



City of Rio Communities Council Workshop
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, January 09, 2023 3:00 PM
Agenda

Please silence all electronic devices.

Call to Order

Attendees

Presentations

Discussion/Agenda Items

- 1. Accounts payable report** (Finance Department)
- 2. Resolution 2023 -XX LGPF Application - Storm Water Drainage Master Plan** (Manager/Finance Officer/Council)
- 3. Resolution 2023 - XX Opens Meeting Act** (Manager/Council)
- 4. Re-appointment of P&Z member(s)** (Mayor/Manager)
- 5. Consent Agenda** (Council/Manager)

Public Comment: The Council will take public comments in written format. These should be emailed to admin@riocommunities.net through 2:00 PM on Monday January 9, 2023. 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

Council General Discussion & Future Agenda Items

Adjourn

Thank you - Joshua Ramsell, Mayor of Rio Communities

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.



Rio Communities, NM

Accounts Payable Approval Report

By Fund

Item 1.

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 Item 1. By Fund

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
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:

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