



City of Rio Communities Council Workshop
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, February 13, 2023 3:00 PM
Agenda

Please silence all electronic devices.

Call to Order
Attendees

Presentations

- [1.](#) **Economic Development Taskforce**

Discussion/Agenda Items

- [2.](#) **Accounts payable report** (Finance Department)
- [3.](#) **Moving forward with Construction of Phase 1 for the City Hall Multi-use complex** (Manager/Finance Officer)
- 4. Approval for (2) two Limited Term Code Enforcement Positions**
- [5.](#) **Resolution 2023- XX Disposition of Obsolete, Worn-out or Unusable Tangible Personal Property** (Manager/Fire Department/Council)
- [6.](#) **Resolution 2023 - XX Change of Fire Department Name** (Manager/Council/Fire Chief)
- 7. Economic Development Taskforce plan** (Manager/Council)
- [8.](#) **Memorandum of Agreement (MOA) Valencia County Fire Department and Rio Communities Fire Department** (Manager/Council/Fire Chief)
- 9. Governmental Services Agreement between the State of NM, Energy, Minerals and Natural Resources Department and the City of Rio Communities - for a Wildland Fire Coordinator** (Manager/Council/Fire Chief)

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, February 13, 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

- [10.](#) **Administrative Calendar**
- [11.](#) **Budget Calendar for FY 2023**

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 VALEO Meeting hosted by the Village of Los Lunas held at the Los Lunas Council Chambers 660 Main St NW., Los Lunas, NM on Tuesday February 21 starting at 6:00, a possible quorum may be in attendance.

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

City of Rio Communities

ECONOMIC DEVELOPMENT TASKFORCE





ECONOMIC DEVELOPMENT

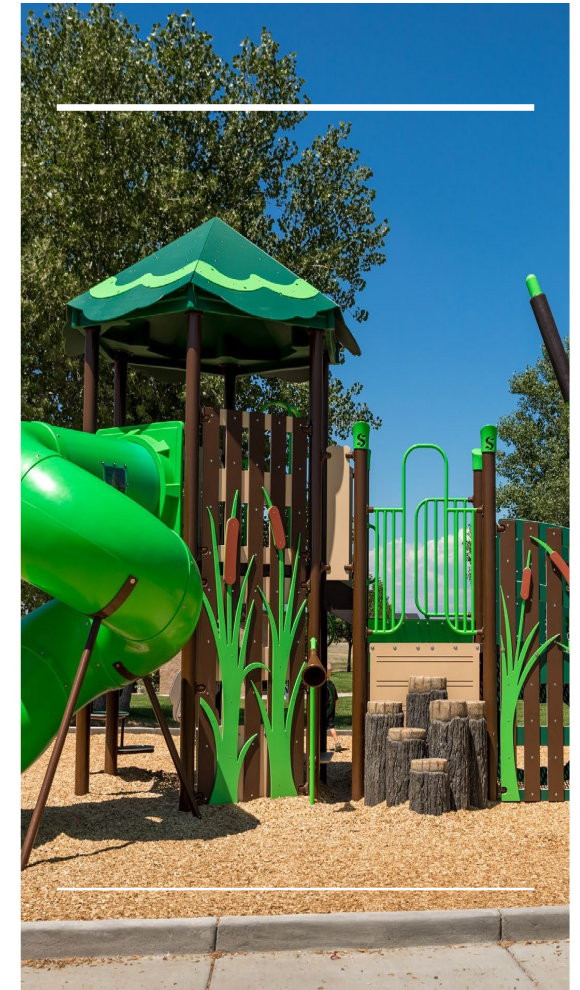
- S.W.O.T. Evaluations and Rankings for Retail Goods and Services
- Economic Development Tools
- Economic Development Plan



HOUSING

Action	Strength	Weakness	Opportunities	Threats
For the City	Local money spent locally; Rooftops bring retail; Property tax	Lack of awareness of Rio Communities and its market potential; Existing capacity of roads to handle increased commercial traffic; Zip code	Expansion of services water/sewer; Update entryway aesthetic; Information packets in the hands of city and contracted economic development stakeholders; Venture capitalist(s); Build the public private partnership with utilities infrastructure (water, sewer, fiber, natural gas, electric power); Infill lots with utilities; Ready to develop subdivisions; Obtain water rights	Lack of aesthetics; Ugly entryway; Problematic intersections; Lack of utility infrastructure; Lack of investors
For the Community	Provide housing for newly created local jobs; Avoid Los Lunas and Albuquerque traffic; Lower cost than other areas; Potential creation of parks; Proximity to golf Course; Views	Increased traffic; Cost of homes; Cap on school capacity; Lack of Medical care; Lack of available fiber internet	Creation of local jobs; USDA loans for new homeowners; Homes for workforce and new families; Possible expansion of schools	Public safety; Interest rates
For the Business	Large market area (65,000); Land availability; Utilities infrastructure; Economically stable/prosperous; Shorter approval times for permits and licenses	Lack of a local incentives package; Cost of building materials; Time waiting for utilities to be connected/inspections to be completed	Lack of homes in the County; Able to build a variety of home types (Apartments, Townhomes, R1, R2, Senior living etc.); Affordable land	Nearby residential developments closer to I-25; Land availability in high desirability areas; High price points for sellers; Security of build site/crime

Action	Strength	Weakness	Opportunities	Threats
For the City	Facilities/Parks for community events such as sports, farmers markets, fairs; Rental fees	Lack of developed parks and recreational facilities	State/Federal grant opportunities; Outdoor recreation and tourism grant opportunities; City-owned land; Possibility of purchasing old parks	Lack of funding to pay maintenance and staff for parks/facilities; Crime
For the Community	Convenience; Asked for by City Residents; Health and social benefits	Increased traffic	Something to do for all ages	Public Safety



PARKS/RECREATION AMENITIES

Action	Strength	Weakness	Opportunities	Threats
For the City	Revenue Generated by GRT; Local money spent locally; Attracts nearby communities to spend money within the City	Minimal existing/Available structures to move into; Lack of awareness of Rio Communities and its market potential; Existing capacity of roads to handle increased commercial traffic	Educate supermarket retailers; LEDA Retail; City/County local incentives package; Expansion of services water/sewer; Update entryway aesthetic; Information packets in the hands of city and contracted economic development stakeholders; Venture capitalist(s); Build the public private partnership with utilities infrastructure (water, sewer, fiber, natural gas, electric power)	Lack of aesthetics; Ugly entryway; Problematic intersections; Business recruitment courtship timetable is short
For the Community	Convenience; Asked for by City Residents; Availability of more products than current retailers	Increased traffic; Cost of products	Creation of local jobs	Public Safety
For the Business	Large market area (65,000); Land availability; Utilities infrastructure; Economically stable/prosperous; Shorter approval times for permits and licenses	Lack of a local incentives package; Lack of commercial retail brokers; Cost of building materials	Maximum exposure event(s) Team up with pharmacy and/or food café/small fast food; Investors looking for new locations; Tradeshow; Opportunity zone	Nearby competition; Land availability in high desirability areas; High price points for sellers; Facility security



SUPERMARKET



Action	Strength	Weakness	Opportunities	Threats
For the City	Revenue Generated by GRT; Local money spent locally; Attracts nearby communities to spend money within the City	Minimal existing/available structures to move into; Lack of awareness of Rio Communities and its market potential; Existing capacity of roads to handle increased commercial traffic	Expansion of services water/sewer; Update entryway aesthetic; Information packets in the hands of city and contracted economic development stakeholders; Venture capitalist(s); Build the public private partnership with utilities infrastructure (water, sewer, fiber, natural gas, electric power)	Lack of aesthetics; Ugly entryway; Problematic intersections; Business recruitment courtship timetable is short
For the Community	Convenience; Asked for by City Residents; Availability of more products	Increased traffic; Cost of products	Creation of local jobs	Public Safety
For the Business	Large market area (65,000); Land availability; Utilities infrastructure; Economically stable/prosperous; Shorter approval times for permits and licenses	Lack of a local incentives package; Lack of commercial retail brokers; Cost of building materials	Maximum exposure event(s); Team up with supermarket; Investors looking for new locations; Opportunity zone	Nearby competition; Land availability in high desirability areas; High price points for sellers; Facility security



BANK/CREDIT UNION

Action	Strength	Weakness	Opportunities	Threats
For the City	Revenue Generated by GRT; More banking options	Minimal existing/available structures to move into; Lack of awareness of Rio Communities and its market potential; Existing capacity of roads to handle increased commercial traffic	City/County local incentives package; Expansion of services water/sewer; update entryway aesthetic; information packets in the hands of city and contracted economic development stakeholders; venture capitalist(s); build the public private partnership with utilities infrastructure (water, sewer, fiber, natural gas, electric power)	Lack of aesthetics; Ugly entryway; Problematic intersections; Business recruitment courtship timetable is short
For the Community	Convenience; Asked for by City Residents; Availability of more banking options for accounts and loans	Increased traffic	Creation of local jobs	Public Safety
For the Business	Large market area (65,000); Land availability; Utilities infrastructure; Economically stable/prosperous; Shorter approval times for permits and licenses	Lack of a local incentives package; Lack of commercial retail brokers; Cost of building materials	Maximum exposure event(s) Investors looking for new locations; Opportunity zone	Nearby competition; Land availability in high desirability areas; High price points for sellers; Facility security

FIBER



Action	Strength	Weakness	Opportunities	Threats
For the City	Better internet for Municipal buildings	Cost; Timing	Franchise agreements	Damage to city roads during installation; Funding
For the Community	Faster internet for homes	Increased traffic; Cost of products	Availability of fiber in new neighborhoods might be attractive to potential buyers	Affordability
For the Business	Large market area (65,000); Shorter approval times for permits and licenses	Lack of a local incentives package	Lack of competition within the city; New homes and businesses needing service	Cost; Wireless internet companies

LANDSCAPING

Action	Strength	Weakness	Opportunities	Threats
For the City	Revenue Generated by GRT; Local money spent locally	Lack of local disposal site for yard debris	Beautification of residential and business properties; Update Landscaping Ordinance; Create Aesthetics Committee; TAP Grants; State and Federal Grants	Improper disposal of yard waste due to lack of disposal facility
For the Community	Convenience; Asked for by City Residents; Availability of more products than current retailers	Cost of products	Creation of local jobs	Public Safety
For the Business	Large market area (65,000); Growing business type; May be home based; No need for retail location; Easy to obtain a business license	Lack of retail facilities	Maximum exposure event(s); Large population of elderly needing help	Nearby competition; Potential downturn in the economy

Action	Strength	Weakness	Opportunities	Threats
For the City	Revenue Generated by GRT	Minimal existing/available structures to move into; Lack awareness of Rio Communities; Existing capacity of roads to handle increased commercial traffic	LEDA Retail; City/County local incentives package;	Problematic intersections; Business recruitment courtship timetable is short
For the Community		Increased semi truck traffic; Cost of products	Creation of local jobs	Public Safety
For the Business	Near industrial park; Near rail spur	Lack of a local incentives package; Lack of commercial retail brokers; Cost of building materials	FEDEX/UPS drop off locations or standalone business; Maximum exposure event(s); More online shoppers creating a need for more product shippers	Price of fuel; Availability of diesel fuel within the city; Constantly changing technology used in shipping process



SHIPPING

INSURANCE/ PROFESSIONAL OFFICE SPACE



Action	Strength	Weakness	Opportunities	Threats
For the City	Revenue Generated by GRT; Local money spent locally; Attracts nearby communities to spend money within the City	Minimal existing/available structures to move into; Lack of awareness of Rio Communities and its market potential; Existing capacity of roads to handle increased commercial traffic	LEDA Retail; City/County local incentives package; Expansion of services water/sewer; Update entryway aesthetic; Information packets in the hands of city and contracted economic development stakeholders; Venture capitalist(s); Build the public private partnership with utilities infrastructure (water, sewer, fiber, natural gas, electric power)	Lack of aesthetics; Ugly entryway; Problematic intersections
For the Community	Convenience	Increased traffic	Creation of local jobs	Public Safety
For the Business	Large market area (65,000); Land availability; Utilities infrastructure; Shorter approval times for permits and licenses; Can be home/online based	Lack of available retail space; Lack of retail developers; Lack of a local incentives package; Lack of commercial retail brokers; Cost of building materials	Maximum exposure event(s) Tradeshows; Opportunity zone	Nearby competition; Land availability in high desirability areas; High price points for sellers; Facility security



FITNESS/WELLNESS

Action	Strength	Weakness	Opportunities	Threats
For the City	Revenue Generated by GRT; Local money spent locally; Attracts nearby communities to spend money within the City	Minimal existing/available structures to move into; Lack awareness of Rio Communities and its market potential; Existing capacity of roads to handle increased commercial traffic	Educate retailers; LEDA Retail; City/County local incentives package; Expansion of services water/sewer; update entryway aesthetic; Information packets in the hands of city and contracted economic development stakeholders; venture capitalist(s); Build the public private partnership with utilities infrastructure (water, sewer, fiber, natural gas, electric power)	Lack of aesthetics; Ugly entryway; Problematic intersections; Business recruitment courtship timetable is short
For the Community	Convenience; Asked for by City Residents; Health benefits	Increased traffic; Cost of products	Creation of local jobs	Public Safety; Hours of operation; Cost
For the Business	Large market area (65,000); Land availability; Utilities infrastructure; Shorter approval times for permits and licenses; No competition within the city	Lack of a local incentives package; Lack of commercial retail brokers; Cost of building materials	Maximum exposure event(s); Investors looking for new locations; Tradeshow; Opportunity zone	Nearby competition; Land availability in high desirability areas; Facility security



HARDWARE STORE

Action	Strength	Weakness	Opportunities	Threats
For the City	Revenue Generated by GRT; Local money spent locally; Attracts nearby communities to spend money within the City	Minimal existing/available structures to move into; Lack of awareness of Rio Communities and its market potential; Existing capacity of roads to handle increased commercial traffic	LEDA Retail; City/County local incentives package; Expansion of services water/sewer; Update entryway aesthetic; Information packets in the hands of city and contracted economic development stakeholders; Venture capitalist(s); Build the public private partnership with utilities infrastructure (water, sewer, fiber, natural gas, electric power)	Lack of aesthetics; Ugly entryway; Problematic intersections; Business recruitment courtship timetable is short
For the Community	Convenience; Asked for by City Residents	Increased traffic; Cost of products	Creation of local jobs	Public Safety
For the Business	Large market area (65,000); Land availability; Utilities infrastructure; Shorter approval times for permits and licenses	Lack of a local incentives package; Lack of commercial retail brokers; Cost of building materials	Maximum exposure event(s) Investors looking for new locations; Tradeshows; Opportunity zone	Nearby competition; Land availability in high desirability areas; High price points for sellers; Facility security

ELECTRONIC SALES AND REPAIR

Action	Strength	Weakness	Opportunities	Threats
For the City	Revenue Generated by GRT; Local money spent locally; Attracts nearby communities to spend money within the City	Minimal existing/available structures to move into; Lack awareness of Rio Communities and its market potential; Existing capacity of roads to handle increased commercial traffic	Educate retailers; LEDA Retail; City/County local incentives package; Expansion of services water/sewer; Update entryway aesthetic; information packets in the hands of city and contracted economic development stakeholders; venture capitalist(s); Build the public private partnership with utilities infrastructure (water, sewer, fiber, natural gas, electric power)	Lack of aesthetics; Ugly entryway; Problematic intersections; Business recruitment courtship timetable is short
For the Community	Convenience; Asked for by City Residents; Availability of more products than current retailers	Increased traffic; Cost of products	Creation of local jobs	Public Safety
For the Business	Large market area (65,000); land availability; Utilities infrastructure; Economically stable/prosperous; Shorter approval times for permits and licenses	Lack of a local incentives package; Lack of commercial retail brokers; Cost of building materials	Maximum exposure event(s); Investors looking for new locations; Tradeshows; Opportunity zone	Online sales; Nearby competition; Land availability in high desirability areas; High price points for sellers; Facility security

Action	Strength	Weakness	Opportunities	Threats
For the City	Revenue Generated by GRT; Local money spent locally; Attracts nearby communities to spend money within the City	Minimal existing/available structures to move into; Lack awareness of Rio Communities and its market potential; Existing capacity of roads to handle increased commercial traffic	LEDA Retail; City/County local incentives package; Expansion of services water/sewer; Update entryway aesthetic; Information packets in the hands of city and contracted economic development stakeholders; Venture capitalist(s); Build the public private partnership with utilities infrastructure (water, sewer, fiber, natural gas, electric power)	Lack of aesthetics; Ugly entryway; Problematic intersections; Business recruitment courtship timetable is short
For the Community	Convenience; Asked for by City Residents; Availability of more products than current retailers	Increased traffic; Cost of products	Creation of local jobs	Public Safety
For the Business	Large market area (65,000); Land availability; Utilities infrastructure; Economically stable/prosperous; Shorter approval times for permits and licenses	Lack of a local incentives package; Lack of commercial retail brokers; Cost of building materials	Lack of competition in the City; Maximum exposure event(s); Investors looking for new locations; Tradeshows; Opportunity zone	Nearby competition; Land availability in high desirability areas; High price points for sellers; Facility security



WINDSHEILD REPLACEMENT/AUTO BODY/ DETAILING



AUTO PARTS/EQUIPMENT PARTS STORE

Action	Strength	Weakness	Opportunities	Threats
For the City	Revenue Generated by GRT; Local money spent locally; Attracts nearby communities to spend money within the City	Minimal existing/available structures to move into; Lack awareness of Rio Communities and its market potential; Existing capacity of roads to handle increased commercial traffic	LEDA Retail; City/County local incentives package; Expansion of services water/sewer; Update entryway aesthetic; Information packets in the hands of city and contracted economic development stakeholders; Venture capitalist(s); Build the public private partnership with utilities infrastructure (water, sewer, fiber, natural gas, electric power)	Lack of aesthetics; Ugly entryway; Problematic intersections; Business recruitment courtship timetable is short
For the Community	Convenience; Asked for by City Residents; Availability of more products than current retailers	Increased traffic; Cost of products	Creation of local jobs	Public Safety
For the Business	Large market area (65,000); Land availability; Utilities infrastructure; Economically stable/prosperous; Shorter approval times for permits and licenses	Lack of a local incentives package; Lack of commercial retail brokers; Cost of building materials	Maximum exposure event(s); Investors looking for new locations; Tradeshows; Opportunity zone	Nearby competition; Land availability in high desirability areas; High price points for sellers; Facility security

TOOLS

Economic Development



RETAIL



Economic Development Retail Tools

LEDA RETAIL ORDINANCE
AMENDMENTS

SUPERMARKET
RECRUITMENT LETTER

CITY BRAND IDENTITIY

TELE-PHARMACY

REMOVAL OF DIPADATED
BULDINGS ON
MAINSTREET

AFFORDABLE PROPERTY

PARTNERSHIP
WITH VCBI

FIBER/ HIGH
TECHNOLOGY

MEDICAL

AVAILABLE BUILT LOCATION	MEDICAL SERVICES LETTER	COMMUNITY AGING DEMOGRAPHICS/ PAYING PATIENTS	NEARBY COMPETITION IN THE MARKET AREA



TEMPORARY
LODGING

DOORDASH

NEW MEXICO
TRUE LOCATION

SCENIC BYWAY

GET ON THE
TOURISM MAP

CULTURAL DESTINATION

Promotions Grants

IRBs?

AIRBnB/
LODGER'S TAX

ALLOW MOTHER-IN-
LAW QUARTERS ON
RESIDENTIAL LOTS

ACCESSORY DWELLING
UNITES/ SHORT-TERM
RENTALS

RIVERSIDE OR
MOUNTAINVIEW
PROPERTIES



TRUCK STOP



PROXIMITY TO
MANUFACTURING
LOCATIONS

PETROLEUM TRAFFIC

RETAIL TRUCK STOP

HWY 304 INDUSTRIAL
PARK PROXIMITY

.

SOUTH HWY 47

HIGH TRAFFIC COUNT
AREA

DOT APPROVAL

HIGH SPEED
INTERNET

ROOM TO
MANEUVER/ROOM TO
PARK

.

WATER/SEWER/
OTHER
INFRASTRUCTURE

ATTRACTIONS

10th ANNIVERSARY	BICYCLE RACING	BIKING	CAR SHOWS	CRAFT SHOWS
CULTUREAL (FINE ARTS/ETHNIC) VENUE	DISC-GOLF	DOG SHOW	DRONE PARK/HOBBY AIRCRAFT PARK	FALL FESTIVAL
FISHING	FOOD/MUSIC FESTIVAL	GEM SHOWS	GOLF EVENTS	OKTOBERFEST
PARADES	ROAD RACE(5k or 10k)	RUGBY CULTUREAL (FINE ARTS/ETHNIC) VENUE	SKEET/ARCHERY SHOOTING	SOCCER



RV PARK



15-20 ACRES	ACQUISITION OPPOORTUNITY INFORMATION PACKETS	CATERER/ CONCESSIONS	DESTINATION SITES INFORMATION PACKETS	FLAT LAND
INTERNET SERVICES	LANDSCAPING	MARKETING	ON-SITE SEWER/ DUMP STATION	PICNIC/PATIO TABLE AMENITIES/ BARBEQUE
PRIVATE ANGEL INVESTOR	REC ROOM	SWIMMING POOL/ MINI GOLF	VIEWS (HAVE THEM)	WATER

ECONOMIC DEVELOPMENT PLAN ORDINANCE

DEFINING WHAT IS
NEEDED OR MISSING

CLARIFYING GOALS

SETTING PRIORITIES

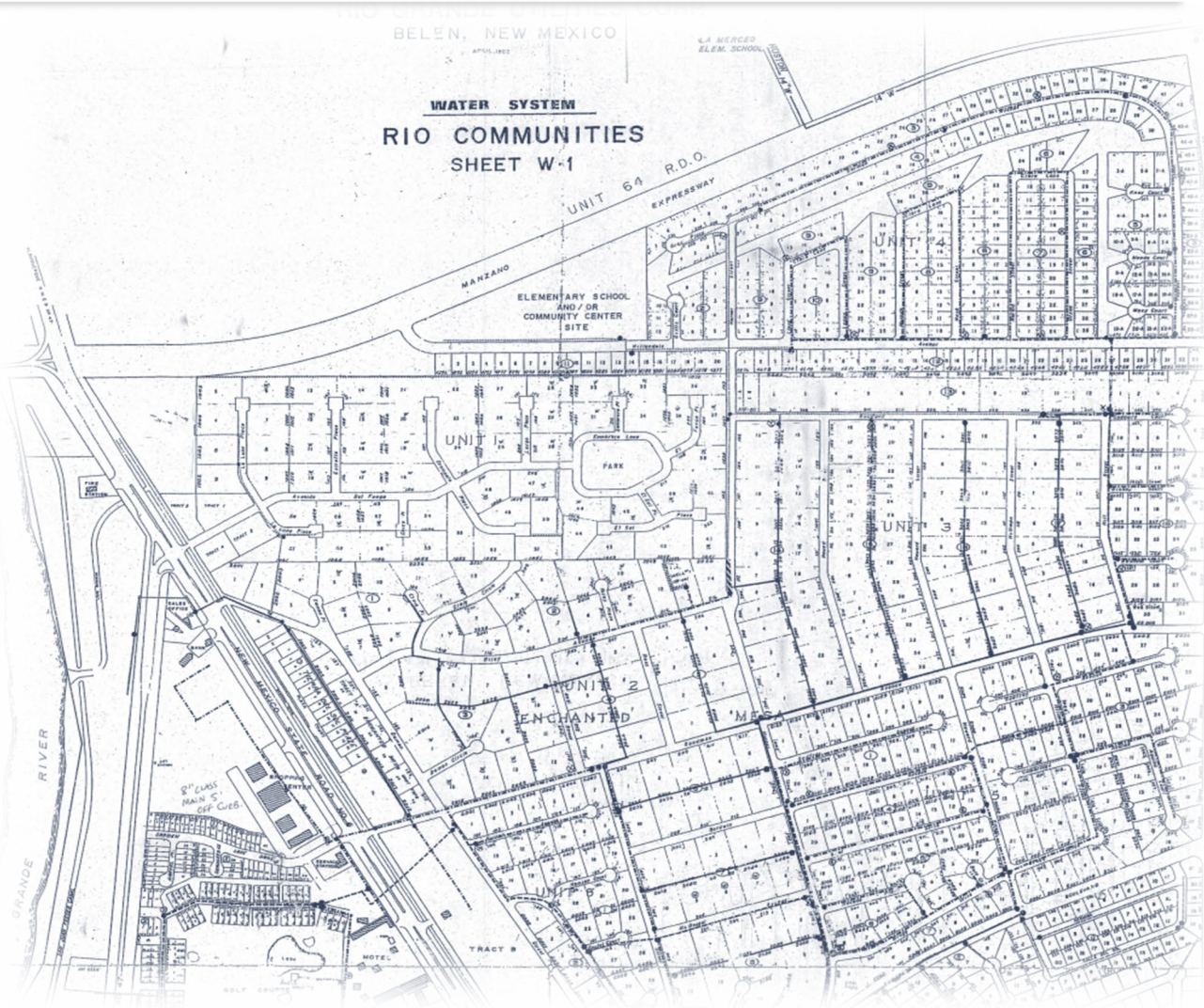
SUCCEEDING THROUGH TRAINING
AND TOOLS

DEFINING ROLES

WORKING TOGETHER
WITH CITY MANAGER/COUNIL/ED
CONSULTANT



SPECTACULAR
VIEWS,
ENDLESS
OPPORTUNITIES





Rio Communities, NM

Accounts Payable Approval Report

By Fund

Item 2.

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Fund: 11000 - General Operating Fund				
Department: 1001 - Governing Body				
NM Municipal League	16515	02/01/2023	Annual Conference - Arthur Ap...	300.00
NM Municipal League	16581	02/01/2023	Annual Conference - Lawrence ...	300.00
NM Municipal League	16582	02/01/2023	Annual Conference - Peggy Gutj...	300.00
Department 1001 - Governing Body Total:				900.00
Department: 1009 - Municipal Court				
Amazon Business	1LRP-XGTF-D7HJ	01/26/2023	Office Supplies	158.73
Department 1009 - Municipal Court Total:				158.73
Department: 2001 - Manager				
NM Municipal League	16618	02/01/2023	Annual Conference - Martin Mo...	300.00
Verizon Wireless	9925786777	02/12/2023	CM Telecommunications	127.07
Department 2001 - Manager Total:				427.07
Department: 2002 - General Administration				
Home Depot	1011516	01/24/2023	CH Supplies	327.92
Home Depot	14896	01/24/2023	CH Supplies	243.48
Home Depot	3614338	01/24/2023	CH Supplies	119.26
Wells Fargo Financial Leasing	5023483234	01/24/2023	Contract #8000493854 - MX30...	196.48
Home Depot	6972443	01/24/2023	CH Supplies	483.55
H&E Equipment	97062285	01/24/2023	Sweeper Rental (1 month)	2,905.34
Pitney Bowes	3316971414	02/02/2023	Postage Machine Lease	175.68
Neds Pipe + Steel	432478	02/07/2023	flat seel	31.00
NM Local Government Law	926	02/07/2023	Legal Services - FY 2022-2023	3,962.79
Tyler Technologies	025-411388	02/09/2023	Work Orders License Fee & Serv...	1,168.43
Neds Pipe + Steel	431472	02/09/2023	flat seel	60.50
Sharp Electronics Corporation	9004183792	02/09/2023	City Hall Copies	62.94
Sharp Electronics Corporation	9004183795	02/09/2023	Contract #8000595693 - CH Hel...	171.00
Sharp Electronics Corporation	9004183795	02/09/2023	Contract #8000595693 - Aquos ...	114.00
NM Gas Co	INV0003874	02/14/2023	Natural Gas	2,260.77
NM Water Service Company	INV0003901	02/14/2023	CH Water	254.41
Comcast Business	INV0003899	02/18/2023	CH Telecommunications	492.33
PNM	INV0003890	02/20/2023	CH Electricity	469.57
Department 2002 - General Administration Total:				13,499.45
Department: 2004 - Finance/Budget/Accounting				
Surety Bonds	INV0003889	01/30/2023	Bond for Notary Renewal-AVala...	90.00
Verizon Wireless	9925786777	02/12/2023	Finance Telecommunications	78.75
Department 2004 - Finance/Budget/Accounting Total:				168.75
Department: 2008 - Municipal Clerk				
NM Municipal League	16510	02/01/2023	Annual Conference - Elizabeth ...	300.00
Department 2008 - Municipal Clerk Total:				300.00
Department: 2014 - Economic Development				
Palmetto LLC	11	02/07/2023	Economic Developement Servic...	2,174.94
Department 2014 - Economic Development Total:				2,174.94
Department: 3001 - Law Enforcement				
Albuquerque Publishing Co.	10001561421-0104	02/07/2023	Ad for police chief	1,181.04
Department 3001 - Law Enforcement Total:				1,181.04
Department: 3002 - Fire Protection				
NM Municipal League	16658	02/01/2023	Annual Conference - Andrew Ta...	300.00
NM League of Zoning Officials	16833	02/01/2023	Kaylee Dons	285.00
NM League of Zoning Officials	16838	02/01/2023	Greg Gallegos	285.00
NM League of Zoning Officials	16856	02/01/2023	Andrew Tabet	285.00
WEX Bank	87049915	02/02/2023	CE Fuel	375.49

Accounts Payable Approval Report

Item 2.

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Verizon Wireless	9925786777	02/12/2023	CE Telecommunications	82.06
Department 3002 - Fire Protection Total:				1,612.55
Department: 3004 - Animal Control				
Valencia County Fiscal Office	AC2023-25	01/25/2023	Animal Control	788.40
Valencia County Fiscal Office	AC2023-29	01/26/2023	Animal Control	1,260.05
Department 3004 - Animal Control Total:				2,048.45
Department: 3005 - Dispatch/E911				
Village of Los Lunas	788	02/02/2023	E-911 Services- Quarterly	8,176.75
Department 3005 - Dispatch/E911 Total:				8,176.75
Department: 4004 - Library				
Sharp Electronics Corporation	9004183795	02/09/2023	Contract #8000595693 - Library...	150.00
Sharp Electronics Corporation	9004183795	02/09/2023	Contract #8000595693 - Aquos ...	57.00
Department 4004 - Library Total:				207.00
Department: 5101 - Public Works				
NM Municipal League	16635	02/01/2023	Annual Conference - Gordon Re...	300.00
Ranchero Builder Supply Co NSL	032172	02/02/2023	Blanket PO for pefabed gates a...	26.66
WEX Bank	87049915	02/02/2023	PW Fuel	971.28
Woodlands Hardware	010071/1	02/07/2023	PW Supplies	52.52
Woodlands Hardware	010106/1	02/07/2023	PW Supplies	293.28
Neds Pipe + Steel	432456	02/07/2023	Misc. Items for PW	126.48
Neds Pipe + Steel	432898	02/07/2023	Misc. Items for PW	43.00
Napa Auto Parts	480560	02/07/2023	Auto Supplies	472.59
Woodlands Hardware	010121/1	02/09/2023	PW Supplies	12.72
Woodlands Hardware	010123/1	02/09/2023	PW Supplies	41.66
Verizon Wireless	9925786777	02/12/2023	PW Telecommunicationns	245.27
Department 5101 - Public Works Total:				2,585.46
Department: 5104 - Highways and Streets				
Tabet Lumber Co, Inc.	34064	02/07/2023	Asphalt patch for pot holes	1,193.85
PNM	INV0003887	02/17/2023	SL Electricity	54.68
PNM	INV0003888	02/17/2023	SL Electricity	47.69
PNM	INV0003893	02/20/2023	SL Electricity	164.07
PNM	INV0003894	02/20/2023	SL Electricity	105.30
PNM	INV0003895	02/20/2023	SL Electricity	217.13
PNM	INV0003896	02/20/2023	SL Electricity	125.90
PNM	INV0003898	02/20/2023	SL Electricity	39.82
Department 5104 - Highways and Streets Total:				1,948.44
Fund 11000 - General Operating Fund Total:				35,388.63
Fund: 20900 - Fire Protection				
Department: 3002 - Fire Protection				
Linde Gas & Equipment Inc.	33655117	01/24/2023	Oxygen	132.72
Craig Independent Tire Co.	123048	01/30/2023	flat tire repair for units	22.24
Ortega and Son's Propane Servi...	41710	01/30/2023	Propane for Tierra Grande	504.63
ABC Door Company	11090503	02/02/2023	blanket PO for bay door repair	991.88
WEX Bank	87049915	02/02/2023	FD Fuel	1,038.57
Napa Auto Parts	480991	02/07/2023	Auto Supplies for Fire Dept	77.57
Woodlands Hardware	009979/1	02/09/2023	FD Supplies	28.44
Woodlands Hardware	010078/1	02/09/2023	FD Supplies	3.06
Woodlands Hardware	010107/1	02/09/2023	FD Supplies	33.27
Woodlands Hardware	010108/1	02/09/2023	FD Supplies	9.32
Sharp Electronics Corporation	9004183793	02/09/2023	Fire Department Copies	54.60
Sharp Electronics Corporation	9004183794	02/09/2023	Fire Dept Help Desk & Server M...	1,301.00
Sharp Electronics Corporation	9004183795	02/09/2023	Contract #8000595693 - Aquos ...	57.00
Verizon Wireless	9925786777	02/12/2023	Network Extender - Fire Dept	291.02
Verizon Wireless	9925786777	02/12/2023	FD Telecommunications	80.02
NM Gas Co	INV0003873	02/14/2023	Natural Gas	1,615.35
NM Water Service Company	INV0003900	02/14/2023	FD Water	69.50
PNM	INV0003891	02/20/2023	FD Electricity	601.55

Accounts Payable Approval Report

Item 2.

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
PNM	INV0003892	02/20/2023	FD Electricity	122.36
Department 3002 - Fire Protection Total:				7,034.10
Fund 20900 - Fire Protection Total:				7,034.10
Fund: 21600 - Municipal Street				
Department: 5002 - Municipal Streets				
H&M 116 Rock Products, LLC.	2927	01/24/2023	Millings	1,500.00
Department 5002 - Municipal Streets Total:				1,500.00
Fund 21600 - Municipal Street Total:				1,500.00
Fund: 29700 - County EMS GRT				
Department: 2002 - General Administration				
Stericycle Inc.	3006302186	01/24/2023	Biohazard Waste Pickup	256.55
Stericycle Inc.	3006340010	01/24/2023	Biohazard Waste Pickup	260.21
Boundtree Medical	84833127	01/24/2023	Medical Supplies	466.65
WEX Bank	87049915	02/02/2023	EMS Fuel	207.88
EMS eSchedule, Inc	5780	02/07/2023	EMS eSchedule- Yearly Member...	2,268.00
Penguin Management, INC	72909	02/07/2023	edispatches.com/FD-Yearly Sub...	1,679.63
Boundtree Medical	84852448	02/09/2023	Medical Supplies	508.92
Verizon Wireless	9925786777	02/12/2023	EMS Telecommunications	214.27
Department 2002 - General Administration Total:				5,862.11
Fund 29700 - County EMS GRT Total:				5,862.11
Fund: 30300 - State Legislative Appropriation Project				
Department: 2002 - General Administration				
Playcore Wisconsin Inc.	PJL-0201038	01/30/2023	Chamesa Park Equipment/Impr...	11,525.45
Playcore Wisconsin Inc.	PJI-0201714	02/07/2023	Chamesa Park Equipment/Impr...	24,314.68
Playcore Wisconsin Inc.	PJI-0201728	02/07/2023	Chamesa Park Equipment/Impr...	3,151.00
Department 2002 - General Administration Total:				38,991.13
Fund 30300 - State Legislative Appropriation Project Total:				38,991.13
Fund: 39900 - Other Capital Projects				
Department: 2002 - General Administration				
HEI, Inc	SRVCE008994	01/24/2023	Electrical Demolition - Renovati...	2,809.38
Total Glass Solutions, LLC	2023-109	01/26/2023	Police station stort front door s...	3,000.00
APIC	11519	02/09/2023	Install 9 additional street Lights	2,987.23
APIC	11519	02/09/2023	Labor to install LED light fixtures	11,455.79
Construction Coordinators Inc.	1218	02/09/2023	Gross Receipts Tax (Rio Commu...	1,332.95
Construction Coordinators Inc.	1218	02/09/2023	Police Department Remodel	18,423.00
Construction Coordinators Inc.	1220	02/09/2023	Gross Receipts Tax (Rio Commu...	29.69
Construction Coordinators Inc.	1220	02/09/2023	Change Order #5 - Install Door ...	706.00
Construction Coordinators Inc.	1221	02/09/2023	Gross Receipts Tax (Rio Commu...	69.75
Construction Coordinators Inc.	1221	02/09/2023	Change Order #9 - Unforeseen ...	900.00
Construction Coordinators Inc.	1222	02/09/2023	Gross Receipts Tax (Rio Commu...	43.13
Construction Coordinators Inc.	1222	02/09/2023	Change Order #10 - New Door	552.00
Department 2002 - General Administration Total:				42,308.92
Fund 39900 - Other Capital Projects Total:				42,308.92
Grand Total:				131,084.89

Report Summary

Fund Summary

Fund	Expense Amount
11000 - General Operating Fund	35,388.63
20900 - Fire Protection	7,034.10
21600 - Municipal Street	1,500.00
29700 - County EMS GRT	5,862.11
30300 - State Legislative Appropriation Project	38,991.13
39900 - Other Capital Projects	42,308.92
Grand Total:	131,084.89

Account Summary

Account Number	Account Name	Expense Amount
11000-1001-57050	Employee Training	900.00
11000-1009-56020	Supplies - General Office	158.73
11000-2001-57050	Employee Training	300.00
11000-2001-57160	Telecommunications	127.07
11000-2002-54010	Maintenance & Repairs - ...	1,174.21
11000-2002-55020	Contract - Attorney Fees	3,962.79
11000-2002-55030	Contract - Professional Se...	285.00
11000-2002-56010	Software	1,168.43
11000-2002-56030	Supplies - Field Supplies	91.50
11000-2002-57090	Printing/Publishing/Advert..	62.94
11000-2002-57130	Rent of Equipment/Machi...	372.16
11000-2002-57160	Telecommunications	492.33
11000-2002-57170	Utilities - Electricity	469.57
11000-2002-57171	Utilities - Natural Gas	2,260.77
11000-2002-57173	Utilities - Water	254.41
11000-2002-57998	City Wide Clean-Up	2,905.34
11000-2004-57071	Surety Bonding	90.00
11000-2004-57160	Telecommunications	78.75
11000-2008-57050	Employee Training	300.00
11000-2014-55030	Contract - Professional Se...	2,174.94
11000-3001-57090	Printing/Publishing/Advert..	1,181.04
11000-3002-56120	Supplies - Vehicle Fuel	375.49
11000-3002-57050	Employee Training	1,155.00
11000-3002-57160	Telecommunications	82.06
11000-3004-55999	Contract - Other Services	2,048.45
11000-3005-55999	Contract - Other Services	8,176.75
11000-4004-55030	Contract - Professional Se...	207.00
11000-5101-54040	Maintenance & Repairs - ...	472.59
11000-5101-54050	Maintenance & Repair - F...	26.66
11000-5101-56120	Supplies - Vehicle Fuel	971.28
11000-5101-56999	Supplies - Other	569.66
11000-5101-57050	Employee Training	300.00
11000-5101-57160	Telecommunications	245.27
11000-5104-54030	Maintenance & Repairs - ...	1,193.85
11000-5104-57170	Utilities - Electricity	754.59
20900-3002-54010	Maintenance & Repairs - ...	991.88
20900-3002-54040	Maintenance & Repairs - ...	99.81
20900-3002-54060	Maintenance Supplies	74.09
20900-3002-55030	Contract - Professional Se...	1,358.00
20900-3002-56030	Supplies - Field Supplies	132.72
20900-3002-56040	Supplies-Furniture/Fixture...	291.02
20900-3002-56120	Supplies - Vehicle Fuel	1,038.57
20900-3002-57090	Printing/Publishing/Advert..	54.60
20900-3002-57160	Telecommunications	80.02
20900-3002-57170	Utilities - Electricity	723.91
20900-3002-57171	Utilities - Natural Gas	1,615.35
20900-3002-57172	Utilities - Propane/Butane	504.63

Account Summary

Account Number	Account Name	Expense Amount
20900-3002-57173	Utilities - Water	69.50
21600-5002-54030	Maintenance & Repairs - ...	1,500.00
29700-2002-55999	Contract - Other Services	516.76
29700-2002-56010	Software	3,947.63
29700-2002-56070	Supplies - Medical	975.57
29700-2002-56120	Supplies - Vehicle Fuel	207.88
29700-2002-57160	Telecommunications	214.27
30300-2002-58030	Furniture & Fixtures	38,991.13
39900-2002-58010	Buildings & Structures	27,865.90
39900-2002-58100	Street Lighting/Traffic Sig...	14,443.02
Grand Total:		131,084.89

Project Account Summary

Project Account Key	Expense Amount
None	67,227.86
2023-002-50000	2,809.38
2023-003-50000	22,056.52
F2949-50000	38,991.13
Grand Total:	131,084.89

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

360 Rio Communities Blvd.
Rio Communities, NM 87002
505-861-6803
www.riocommunities.net

February 7, 2023

Dear Mayor & City Council,

Based on the Architectural Drawings for Phase I Remodel of the Municipal Complex, we have received a quote from HEI off of the State of NM Price Agreement # 00-00000-20-00110 in the amount of \$604,719.15. Below is the breakdown of costs and where the monies will come from to pay for the construction project:

Quote from HEI	+\$604,719.15
Capital Outlay Grant #E2798	-\$284,005.21
Capital Outlay Grant #F2947	-\$271,046.15
City Funds (Construction)	-\$49,667.79

We would like to also request to use an additional \$60,000 from city funds for furnishings once the construction is complete.

We respectfully request permission from the Mayor and Council to move forward with this project.

Sincerely,

City of Rio Communities Administration



3800 Vassar Dr NE
Albuquerque, New Mexico 87107
Phone (505) 880-1819
Fax (505) 837-1516

Martin Moore
City Manager
Rio Communities

February 1, 2023
Proposal S23019
State Price Agreement 00-00000-20-00110

Mr. Moore

Please review the following quote for the renovation of Rio Communities City Hall Phase 1. These cost estimates were derived from the prints for Construction dated December 22, 2022. Costs for construction will be performed as specified unless otherwise directed.

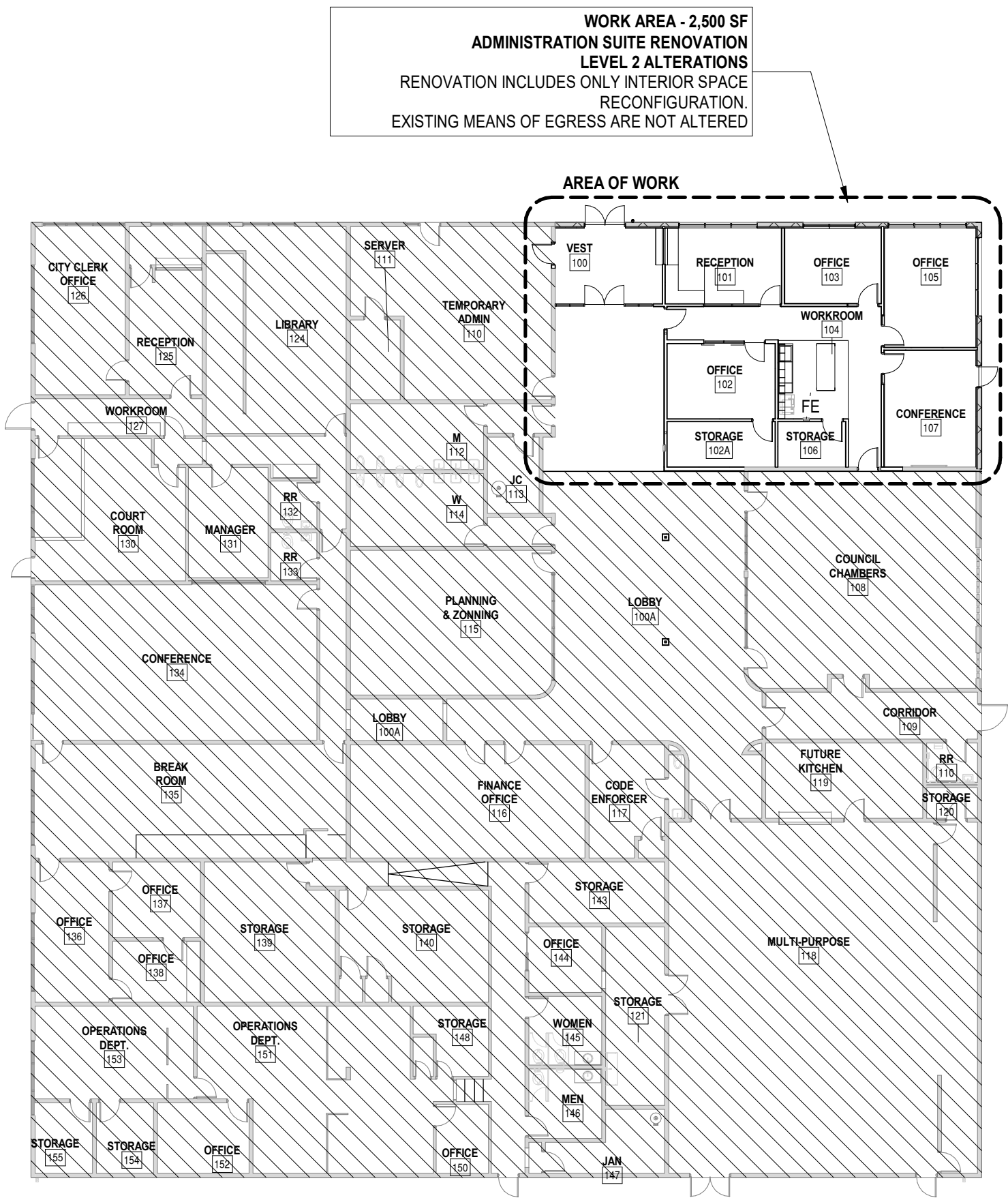
Costs are as follows:

1. Demo	\$ 2,000.00
2. Framing, Drywall, Texture, and lay in ceiling	\$108,724.00
3. Paint	\$ 17,000.00
4. Cabinets	\$ 21,000.00
5. Doors	\$ 19,000.00
6. Mechanical	\$ 21,000.00
7. Storefront and Glass	\$103,000.00
8. Flooring and install	\$ 45,000.00
9. Data	\$ 9,000.00
10. Electrical	\$106,000.00
11. Fire Alarm	\$ 12,000.00
12. Job Supervision	\$ 40,800.00
13. Jobsite Costs	\$ 9,800.00
14. Bond	\$ 4,629.00
15. Fire Marshal Inspection	\$ 300.00
16. Contingency 8% of \$514,324.00	\$ 41,145.92
17. Permit Cost	\$ 500.00
SUBTOTAL	\$560,898.92
TAX @ 7.8125%	\$ 43,820.23
TOTAL	\$604,719.15

HE will progress bill on the percentage complete on this project by the 5th of each month towards the total amount of this project utilizing the AIA Document G732 application and certificate for payment.

Again, thank you, Please feel free to contact me with any questions you may have concerning this quote. I can be reached at 505-980-9402.

Sincerely
Will Humbard



1

OVERALL FLOOR PLAN

1" = 20'-0"

fbt

architects

NOT FOR CONSTRUCTION

Mail: 1 Park Square
6501 Americas Pkwy NE, Ste 300
Albuquerque, NM 87110

PHO: 505.883.5200
FAX: 505.884.5390
WEB: www.fbtarch.com

RIO COMMUNITIES - CITY HALL
RENOVATION - PHASE I

360 Rio Communities Blvd, Rio
Communities, NM 87002

DRAWN BY: Author

REVIEWED BY: Checker

DATE ISSUED: 02/03/23

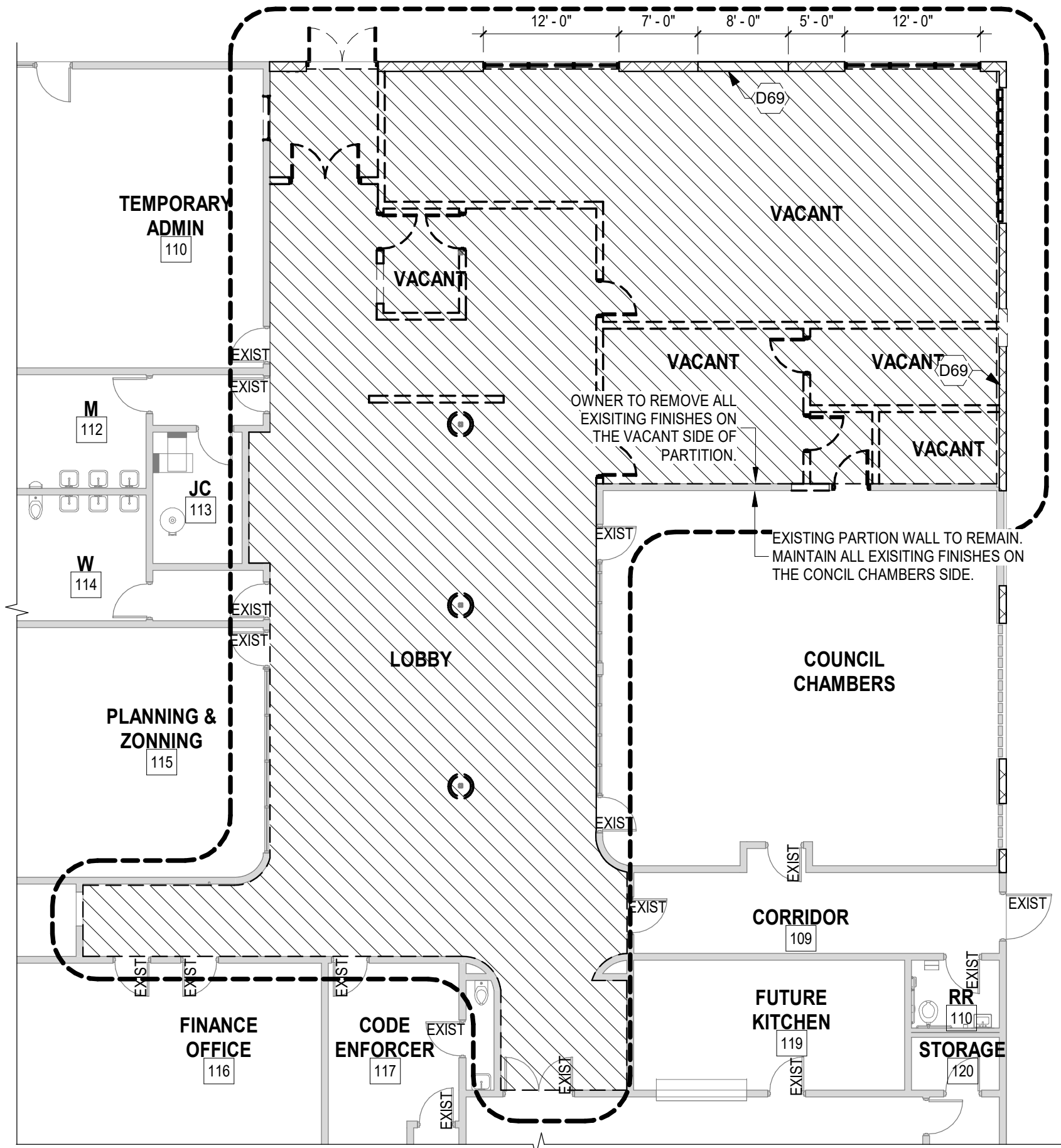
PROJECT NO.: Project Number

REFER TO:

AE-103

OF

AREA OF WORK
OWNER TO DEMOLISH AND REMOVE ALL EXISTING PARTITIONS,
DOORS, CEILINGS, FINISHES WITHIN THE AREA OF WORK.

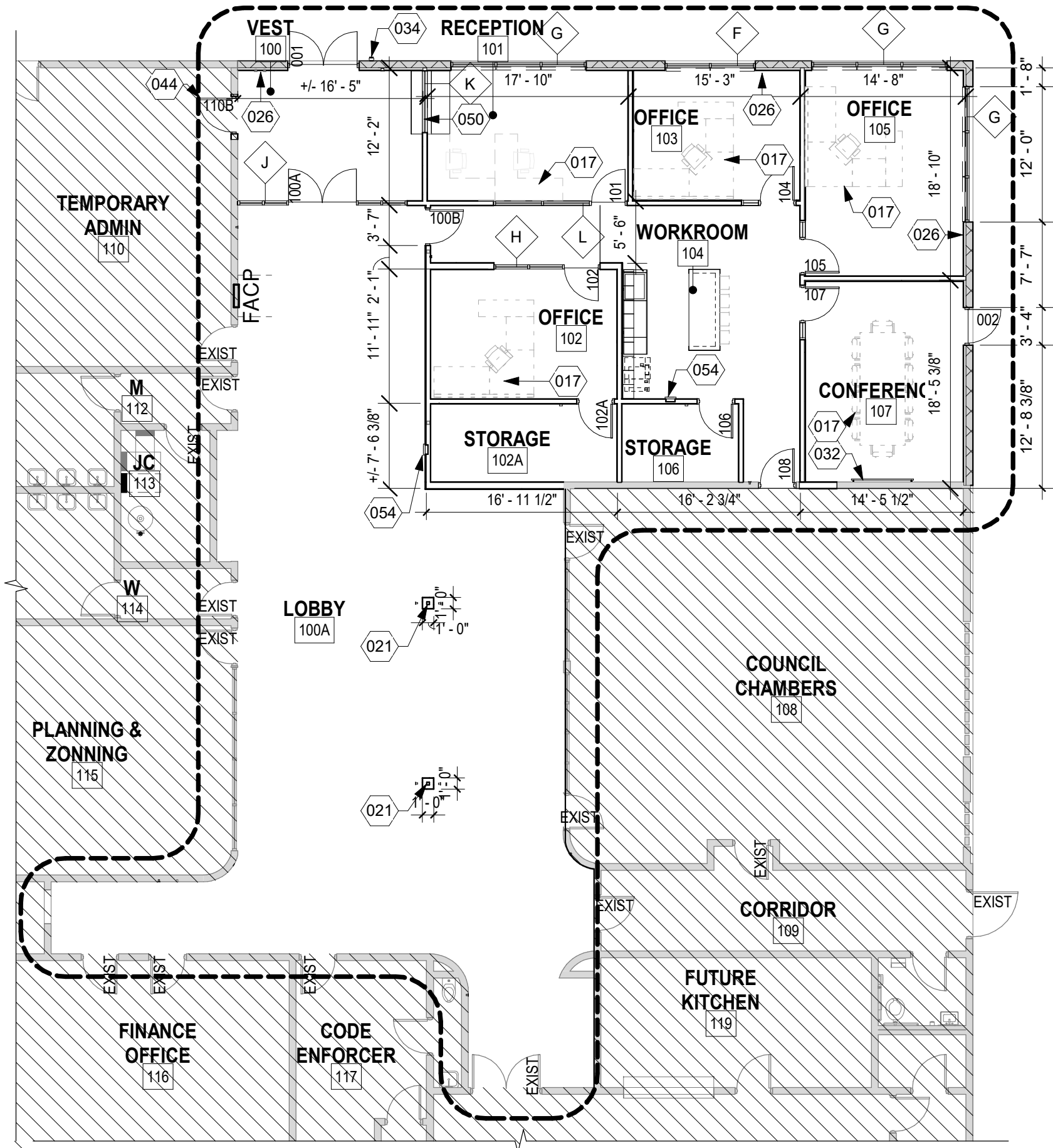


1 DEMOLITION - FLOOR PLAN SMALL
3/32" = 1'-0"

KEYED NOTES

- D68 DEMOLISH AND REMOVE PORTION OF EXISTING WALL TO CREATE NEW OPENING. COORDINATE WITH NEW WORK. SEE FLOOR PLANS AND INTERIOR ELEVATIONS.
- D69 DEMOLISH AND REMOVE PORTION OF EXISTING WALL. COORDINATE WITH NEW WORK. SEE STRUCTURAL.

AREA OF WORK
OWNER TO DEMOLISH AND REMOVE ALL EXISTING PARTITIONS,
DOORS, CEILINGS, FINISHES WITHIN THE AREA OF WORK.



FLOOR PLAN - SMALL

3/32" = 1'-0"

KEYED NOTES

- 017 DASHED CASEWORK & FURNITURE NOT IN CONTRACT.
- 021 EXISTING COLUMN TO REMAIN. SEE ELEVATIONS FOR FINISH INFORMATION.
- 026 FUR OUT EXISTING MASONRY WALL WITH 5/8" TYPE 'X' GYP BOARD OVER 2" STEEL STUDS AT 16"O.C. FURNISH AND INSTALL R-10 RIGID INSULATION AT EXTERIOR LOCATIONS. TAPE, TEXTURE, AND PAINT. CARRY ASSEMBLY TO 6" ABOVE FINISH CEILING AT INTERIOR WALLS. CARRY ASSEMBLY TO DECK AT EXTERIOR LOCATIONS.
- 032 ROUGH IN FOR TV SCREEN. SCREEN NOT IN CONTRACT. PROVIDE BACKING IN WALL 24" A.F.F. TO 84" A.F.F.
- 034 POWER ACTUATED DOOR OPENER SWITCH BUTTON. COORDINATE WIRING RUN THROUGH DOOR FRAME. SEE HARDWARE SHEDULE AND COORDINATE ELECTRICAL REQUIREMENTS WITH ELECTRICAL DRAWINGS. INSTALL PNEUMATIC CONTROL BOX FOR DOOR OPERATOR ABOVE CEILING. MAINT SWITCH PER ANSI STANDARS.
- 044 NEW OPENING AND DOOR IN EXISTING WALL. PATCH AND REPAIR ADJACENT. FINISH PER SCHEDULE. SEE STRUCTURAL AND DOOR SCHEDULE.
- 050 BUILLET PROOF TELLER WINDOW. SEE WINDOW ELEVATIONS.
- 054 SEMI-RECESSED FIRE EXTINGUISHER CABINET. RATED AS REQUIRED. SEE PARTITION TYPES. COORDINATE FINAL LOCATION WITH FIRE MARSHAL.

fbt | architects

Mail: 1 Park Square
6501 Americas Pkwy NE, Ste 300
Albuquerque, NM 87110

PHO: 505.883.5200
FAX: 505.884.5390
WEB: www.fbtarch.com

NOT FOR CONSTRUCTION

RIO COMMUNITIES - CITY HALL
RENOVATION - PHASE I

360 Rio Communities Blvd, Rio
Communities, NM 87002

DRAWN BY: Author

REVIEWED BY: Checker

DATE ISSUED: 02/03/23

PROJECT NO.: Project Number

REFER TO:

AE-102

OF



3800 Vassar Dr NE
Albuquerque, New Mexico 87107
Phone (505) 880-1819
Fax (505) 837-1516

Dr. Moore
Rio Communities
City Manager

February 8, 2023

Dr. Moore

Following is a brief description of the work to be completed in the City Hall Renovation Phase 1.

1. Demo as listed will consist of the cutting of the exterior walls to prep for the installation of the new storefront and windows
2. Framing , drywall, texture and lay in ceiling will consist of metal stud framing with 5/8" gypsum board with all framing to go to the deck for security and textured and ready for paint. Lay in ceiling will be throughout the new office area and new lobby.
3. Paint will be Sherwin Williams throughout and of the color choice provided by the customer.
4. Cabinets will be custom built by local cabinet builder and constructed of wood with plastic laminate finish color choice provided by customer.
5. Doors will be Hollow metal frames with Rotary Natural Birch doors, door hardware will be Brushed Chrome finish.
6. Mechanical will consist of installation of ductwork as per plans and specs for the system designed including test and balance at completion of job.
7. Storefront and glass will consist of the installation of the BR glass at reception and new storefront glass and doors on the exterior of the building. All window framing will be Kawneer clear anodized aluminum.
8. Flooring will be manufactured by Shaw and Flexco. Walk off style carpet in the vestibule and CPT style in all offices and VCT plank style vinyl in all storage areas and lobby.
9. Data will be ComScope Cat 6 cabling with new data rack and terminated and tested for proper operation.
10. Electrical will consist of installation of new electrical panel and new circuitry through out the phase 1 area. New lighting throughout the phase 1 area as specified on plans.
11. Fire Alarm will be a FireLite panel and peripherals as engineered by a Nicet III certified engineer and approved by the State Fire Marshal.
12. Job Supervision, HEI will have a superintendent on the job full time throughout the construction process to deal with daily problems and vendors as well as answering any customer-related questions.
13. Jobsite Costs consist of temporary Fencing if needed securing of building during storefront installation and rental of storage vessels during the construction process.
14. Bond is the insurance that HEI will perform the duties they are responsible for and that they will pay all subs due money for work they have performed. Bond rate is .009.
15. Fire Marshal Inspection unless the Fire Marshal chooses to waive the fee there is a cost for the Fire Marshal to perform a Safety inspection walkthrough.
16. Contingency of 8% is calculated on the cost of construction only and will only be used if some unforeseen occurrence takes place that may change the scope of work for the project causing increased cost.
17. Permit Cost will be the cost of the State construction permit.

Again, thank you, Please feel free to contact me with any questions you may have concerning these descriptions. I can be reached at 505-980-9402.

Sincerely
Will Humbard

**STATE OF NEW MEXICO
CITY OF RIO COMMUNITIES
RESOLUTION 2023 - XX**

DISPOSITION OF OBSOLETE, WORN-OUT OR UNUSABLE TANGIBLE PERSONAL PROPERTY

- WHEREAS,** the Governing Board in and for the City of Rio Communities, State of New Mexico has developed; and
- WHEREAS,** pursuant to NMSA 1978 Section 3-54-1 (1884) the powers of a municipality as a body politic and corporate shall be exercised by a governing body; and,
- WHEREAS,** NMSA 1978 Section 3-54-1 (1884) provides that municipalities shall have power at any session to make such orders concerning the property belonging to the municipality as they may deem expedient; and,
- WHEREAS,** NMSA 1978 Section 3-54-1 (1884) declares that a municipality may dispose of tangible personal property by negotiated sale so long as the property is of a current resale value of twenty-five thousand dollars (\$25,000) or less and is worn-out, unusable or obsolete to the extent that the item is no longer economical or safe for continued use by the municipality; and,

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

1. It finds that the property described in Exhibit "A" attached hereto and incorporated with this Resolution by reference consists of property owned by the City of Rio Communities, each item is of a current resale value of twenty-five thousand dollars (\$25,000) or less and is worn-out, unusable or obsolete to the extent that the item is no longer economical or safe for continued use by the municipality;
2. A copy of this shall be sent to the Department of Finance and Administration Local government Division at least thirty days prior to the disposal of the property;
3. A copy of this Resolution, Exhibit "A" and the findings of the committee shall be made a permanent part of the official minutes of the municipality and maintained as a public record subject to the Inspection of Public Records Act;

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF RIO COMMUNITIES,
NEW MEXICO, HEREBY PASSED, APPROVED AND ADOPTED THIS 13th DAY OF
FEBRUARY 2023.**

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

**STATE OF NEW MEXICO
CITY OF RIO COMMUNITIES
RESOLUTION 2023 - XX**

**A RESOLUTION OF THE CITY OF RIO COMMUNITIES, NEW MEXICO AUTHORIZING
CHANGING THE NAME OF RIO GRANDE ESTATES FIRE DEPARTMENT TO the CITY
OF RIO COMMUNITIES FIRE DEPARTMENT**

- WHEREAS,** Valencia County and the City of Rio Communities jointly adopted Resolution 2015-32 transferring Rio Grande Estates Fire Department from Valencia County to the City of Rio Communities
- WHEREAS,** all subsequent resolution passed from 2015 referred to the department as Rio Grande Estates Fire Department or just Fire Department; and
- WHEREAS,** the City of Rio Communities desires to change the name from Rio Grande Estates Fire Department to the City of Rio Communities Fire Department.

NOW THEREFORE, BE IT HEREBY RESOLVED that the governing body of the City of Rio Communities, State of New Mexico that: the Rio Grande Estates Fire Department shall now be named the City of Rio Communities Fire Department.

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

MEMORANDUM OF AGREEMENT (MOA)**BETWEEN****,THE VALENCIA COUNTY FIRE DEPARTMENT****AND THE****RIO COMMUNITIES FIRE DEPARTMENT****PURPOSE-**

The purpose of this agreement is to define expectations and responsibilities for the use of a Fire Apparatus (Tender). The Tender will be used by Rio Communities Fire Department to fill a critical need, and will continue to serve a benefit to the residents of Valencia County as a mutual aid partner. The Tender will be donated to Rio Communities after the vehicle disposition process is completed by Valencia County, and this agreement will be terminated at the completion of donation.

ROLES-**Valencia County-**

The Valencia County Fire Department agrees to allow the Rio Communities Fire Department use of the Tender for response while the disposition process is completed, and ownership can be transferred to Rio Communities. There are no other agreements given by Valencia County. Valencia County will not have any fiscal responsibility for the vehicle.

Rio Communities-

Rio Communities agrees to house, maintain and insure the vehicle while in their possession. Rio Communities will also re-decal the vehicle, and will remove any Valencia County insignia.

Rio Communities also agrees to respond as a mutual aid partner (as available) with this Tender, or others in their fleet.

COUNTY OF VALENCIA, NEW MEXICO

APPROVED BY:

Matt Propp, Fire Chief

Danny Monette, County Manager

Date

CITY OF RIO COMMUNITIES

APPROVED BY:

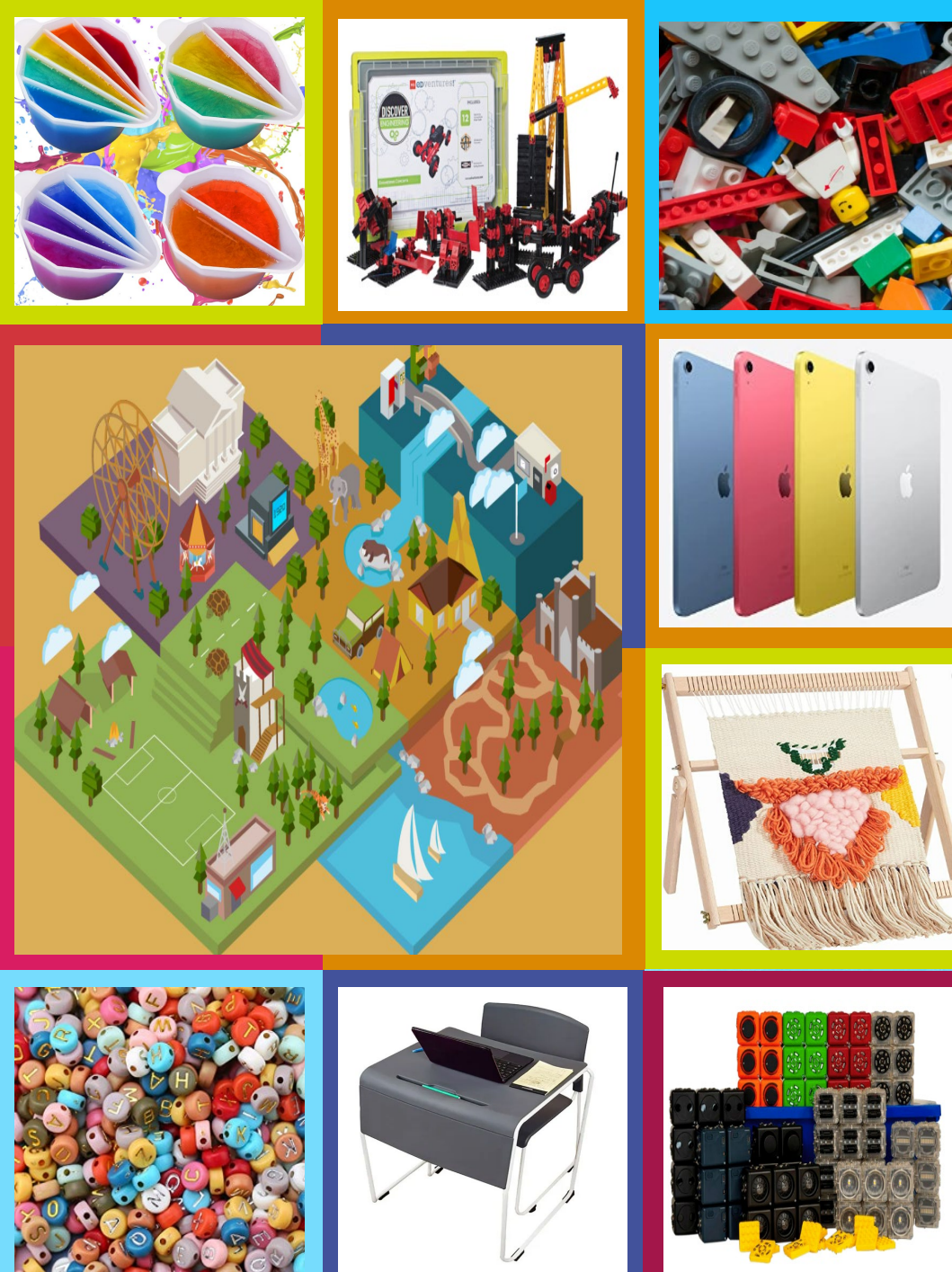
Andrew Tabett, Fire Chief

Dr. Martin D. Moore, City Manager

Date

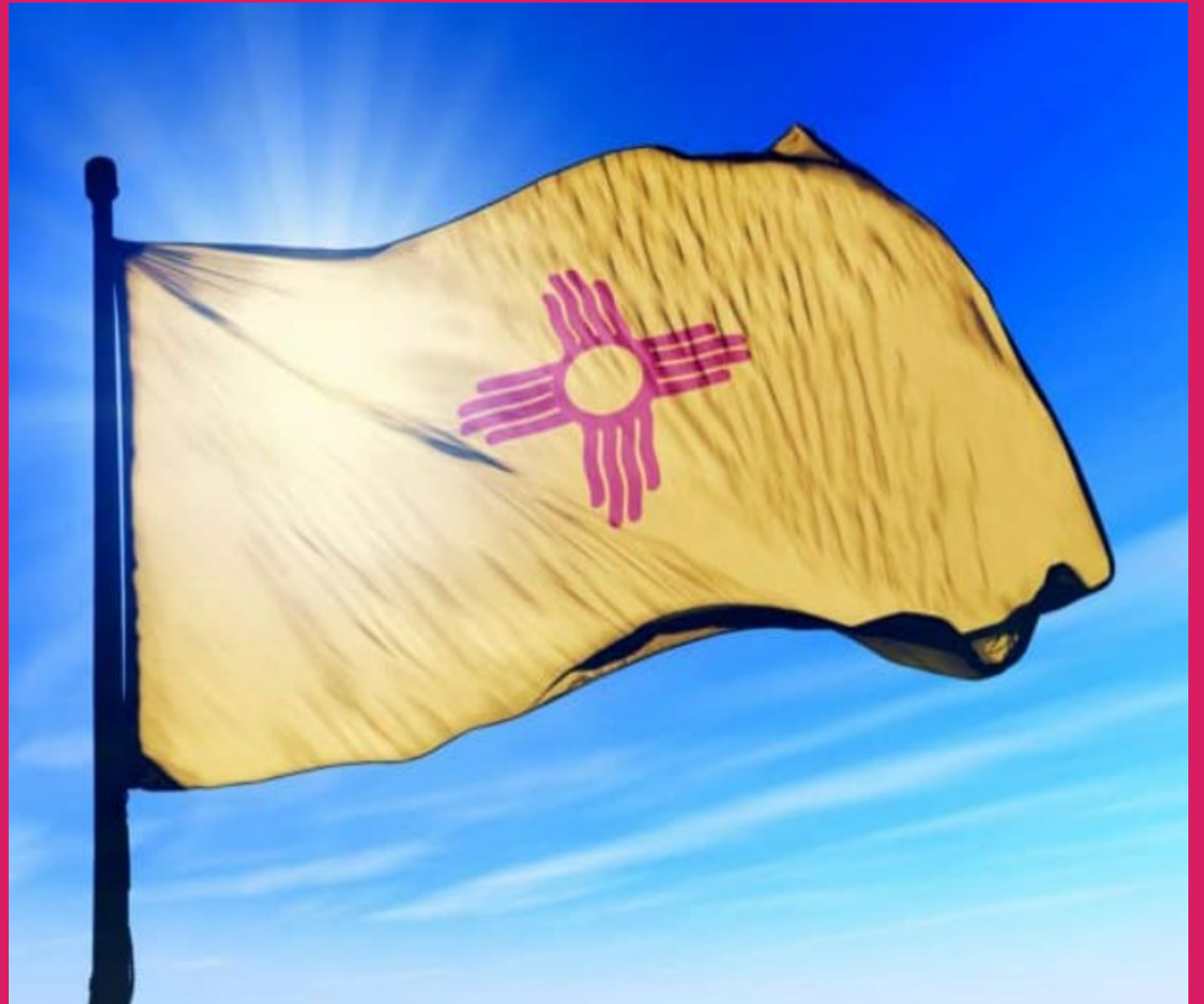
Junior Bill Grant: Community Programs

Rio Communities Community Programs: 228ZG9318



Funding

The City of Rio Communities has been awarded \$50,000 through Junior Bill 2228ZG9318 to enrich community programs. Thank you to Representative Matthew McQueen for allowing Rio Communities the opportunity to keep creating fun and exciting educational programs for all ages.



Computer Lab

The City of Rio Communities is creating a portable computer lab. The computer lab will feature 30 stackable desks and chairs, laptops, iPads, and tablets.

The computer lab will be used for coding, writing, robotic, and other programs throughout the year. While not in use, the tables, chairs, and computers will be stored away safely.

Cost of Computer Lab: \$15,000



Making Coding Easy

While the Makerspace currently offers some hands-on coding material, the City would like to introduce a more thorough, easy to learn and teach, coding program.

That program is Code Avengers.

Benefits of Code Avengers:

- Designed to teach three different computer scripts
- Builds on previous lessons
- Can be taught in weekly camps, as a club, or an individual can use the program on computers during open library hours
- Can be taught to 30 individuals at a time, with self-paced lessons and little instruction needed
- Has a teacher's license (easy to learn and teach, even if new to coding)
- Individuals that complete the program will have the ability to test for certificates (not paid for by the city), and start a career with what they learned and can earn up and average salary of \$63,000 a year

Cost: \$1,500 for two-year subscription

Website: www.codeavengers.com



3D Printing

The Makerspace currently has three 3d printers. However, when working with larger groups and the amount of time the printing takes, not all individuals get to participate. The solution is adding more, faster machines.

Sketch Classroom

- 3D printer solution designed to accelerate learning and design-thinking
- With teacher and student certifications and more than 600+ lesson plans included, educators can integrate more interactive design projects and increase student engagement
- Students can share design projects wirelessly and teachers can manage queues easily between printers



Cost: \$5,500

STEM PROGRAMS



STEM-based tactiles will allow students to gain interest in robotics, hydraulics, and engineering. All new STEM programs will be age appropriate and easy to teach by staff of volunteer groups.



Item 10.

Partnering with volunteer groups such as the Optimist Club and other non-profit clubs will allow more community members to have access to STEM programs.



Cost: \$5,500

REQUESTED ARTS AND CRAFTS

Volunteer groups have offered to teach classes, such as jewelry making, weaving, soap and candle making and resin to children and adults.



Jewelry Making

Weaving

Soap and Candle Making

Resin

Cost: \$2,500

Chess Club

The City of Rio Communities will be providing twenty chess sets as well as clocks and score boards for Chess Club. Chess Club has been a success since it began in 2022. The City of Rio Communities would love to host chess tournaments in the near future.

Cost: \$1,000





LEGO CLUB

The formation of a LEGO Club will be great fun for students from elementary school to high school. The LEGO Club will be building the set for future stop motion filming classes.

Cost: \$3,000



Item 10.

Durable and sturdy furniture is a must for community programs.
More storage is necessary as the Makerspace adds programs.

Cost: \$16,000

A New Approach

A previous Junior Grant was awarded to the City of Rio Communities \$75,000 for community programs. With that money, the City created a Makerspace. For the first time, the city was able to offer summer programs in 2022. In collaboration with Belen Recreation, Rio Communities was able to host a variety of fun projects for 105 children in our new Makerspace. Since the first students came in the summer months, the Makerspace has been used by various groups.

The City of Rio Communities is currently unable to staff the Makerspace and have it always open, missing opportunities to serve the community. This year, we are working with non-profit and volunteer groups to help us host events and make the space more accessible for public use.



Total Cost of Programs

Computer Lab: \$15,000
Coding: \$ 1,500
3D Printing: \$ 5,500
STEM Programs: \$ 5,500
Arts and Crafts: \$ 2,500
Chess Club: \$ 1,000
LEGO: \$3,000
Makerspace Furniture: \$16,000

TOTAL: \$50,000



Thank you!



• January

- January 09th Open Meetings Resolution
- January 23rd Consider BAR (Budget Adjustment Resolution) as necessary present to Governing Body
- January 23rd 2nd Quarter Financial Report to DFA
- January 12th deadline, Capital Outlay requests to Legislature, online application, must be congruent with ICIP that was filed in September
- January 17th Legislative Session Starts
 - Present Capital Outlay Requests to Legislators Deadline January 12, 2023
- *January 30, Deadline to request early voting location from the County*
- Compile and average revenue predictions for FY 2024 Budget
- First payment on Mill Levy for Municipal Operational from Valencia County Treasurer
- (CPMS) Capital Project Monitoring System, online report to DFA due last day of the month each and every month
- Track GRT revenue reports
 - GRT funding monthly
 - 455 Reports every 2 months

• February

- February 7th Valencia County Administrators Group (VCAG) – Los Lunas
- February 13th Budget Calendar to Council
- February 16th NMML Municipal Day Reception, Santa Fe, La Fonda Hotel
- February 17th NMML Municipal Day, Santa Fe, La Fonda Hotel
- February 14th establish Transportation Committees, Albuquerque Metropolitan Transportation Plan, (MRCOG) Mid Region Council of Governments, managing fiscal agent
 - TCC Transportation Coordinating Committee 1st Friday monthly
 - MTB Metropolitan Transportation Board 3rd Friday monthly
 - RMRTD Rio Metro Regional Transit District 3rd Friday Monthly
 - NMDOT every other month Belen City Hall
- February 21st VALEO Valencia Association of Local Officials, 6:00 pm, Los Lunas
- February 16th Department head meeting on Budget request
- February TBD LEPP Application sent out to municipality
- February TBD Deadline for DFA determination of CDBG Compliance
- NMDOT Commission meeting
- Review year end Valencia Regional Emergency Control Center (VRECC) reports
- Meeting to start the NMDOT Co-op, LGRF and MAP grant(s) – City Manager to arrange
- Compile and average revenue predictions for next FY 2024 Budget
- February 28th Personnel/evaluations, to Manager for yearly reviews for FY Budget consideration in July

• March

- March 3rd Department heads consolidate and submit budget requests
- March 6th – 8th Deadline for Department heads consolidate and submit budget requests
 - Finance

- Clerk
- Administrative/Manager
- Public Works
- Rio Communities Fire Department
- Municipal Court
- VRECC Contract
- Valencia County Sheriff
- Valencia County Continuation of Services Agreement
- March 10 Districts Meeting – All Districts (virtual) (8)
- March 18th Legislative Session Adjourns
- March TBD Submit completed NMDOT CO-OP Road Improvement, LGRF, Map grant(s) application
- CDBG Grant Application Workshop (TBD)
- Submit CDBG Grant application (TBD)
- March 31 Submit Law Enforcement Protection Fund (LEPF) Application
- Negotiate and sign Valencia County Continuation of Services Agreement
 - Animal Control
 - Addressing
- Negotiate VC Sheriff's Agreement and sign prior to LEPF application
- Small Cities Assistance Fund revenue is dispersed to municipalities

• April

- April 4th Valencia County Administrators Group (VCAG) – Los Lunas
- April 3rd Budget draft presentation ready
- April 5th Special Workshop Budget 6:00 pm. City Council Chambers
- April 11th District Meetings - Virtual
- April 17th Budget Hearing ____ pm. City Council Chambers
- April 24th Extra budget hearing (if Needed)
- Present Rough Draft FY Budget to Council/Mayor
- April 19-21 CFOA Certification Workshop – Embassy Suites, Albuquerque
- April TBD Municipal Officials Leadership Institute (MOLI) Training, TBD
- TBD Municipal Librarians Assn. Meeting / NM Library Association conference
- TBD NMML District Elections – Odd Numbered Districts
- April TBD Family Health Fair
- 3rd Quarter Reports to DFA

• May

- May 3rd – 5th Municipal Judges Professional Development Conference, Sheraton Albuquerque Uptown
- May 3rd – 5th NMLZO Semi-Annual Meeting – Marriott Hotel (Louisiana), Albuquerque
- May 8th, Council Approval of interim budget (tentative)
- May 14th – 17th IIMC (municipal Clerk) Annual Conference – Minneapolis, MN
- May 16th VALEO Valencia Association of Local Officials, 6:00 pm Belen
- May 18th, Interim Budget submittal to DFA (tentative)
- May 21st – 24th National GFOA Annual Conference – Portland, OR
- May 31st Written notice mailed to member municipalities soliciting nominations for NMML Board

- Approve final BAR, Budget Adjustment Resolutions for current FY 2023 as needed

• June

- June 1 Interim FY 2024 Budget to DFA/LGD - deadline
- *June 5 – July 5 Notify County Clerk of all local government positions to be filled at next Regular Local Election*
- June 6 Valencia County Administrators Group (VCAG) – Bosque Farms
- June TBD NM City Management Association Conference – Ruidoso Convention Center – MCM Elegante
- June 24th Policy Committee Meeting – TBD
- June 29th Letter Declaring candidacy for NMML Board Must be received at the NMML office
- June 30 In absence of any NMML Nomination/Declaration of candidacy the League President appoints a Nominating Committee
- Governing Body approve end-of-year budget adjustments current year

• July

- *No later than July TBD County Clerk to notify SOS of all position to be filled at the regular local election*
- July TBD NM Municipal Court Conference
- July 5th Report of Declared NMML Board Candidates sent to all members
- July 11 Begin Infrastructure Capital Improvement Plan
- July 22 Resolutions Committee Meeting – Marriott Hotel (Louisiana Blvd), Albuquerque
- July 24th, BAR, Final Quarter and Budget Resolutions Council approval
- July 24th Capital Improvement Plan (ICIP) Public Hearings Hold 2025 -2029 ICIP Public Hearings and compile for August submittal deadline (*note for 2023* approve ICIP resolution on the 7th of August*)
 - Use Comprehensive Plan as outline
- July 27th Final Quarter Reports FY 24 and Final Budget submitted to DFA
- July 30st Deadline to submit to DFA/LGD
- *June 30 Deadline for Municipalities to OPT-IN (if have not already done so)*
- *June 30 Deadline to notify SOS of Run Off Elections*

• August

- August 1st Valencia County Administrators Group (VCAG) – Rio Communities
- *August TBD SOS issues proclamation for Local Election*
- *No later than August TBD County Clerk shall post the location and hours of operation for early voting locations in the county*
- August 7th approve ICIP resolution
- August 15th VALEO Valencia Association of Local Officials, Rio Communities 6:00 pm
- “Meet Your Legislator Day” Rio Communities (3rd Wednesday of September – notification letters go out to legislators)
- *No later than August TBD County Clerks Post Election Proclamation on the Clerk’s website and publish relevant sections in local newspapers*
- Finance Department compile paperwork for upcoming annual audit
- August 30th - September 1 NMML Annual Conference – Farmington Civic Center

- August 31st Election of Officers and at-large directors at NMML Annual Conference in Clovis
Nominations from the floor may be made then
- *August TBD, Local government must adopt any ordinances and/or resolutions to establish ballot questions*
- *August TBD Candidate filing day for local election with County Clerk*
- *August TBD Ballot Question Certification: each county clerk shall certify the local government ballot question to the secretary of state*
- *August TBD Write-in Candidate Filing Day*
- *August TBD last day for candidates to withdraw*

• September

- *September TBD Notify Candidates of Qualification for Appearance on the Ballot*
- *September TBD Ballot Certified shall be sent to the ballot printer*
- DFA/LGD Final FY 2023 Budget approval 1st Monday
- Certification of tax rates to County through DFA/LGD
- Prior FY 2023 Audit begins
- September 13th – 15th NMLZO Annual Meeting – Ruidoso Convention Center
- September 20th “Meet Your Legislator Day” Rio Communities
- September 27th – October 1st ICMA (manager) Annual Conference – La Quinta, California
- September 28th – October 1st NM Fire Service Conference – Ruidoso Convention Center
- *September TBD transmission of unvoted military – overseas ballot to federal qualified electors*
- *September TBD no later than September 23 Deadline for County Clerks to have printed ballots*
- *September TBD Election Board Appointment*
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• October

- October 3rd Valencia County Administrators Group (VCAG) – Belen
- October TBD Health Fair – Rio Communities
- October 1st – 4th ICMA International City/County Management Association Annual Conference – Austin, TX
- *October TBD Voter registration closes for the regular local election (this is applicable only to mail-in or online registration application)*
- *Same Day Registration upon approval (which has yet to occur) there is pending legislation*
- *October TBD Absentee Voting / Early voting begins (county clerk’s office)*
- October 15th – 20th Clerks Certification Institute – Drury Plaza Hotel, Santa Fe
- October 18th – 20th Master Municipal Clerks Academy – Drury Plaza Hotel, Santa Fe
- *No earlier than October TBD and No later than October TBD at least once a Notice of Election published*
- *October TBD Early voting begins at alternative sites*
- October 25th – 27th Infrastructure Conference – TBD
- *October TBD absentee application deadlines – timely received (for domestic & FQE transmissions by mail)*
- *October TBD absentee application deadlines – timely received (for FQE electronic transmission)*
- Consider BAR (Budget Adjustment Resolution) as necessary present to Governing Body
- *No later than October TBD Deadline for candidates to submit list of watchers to County Clerk*

- 1st Quarter Reports to DFA

- **November**

- *November 4th Early voting ends*
- *November 7th Local Election Day*
- *Beginning November 13th and no later than November 17th County Clerk to complete canvass and issue certification of canvass of the results of the election*
- November 21st VALEO Valencia Association of Local Officials, 6:00 pm Valencia County
- *November 28th State Canvass Board Canvass*
- *November 29th SOS to issue Certification of Election to Candidates and certify questions*
- November 29th – December 1st NMGFOA Winter Conference – Marriott Hotel (Louisiana Blvd), Albuquerque
- November 29th - December 1st NM City Management Association – Marriott Hotel (Louisiana Blvd), Albuquerque
- CDBG Public Hearings (set dates) for project input Dec. – Jan (3 minimum)
- November TBD MOLI Leadership Program TBD
- November TBD DFA/Local Government Division Budget Workshop (virtual)
- P & Z Present Comprehensive Plan and adjustments to the Governing Body

- **December**

- December 5th – 8th NM Law Enforcement Conference – Embassy Suites, Albuquerque
- December 5th Valencia County Administrators Group (VCAG) - Los Lunas
- December 15th Business License renewal letters go out (clerk's office) with Jan. 01 tax rate specified
- Set monthly cleanup dates 2024
- Approve 2024 Official holidays
- *Before January 1, 2023, the candidate to whom a certificate of election has been issued shall take the oath of office before entering upon the duties of office*

- **January**

- *January 1, 2024 Date Candidate takes office when elected in the regular local election*

Budget Calendar For Fiscal Year 2024

Item 11.

- **February**

- February 15th, Compile and average revenue predictions for next FY 2024 Budget
- February 16th, Department head meeting on Budget request
- February 23 - March 2nd, Budget request from Department heads

- **March**

- March 3rd, Deadline for Department heads consolidate and submit budget requests
- March 6 – 8th, Individual meetings with department heads
- March 13th Revenue Discussion.

- **April**

- April 3rd, Budget draft presentation ready
- April 5th, Special Workshop Budget 6:00 pm. City Council Chambers
- April 17th, Budget Hearing ____ pm. City Council Chambers
- April 24th, Extra budget hearing (if Needed)

- **May**

- May 8th, Council Approval of interim budget (tentative)
- May 18th, Interim Budget submittal to DFA (tentative)

- **June**

- June 1 Interim FY 2022 Budget to DFA/LGD - deadline

- **July**

- July 24th, BAR, Final Quarter and Budget Resolutions Council approval
- July 27th Final Quarter Reports FY 22 and Final Budget submitted to DFA
- July 30st Deadline to submit to DFA/LGD
- Final FY 2023 Budget review and approval by DFA/LGD