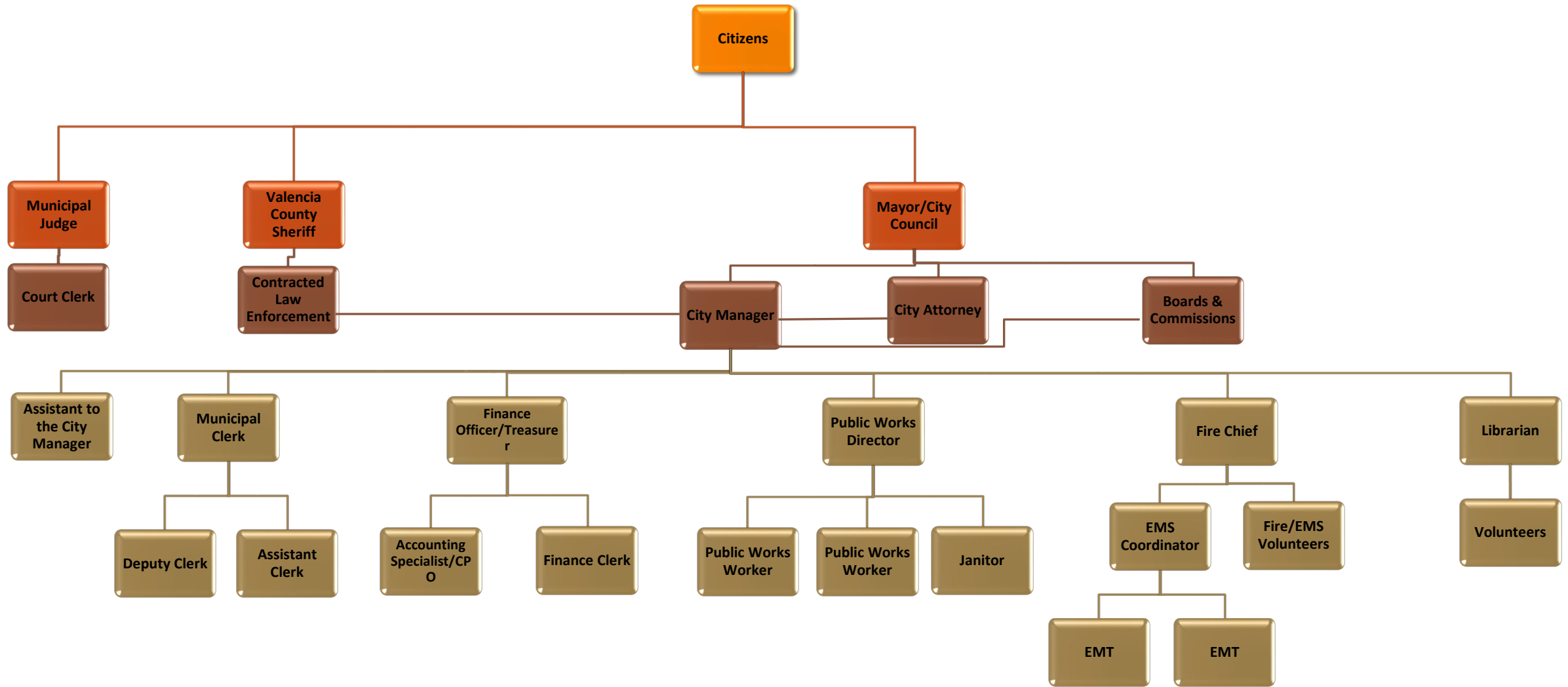
ELIZABETH “LISA” ADAIR –
MUNICIPAL CLERK

STEPHANIE E. FINCH – FINANCE
OFFICER/TREASURER

GORDON REEVES – PUBLIC WORKS
DIRECTOR

CITY ORGANIZATIONAL CHART

Item 1.



DEPARTMENTAL/FUND RELATIONSHIP

Item 1.

| General Governmental | Administrative Services | Public Works | Public Safety |
|-----------------------|-------------------------|---------------------|------------------|
| City Council | Finance | Public Works Admin. | Code Enforcement |
| City Manager | Department of Admin. | City Facilities | Police |
| Legal | City Clerk | Maintenance | Fire |
| Contingency | Personnel | Street Maintenance | |
| Community Development | Elections | Public Works Yard | |
| Economic Development | Information Systems | Storm Water | |
| Planning & Zoning | | Street Cleaning | |

SERVICES CURRENTLY PROVIDED TO PUBLIC WITH GROSS RECEIPTS TAX & PROPERTY TAX

- * Office for public to receive permits and licenses
- * Municipal Court
- * Administration Office
- * Law Enforcement
- * Fire Protection
- * Code Enforcement
- * Economic Development
- * Planning & Zoning
- * Public Library
- * Animal Protection
- * 911 Dispatch
- * Public Works – Street Maintenance & Repair, Trash Clean-Up, Maintenance of City Buildings, Street Lighting

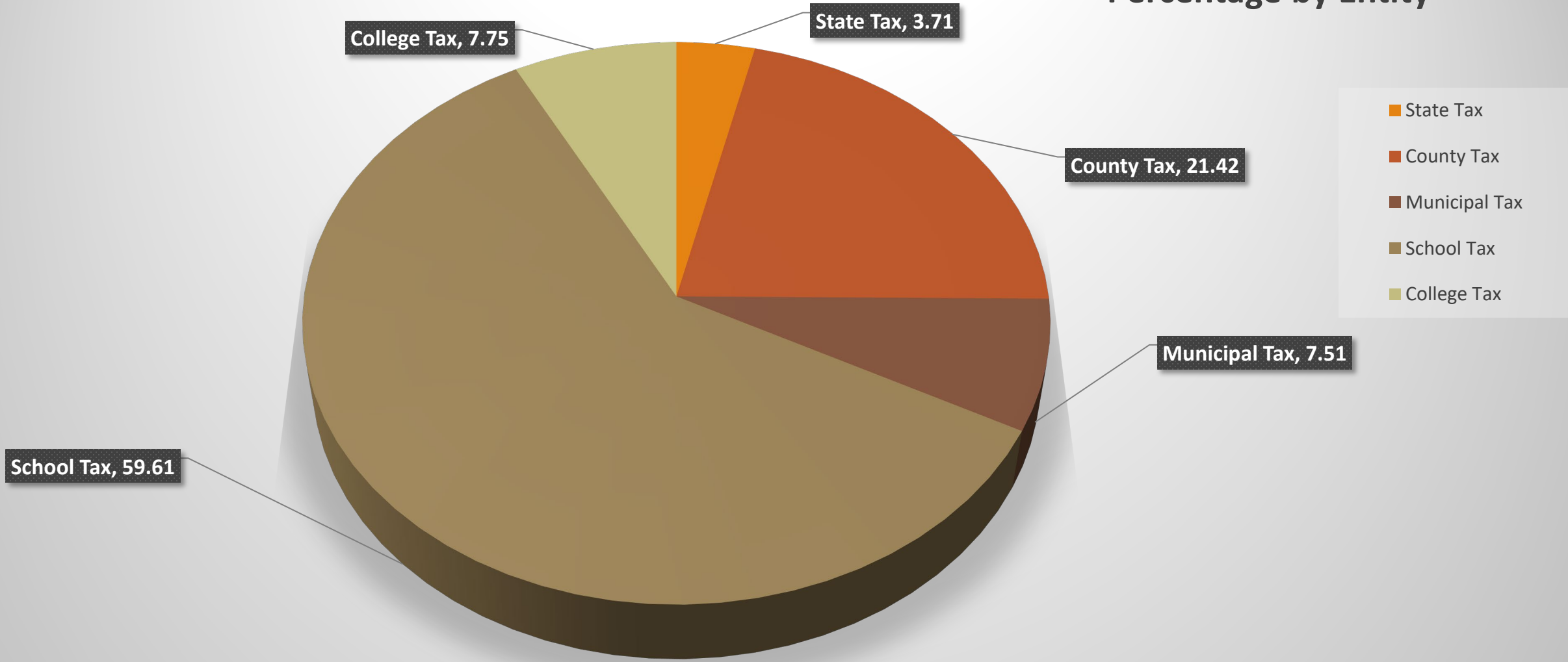
PROPERTY TAX BREAKDOWN

| Calculation | | Tax Bill Breakdown | | | | | |
|--------------------|--|--------------------|------------|---------------|------------|-------------|-------------|
| Net Property Value | Taxable Value (1/3 of Total Net Value) | State Tax | County Tax | Municipal Tax | School Tax | College Tax | Grand Total |
| \$150,000 | \$50,000 | \$68.00 | \$392.15 | \$137.50 | \$1,091.50 | \$141.85 | \$1,831.00 |
| \$200,000 | \$66,667 | \$90.67 | \$522.87 | \$183.33 | \$1,455.33 | \$189.13 | \$2,441.33 |
| \$250,000 | \$83,333 | \$113.33 | \$653.58 | \$229.17 | \$1,819.17 | \$236.42 | \$3,051.67 |
| \$300,000 | \$100,000 | \$136.00 | \$784.30 | \$275.00 | \$2,183.00 | \$283.70 | \$3,662.00 |
| \$350,000 | \$116,667 | \$158.67 | \$915.02 | \$320.83 | \$2,546.83 | \$330.98 | \$4,272.33 |
| \$400,000 | \$133,333 | \$181.33 | \$1,045.73 | \$366.67 | \$2,910.67 | \$378.27 | \$4,882.67 |

These figures are estimates only

PROPERTY TAX BY PERCENTAGE

Percentage by Entity



Additional Revenue Plan

- * Annexation
- * Business Attraction & Retention
- * Housing Development
- * Unrealized GRT
- * Unrealized Property Tax
- * Negotiate New & Existing Franchise Agreements
- * Restructuring of City Fees
- * Zip Code / Postal Service Presence
- * Sale of Excess City Properties

City of Rio Communities Budget Recap FY 2022-2023

| | Projected Beginning Cash 7/1/2022 | Budgeted Revenue | Budgeted Expenditures | Transfers In (Out) | Projected Ending Cash 6/30/2023 |
|--|---|------------------------|--------------------------|------------------------|---------------------------------------|
| General Fund | | | | | |
| General Operating Fund | \$ 1,773,233.00 | \$ 1,297,255.00 | \$ 1,420,881.09 | \$ (230,000.00) | \$ 1,419,606.91 |
| Locally Imposed Reserve | \$ 730,010.00 | \$ - | \$ - | \$ - | \$ 730,010.00 |
| General Fund Total | \$ 2,503,243.00 | \$ 1,297,255.00 | \$ 1,420,881.09 | \$ (230,000.00) | \$ 2,149,616.91 |
| Special Revenue Funds | | | | | |
| Corrections | \$ 7,062.00 | \$ 1,000.00 | \$ 1,000.00 | \$ - | \$ 7,062.00 |
| Environmental | \$ 23,000.00 | \$ 10,860.00 | \$ 10,860.00 | \$ - | \$ 23,000.00 |
| Emergency Medical Services | \$ - | \$ - | \$ - | \$ - | \$ - |
| Fire Protection | \$ 30,000.00 | \$ 283,245.00 | \$ 252,986.04 | \$ (30,258.96) | \$ 30,000.00 |
| Law Enforcement Protection | \$ - | \$ 45,000.00 | \$ 45,000.00 | \$ - | \$ - |
| Municipal Street | \$ 12,000.00 | \$ 18,000.00 | \$ 18,000.00 | \$ - | \$ 12,000.00 |
| American Rescue Plan Act | \$ 561,096.50 | \$ 561,096.50 | \$ 1,122,193.00 | \$ - | \$ - |
| Bill Brown Memorial Fund | \$ 181,412.52 | \$ - | \$ 181,412.52 | \$ - | \$ - |
| Fire Excise GRT | \$ 12,000.00 | \$ 45,000.00 | \$ 32,310.00 | \$ - | \$ 24,690.00 |
| EMS GRT | \$ 135,000.00 | \$ 155,000.00 | \$ 204,091.51 | \$ - | \$ 85,908.49 |
| Wildland Fire | \$ - | \$ - | \$ - | \$ - | \$ - |
| Special Revenue Funds Total | \$ 961,571.02 | \$ 1,119,201.50 | \$ 1,867,853.07 | \$ (30,258.96) | \$ 182,660.49 |
| Capital Projects Funds | | | | | |
| State Legislative Appropriation Project | \$ - | \$ 1,750,000.00 | \$ 1,750,000.00 | \$ - | \$ - |
| Road/Street Projects | \$ - | \$ - | \$ - | \$ - | \$ - |
| Other Capital Projects | \$ - | \$ - | \$ 230,000.00 | \$ 230,000.00 | \$ - |
| Capital Projects Funds Total | \$ - | \$ 1,750,000.00 | \$ 1,980,000.00 | \$ 230,000.00 | \$ - |
| Debt Service Funds | | | | | |
| NMFA Loan Debt Service | \$ 54.90 | \$ 1,000.00 | \$ 30,258.96 | \$ 30,258.96 | \$ 1,054.90 |
| Debt Service Funds Total | \$ 54.90 | \$ 1,000.00 | \$ 30,258.96 | \$ 30,258.96 | \$ 1,054.90 |
| Total All Funds | \$ 3,464,868.92 | \$ 4,167,456.50 | \$ 5,298,993.12 | \$ - | \$ 2,333,332.30 |

Item 1.

General Operating Fund

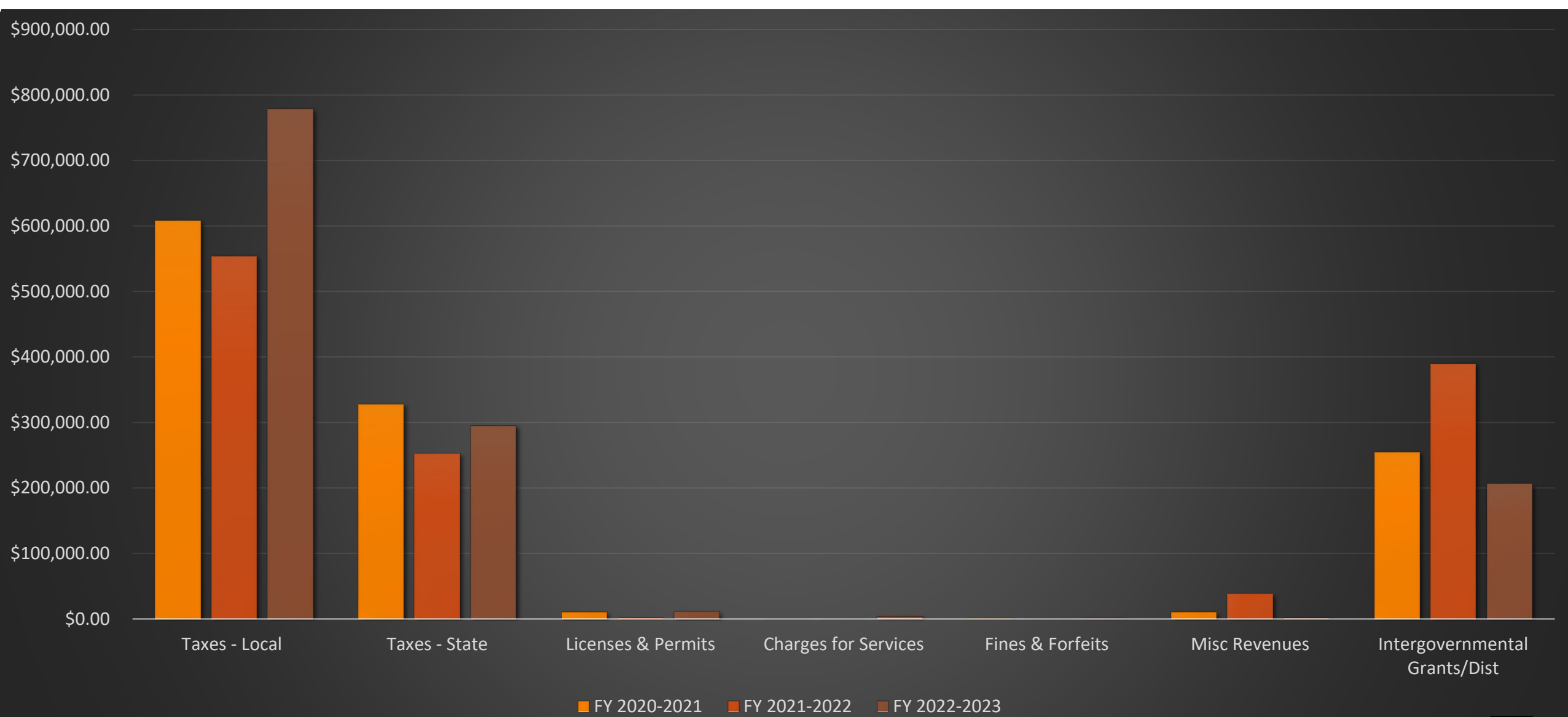
Budget in Brief - Revenue Summary for General Fund

Item 1.

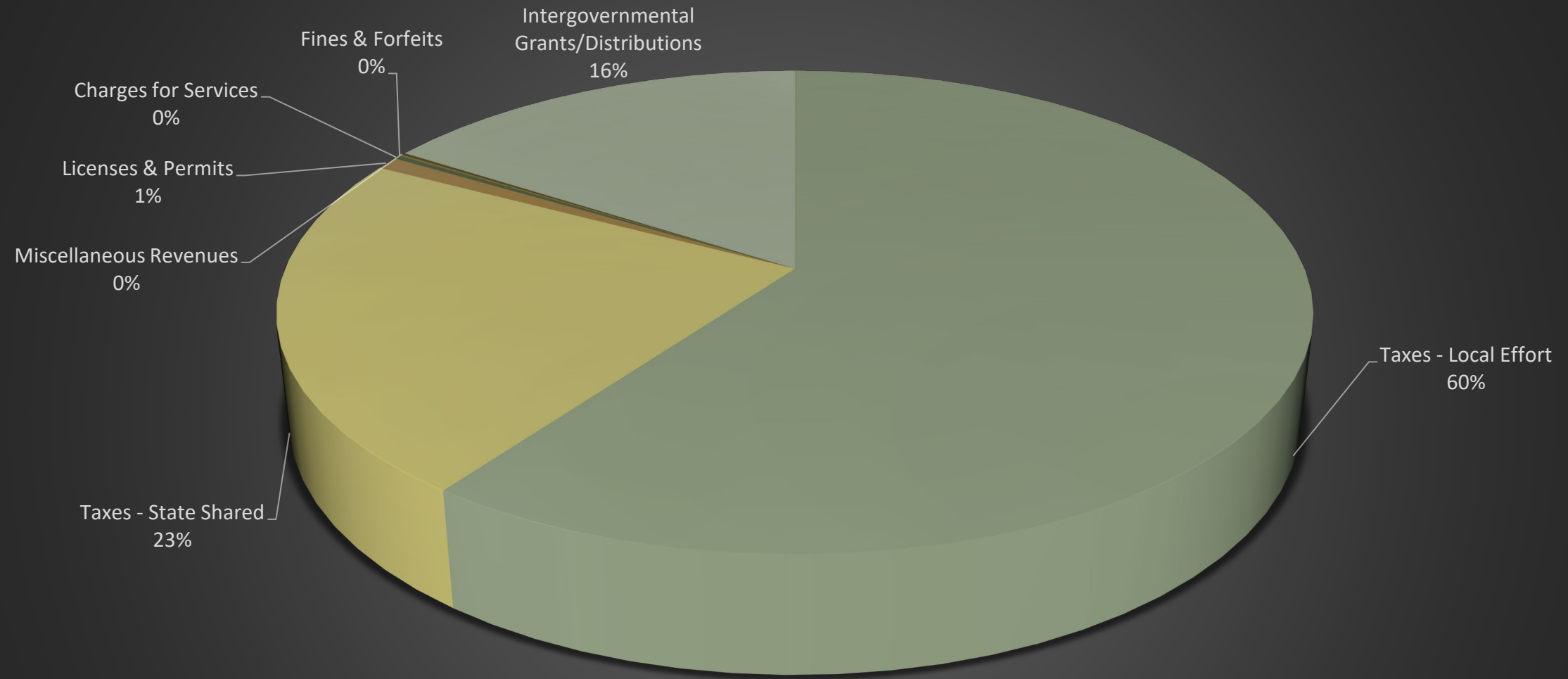
| CATEGORY | DESCRIPTION | AMOUNT |
|--|---|-----------------------|
| Taxes – Local Effort | Franchise Tax, GRT – Local , Property Tax | \$778,455.00 |
| Taxes – State Shared | GRT – Municipal Equivalent, Motor Vehicle Excise Tax, Other State Shared Taxes | \$295,000.00 |
| Licenses & Permits | Animal Licenses, Building Permits, Business Licenses, Zoning Permits, Road Cut Permits | \$11,150.00 |
| Charges for Services | Animal Pound Fees, Printing & Copying, Rental Fees, Rental Fees, Other Charges for Services | \$3,400.00 |
| Fines & Forfeits | Court Fines | \$1,350.00 |
| Miscellaneous Revenues | Interest Income | \$1,900.00 |
| Intergovernmental Grants/Distributions | Small Cities Assistance, Other State Distributions | \$206,000.00 |
| | Revenue Total | \$1,297,255.00 |

Budget in Brief – Revenues for 3 Fiscal Years

Item 1.



Budgeted General Fund Revenue by Category



■ Taxes - Local Effort ■ Taxes - State Shared ■ Licenses & Permits ■ Charges for Services ■ Fines & Forfeits ■ Miscellaneous Revenues ■ Intergovernmental Grants/Distributions

Budget in Brief - Expenditure Summary for General Fund

Item 1.

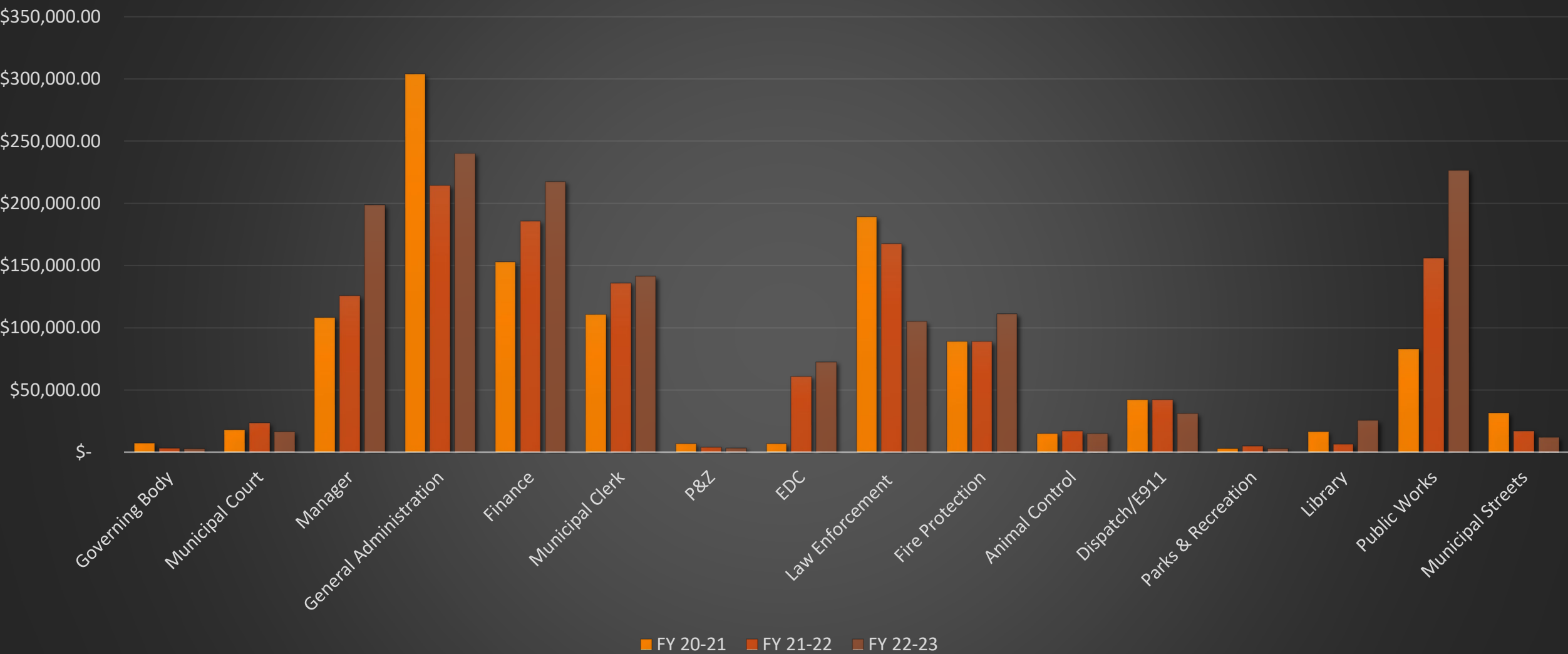
| CATEGORY | DESCRIPTION | AMOUNT |
|-----------------------------|---|-----------------------|
| Salary & Wages | Salary & Wages for paid Elected Officials, Commissions, On-Call Employees & Full & Part Time Employees (Includes increases for certain employees) | \$656,737.07 |
| Employee Benefits | Social Security, Medicare, Retirement, Workers Comp, SUTA, Health, Dental & Vision Benefits | \$236,733.00 |
| Travel Costs | Travel cost for all Elected Officials, Commissions, On-Call Employees & Full & Part Time Employees | \$5,800.00 |
| Purchased Property Services | Maintenance & Repairs of Buildings & Vehicles | \$14,250.00 |
| Contractual Services | Contracts for the Audit, Attorney Fees, Engineering Fees, Contractor Fees | \$328,561.62 |
| Supplies | Software, Office Supplies, Safety Supplies, Janitorial Supplies, Equipment Supplies | \$48,827.40 |
| Operating Costs | Employee Training, Surety Bonding, Subscriptions & Dues, Printing/Publishing/Advertising, Postage, Telecommunications, Utilities, Rent of Equipment/Machinery | \$129,972.00 |
| | Expenditure Total | \$1,420,881.09 |

Budget in Brief - Expenditures by Department (General Fund)

Item 1.

| | FY 2021-2022 | FY 2022-2023 | |
|--------------------------------|------------------------|------------------------|----------------------|
| | Budget | Budget | Change in Budget |
| General Fund | | | |
| Governing Body | \$ 3,150.00 | \$ 2,900.00 | \$ (250.00) |
| Municipal Court | \$ 23,349.00 | \$ 16,398.16 | \$ (6,950.84) |
| City Manager | \$ 125,426.00 | \$ 198,611.32 | \$ 73,185.32 |
| General Administration | \$ 214,088.00 | \$ 239,711.62 | \$ 25,623.62 |
| Finance | \$ 185,755.00 | \$ 217,493.60 | \$ 31,738.60 |
| Municipal Clerk | \$ 135,817.00 | \$ 141,274.68 | \$ 5,457.68 |
| Planning & Zoning | \$ 4,050.00 | \$ 3,500.00 | \$ (550.00) |
| Economic Development | \$ 60,900.00 | \$ 72,500.00 | \$ 11,600.00 |
| Law Enforcement | \$ 167,514.00 | \$ 105,000.00 | \$ (62,514.00) |
| Fire Protection | \$ 88,765.00 | \$ 111,001.34 | \$ 22,236.34 |
| Animal Control | \$ 17,000.00 | \$ 15,000.00 | \$ (2,000.00) |
| Dispatch/E911 | \$ 42,000.00 | \$ 31,000.00 | \$ (11,000.00) |
| Parks & Recreation | \$ 5,000.00 | \$ 3,000.00 | \$ (2,000.00) |
| Library | \$ 6,250.00 | \$ 25,204.79 | \$ 18,954.79 |
| Public Works | \$ 156,122.00 | \$ 226,285.58 | \$ 70,163.58 |
| Municipal Streets | \$ 17,000.00 | \$ 12,000.00 | \$ (5,000.00) |
| General Fund Department | | | |
| Total | \$ 1,252,186.00 | \$ 1,420,881.09 | \$ 168,695.09 |

Budget in Brief – Expenditures by Department (General Fund)



One Time, Non-Capital Expenditures

Item 1.

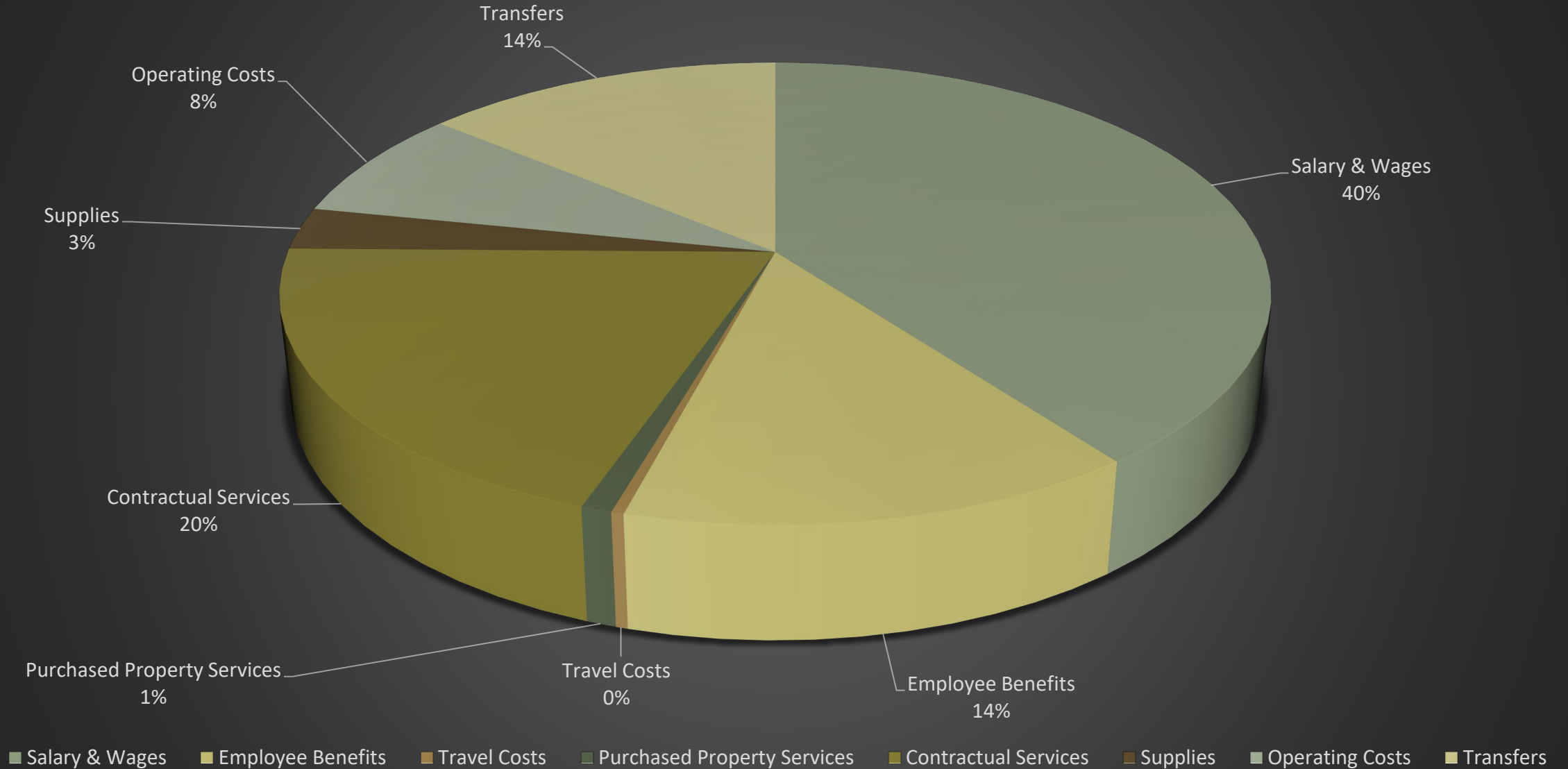
| Project Name | DESCRIPTION | AMOUNT |
|------------------------------------|---|---------------------|
| Palmetto L.L.C. (Ralph Mims) | Economic Development Consultant | \$60,000.00 |
| Sunny 505 | Ongoing Strategic Public Relations & Media Relations Outreach | \$10,000.00 |
| Special Code Enforcement Operation | Fire, Nuisance, Zoning & Other Municipal Code Violations | \$111,001.34 |
| Grant Writer | Contracted Grant Writing Services | \$25,000.00 |
| | Expenditure Total | \$206,001.34 |

Budget in Brief – Transfers for Capital Projects

| Project Name | DESCRIPTION | AMOUNT |
|--|--------------------------------------|---------------------|
| Annexation | Costs associated with Annexation | \$80,000.00 |
| City Hall Improvements | Costs to improve City Hall Interior | \$50,000.00 |
| Engineering/Architectural (On-Call Services) | Engineering & Architectural Services | \$100,000.00 |
| | Expenditure Total | \$230,000.00 |

FY 22/23 Budgeted General Fund Expenditures by Category

Item 1.



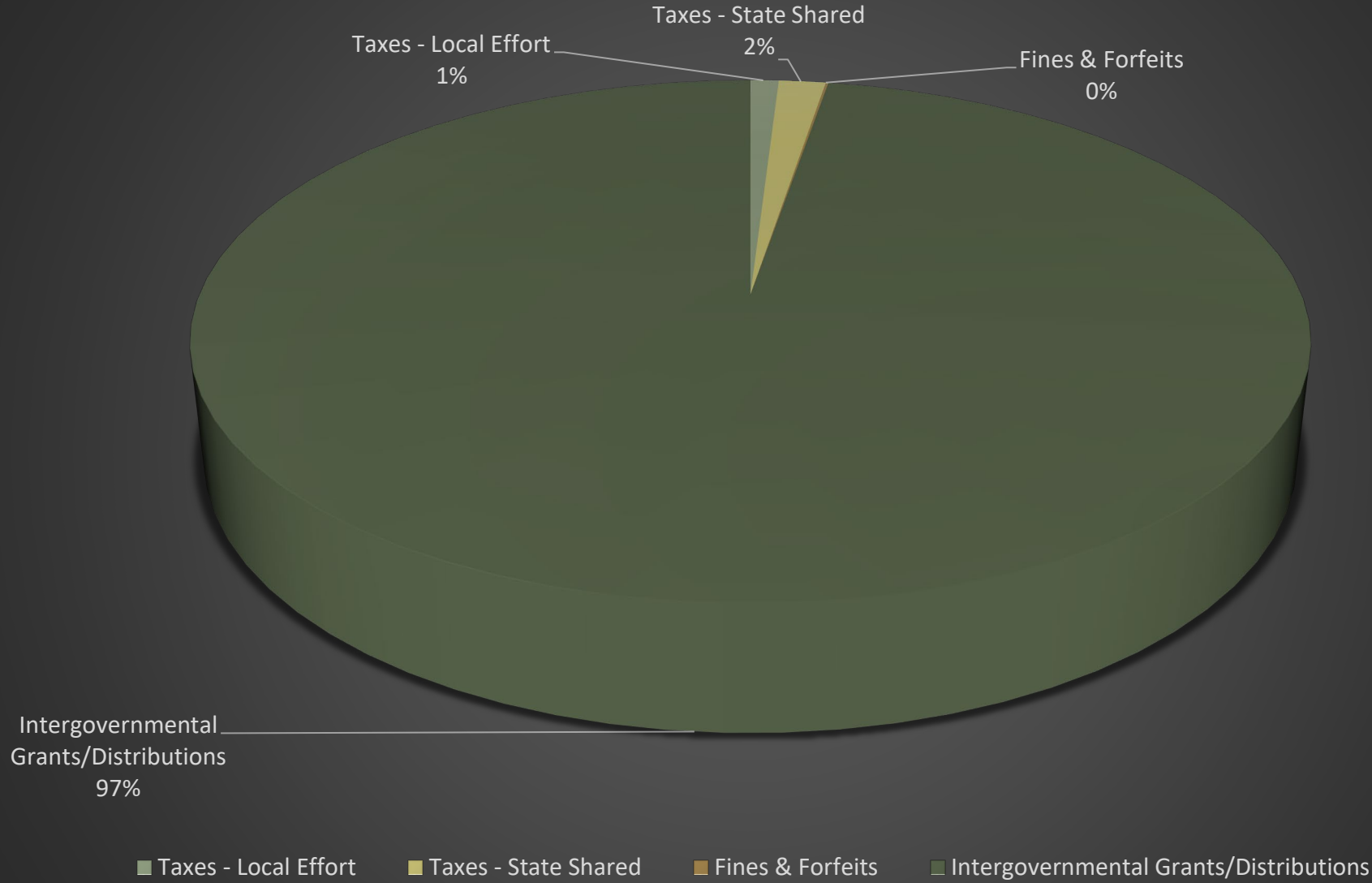
Special Revenue Funds

- * CORRECTIONS FUND * ENVIRONMENTAL GRT FUND
- * FIRE PROTECTION FUND * LAW ENFORCEMENT PROTECTION FUND
- * MUNICIPAL STREET FUND * AMERICAN RESCUE PLAN ACT FUND
- * BILL BROWN – PARKS & REV/PUBLIC WORKS FUND
- * COUNTY FIRE EXCISE GRT FUND * COUNTY EMS GRT FUND

Budget in Brief - Revenue Summary for Special Revenue Funds Item 1.

| CATEGORY | DESCRIPTION | AMOUNT |
|--|---|-----------------------|
| Taxes – Local Effort | Environmental GRT | \$10,860.00 |
| Taxes – State Shared | Gasoline Tax | \$18,000.00 |
| Fines & Forfeits | Correction Fees | \$1,000.00 |
| Intergovernmental Grants/Distributions | Fire Protection Fund, Law Enforcement Protection Fund, American Recovery Plan Act, County Fire Excise GRT, County EMS GRT | \$1,089,341.50 |
| | Revenue Total | \$1,119,201.50 |

Budget in Brief - Revenue for Special Revenue Funds



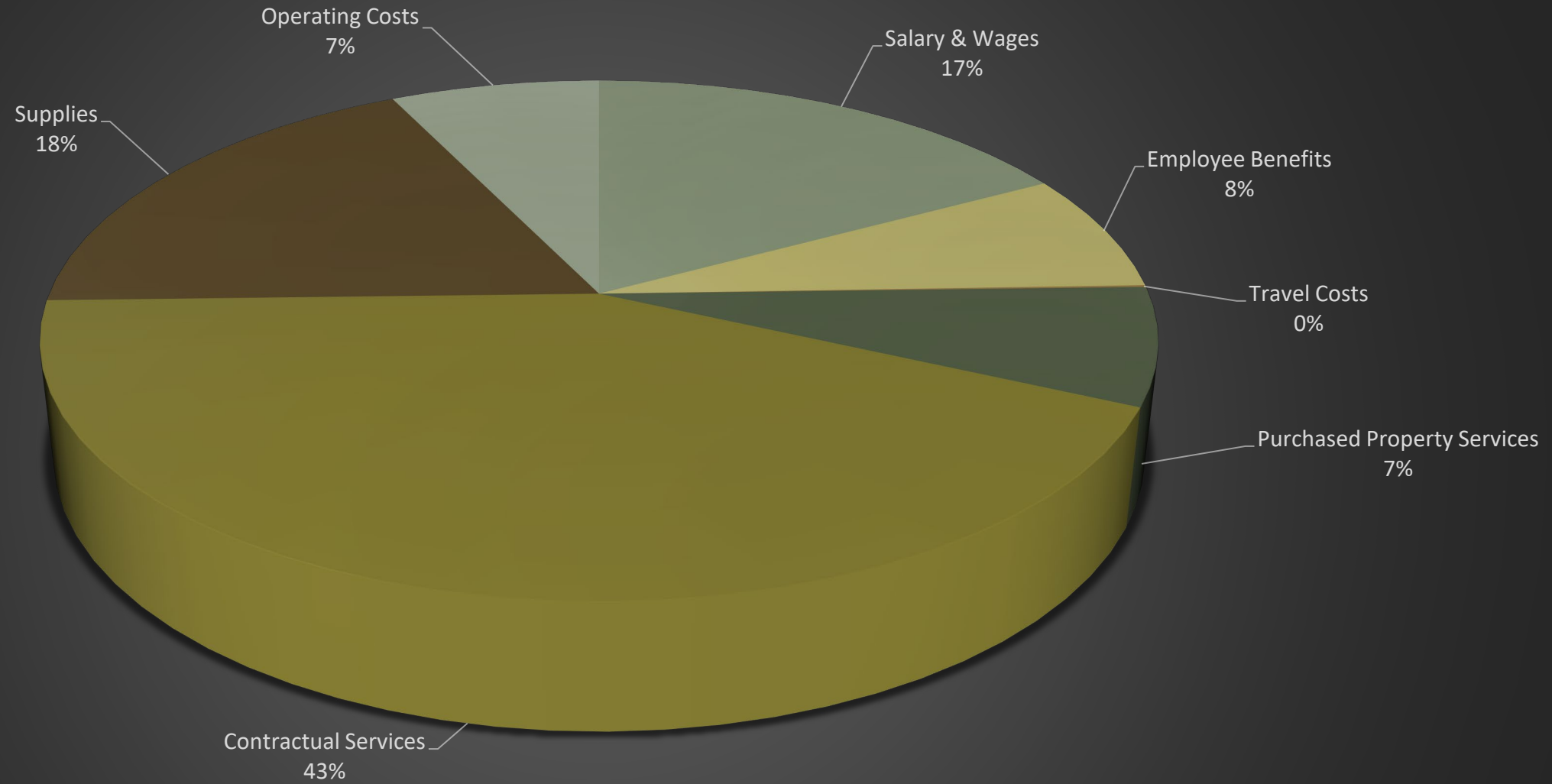
Budget in Brief - Expenditure Summary for Special Revenue Funds

Item 1.

| CATEGORY | DESCRIPTION | AMOUNT |
|-----------------------------|---|-----------------------|
| Salary & Wages | Stipends for Fire/EMS Volunteers, 2 Full Time EMT's, 1 Full Time EMS Coordinator | \$150,380.00 |
| Employee Benefits | Social Security & Medicare, Retirement, Workman's Comp, SUTA, Health, Dental & Vision | \$64,521.51 |
| Travel Costs | Travel cost for Fire/EMS Volunteers | \$1,000.00 |
| Purchased Property Services | Maintenance & Repairs of Buildings & Vehicles | \$64,000.00 |
| Contractual Services | Contracts for the Audit, Attorney Fees, Engineering Fees, Contractor Fees | \$375,360.00 |
| Supplies | Software, Office Supplies, Safety Supplies, Janitorial Supplies, Equipment Supplies | \$160,096.50 |
| Operating Costs | Employee Training, Surety Bonding, Subscriptions & Dues, Printing/Publishing/Advertising, Postage, Telecommunications, Utilities, Rent of Equipment/Machinery | \$63,200.00 |
| Capital Purchases | Equipment & Machinery for Fire Department | \$989,295.06 |
| Transfers | Transfers In/Out (Payment on Fire Truck) | \$30,258.96 |
| | Expenditure Total | \$1,898,112.03 |

FY 22/23 Budgeted Special Revenue Fund Expenditures by Category

Item 1.

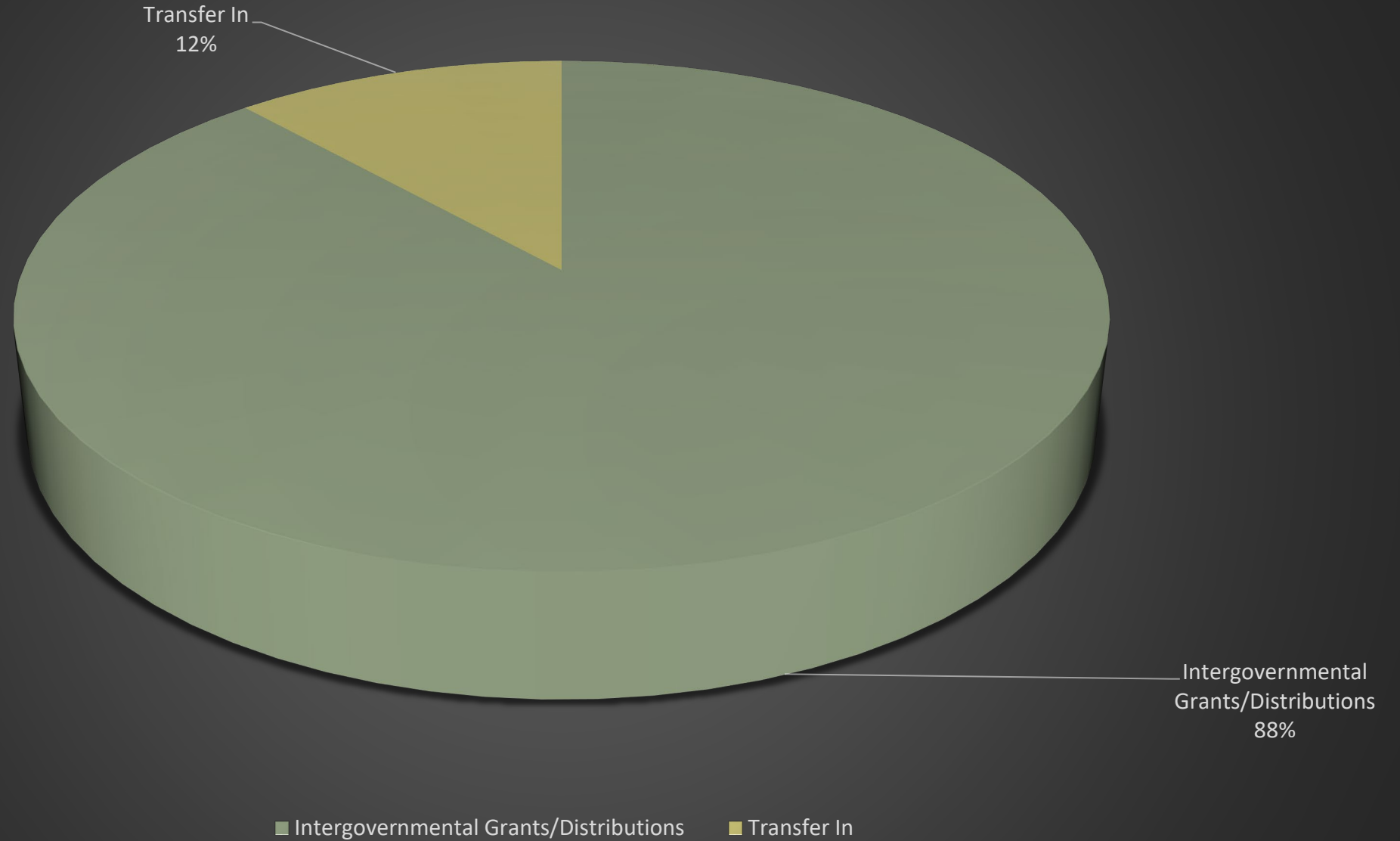


■ Salary & Wages ■ Employee Benefits ■ Travel Costs ■ Purchased Property Services ■ Contractual Services ■ Supplies ■ Operating Costs

Budget in Brief - Revenue Summary for Capital Project Funds

| CATEGORY | DESCRIPTION | AMOUNT |
|--|--|-----------------------|
| Intergovernmental Grants/Distributions | Legislative Appropriations, NMDOT Grants | \$1,750,000.00 |
| Transfers | Transfer In for Capital Projects | \$230,000.00 |
| | Revenue Total | \$1,980,000.00 |

FY 21/22 Budgeted Capital Project Funds Revenue by Category



Capital Project Funds

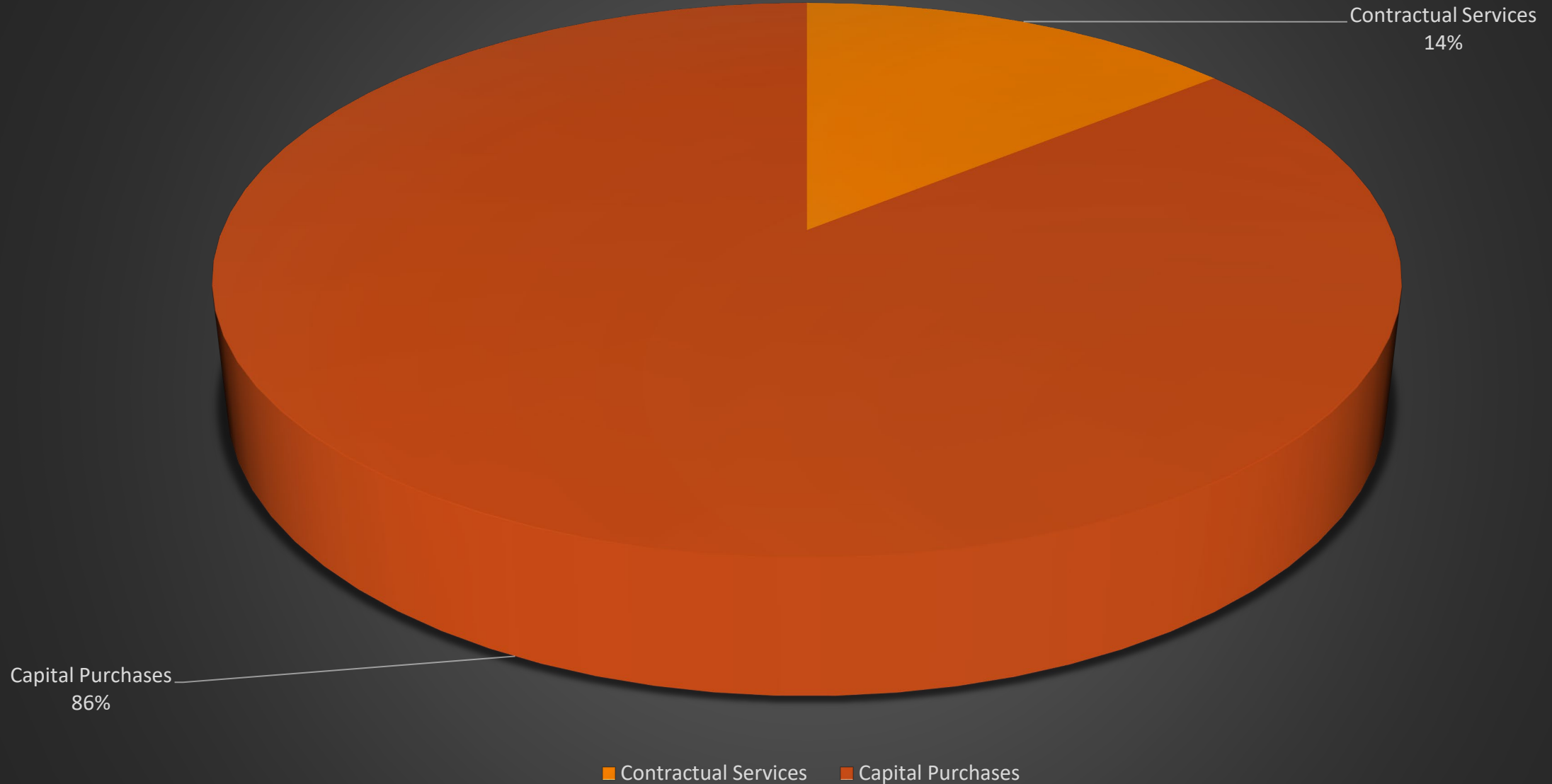
- * STATE LEGISLATIVE APPROPRIATION PROJECTS
 - * ROAD/STREET PROJECTS
 - * OTHER CAPITAL PROJECTS

Budget in Brief - Expenditure Summary for Capital Project Funds

| CATEGORY | DESCRIPTION | AMOUNT |
|----------------------|---|-----------------------|
| Contractual Services | Annexation Fees & Engineering Costs for NMDOT Grant | \$280,000.00 |
| Capital Purchases | City Hall/Multi Purpose Complex Renovations, Parks & Trails, Public Works | \$1,700,000.00 |
| | Expenditure Total | \$1,980,000.00 |

Budget in Brief - Expenditures for Capital Project Funds

Item 1.



Debt Service Fund

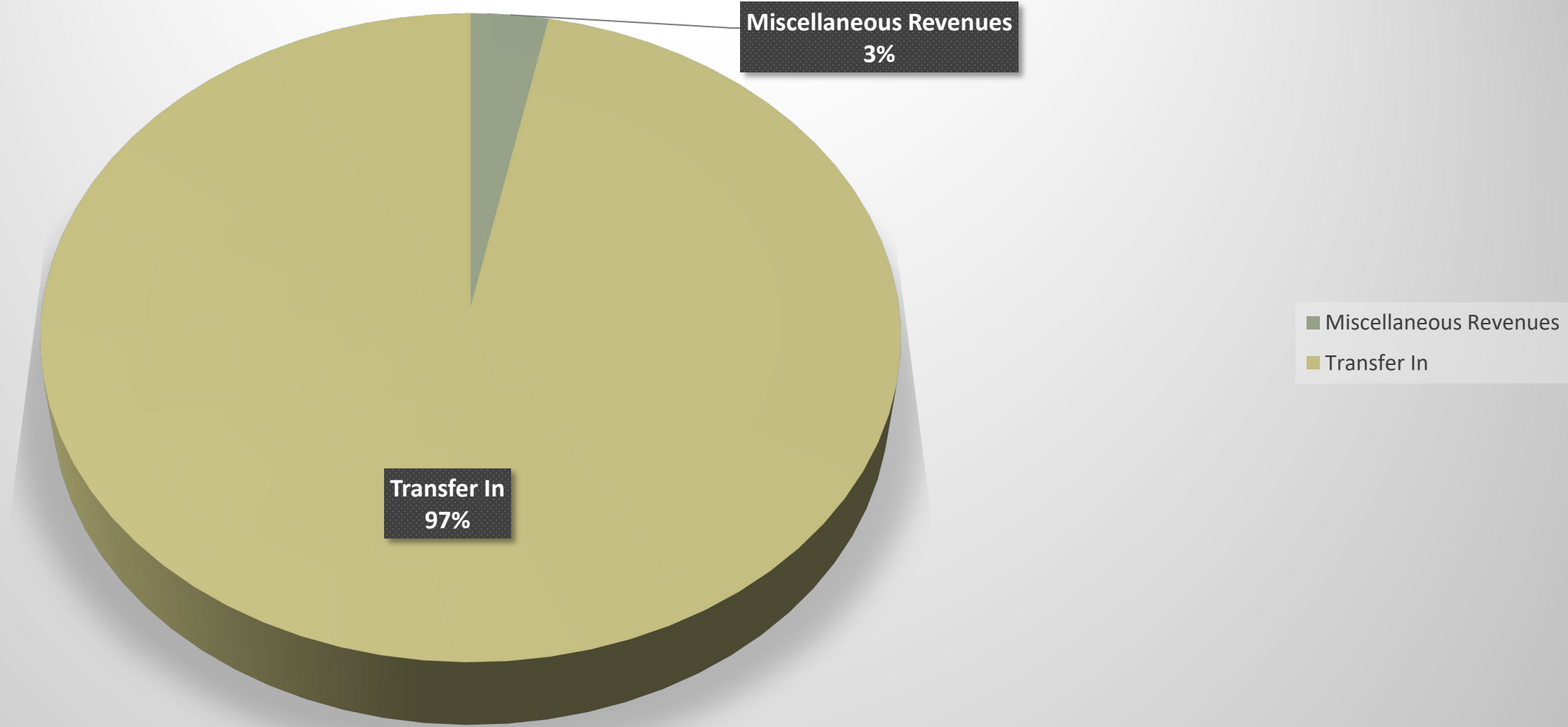
* NMFA LOAN FOR FIRE TRUCK

Budget in Brief - Revenue Summary for Debt Service Funds

| CATEGORY | DESCRIPTION | AMOUNT |
|------------------------|--|--------------------|
| Miscellaneous Revenues | Interest Income – NMFA Loan | \$1,000.00 |
| Transfers | Transfer In for NMFA Loan Debt Service | \$30,258.96 |
| | Revenue Total | \$31,258.96 |

FY 22/23 Budgeted Debt Service Funds Revenue by Category

Item 1.

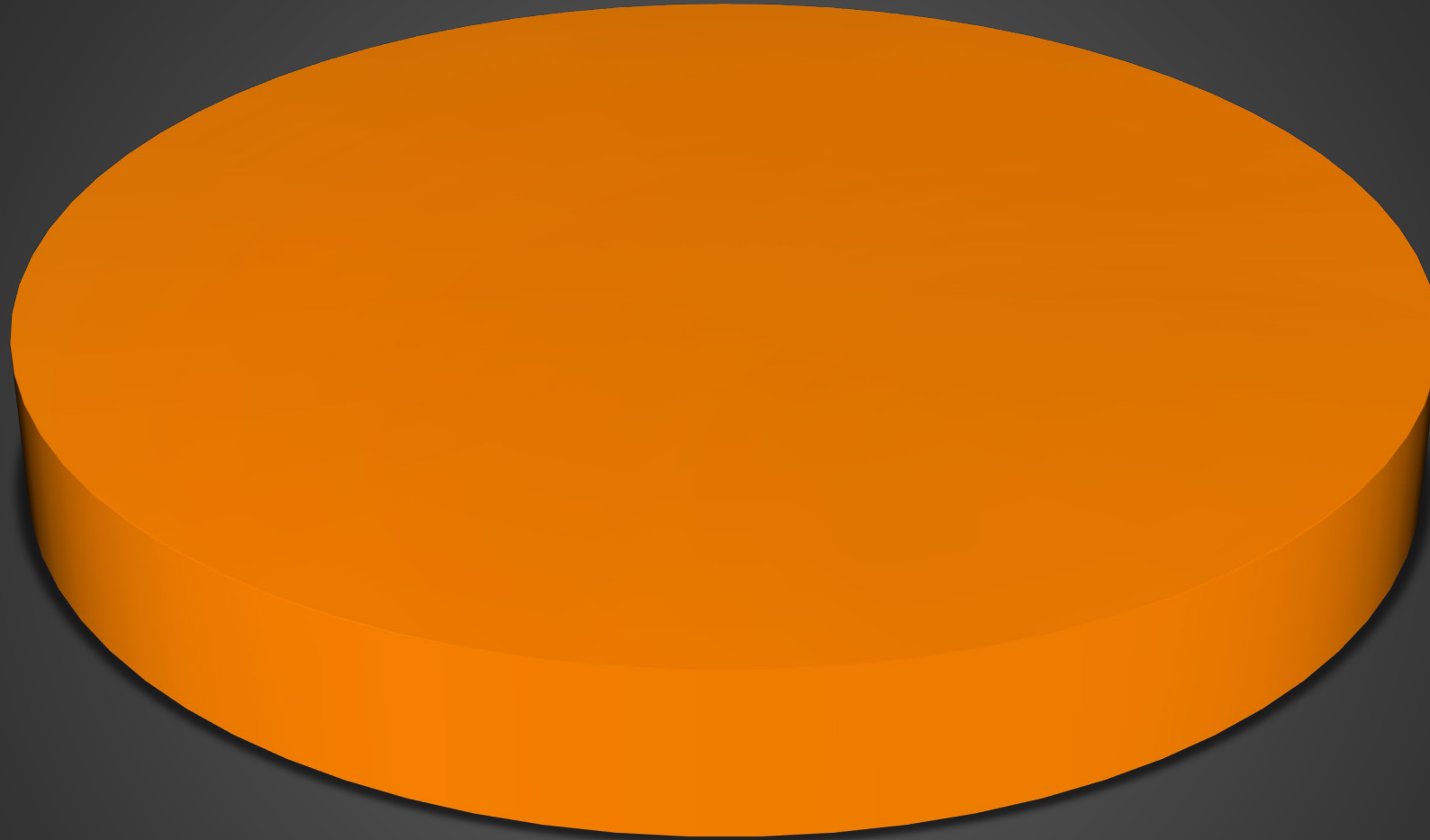


Budget in Brief - Expenditure Summary for Debt Service Funds

Item 1.

| CATEGORY | DESCRIPTION | AMOUNT |
|--------------|----------------------------------|--------------------|
| Debt Service | NMFA Loan – Debt Service Payment | \$30,258.96 |
| | Expenditure Total | \$30,258.96 |

Budget in Brief - Expenditures for Debt Service Funds Item 1.



■ Debt Service

City of Rio Communities Budget Recap FY 2022-2023

| | Projected Beginning Cash 7/1/2022 | Budgeted Revenue | Budgeted Expenditures | Transfers In (Out) | Projected Ending Cash 6/30/2023 |
|--|---|------------------------|--------------------------|------------------------|---------------------------------------|
| General Fund | | | | | |
| General Operating Fund | \$ 1,773,233.00 | \$ 1,297,255.00 | \$ 1,420,881.09 | \$ (230,000.00) | \$ 1,419,606.91 |
| Locally Imposed Reserve | \$ 730,010.00 | \$ - | \$ - | \$ - | \$ 730,010.00 |
| General Fund Total | \$ 2,503,243.00 | \$ 1,297,255.00 | \$ 1,420,881.09 | \$ (230,000.00) | \$ 2,149,616.91 |
| Special Revenue Funds | | | | | |
| Corrections | \$ 7,062.00 | \$ 1,000.00 | \$ 1,000.00 | \$ - | \$ 7,062.00 |
| Environmental | \$ 23,000.00 | \$ 10,860.00 | \$ 10,860.00 | \$ - | \$ 23,000.00 |
| Emergency Medical Services | \$ - | \$ - | \$ - | \$ - | \$ - |
| Fire Protection | \$ 30,000.00 | \$ 283,245.00 | \$ 252,986.04 | \$ (30,258.96) | \$ 30,000.00 |
| Law Enforcement Protection | \$ - | \$ 45,000.00 | \$ 45,000.00 | \$ - | \$ - |
| Municipal Street | \$ 12,000.00 | \$ 18,000.00 | \$ 18,000.00 | \$ - | \$ 12,000.00 |
| American Rescue Plan Act | \$ 561,096.50 | \$ 561,096.50 | \$ 1,122,193.00 | \$ - | \$ - |
| Bill Brown Memorial Fund | \$ 181,412.52 | \$ - | \$ 181,412.52 | \$ - | \$ - |
| Fire Excise GRT | \$ 12,000.00 | \$ 45,000.00 | \$ 32,310.00 | \$ - | \$ 24,690.00 |
| EMS GRT | \$ 135,000.00 | \$ 155,000.00 | \$ 204,091.51 | \$ - | \$ 85,908.49 |
| Wildland Fire | \$ - | \$ - | \$ - | \$ - | \$ - |
| Special Revenue Funds Total | \$ 961,571.02 | \$ 1,119,201.50 | \$ 1,867,853.07 | \$ (30,258.96) | \$ 182,660.49 |
| Capital Projects Funds | | | | | |
| State Legislative Appropriation Project | \$ - | \$ 1,750,000.00 | \$ 1,750,000.00 | \$ - | \$ - |
| Road/Street Projects | \$ - | \$ - | \$ - | \$ - | \$ - |
| Other Capital Projects | \$ - | \$ - | \$ 230,000.00 | \$ 230,000.00 | \$ - |
| Capital Projects Funds Total | \$ - | \$ 1,750,000.00 | \$ 1,980,000.00 | \$ 230,000.00 | \$ - |
| Debt Service Funds | | | | | |
| NMFA Loan Debt Service | \$ 54.90 | \$ 1,000.00 | \$ 30,258.96 | \$ 30,258.96 | \$ 1,054.90 |
| Debt Service Funds Total | \$ 54.90 | \$ 1,000.00 | \$ 30,258.96 | \$ 30,258.96 | \$ 1,054.90 |
| Total All Funds | \$ 3,464,868.92 | \$ 4,167,456.50 | \$ 5,298,993.12 | \$ - | \$ 2,333,332.30 |

Item 1.