



City of Rio Communities Council Regular Business Meeting
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, May 08, 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 Consent Agenda Items (The consent agenda is approved by a single motion. Any member of the Council may request an item to be transferred to the regular agenda from the consent agenda without discussion or vote.)

- 1. City Council Special Workshop Minutes (04/17/2023), Minutes for the City Council Workshop & Regular Business Meeting (04/24/23), Approval of Accounts Payable**

Public Hearing

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

Consideration of applicant La Merced Moose Lodge request for three RV sites on the property at 306 Rio Communities Blvd

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

- 2. Discussion, Consideration, and Decision – Regarding applicant La Merced Moose Lodge request for three RV sites on the property at 306 Rio Communities Blvd**

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, May 08, 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.

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.

Manager Report

3. Municipal Court Department

Universal Waste Systems quarterly report

Council Discussion

4. Discussion, Consideration, and Decision – Rescind the 14 Day review for Ordinance 2023 - XX Personnel Policy passed at the 4/24/23 meeting
5. Discussion, Consideration, and Decision – Ordinance 2023 - XX An Ordinance Implementing an Personnel Ordinance for the City of Rio Communities for a 14-day review
6. Discussion, Consideration, and Decision – Intergovernmental Services Agreement between the County of Valencia and The City of Rio Communities for Law Enforcement Protection

Council Discussion

Executive Session - For the purpose of a) the discussion of the annual Performance Evaluation and contract of the City Manager b) the discussion of the annual Performance Evaluation and contract of the Fire Chief position c) Performance Evaluation of the Municipal Clerk d) Performance Evaluation of the Finance Officer pursuant to NMSA 10-15-1(H)(2) - Limited Personnel Matters and e) 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 May 8, 2023 a Closed Executive Session was held and the matters discussed were for the purpose of the a) the discussion of the annual Performance Evaluation and contract of the City Manager b) the discussion of the annual Performance Evaluation and contract of the Fire Chief position c) Performance Evaluation of the Municipal Clerk d) Performance Evaluation of the Finance Officer pursuant to NMSA 10-15-1(H)(2) - Limited Personnel Matters and e) 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

7. Recommendations, Discussion, Consideration, and Decision
 - a) the discussion of the annual Performance Evaluation and contract of the City Manager
 - b) the discussion of the annual Performance Evaluation and contract of the Fire Chief position
 - c) Performance Evaluation of the Municipal Clerk d) Performance Evaluation of the Finance Officer
 - e) the discussion of the purchase, addition or disposal of real property or water rights by the public body

Adjourn

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

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City of Rio Communities Council Special Budget Workshop
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, April 17, 2023 6:00 PM
Minutes

Please silence all electronic devices.

Attendees

- PRESENT: Mayor Joshua Ramsell, Mayor Pro-tem Margaret R. Gutjahr, Councilor Arthur Apodaca, Councilor Lawrence Gordon, Councilor Jimmie Winters.
 - City Manager Dr. Martin Moore, Municipal Clerk Elizabeth Adair, Finance Officer Stephanie Finch, Fire Chief Andrew Tabet

Discussion/Agenda Items

Budget 2024 Fiscal Year

- Finance Officer Finch began a presentation (see full presentation in packet) beginning with the governing body, administrative staff, and city organizational chart. She began explaining the departmental/fund relationship, and services currently provided to the public.
- Finance Officer Finch explained the property tax breakdown and how it is calculated and that only ten percent goes to the municipality. She further explained the additional revenue plan.
- Finance Officer Finch continued with the presentation beginning with the recap, starting with unaudited beginning cash \$2,319,00.00 and went through the general operating fund. With a total budgeted revenue of \$1,506,405.00.
- Councilor Gutjahr asked how this revenue that we are projecting relates to our revenue from last year will be then this year.
- Finance Officer Finch explained that it is a little bit more than last year and continued with the budgeted general fund revenue by category.
- Finance Officer Finch began with the expenditure summary with expenditures total is \$1,628,655.00.
- Finance Officer Finch further explained the expenditures by Departments (General Fund) for this current physical year and next physical year to show you the change in the budget.
- Finance Officer Finch explained the one-time, non-capital expenditures. She said the total \$1,506,072 leaves a positive amount of \$333.00. Further explained transfers for capital projects and said that the transfer of \$520,000 that you saw on the recap page is what this is for.
- Finance Officer Finch went over the special revenue funds, taxes at local effort, state shared, fines & forfeits, intergovernmental grants/distributions all together revenue \$557,113.00.
- Councilor Gutjahr said I listened in the legislative session, and they were discussing the funding for the LEPP fund, and it is 10% off the health premiums. Is that something already included in here.
- Finance Officer Finch said yes, this year we will be receiving \$95,000.00 from the LEPP and continued with the presentation with salary & wages for special revenue funds. Total expenditure \$1,977,173.00. Finance Officer Finch explained that there was a mistake, I will fix that.
- Councilor Gutjahr said on the same thing on the wrap up what they want to apply to the LEPP next year they want to have a bill put in to apply for the State EMS.

- Finance Officer Finch began explaining the capital project funds State legislative appropriation projects, road street projects and other capital projects. Intergovernmental Grants/Distributions NM DOT Grants & 2,340,000.00. Transfers in for Capital Projects 520,000.00 total revenue \$2,860,000.00 Expenditure Contractual Services \$230,000.00 Capital Purchases \$2,630,000.00 total of 2,860,00.00.
- Finance Officer Finch went over the debt service fund and expenditures. Expenditure totaled \$56,323.93.
- Finance Officer Finch did a recap on what each was going to end with. She explained that they plan on using down a lot of this money it is a use it or lose.
- Councilor Gordon asked about the cost of housing of prisoners.
- Finance Officer Finch said I think it is about \$105.00 a day.
- Councilor Gutjahr said so are you saying we house them.
- Councilor Gordan explained that if the city arrests someone we pay for them to be in jail.
- Finance Officer Finch explained that if our judge issues a warrant for someone and they get picked up taken to jail the jail charges us so the judge can let them out or they can post bail.
- Councilor Winters asked about budgeted revenue fund by category tax's local effort do you know what most cities have.
- Manager Dr. Moore said that is not out of line, its right about normal.

Adjourn

- The Special Budget workshop was adjourned at 6:38 pm.

Respectfully submitted,

Elizabeth F. Adair, Municipal Clerk
(Transcribed by Lalena Aragon, Deputy 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, April 24, 2023 3:00 PM
Minutes

Please silence all electronic devices.

Call to Order

- Mayor Joshua Ramsell called the workshop to order at 3:06 pm.

Attendees

- PRESENT: Mayor Joshua Ramsell, Councilor Arthur Apodaca, Councilor Lawrence Gordon, Councilor Jimmie Winters.
 ABSENT: Mayor Pro-tem Margaret R. Gutjahr.
 - City Manager Dr. Martin Moore, Municipal Clerk Elizabeth Adair, Deputy Clerk Lalena Aragon, Finance Officer Stephanie Finch, Accounting Specialist/CO Angela Valadez, City Attorney Randy Van Vleck.

Accounts payable report

- Accounting Specialist/CPO Valadez went over accounts payable over \$500.00 (see packet). Design Silk Screen Printers \$2,296.00; Amazon Business \$700.76; T&T Trailer sales \$1,629.97; J-H Supply Company \$2,724.35; Universal Waste Systems \$1,455.20; 411 Equipment LLC \$988.88; 411Equipment LLC \$1,245.79; LN Curtis \$3,384.00; Sharp Electronics \$1,131.87; HDR Engineering \$56,347.25; HDR Engineering \$46,205.96; Sharp Electronics \$4,746.83; HDR Engineering \$1,509.04.
- Councilor Apodaca asked about the signage what they were for.
- Accounting Specialist/CPO Valadez explained it was for street signs, children at play signs and school bus signs.

Ordinance 2023 - (85) Creating a Police Department, (Creating Certain Appointive Officer, Prescribing the Power, Duties and Salaries of Appointed Officials)

- Mayor Ramsell explained once this is approved, we can submit the application for an ORI number that will allow the city to purchase necessary gear and equipment. It is a little restricted for the cities that don't have that.

Ordinance 2023 - XX Personnel Policy 14 -day review

- Manager Dr. Moore said this is basically for you to look over and we will come back for approval. These changes are to meet the Mayor Council form of government. If you have any questions do not hesitate to contact him.

MOU (Memorandum of Understanding) Between City of Belen and City of Rio Communities Summer Recreation Program

- Mayor Ramsell explained that there was an increase due to inflation and the cost of wages. It the increase was \$5,00.00.

Authorize \$30,000 for city cleanup from Available Funds

- Manager Dr. Moore said he has gone over this with the Finance Officer Finch and began explaining that we had to rent equipment that we now have in house. Further explained areas that will need to be looked at particularly the drainage. He further explained that we received

an email asking what the \$30,000 was for. It is paying for the extra cost of the temporary worker and equipment.

- Councilor Gordon asked do you perceive needing additional funds later on.
- Manager Dr. Moore said yes and explained that if tires get worn out, we may have a few more expenses. As far as this fiscal year the \$30,000.00 will carry us.
- Mayor Ramsell said when Dr. Moore came to me, he asked for \$20,00.00 and I recommend bringing it to a flat \$30,000 there may be some anticipation past that, and this will take us past the end of the fiscal year.

Authorize purchase of fire apparatus / vehicles utilizing available funds

- Manager Dr. Moore explained the City of Rio Communities has watched with great interest the ISO, potential threats of the rating, we are currently an ISO 4 here in town and our station just outside the city is an ISO 4Y, and further explained when the ISO rating goes down there is a formula, and the amount of funds go down. He said the immediate concern is the service truck ISO is requiring a service truck. He further explained the service truck.
- Manager Dr. Moore said the point here is looking at a used vehicle for about \$150,000. The second vehicle we are looking at is the latter truck with the size of the structures they are telling us that we need to get a latter truck. The latter truck we have was built in the late 70s. He further said a command vehicle is being looked at the one we currently have had some mechanical issues. He explained the priority is the service truck first that is an immediate hit on the ISO rating. We are one of the heaviest used fire departments in the State of New Mexico
- Councilor Gordon asked with the size of our District is there some federal or state funds to help with.
- Manager Dr. Moore explained we are looking at rescue plan funds to help us at least with the service truck. Our finance department is working on this and seeing how they can go about this.
- Councilor Gordon asked how long before we have to act on the latter truck.
- Manager Dr. Moore said I asked the Chief that question he did not give an exact answer it was that the pressure is building.
- Councilor Winters said they are going to be constructing before then.
- Manager Dr. Moore said another part of that Tranzio took over Aristech and brought someone else in, so we are looking at inspections over there.
- Councilor Apodaca asked who sets the ISO standards, is it the State or Federal.
- Manager Dr. Moore said some of it is Federal or international and began a discussion.
- Councilor Winters said the other interesting aspect is that we are different than all the other districts in the county and we cover more than just our city limits. We have all these various types of equipment required.
- Manager Dr. Moore explained what areas we cover and further explained the types of calls we service.

Authorize the Librarian and Office Clerk/Evidence Technician positions

- Manager Dr. Moore said we brought this issue to you at the last meeting and then explained we are asking the librarian to be authorized to run the maker space and other community programs and said the other one has to do with the police department we will need the individual to have the ability to be able to gain certifications to handle evidence. He further explained that we are trying to get these positions handled and move forward and he went over the wage scale. The discussion continued.

- Councilor Gordon asked regarding the position have there been established the training program for them.
- Manager Dr. Moore said for the librarian we have a gentleman he is with the State Library, and he is the one who works with the libraries as far as training and getting them on the path to getting certified. As for the evidence tech, we have not gotten anyone yet for the training on the evidence tech I will have to get back to you on that one.
- Councilor Apodaca said the evidence tech position we will have a training to have them handle that stuff.
- Manager Dr. Moore said yes. We are a new department so we will work with other departments to get the proper training.

Construction Coordinators - Proposal - Maker's space and makers space overflow

- Manager Dr. Moore explained the proposal to make sure there are electrical outlets for both sides and further explained the sound between the finance department and the overflow last summer there was a lot of noise, we are also looking at door and glass and looking at some drywall repairs and ceiling tiles and we as a city will be replacing the light fixtures to LED it is currently all florescent. We are also looking at some repainting. The estimated cost is \$31,200.00 that is to upgrade two rooms.
- Councilor Apodaca said this will be from additional funding then phase one.
- Manager Dr. Moore said this will be the money we are requesting from available cash.

Direct Planning and Zoning Commission to review and recommend changes to I-3 zone and zoning ordinance hearing procedures

- Manager Dr. Moore said one of the things that came up at the public hearings for the planning and zoning committee and that there are certain types of uses that are offensive to the residents here. We are talking about petroleum products and hydrocarbons. We are asking for your directions to the planning and zoning to remove those uses from the I3 zone and prohibit them from the special use permits. He explained the process and it doesn't add up. He further explained the changes in the process.
- Manager Dr. Moore said once the area has changed that there will be going through for approval.
- Clerk Adair asked if this will be going into the special meeting with planning and zoning.
- Manager Dr. Moore said I would recommend it.

Greater Valencia County Chamber of Commerce membership

- Manager Dr. Moore said he needs direction from the council on where we want to go with potential membership. There are two levels of membership and partner levels.
- Councilor Apodaca asked how often do they have meetings.
- Manager Dr. Moore said he has not been to their meetings, I'm thinking, at least once a month and they have different types of meetings.
- Councilor Winters said he does like the concept if they can clarify it so we can see what that number. He then said since we do have a significant number on the chambers when can go from there.

Public Comment

- No public comments.

Manager Report

City Complex Renovation update

- Manager Dr. Moore explained we have at least 3 different companies working on city hall and then said phase 1 is almost done all the sheet rock is up, they have passed the inspections. He then said the one piece of bad news is the windows and security doors are on 6 weeks back ordered with that said they will miss the May 22 deadline. He then said other areas that are under construction you did approve the makerspace. He further said one of the areas we are struggling with is the police station side and making sure we have proper doors in proper places. We do have plumbing in the great room area, and we will have a dedicated restroom just for the police department and one other change is in the police station is security. Manager Dr. Moore said one other area is the Court room they are close to be finished and went over the design of the court room.

Council General Discussion & Future Agenda Items

- Councilor Apodaca had nothing to report.
- Councilor Gordon had nothing to report.
- Councilor Winters had nothing to report.
- Mayor Ramsell said involving animal control the continued lack of animal owners' responsibility of making sure animals are secure on their property. They are aware that we have a contract with the County they understand that. Animal control is something we as a City should consider. I know it isn't possible right now but should include it in the future.

Adjourn

- The Regular Workshop was adjourned at 4:24 pm.

Respectfully submitted,

Elizabeth F. Adair, Municipal Clerk
(Transcribed by Lalena Aragon, Deputy 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
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Monday, April 24, 2023 6:00 PM
Minutes

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Call to Order

- Mayor Joshua Ramsell called the regular council business meeting to order at 6:05 pm.

Pledge of Allegiance

- Councilor Gordon 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.
 - City Manager Dr. Martin Moore, Municipal Clerk Elizabeth Adair, Finance Officer (virtual) Stephanie Finch, City Attorney Randy Van Vleck, Valencia County News-Bulletin Editor Clara Garcia.

Approval of Agenda

- Mayor Ramsell said I would like to make a quick notation on action item 8 Discussion, Consideration, and Decision – Authorize purchase of fire apparatus / vehicles utilizing available funds we would like to table that until the May 8th meeting where we can have some more information presented to council at that time.
- Motion made by Mayor Pro-tem Gutjahr to approve the agenda as amended. Seconded by Councilor Apodaca. 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 for the City Council Workshop (3/27/23 & 4/10/23), Regular Business Meeting (4/10/23) & Approval of Accounts Payable

- Motion made by Councilor Gordon to approve the minutes for the City Council Workshop (3/27/23 & 4/10/23), Regular Business Meeting (4/10/23) & Approval of Accounts Payable. Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved the minutes for the City Council Workshop (3/27/23 & 4/10/23), Regular Business Meeting (4/10/23) & Approval of Accounts Payable.

Proclamation

54th Annual Professional Municipal Clerks Week - April 30 through May 6, 2023

- 🏳️ Mayor Ramsell read into the minutes the 54th annual professional municipal clerk week proclamation.

Public Hearing:

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

- Motion made by Councilor Apodaca with a roll call vote to recess the regular business meeting session and go into public hearing. Seconded by Mayor Pro-tem Gutjahr. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote the regular business meeting session was recessed and the public hearing began at 6:13 pm.

Consideration of Creating a Police Department, (Creating Certain Appointive Officer, Prescribing the Power, Duties and Salaries of Appointed Officials)

- Manager Dr. Moore explained we are in the middle of the recruiting process and reviewing applications for the Police chief as part as the State and Federal recognition there is a thing called an ORI it is an official recognition by particularly by the Federal Bureau of Investigations and State Police those agencies that deal with accreditation. This is important for us to have and one of the things that is requested is an ordinance that the City has established a police department so that is what this is about. A job description has already been approved for the position and the City Council and this is similar to what we did with the Fire Department back in 2021 when we adopted an ordinance officially recognizing our Fire Department as Rio Communities. This is similar for the Police department lays out duties and responsibilities, the police chief is a municipal executive official and so it is a very important position, and it is critical of who we choose. Having this laid out provides a level of stability for them working with their relations with the state and federal government.
- Councilor Gordon said I am looking forward to getting this finished.
- Councilor Winters said it's been a lot of work and has taken some time to get to this point, so I am glad we are here.
- Maria Gonzales 119 San Lucas said her concern with the police, is I did see something with the description on how they would serve our community. I'm concerned with the description that said if there were a disruption, they would try to squash that. So as a person of color I just want to make sure that if I needed to say something or gather some people to protest or whatever issue I wouldn't want us to feel threatened or unsafe with the police department in the community because we are disrupting the peace. So I just hope that when we are hiring for the Police department that I feel we really do need here I hope that we are very careful about looking at the back grounds, making sure we are not hiring somebody who has a history of violence or that sort of thing.

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

- Motion made by Councilor Apodaca 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 Council went back into the regular business meeting session at 6:16 pm.

Discussion, Consideration, and Decision – Ordinance 2023 - (85) Creating a Police Department, (Creating Certain Appointive Officer, Prescribing the Power, Duties and Salaries of Appointed Officials)

- Mayor Ramsell said the most important thing about passing this ordinance as Dr. Moore has stated is the application for that ORI number to move forward with the vital portions of the police department.
- Motion made by Mayor Pro-tem Gutjahr to approve Ordinance 2023 - 85 Creating a Police Department, (Creating Certain Appointive Officer, Prescribing the Power, Duties and Salaries of Appointed Officials). Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Ordinance 2023 - 85 Creating a Police Department, (Creating Certain Appointive Officer, Prescribing the Power, Duties and Salaries of Appointed Officials) was passed, approved, adopted, and signed.

Public Hearing

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

- Motion made by Councilor Apodaca with a roll call vote to recess the regular business meeting session and to go into public hearing. Seconded by Mayor Pro-tem Gutjahr. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote the regular business meeting session was recessed and the public hearing began at 6:19 pm.

Consideration of Budget 2024 Fiscal Year

- Finance Officer Finch began a presentation (see full presentation in packet) beginning with the governing body, administrative staff, and city organizational chart. She began explaining the departmental/fund relationship, services currently provided to the public,
- Finance Officer Finch explained the property tax breakdown and how it is calculated and that only ten percent goes to the municipality. She further went over the additional revenue plan.
- Finance Officer Finch continued with the presentation beginning with the recap, starting with unaudited beginning cash \$2,319,00.00 and went through the general operating fund. With a total budgeted revenue of \$1,506,405.00.
- Finance Officer Finch began with the expenditure summary with expenditures total is \$1,628,655.00.
- Finance Officer Finch further explained the expenditures by Departments (General Fund) for this current physical year and next physical year to show you the change in the budget.
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- Finance Officer Finch went over the debt service fund and expenditures. Expenditure totaled \$56,323.93.
- Finance Officer Finch did a recap on what each was going to end with. She explained that they plan on using down a lot of this money it is a use it or lose.
- Councilor Gutjahr thanked the finance department and City Manager for being able to pull this together. I know we had to raise our GRTs, but they put it to good use by moving forward with a police department.
- Mayor Ramsell said there was a lot of work put into this. I know there were several variations before we got to the preliminary. The budget is open for anyone to see.
- Dick Irvin said the large increase of the library fund is that due to the hiring of a permanent librarian.
- Finance Officer Finch said yes that is to hire a permanent librarian and with that there is a lot of other cost like supplies and stuff.

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

- Motion made by Councilor Winters 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 Council went back into the regular business meeting session at 6:43 pm.

Discussion, Consideration, and Decision – Budget 2024 Fiscal Year

- Motion made by Mayor Pro-tem Gutjahr to approve the budget 2024 fiscal year 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 budget for 2024 fiscal year.

Public Comment

- Mayor Ramsell read the public comment statement. (See agenda for statement).
- Marie Gonzales asked questions regarding the zoning and if the council was going to discuss the zoning. She noticed there were at least 300 community members really upset about the idea of rezoning so close to their homes. It just struck me that there would even be a proposal here that in Rio Communities that we would want to put something so toxic so close to homes. She then explained that if it had to do with money there has to be a different option than to turn residential property to industrial 3. I know the Planning and Zoning voted against changing this situation and I hope you take that vote into consideration.

Manager Report: Fire Fuel Cleanup, Update on city council room audio-visual upgrades, Rezoning application, and instructions

- Manager Dr. Moore said he would like to thank the public works department working with the contractors getting things done inside. He then explained the fire fuel cleanup. He further explained the audio-visual and then said the rezoning application and instructions have been updated to match up with state statute and city zoning applications of 100 ft., continuing to go through and study issues and clarify any confusion.
- Councilor Apodaca said he heard from many residents that have noticed the obvious difference and they really appreciate it.
- Mayor Ramsell said his son noticed the hard work by public works.

Discussion, Consideration, and Decision – Ordinance 2023 - XX Personnel Policy 14 -day review

- Motion made by Mayor Pro-tem Gutjahr to approve Ordinance 2023 - XX Personnel Policy for a 14 -day review, Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved a 14-day public review of Ordinance 2023 – xx personnel policy.

Discussion, Consideration, and Decision – MOU (Memorandum of Understanding) Between City of Belen and City of Rio Communities Summer Recreation Program

- Manager Dr. Moore said last summer was the largest we have seen, where all the children from this side and the west side of the river come over approximately 105 children between the ages of 6 and 17. The discussion with the City of Belen is about the increases of salaries that are state mandated with minimum wage those cost are going up and they are asking if we are willing to contribute \$5,000. Toward the summer recreation program this year. He continued to explain that our library and makerspace is getting some attention. One difference this year is the demolition they did. We now have a room for them to eat lunch with access to restrooms. Second is we are not going to be hosting the small ones we will be hosting the older ones that can take advantage of the activities in the makerspace. We are looking forward to a fun summer with the kids.
- Councilor Gutjahr said she thinks it is wonderful. I'm glad that we are doing it and getting use out of the makerspace.

- Councilor Apodaca said they met with a local businessman this morning he is interested in involving local businesses people involved in the makerspace and providing instruction and even some of the supplies to help train the local students in job applications and such and getting them in that mind set.
- Councilor Winters said we have a business incubator it is for all of Valencia County they find quite interesting. It is amazing the things they can do in the makerspace area, and it is there to be used.
- Motion made by Councilor Apodaca to approve the MOU between City of Belen and City of Rio Communities Summer Recreation Program. Seconded by Mayor Pro-tem Gutjahr. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote the MOU (Memorandum of Understanding) Between City of Belen and City of Rio Communities Summer Recreation Program was passed, approved, and signed.

Discussion, Consideration, and Decision – Authorize \$30,000 for city cleanup from Available Funds

- Mayor Ramsell said this is good and now we have our own equipment we are not spending money on the rental fees.
- Councilor Apodaca said this a money well spent.
- Councilor Winters said for 10 years I have been hearing residents say I would like to see it get cleaned up and that's what we are doing. Not as fast as they like but as fast as we have money.
- Mayor Ramsell said he had one person tell me they cleaned behind my house, and I never knew there was a house behind me.
- Motion made by Councilor Gordon to authorize \$30,000 for city cleanup from available funds. Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council authorized \$30,000 for city cleanup.

Discussion, Consideration, and Decision – Authorize the Librarian and Office Clerk/Evidence Technician positions

- Manager Dr. Moore said as noted in the budget presentation we are looking at the 2024 fiscal year to have a full-time librarian/community program coordinator in addition also is the Office Clerk/Evidence Technician position. We are asking for authorization to move forward with the recruitment of these positions. These positions will start July 1 at the beginning of the fiscal year.
- Councilor Gutjahr said she is glad to see that the position for the librarian will be considered with the community programs.
- Motion made by Mayor Pro-tem Gutjahr to authorize the Librarian and office clerk/evidence technician positions. Seconded by Councilor Gordon. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved the librarian and office clerk/evidence technician positions.

Discussion, Consideration, and Decision – Construction Coordinators - Proposal - Maker's space and makers space overflow

- Mayor Ramsell said the pricing for this project is \$31,200.00 that does not include NM GRT.
- Councilor Winters said with the construction this will make this area usable and improve the number of people we can have in that area.
- Motion made by Councilor Apodaca to approve Construction Coordinators - Proposal - Maker's space and makers space overflow in the amount of \$31,200. Seconded by Mayor Pro-tem Gutjahr. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor

Winters. With a 4-0 vote the Council approved the proposal from Construction Coordinators for the maker space and maker space overflow room.

Discussion, Consideration, and Decision – Direct Planning and Zoning Commission to review and recommend changes to I-3 zone and zoning ordinance hearing procedures

- Manager Dr. Moore went over the procedures, that we have had issues and situations with either the council or the applicant initiated and a number of areas that are confusing with the hearing process. He further said in some of these areas there is such a duplication of process that is confusing for the applicant and also the public we would like to come back to the planning and zoning commission and we are asking permission from the City Council to go to the planning and zoning commission to get these issues clarified and making sure there is an open dialogue between the planning and zoning commission the applicants and also the public. He then said the second item issue is petroleum whether it was a bulk plant permitted use or if it had to do with processes related with gas oil. We would like to go to the planning and zoning commission for a form of language to be considered and back to the city council to prohibit those items we have been talking about.
- Councilor Apodaca said going through this process will provide clarification.
- Manager Dr. Moore said this is a zoning task force that has a couple of members of the public, a couple of members of the planning and zoning commission and a couple of members from council and city staff. We are looking at conflicting language and what needs to be cleaned up. What looks more appropriate for the public and with those issues we will come back for a public meeting first and then put it in a formal language and then bring it back for a public hearing. The public will be involved in that. It is very important that we have clear development standards.
- Councilor Gutjahr said it is important that we take this in the steps we have, and the task force has been very helpful.
- Councilor Gordon said this lets the public know we do listen to them and are responsive to their needs.
- Motion made by Mayor Pro-tem Gutjahr Direct Planning and Zoning Commission to review and recommend changes to I-3 zone and zoning ordinance hearing procedures. Seconded by Councilor Apodaca. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council approved the instructions to planning and zoning to review and recommend changes to 1-3 zone and zoning ordinance hearing procedures.

Council Discussion

- Councilor Apodaca had no comments.
- Councilor Gutjahr had no comments.
- Councilor Gordon had no comments.
- Councilor Winters had no comments.
- Mayor Ramsell said over the weekend it was discussed about animal control and continued dumping of animals within the city limits. We need to reexamine, and, in the future, it will be great to have our own animal control that isn't something we can do right now but it is something we should work on in the future.
- Mayor Ramsell said that he received a certified letter this afternoon from the applicant for the I3 and C3 zoning the have officially withdrew the application so at this point it will not be becoming in front of this governing body.

Executive Session - For the purpose of a) the discussion of the annual Performance Evaluation and contract of the City Manager b) the discussion of the annual Performance Evaluation and contract of the Fire Chief position c) Performance Evaluation of the Municipal Clerk d) Performance Evaluation of the Finance Officer pursuant to NMSA 10-15-1(H)(2) - Limited Personnel Matters and e) 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 Councilor Apodaca with a roll called vote to go into close session as presented. Seconded by Councilor Winters. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council went into executive session at 7:17 pm.

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

- Motion made by Councilor Gordon, 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 9:15 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 April 24, 2023 a Closed Executive Session was held and the matters discussed were for the purpose of the a) the discussion of the annual Performance Evaluation and contract of the City Manager b) the discussion of the annual Performance Evaluation and contract of the Fire Chief position c) Performance Evaluation of the Municipal Clerk d) Performance Evaluation of the Finance Officer pursuant to NMSA 10-15-1(H)(2) - Limited Personnel Matters and e) 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)

Recommendations, Discussion, Consideration, and Decision, a) the discussion of the annual Performance Evaluation and contract of the City Manager, b) the discussion of the annual Performance Evaluation and contract of the Fire Chief position, c) Performance Evaluation of the Municipal Clerk d) Performance Evaluation of the Finance Officer, e) the discussion of the purchase, addition or disposal of real property or water rights by the public body

- Mayor Ramsell said we have a recommendation to accept the easement for property for drainage and storm water run off at the corner of San Lucas and Chamartín.
- Motion made by Mayor Pro-tem Gutjahr to approve the easement land that was just described by our city manager on the corner of San Lucas and Chamartín. Seconded by Councilor Apodaca. Voting Yea: Mayor Pro-tem Gutjahr, Councilor Apodaca, Councilor Gordon, Councilor Winters. With a 4-0 vote Council accepted the easement.
- Clerk Adair asked if there were any other recommendations or decisions on anything else in closed session.
- Mayor Ramsell said there were no recommendations or decisions on anything else at this time.

Adjourn

- Motion made by Mayor Pro-tem Gutjahr to adjourn. Seconded by Councilor Gordon. With a unanimous vote the regular business meeting was adjourned at 9:18 pm.

Respectfully submitted,

Elizabeth F. Adair, Municipal Clerk
(Transcribed by Lalena Aragon, Deputy Clerk)

Date: _____

Approved:

Joshua Ramsell,
Mayor

Margaret R. Gutjahr,
Mayor Pro-tem/Councilor

Arthur Apodaca,
Councilor

Lawrence R. Gordon,
Councilor

Jimmie Winters,
Councilor



Rio Communities, NM

Accounts Payable Approval Report

By Fund

Item 1.

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 11000 - General Operating Fund					
Department: 0001 - No Department					
GSD - Administrative Services D...	INV0004030	04/14/2023	DENTAL	11000-0001-22055	337.71
GSD - Administrative Services D...	INV0004031	04/14/2023	DISABILITY	11000-0001-22075	24.70
Sunport Financial LLC	INV0004032	04/14/2023	Socorro County District Court C...	11000-0001-22040	75.00
Globe Life & Accident Insurance...	INV0004033	04/14/2023	GLOBE LIFE INSURANCE	11000-0001-22080	56.00
GSD - Administrative Services D...	INV0004034	04/14/2023	HEALTH	11000-0001-22050	4,822.21
GSD - Administrative Services D...	INV0004035	04/14/2023	VISION	11000-0001-22060	59.05
GSD - Administrative Services D...	INV0004063	04/28/2023	ADMIN FEE	11000-0001-22050	12.33
GSD - Administrative Services D...	INV0004064	04/28/2023	DENTAL	11000-0001-22055	337.71
GSD - Administrative Services D...	INV0004065	04/28/2023	DISABILITY	11000-0001-22075	24.70
Sunport Financial LLC	INV0004066	04/28/2023	Socorro County District Court C...	11000-0001-22040	75.00
Globe Life & Accident Insurance...	INV0004067	04/28/2023	GLOBE LIFE INSURANCE	11000-0001-22080	56.00
GSD - Administrative Services D...	INV0004068	04/28/2023	HEALTH	11000-0001-22050	4,822.21
GSD - Administrative Services D...	INV0004069	04/28/2023	BASIC LIFE	11000-0001-22070	39.78
GSD - Administrative Services D...	INV0004070	04/28/2023	VISION	11000-0001-22060	59.05
Department 0001 - No Department Total:					10,801.45
Department: 1009 - Municipal Court					
Amazon Business	1LPT-7NG1-DYX7	04/25/2023	Furniture	11000-1009-56040	1,715.35
Magdalena Giron	INV0004077	04/25/2023	Court Translation services	11000-1009-55999	183.91
Bank of America, N.A.	INV0004087	05/03/2023	Judge Desk-Expresso Color	11000-1009-56040	2,313.40
Department 1009 - Municipal Court Total:					4,212.66
Department: 2001 - Manager					
Verizon Wireless	9932971666	05/03/2023	CM Telecommunications	11000-2001-57160	127.01
Department 2001 - Manager Total:					127.01
Department: 2002 - General Administration					
Comcast Business	171088056	04/25/2023	Fiber - City Hall	11000-2002-57160	2,578.28
Home Depot	2170808	04/25/2023	Blanket PO for materials maint...	11000-2002-54010	21.45
Home Depot	22291	04/25/2023	Blanket PO for materials maint...	11000-2002-54010	54.62
Home Depot	3023075	04/25/2023	disinfectant	11000-2002-56050	72.50
Home Depot	4171188	04/25/2023	disinfectant	11000-2002-56050	73.70
Wells Fargo Financial Leasing	5024721409	04/25/2023	Contract #8000493854 - MX30...	11000-2002-57130	276.50
Home Depot	7171022	04/25/2023	disinfectant	11000-2002-56050	39.20
Home Depot	7171534	04/25/2023	Blanket PO for materials maint...	11000-2002-54010	248.94
Sharp Electronics Corporation	9004296655	04/25/2023	Contract# 8000563882 VOIP CH...	11000-2002-55030	541.91
Sharp Electronics Corporation	9004297383	04/25/2023	Contract #8000452181 - CH Hel...	11000-2002-55030	285.00
Shred-it US JV LLC	8003791348	04/27/2023	Document Shredding	11000-2002-55999	119.28
NM Local Government Law	1058	05/03/2023	Legal Services April 2023	11000-2002-55020	3,511.33
Sharp Electronics Corporation	13985738	05/03/2023	CH Sonic Firewall 3-Year	11000-2002-56010	1,995.91
WEX Bank	88900769	05/03/2023	Fuel - City Wide Clean-Up	11000-2002-57998	916.90
WEX Bank	88900769	05/03/2023	Finanace Dept Fuel	11000-2002-57999	46.83
Bank of America, N.A.	INV0004081	05/03/2023	Kitchen/Pantry Supplies	11000-2002-56060	21.46
Bank of America, N.A.	INV0004083	05/03/2023	Kitchen/Pantry Supplies	11000-2002-56060	3.28
Bank of America, N.A.	INV0004088	05/03/2023	Recording Fee for Drainage Eas...	11000-2002-57999	25.00
Comcast Business	INV0004091	05/03/2023	CH Telecommunications	11000-2002-57160	492.28
PNM	INV0004092	05/03/2023	CH Electricity	11000-2002-57170	527.23
NM Water Service Company	INV0004093	05/03/2023	CH Water	11000-2002-57173	292.50
NM Gas Co	INV0004094	05/03/2023	Natural Gas	11000-2002-57171	250.03
HEI, Inc	SRVCE008923	05/03/2023	Repair Power Receptacles in Co...	11000-2002-54010	561.28
Stanley Steemer of Albuquerque	1285908	05/04/2023	Carpet Cleaning - Court	11000-2002-55999	232.60
Department 2002 - General Administration Total:					13,188.01
Department: 2004 - Finance/Budget/Accounting					
Verizon Wireless	9932971666	05/03/2023	Finance Telecommunications	11000-2004-57160	80.10

Accounts Payable Approval Report

Item 1.

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Stephanie Finch	INV0004078	05/03/2023	Travel Reimb 4.18.23 - 4.21.23	11000-2004-53030	20.00
Bank of America, N.A.	INV0004090	05/03/2023	MCM Elegante-Ruidoso/NMPPA..	11000-2004-53030	388.23
Department 2004 - Finance/Budget/Accounting Total:					488.33
Department: 2008 - Municipal Clerk					
Amazon Business	199M-DFKX-7QCG	05/03/2023	wireless keyboard and mouse - ...	11000-2008-56020	38.99
Amazon Business	199M-DFKX-7QCG	05/03/2023	4gb flash drives 10 pack	11000-2008-56020	26.99
Amazon Business	199M-DFKX-7QCG	05/03/2023	3 inch 3 ring binder 2 pack - sage	11000-2008-56020	14.56
Amazon Business	199M-DFKX-7QCG	05/03/2023	carbon paper	11000-2008-56020	6.99
Amazon Business	199M-DFKX-7QCG	05/03/2023	push pns	11000-2008-56020	4.19
Amazon Business	199M-DFKX-7QCG	05/03/2023	3 inch 3 ring binder 2 pack indig...	11000-2008-56020	33.72
Elizabeth F. Adair	INV0004079	05/03/2023	Travel Reimb 4.18.23 - 4.21.23	11000-2008-53030	218.44
Lalena Aragon	INV0004080	05/03/2023	Travel Reimb 4.18.23 - 4.21.23	11000-2008-53030	218.44
Bank of America, N.A.	INV0004084	05/03/2023	Hotel stay 4/18 - 4/21 Lisa	11000-2008-53030	516.81
Bank of America, N.A.	INV0004085	05/03/2023	Hotel stay 4/18 - 4/21 Lalena	11000-2008-53030	516.81
Department 2008 - Municipal Clerk Total:					1,595.94
Department: 2014 - Economic Development					
Bank of America, N.A.	INV0004086	05/03/2023	SiteGrond renewal of Domain - ...	11000-2014-56010	21.99
Department 2014 - Economic Development Total:					21.99
Department: 3001 - Law Enforcement					
Sharp Electronics Corporation	9004303385	05/03/2023	PD Helpdesk & Cloud Back-Up	11000-3001-55030	919.00
Sharp Electronics Corporation	9004303386	05/03/2023	PD Helpdesk & Cloud Back-Up	11000-3001-55030	919.00
Department 3001 - Law Enforcement Total:					1,838.00
Department: 3002 - Fire Protection					
WEX Bank	88900769	05/03/2023	CE Fuel	11000-3002-56120	253.61
Verizon Wireless	9932971666	05/03/2023	CE Telecommunications	11000-3002-57160	91.84
Department 3002 - Fire Protection Total:					345.45
Department: 3004 - Animal Control					
Valencia County Fiscal Office	AC2023-38	04/25/2023	Animal Control February 2023	11000-3004-55999	1,249.70
Valencia County Fiscal Office	AC2023-43	04/26/2023	Animal Control March 2023	11000-3004-55999	813.85
Department 3004 - Animal Control Total:					2,063.55
Department: 4004 - Library					
Amazon Business	199M-DFKX-7QCG	05/03/2023	library books card wth pocket	11000-4004-56020	17.99
Amazon Business	199M-DFKX-7QCG	05/03/2023	self adhesive dots	11000-4004-56020	8.97
Department 4004 - Library Total:					26.96
Department: 5101 - Public Works					
Woodlands Hardware	0110543/1	04/25/2023	Def	11000-5101-56999	77.35
Craig Independent Tire Co.	126608	04/25/2023	tires	11000-5101-56122	979.11
Garcia & Sons Security	9165	04/25/2023	Locks for for PW-Containers and..	11000-5101-56999	496.02
Woodlands Hardware	010549/1	05/03/2023	PW Supplies	11000-5101-56999	171.08
Woodlands Hardware	010605/1	05/03/2023	PW Supplies	11000-5101-56999	156.99
WEX Bank	88900769	05/03/2023	PW Fuel	11000-5101-56120	402.00
Verizon Wireless	9932971666	05/03/2023	PW Telecommunicationns	11000-5101-57160	233.73
Department 5101 - Public Works Total:					2,516.28
Department: 5104 - Highways and Streets					
J-H Supply Company	113054	05/03/2023	Road, stop, directional and Illeg...	11000-5104-56090	173.30
J-H Supply Company	113055	05/03/2023	Road, stop, directional and Illeg...	11000-5104-56090	1,632.85
J-H Supply Company	113056	05/03/2023	Road, stop, directional and Illeg...	11000-5104-56090	135.60
PNM	INV0004092	05/03/2023	SL Electricity	11000-5104-57170	713.41
Department 5104 - Highways and Streets Total:					2,655.16
Fund 11000 - General Operating Fund Total:					39,880.79
Fund: 20100 - Corrections					
Department: 0001 - No Department					
Administrative Office of the Cou...	INV0004076	04/25/2023	March 2023	20100-0001-21040	12.00
Department 0001 - No Department Total:					12.00
Fund 20100 - Corrections Total:					12.00

Accounts Payable Approval Report

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 20900 - Fire Protection					
Department: 3002 - Fire Protection					
UniqueFleet, LLC.	21719	04/25/2023	Maint 1989 Chevrolet Water Ta...	20900-3002-54040	2,155.75
UniqueFleet, LLC.	21764	04/25/2023	Maintenance 2017 Chevrolet 2...	20900-3002-54040	3,146.09
Linde Gas & Equipment Inc.	35431414	04/25/2023	Oxygen	20900-3002-56030	133.81
Sharp Electronics Corporation	9004296655	04/25/2023	Contract# 8000563882 VOIP CH...	20900-3002-55030	80.98
Woodlands Hardware	010493/1	05/03/2023	Chaps, Stihl Carrying Case, Mar...	20900-3002-54060	314.72
Craig Independent Tire Co.	126768	05/03/2023	Tire Repair 2021 Freightliner M2	20900-3002-54040	42.34
Neds Pipe + Steel	420995	05/03/2023	steel hose roller	20900-3002-56030	473.65
WEX Bank	88900769	05/03/2023	FD Fuel	20900-3002-56120	1,180.13
Verizon Wireless	9932971666	05/03/2023	FD Telecommunications	20900-3002-57160	130.86
PNM	INV0004092	05/03/2023	FD Electricity	20900-3002-57170	733.99
NM Water Service Company	INV0004093	05/03/2023	FD Water	20900-3002-57173	68.60
NM Gas Co	INV0004094	05/03/2023	Natural Gas	20900-3002-57171	107.54
LN Curtis	INV700114	05/03/2023	Gate valves	20900-3002-56030	990.00
Woodlands Hardware	010578/1	05/04/2023	Auto Shut Off Gas Can	20900-3002-54060	19.98
Department 3002 - Fire Protection Total:					9,578.44
Fund 20900 - Fire Protection Total:					9,578.44
Fund: 21600 - Municipal Street					
Department: 5002 - Municipal Streets					
Tabet Lumber Co, Inc.	34846	05/03/2023	cold mix full pallet pot holing	21600-5002-54030	1,218.85
Department 5002 - Municipal Streets Total:					1,218.85
Fund 21600 - Municipal Street Total:					1,218.85
Fund: 29700 - County EMS GRT					
Department: 2002 - General Administration					
Stericycle Inc.	3006452572	05/03/2023	Biohazard Waste Pickup	29700-2002-55999	250.24
WEX Bank	88900769	05/03/2023	EMS Fuel	29700-2002-56120	117.74
Verizon Wireless	9932971666	05/03/2023	EMS Telecommunications	29700-2002-57160	214.18
Department 2002 - General Administration Total:					582.16
Fund 29700 - County EMS GRT Total:					582.16
Fund: 30300 - State Legislative Appropriation Project					
Department: 2002 - General Administration					
School Specialty LLC	308104264937	04/25/2023	Furniture/STEM equipment Co...	30300-2002-58999	22,675.66
Home Depot	8835625	04/25/2023	Cabinets for Community Progr...	30300-2002-58999	2,872.23
Home Depot	9475428	04/25/2023	Cabinets for Community Progr...	30300-2002-58999	498.00
HEI, Inc	JC3291	05/04/2023	Gross Receipts Tax @ 7.8125%	30300-2002-58010	11,105.63
HEI, Inc	JC3291	05/04/2023	Cabinets	30300-2002-58010	5,000.00
HEI, Inc	JC3291	05/04/2023	Paint	30300-2002-58010	6,500.00
HEI, Inc	JC3291	05/04/2023	Doors	30300-2002-58010	7,500.00
HEI, Inc	JC3291	05/04/2023	Storefront and Glass	30300-2002-58010	10,175.66
HEI, Inc	JC3291	05/04/2023	Data	30300-2002-58010	8,000.00
HEI, Inc	JC3291	05/04/2023	Contingency 8% of \$514,324.00	30300-2002-58010	2,924.23
HEI, Inc	JC3291	05/04/2023	Electrical	30300-2002-58010	10,000.00
HEI, Inc	JC3291	05/04/2023	Fire Alarm	30300-2002-58010	2,500.00
HEI, Inc	JC3291	05/04/2023	Framing, Drywall, Texture, & Lay..	30300-2002-58010	35,852.00
HEI, Inc	JC3291	05/04/2023	Contingency 8% of \$514,324.00	30300-2002-58010	19,575.77
HEI, Inc	JC3291	05/04/2023	Job Supervision	30300-2002-58010	17,000.00
HEI, Inc	JC3291	05/04/2023	Mechanical	30300-2002-58010	12,400.00
HEI, Inc	JC3291	05/04/2023	Storefront and Glass	30300-2002-58010	824.34
HEI, Inc	JC3291	05/04/2023	Jobsite Costs	30300-2002-58010	3,900.00
Department 2002 - General Administration Total:					179,303.52
Fund 30300 - State Legislative Appropriation Project Total:					179,303.52
Fund: 39900 - Other Capital Projects					
Department: 2002 - General Administration					
Carpet Warehouse, Inc.	010087	04/25/2023	Cove Base	39900-2002-58010	432.00
Construction Coordinators Inc.	1244	05/03/2023	GRT @ 7.8125%	39900-2002-58010	330.63
Construction Coordinators Inc.	1244	05/03/2023	Court Room Remodel	39900-2002-58010	5,682.00
Construction Coordinators Inc.	1245	05/03/2023	Maker Space & Maker Space O...	39900-2002-58010	4,218.77

Accounts Payable Approval Report

Item 1.

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Construction Coordinators Inc.	1246	05/03/2023	GRT 7.8125% Rio Communities	39900-2002-58010	87.03
Construction Coordinators Inc.	1246	05/03/2023	Police Department Security Wall	39900-2002-58010	1,579.00
Sharp Electronics Corporation	13972680	05/03/2023	PD Server Cabling	39900-2002-56040	12,000.00
Department 2002 - General Administration Total:					24,329.43
Fund 39900 - Other Capital Projects Total:					24,329.43
Grand Total:					254,905.19

Report Summary

Fund Summary

Fund	Expense Amount
11000 - General Operating Fund	39,880.79
20100 - Corrections	12.00
20900 - Fire Protection	9,578.44
21600 - Municipal Street	1,218.85
29700 - County EMS GRT	582.16
30300 - State Legislative Appropriation Project	179,303.52
39900 - Other Capital Projects	24,329.43
Grand Total:	254,905.19

Account Summary

Account Number	Account Name	Expense Amount
11000-0001-22040	Garnishments Payable	150.00
11000-0001-22050	Healthcare Insurance Pay...	9,656.75
11000-0001-22055	Dental Insurance Payable	675.42
11000-0001-22060	Vision Insurance Payable	118.10
11000-0001-22070	Life Insurance Payable	39.78
11000-0001-22075	Disability Payable	49.40
11000-0001-22080	Miscellaneous Employee ...	112.00
11000-1009-55999	Contract - Other Services	183.91
11000-1009-56040	Supplies-Furniture/Fixture...	4,028.75
11000-2001-57160	Telecommunications	127.01
11000-2002-54010	Maintenance & Repairs - ...	886.29
11000-2002-55020	Contract - Attorney Fees	3,511.33
11000-2002-55030	Contract - Professional Se...	826.91
11000-2002-55999	Contract - Other Services	351.88
11000-2002-56010	Software	1,995.91
11000-2002-56050	Supplies - Janitorial/Main...	185.40
11000-2002-56060	Supplies - Kitchen	24.74
11000-2002-57130	Rent of Equipment/Machi...	276.50
11000-2002-57160	Telecommunications	3,070.56
11000-2002-57170	Utilities - Electricity	527.23
11000-2002-57171	Utilities - Natural Gas	250.03
11000-2002-57173	Utilities - Water	292.50
11000-2002-57998	City Wide Clean-Up	916.90
11000-2002-57999	Other Operating Costs	71.83
11000-2004-53030	Travel - Employees	408.23
11000-2004-57160	Telecommunications	80.10
11000-2008-53030	Travel - Employees	1,470.50
11000-2008-56020	Supplies - General Office	125.44
11000-2014-56010	Software	21.99
11000-3001-55030	Contract - Professional Se...	1,838.00
11000-3002-56120	Supplies - Vehicle Fuel	253.61
11000-3002-57160	Telecommunications	91.84
11000-3004-55999	Contract - Other Services	2,063.55
11000-4004-56020	Supplies - General Office	26.96
11000-5101-56120	Supplies - Vehicle Fuel	402.00
11000-5101-56122	Supplies - Vehicle Tires	979.11
11000-5101-56999	Supplies - Other	901.44
11000-5101-57160	Telecommunications	233.73
11000-5104-56090	Supplies - Safety	1,941.75
11000-5104-57170	Utilities - Electricity	713.41
20100-0001-21040	Admin Office of Courts Pa...	12.00
20900-3002-54040	Maintenance & Repairs - ...	5,344.18
20900-3002-54060	Maintenance Supplies	334.70
20900-3002-55030	Contract - Professional Se...	80.98
20900-3002-56030	Supplies - Field Supplies	1,597.46
20900-3002-56120	Supplies - Vehicle Fuel	1,180.13

Account Summary

Account Number	Account Name	Expense Amount
20900-3002-57160	Telecommunications	130.86
20900-3002-57170	Utilities - Electricity	733.99
20900-3002-57171	Utilities - Natural Gas	107.54
20900-3002-57173	Utilities - Water	68.60
21600-5002-54030	Maintenance & Repairs - ...	1,218.85
29700-2002-55999	Contract - Other Services	250.24
29700-2002-56120	Supplies - Vehicle Fuel	117.74
29700-2002-57160	Telecommunications	214.18
30300-2002-58010	Buildings & Structures	153,257.63
30300-2002-58999	Other Capital Purchases	26,045.89
39900-2002-56040	Supplies-Furniture/Fixture...	12,000.00
39900-2002-58010	Buildings & Structures	12,329.43
Grand Total:		254,905.19

Project Account Summary

Project Account Key	Expense Amount
None	69,520.87
2023-003-50000	20,110.66
E2798-50000	77,427.66
F2947-50000	61,800.11
ZG9318-50000	26,045.89
Grand Total:	254,905.19

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

Application for a Special Use Permit
City of Rio Communities, NM

Item 2.

Instructions

This application form is required to initiate a special review and approval by the City Planning and Zoning Commission for granting a Special Use Permit (Section 4-7-4, Rio Communities Zoning Ordinance). This form must be completed and submitted with the required administrative fee (Appendix B), Rio Communities Zoning Ordinance) to the Municipal Clerk.

Applicant Information

Applicant Name: Lg Merced Moose Lodge
Mailing Address: 306 Rio Communities Blvd.
Phone Number: 505-861-1818 Alternate # 505-504-0856

General Information

Type of Conditional Use (check as appropriate): If unknown, please don't check any box.

- ☒ Permanent Special Use
☐ Renewable Special Use

Location of property that is subject of the request (physical address and legal description):

306 Rio Communities Blvd., Rio Communities, N.M. 87002
Tract C2B2B Section 21 T5N R2E NMPM
Land of Valley Improvement Assoc. 1.45 acres 2006 Rev
Current zoning of the property: C-2

Required Attachments

- 1.A written statement describing existing and future land use of the property with reference to Guidelines in (Article 4-7-4 Rio Communities Zoning Ordinance.)
- 2.A site plan showing location of structures on the property and on contiguous properties, easements and right-of-way, and other relevant information. Proposed future improvements of the property should be indicated if possible.

Procedural Information

Signature of Applicant: Alan Salari Date: 2-2-23

Application Received By: _____ Date: _____

Action Taken: _____ Effective Date: _____

Expiration Date for Renewable Special Use Permit: _____

NOTE: Special conditions assigned to this application must be attached in written form with this application.

NORTH LOT LINE

Item 2.

43'

3

2

1

15'

Utilities Connects

50'

Electric
Water
Waste Water

20'

20'

25'

Electric
Cool Water
Existing Building

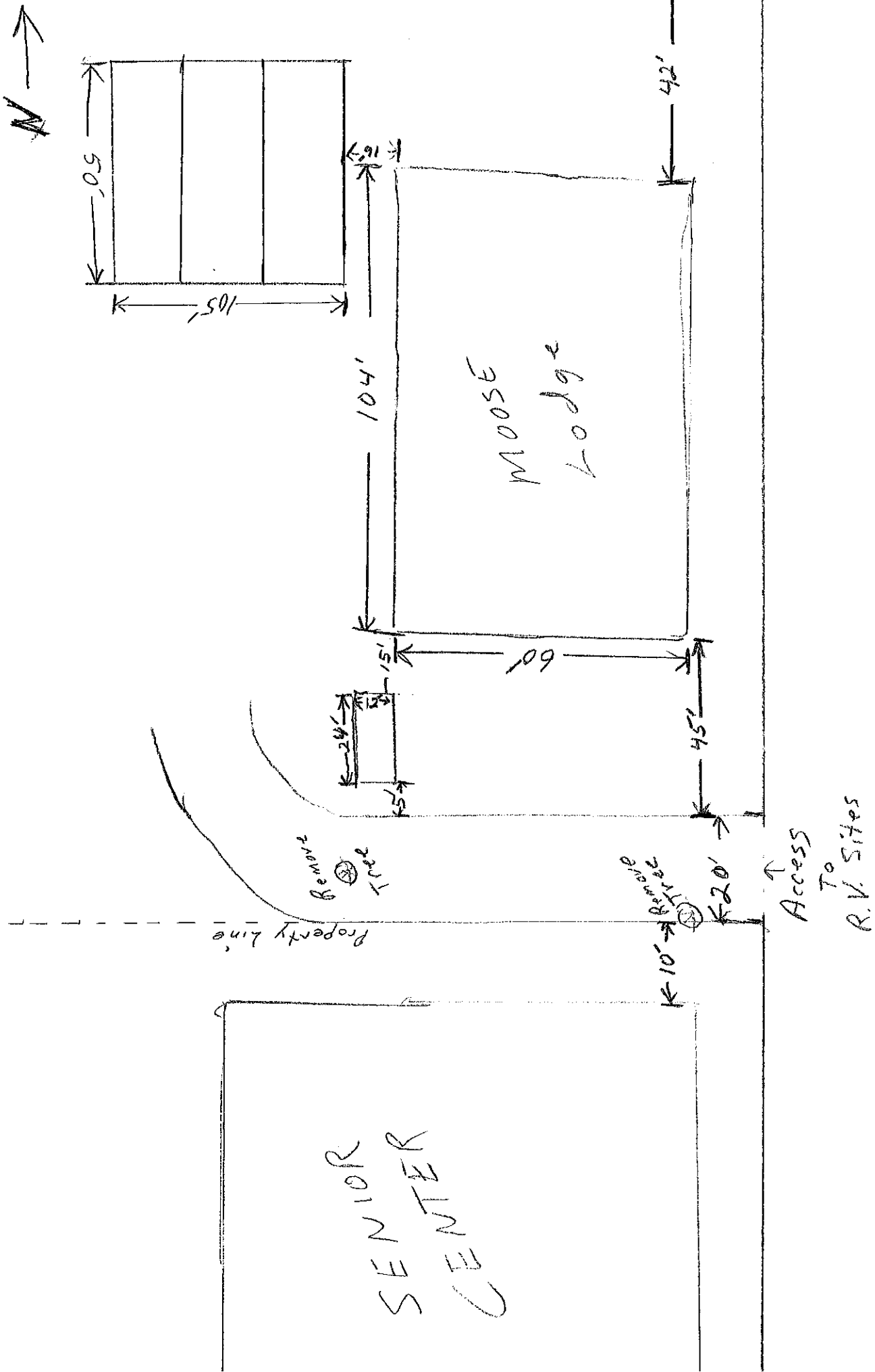
Proposed
R.V. stalls
306 Rio Communities, Blvd.
Rio Communities, NM 87002

N

26

Scale: $\frac{3}{32}" = 1\text{ft.}$

Feb 2, 2022



Parking Lot

4-7-4 SPECIAL USE PERMIT

A Special Use permit is required for a specific land use that is not permitted by right within the zone wherein it is requested. A special use permit may be authorized by the City Council after hearing the recommendation of the Commission. Follow rules listed in 4-18-9 and 4-18-10 for notification and posting.

A. Provision for a Special Use Permit

1. The proposed use must be unusual and unique and may be incompatible with planned property uses within the general area and zone in which the special use is proposed.
2. Special Use permits shall not be granted in such cases where it would adversely affect adjoining property values, or endanger public safety.
3. Special Use permits shall not be granted in such cases where the use is or will become detrimental to the character of the zone wherein it is located.
4. Special Use permits do not follow the land, but expire when the special use stops and/or a new owner takes possession of the property. The new owner of the property may reapply for a new permit.

B. Application Requirements

The application format for a Special Use permit shall be in the format stipulated by the City. There shall be a comprehensive statement included with each application stating in detail, the reason for the request, the purpose and the use of the property, all improvements to be made and a site plan that includes the following:

1. Location of existing and proposed structures including the dimensions of setbacks;
2. Existing and proposed vehicular circulation systems, including parking areas, storage areas, service areas, loading areas and major points of access, including street pavement width and right-of-ways;
3. Location and treatment of open spaces including landscaping plan and schedule;
4. Lighting and Appropriate Signage;
5. A drainage plan, site plan, landscaping plan and grading plan shall be required for all special use developments.

C. Notification Public Hearing and Notice Procedure for Special Use Permit

Follow rules listed in 4-18-9 and 4-18-10 for notification and posting.

ARTICLE 6 STANDARDS FOR DEVELOPMENT

- 4-6-1 GENERAL STANDARDS FOR DEVELOPMENT
- 4-6-2 ZONING STANDARDS
- 4-6-3 RESIDENTIAL ZONES, EXCEPTIONS AND PROVISIONS
- 4-6-4 COMMERCIAL AND LIGHT INDUSTRY, EXCEPTIONS AND PROVISIONS
- 4-6-5 MOBILE HOME SUBDIVISIONS AND PARKS, PROVISIONS AND EXCEPTIONS
- 4-6-6 DEVELOPMENT IN FLOOD PLAIN AREAS
- 4-6-7 HEIGHT EXCEPTIONS
- 4-6-8 LANDSCAPING AND EROSION CONTROL
- 4-6-9 GRADING, DRAINAGE AND SITE PLANS

4-6-1 GENERAL STANDARDS FOR DEVELOPMENT

A. Purpose

All structures, buildings, lots and tracts that fall within the City boundaries shall be developed as described in this Article and any related Article of this Code. All the development standards within this Code shall apply to any tract, lot or parcel independent of any other tracts, lots or parcels.

4-6-2 ZONING STANDARD

A. Standard Setbacks

Zone Type	Minimum Front Offset	Minimum Rear Offset	Minimum Side Offset
R-1 *	<u>20</u> -feet	<u>10</u> -feet	<u>5</u> -feet
R-2 *	<u>20</u> -feet	<u>10</u> -feet	0 to 5-feet
MH-1	<u>20</u> -feet	<u>10</u> -feet	10-feet
MH-2	See Manufactured Home Standards		
C-1	<u>20</u> -feet	<u>10</u> -feet	0 to 5-feet
C-2	<u>20</u> -feet	<u>15</u> -feet	0 to 5-feet
C-3	<u>20</u> -feet	<u>15</u> -feet	0 to 5-feet
* I-1/I-2 & I3	Requires Planning & Zoning Approval		

* For infill lots in existing neighborhoods, the setback should be equal to or more than the houses on that block.

5. A minimum setback of seven and one-half feet (7' 6") for a two or three story building shall be enforced.
6. The minimum setback distance shall be maintained for both front yards of a corner lot. A lesser setback for one front yard of a triple frontage lot shall be considered for a variance by the Commission.
7. Any new dwellings may be erected as close to the front property line as the average distance established by existing dwellings on that side of the block, assuming the lots on that side are fifty (50) percent or more developed.

B. Front Yard Parking

1. Front yard parking is permitted, provided the area shall occupy not more than one-third (1/3) of any open area between the front property line and the front of the dwelling.
2. Homes located on a cul-de-sac may reserve two-thirds (2/3) of a front yard for parking.
3. Where lots are less than fifty (50) feet in width, a twenty (20) foot wide parking area is permitted.
4. Any parking area within an R-2 Zone shall not cover more than three fourths (3/4) of the front yard.

C. Minimum Distance Between Structures

There shall be no less than ten (10) feet between structures or buildings located on the same tract, lot or parcel or three (3) feet, if covered on side adjacent to another structure by a 2-hour fire rated material.

D. Easement Encroachments

There shall be no temporary or permanent structures placed on any easement without written approval by the Commission.

4-6-4 COMMERCIAL (C-1, C-2 & C-3) AND INDUSTRIAL (I-1/I-2 AND I-3) ZONES - EXCEPTIONS AND PROVISIONS

- A. All development in any commercial or light industrial zone shall comply with the following provisions:
 1. A minimum setback of seven and one-half feet (7'-6") for any building of thirty (30) feet or more in height.

Municipal Court

- For the month of April 2023:
- 0 Code violation(s) were filed.
- Amounts collected: Correction fees \$20.00
- Court Automation fees \$6.00
- Judicial Education fees \$ 3.00
- Court Fines of \$0.00
-
- Total of \$29.00 was collected in the courts.



5520 Broadway Blvd. SE, Albuquerque, New Mexico 87105
(505) 377-8833 • (855) UWSOFNM • www.uwsnm.com

April 26, 2023

Dr. Martin Moore
City Manager, City of Rio Communities
360 Rio Communities Blvd.
Rio Communities, NM 87002

Re: Solid Waste Quarterly Report; 1st Quarter 2023

Dear Dr. Moore

Universal Waste Systems of New Mexico is pleased to submit our quarterly report to the City of Rio Communities for solid waste collection and disposal services for the first quarter of 2023.

The following information includes a summary of pertinent service information.

4 th Quarter Franchise Fees Collected	
Total	\$4,338.02
Residential	\$3,397.79
Commercial	\$ 415.34
Roll Off	\$ 224.89

Account Information as of December 31, 2022					
Residential		Commercial		Discounts 468 customers; 24%	Recycling
Active	1931	Active	40	Senior Citizen 10%	385
Credit Hold	135; \$58,481	Credit Hold	1; \$1,701	Low Income 1 15%	8
Vacant	35			Low Income 2 10%	6
Addl. Carts	419			Veteran 10%	69

Bulky Collections		Driver Notes	
Total	39	Total	416
January	11	Container Not Out	393
February	13	Container Blocked	3
March	15	Courtesy Collections/Go Backs	20

All supporting documentation is on file. Please don't hesitate to contact me should you have any questions.

Best regards,

Rheganne Vaughn
Governmental Affairs and Contract Compliance

CITY OF RIO COMMUNITIES ORDINANCE 2023-__

AN ORDINANCE IMPLEMENTING AN PERSONNEL ORDINANCE FOR THE CITY OF RIO COMMUNITIES; ENACTING RULES FOR HIRING, PROMOTION DISCHARGE AND GENERAL REGULATION OF CITY EMPLOYEES, ELECTED AND APPOINTED OFFICIALS, VOLUNTEERS AND REPEALING AND REPLACING ORDINANCE 2022-82, PERSONNEL ORDINANCE AND ALL AMENDMENTS

WHEREAS, the City Council and Mayor of the City of Rio Communities (City), constitute the duly authorized Governing Body (Governing Body) of the City of Rio Communities, a New Mexico Political Subdivision; and

WHEREAS, the Governing Body has the duty and responsibility to adopt ordinances for the City pursuant to §3-17-1, NMSA 1978 and the duty and responsibility for the management of the government of the City pursuant to §3-12-3 NMSA 1978, *et. seq.*; and,

WHEREAS, the Governing Body is authorized by §3-13-4 NMSA 1978 to adopt an Ordinance governing the relations between the City and its employees; and,

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF RIO COMMUNITIES AS FOLLOWS:

- I. **TITLE AND AUTHORITY.** This ordinance may be cited as the “City of Rio Communities Personnel Ordinance.”

- II. **PURPOSE AND POLICY.** The purpose of this Ordinance is to establish a system for hiring, promotion, discharge and general regulation of City employees based on merit and not political patronage. All Personnel Policies and employment rules promulgated pursuant to this Ordinance shall be adopted by resolution of the Governing Body except as otherwise provided.

The Personnel Ordinance of the City shall be implemented as follows:

1. Decisions affecting the employment relationship will be based on merit principles designed to recruit, hire and advance employees on the basis of ability, knowledge and skill;
2. To provide equitable and adequate compensation to promote efficiency and economy in the operation of City government;
3. To retain employees on the basis of performance and separate employees whose inadequate performance cannot be corrected;
4. To ensure that employees are not coerced to support or oppose particular candidates or electoral issues;
5. Strive to maintain a system wherein the rights and interests of employees, are consistent with the best interest of the public, the City and consistent with all state and federal laws relating to the employment relationship.

III. APPLICABILITY.

1. The Regular employees of the City shall be covered by all provisions of this Ordinance. Appointed Executive employees and other employees specifically classified as "At Will" employees are not covered by the merit provisions of this Ordinance, are terminable at will, and may not avail themselves of the disciplinary or dispute procedures as set forth in the City Personnel Policy.
 - A. **Regular Employees:** Regular Employees are made up of all full time and part-time regular employees. All individuals regularly employed in the City service on the effective date of the Ordinance who hold positions that are either regular full-time or regular part-time, shall retain their status until they resign, voluntarily accept an Appointed Executive or other At Will position, or until they are terminated in accordance with the procedure established in the City Personnel Policy Manual. All appointments to Regular Employment on and after the effective date hereof shall be made in accordance with this Ordinance, the City Personnel Policy Manual, and any other policies or work rules for employment relations promulgated under this Ordinance.
 - B. **Appointed Executive Employees:** Appointed Executive employees include Elected Officials, Members of City Boards and Commissions, the City Manager, Municipal Clerk, Police Chief, Probationary Employees, Casual, Temporary, Grant-funded positions, and any other employees specifically classified as "At Will". An Appointed Executive employee does not have a probationary period, is in an "at-will" status and serves at the pleasure of the City Council. The Appointed Executive position does not have access to the disciplinary or dispute procedures outlined in the City Personnel Policy. Elected Officials hold office pursuant to state statute.
 - C. **Volunteers.** Volunteers are not employees of the City and maintain no rights, privileges or duties under this Ordinance.
 - D. **Independent Contractors.** Independent Contractors are not employees of the City and have no rights, privileges or duties under this Ordinance.
2. Continued employment of employees covered by this Ordinance shall be subject to the satisfactory performance of their duties and the availability of funds.
3. City Personnel Policy Ordinance 2022-082 and all amendments thereto are hereby repealed and replaced. It is the express intent of the Governing body that the provisions of this Ordinance, the Personnel Policies, and rules and regulations for employment relations adopted pursuant to this Ordinance, while not a contract of employment or offer to enter into a contract of employment, shall establish the standards to be followed for employer-employee relations.

4. Any employee of the City who violates this Ordinance or any policy, rule or regulation adopted pursuant hereto shall be subject to disciplinary action, up to and including termination.

IV. EQUAL OPPORTUNITY EMPLOYER; DISCRIMINATION AND HARASSMENT PROHIBITED.

The City is an equal opportunity employer. Discrimination by any employee is expressly prohibited. If such discriminatory acts occur, the person committing these acts is subject to discipline up to and including dismissal from City employment.

- V. EFFECTIVE DATE.** The provisions of the City Personnel Ordinance shall take effect five (5) days after its proper recordation by the City Clerk.

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

Joshua Ramsell, Mayor

Margaret R. Gutjahr,
Councilor, Mayor Pro-tem

Arthur Apodaca,
Councilor

Lawrence Gordon,
Councilor

Jimmie Winters,
Councilor

ATTEST:

Elizabeth F Adair, Municipal Clerk