



City of Rio Communities Council Workshop
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, May 22, 2023 3:00 PM
Agenda

Please silence all electronic devices.

Call to Order

Attendees

Discussion/Agenda Items

- [1.](#) **Accounts payable report** (Finance Department)
- [2.](#) **Zoning Ordinance Amendments for a 15-day review** (Manager/Council)
- [3.](#) **Ordinance 2023 - XX An Ordinance Implementing an Personnel Ordinance for the City of Rio Communities** (Manager/Council)
4. **Greater Valencia County Chamber of Commerce membership** (Manager/Council)
5. **HEI City Hall Security proposal** (Manager/Finance Officer/CPO/Council)
- [6.](#) **Once a Day Marketing - Outdoor Recreation Economy** (Manager/Council)
- [7.](#) **Medical Service Provider Letter** (Manager/Council)
8. **Mosquito Pest Control** (Manager/Council)
9. **Authorize purchase of fire apparatus / Service Truck for Fire Department** (Manager/Finance Officer/Fire Chief)
10. **Authorize purchase of fire apparatus / Ladder Truck for Fire Department** (Manager/Finance Officer/Fire Chief)
11. **Comprehensive & Economic Planning** (Manager/Council)

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, May 22, 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

12. **Snow Runoff update**

Council General Discussion & Future Agenda Items

Adjourn

Thank you - Joshua Ramsell - Mayor Pro-Tem 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 City of Belen held at Belen Council Chambers 1000 South Main St., Belen, NM on Tuesday May 23 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.



Rio Communities, NM

Accounts Payable Approval Report

By Fund

Item 1.

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Fund: 11000 - General Operating Fund				
Department: 1009 - Municipal Court				
Magdalena Giron	INV0004110	05/15/2023	Court Translation services	183.91
Amazon Business	11VH-RXGR-G9CJ	05/17/2023	Courtroom items	669.18
Department 1009 - Municipal Court Total:				853.09
Department: 2002 - General Administration				
Pitney Bowes	3317416695	05/05/2023	Postage Machine Lease	175.68
Garcia & Sons Security	0082	05/09/2023	re-key exterior of building not t...	524.83
USPS	INV0004107	05/09/2023	USPS Bulk Mail Permit	290.00
CIVICPLUS	257250	05/10/2023	Municode meetings annual ren...	3,400.00
Rentokil North America Inc.	45141210	05/10/2023	CH Pest Control	163.42
The Walter Parker Co LLC	15435	05/15/2023	Patch Roof at New Condensor	500.00
H&E Equipment	97296581	05/15/2023	street sweeper	2,905.34
Amazon Business	1CMK-1R16-FNG6	05/17/2023	Janitorial Supplies	61.32
Amazon Business	1NKP-TP1Q-3T3Q	05/17/2023	name plate - Press	15.82
Amazon Business	1NKP-TP1Q-3T3Q	05/17/2023	Name Plate - City Attorney	16.07
Amazon Business	1WXW-DMYF-4RVD	05/17/2023	American, NM, and POW MIA F...	531.91
Wells Fargo Financial Leasing	5024983748	05/17/2023	Contract #8000452181 - CH Ser...	2,497.73
Sharp Electronics Corporation	9004316797	05/17/2023	City Hall Copies	201.02
Sharp Electronics Corporation	90043167995	05/17/2023	Contract #8000595693 - Aquos ...	114.00
Sharp Electronics Corporation	90043167995	05/17/2023	Contract #8000595693 - CH Hel...	171.00
Department 2002 - General Administration Total:				11,568.14
Department: 2004 - Finance/Budget/Accounting				
Amazon Business	1KVG-YKTL-7YXN	05/15/2023	Office Equipment/Supplies	85.82
Amazon Business	1W9K-DFV-DL4K	05/17/2023	Office Equipment/Supplies	133.19
Department 2004 - Finance/Budget/Accounting Total:				219.01
Department: 2014 - Economic Development				
Palmetto LLC	13	05/15/2023	Economic Developement Servic...	3,389.44
Department 2014 - Economic Development Total:				3,389.44
Department: 3001 - Law Enforcement				
Sharp Electronics Corporation	9004316796	05/17/2023	Police Department Printer Lease	919.00
Department 3001 - Law Enforcement Total:				919.00
Department: 3002 - Fire Protection				
Albuquerque Publishing Co.	INV0004108	05/09/2023	Legal Ads - Code Enforcement/...	672.89
Andrew Tabet	INV0004114	05/16/2023	Travel - Albuquerque	160.00
Greg Gallegos	INV0004115	05/16/2023	Travel - Albuquerque	160.00
Kaylee Dons	INV0004116	05/16/2023	Travel - Albuquerque	160.00
Amazon Business	1NKP-TP1Q-3T3Q	05/17/2023	Name Plate - Andrew Tabet - Fi...	16.07
Department 3002 - Fire Protection Total:				1,168.96
Department: 4004 - Library				
Sharp Electronics Corporation	9004316792	05/17/2023	Library Copies	69.23
Sharp Electronics Corporation	90043167995	05/17/2023	Contract #8000595693 - Aquos ...	57.00
Sharp Electronics Corporation	90043167995	05/17/2023	Contract #8000595693 - Library...	150.00
Department 4004 - Library Total:				276.23
Department: 5101 - Public Works				
Neds Pipe + Steel	423044	05/09/2023	Misc. Items for PW	18.26
Woodlands Hardware	010648/1	05/15/2023	PW Supplies	131.08
Woodlands Hardware	010713/1	05/15/2023	PW Supplies	26.97
Able & Willies One Stop Shop, L...	1406	05/15/2023	shirts	518.00
Wagner Equipment Co.	1AC697164	05/17/2023	Hydraulic oil	92.19

Accounts Payable Approval Report

Item 1.

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Wagner Equipment Co.	1AC700106	05/17/2023	air filters	296.05
Department 5101 - Public Works Total:				1,082.55
Fund 11000 - General Operating Fund Total:				19,476.42

Fund: 20200 - Environmental

Department: 5009 - Environmental

Universal Waste Systems, Inc.	0002172210	05/15/2023	Clean Up Day	363.80
Department 5009 - Environmental Total:				363.80
Fund 20200 - Environmental Total:				363.80

Fund: 20900 - Fire Protection

Department: 3002 - Fire Protection

Rentokil North America Inc.	45141364	05/10/2023	FD Pest Control	130.36
Rentokil North America Inc.	45141491	05/10/2023	FD Pest Control	129.07
UniqueFleet, LLC.	21819	05/15/2023	NEXIQ-Program Freightliner Up...	4,844.22
UniqueFleet, LLC.	21872	05/15/2023	2019 RAM -Install easy link & B...	2,509.43
UniqueFleet, LLC.	21873	05/15/2023	2019 RAM/ Install easy link tune..	2,509.43
UniqueFleet, LLC.	21874	05/15/2023	2008 Int. FT wire has short & E...	6,785.68
TLC Uniforms	261169	05/15/2023	Uniforms for Fire Department	1,807.64
Century Link	INV0004111	05/15/2023	Telephone Services Fire Depart...	76.40
Kendal Good	INV0004112	05/16/2023	Travel Ruidoso	90.80
Andrew Tabet	INV0004113	05/16/2023	Travel-Ruidoso	90.80
ABC Door Company	11090219	05/17/2023	A fuze blown outWork done on ...	322.63
Sharp Electronics Corporation	5024983747	05/17/2023	Contract #8000581517 - Fire D...	146.98
Sharp Electronics Corporation	9004316793	05/17/2023	Fire Department Copies	97.53
Sharp Electronics Corporation	9004316794	05/17/2023	Fire Dept Help Desk & Server M...	1,301.00
Sharp Electronics Corporation	90043167995	05/17/2023	Contract #8000595693 - Aquos ...	57.00
Comcast Business	INV0004109	05/26/2023	FD Telecommunications	280.66
Department 3002 - Fire Protection Total:				21,179.63
Fund 20900 - Fire Protection Total:				21,179.63

Fund: 29700 - County EMS GRT

Department: 2002 - General Administration

McKesson Medical-Surgical Gov...	20626860	05/10/2023	Medical Supplies	52.44
McKesson Medical-Surgical Gov...	20627698	05/10/2023	Medical Supplies	141.22
McKesson Medical-Surgical Gov...	20611238	05/15/2023	Medical Supplies	105.98
Boundtree Medical	84953555	05/15/2023	Medical Supplies -	404.77
Boundtree Medical	84955153	05/15/2023	Medical Supplies -Tape/sanitize...	12.99
Boundtree Medical	84953554	05/17/2023	Medical Supplies	452.79
Boundtree Medical	84960948	05/17/2023	Medical Supplies	35.76
Department 2002 - General Administration Total:				1,205.95
Fund 29700 - County EMS GRT Total:				1,205.95

Fund: 30300 - State Legislative Appropriation Project

Department: 2002 - General Administration

HDR Engineering, Inc.	1200523439	05/17/2023	Subconsultant Mark-Up	65.00
HDR Engineering, Inc.	1200523439	05/17/2023	Task 3 - Preliminary & Final Desi...	19,973.70
HDR Engineering, Inc.	1200523439	05/17/2023	Task 4 - Safety Lighting	13,368.00
HDR Engineering, Inc.	1200523439	05/17/2023	Task 2 - Environmental Clearan...	4,459.50
HDR Engineering, Inc.	1200523439	05/17/2023	Gross Receipts Tax (Albuquerqu...	2,819.07
HDR Engineering, Inc.	1200523439	05/17/2023	Task 1 - Project Management	2,370.90
HDR Engineering, Inc.	1200523439	05/17/2023	Task 8 - Subconsultant Terracon	650.00
HDR Engineering, Inc.	1200523439	05/17/2023	Task 6 - Construction Engineeri...	328.76
Department 2002 - General Administration Total:				44,034.93
Fund 30300 - State Legislative Appropriation Project Total:				44,034.93

Fund: 30400 - Road/Street Projects

Department: 2002 - General Administration

Cooperative Educational Servic...	24-135142	05/15/2023	Roof Repair - City Hall Quote Da...	28,970.65
HDR Engineering, Inc.	1200523445	05/17/2023	Task 5 - Sub Terracon	1,280.00
HDR Engineering, Inc.	1200523445	05/17/2023	Task 2 - Scoping Report	7,616.10
HDR Engineering, Inc.	1200523445	05/17/2023	Task 3 - Preliminary & Final Desi...	18,688.30

Accounts Payable Approval Report

Item 1.

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
HDR Engineering, Inc.	1200523445	05/17/2023	Expenses General	289.20
HDR Engineering, Inc.	1200523445	05/17/2023	Subconsultant Markup (Manage...	128.00
HDR Engineering, Inc.	1200523445	05/17/2023	Task 1 - Project Management	1,820.10
HDR Engineering, Inc.	1200523445	05/17/2023	GRT (7.7500%)	2,311.18
Department 2002 - General Administration Total:				61,103.53
Fund 30400 - Road/Street Projects Total:				61,103.53

Fund: 39900 - Other Capital Projects

Department: 2002 - General Administration

Roadsafe Traffic Systems, Inc.	0032358-IN	05/15/2023	speed bumps	7,632.70
Roadsafe Traffic Systems, Inc.	0032395-IN	05/15/2023	speed bumps	1,767.20
HDR Engineering, Inc.	1200507142	05/17/2023	Subconsultants - Sureveying & ...	2,016.00
HDR Engineering, Inc.	1200507142	05/17/2023	GRT @ 7.8750%	227.52
HDR Engineering, Inc.	1200507142	05/17/2023	Direct Expenses	919.80
HDR Engineering, Inc.	1200523439	05/17/2023	Gross Receipts Tax (Albuquerqu...	375.16
Construction Coordinators Inc.	1249	05/17/2023	Maker Space & Maker Space O...	12,310.92
Construction Coordinators Inc.	1250	05/17/2023	Police Department Security Wall	725.00
Construction Coordinators Inc.	1250	05/17/2023	GRT 7.8125% Rio Communities	39.06
Department 2002 - General Administration Total:				26,013.36
Fund 39900 - Other Capital Projects Total:				26,013.36
Grand Total:				173,377.62

Report Summary

Fund Summary

Fund	Expense Amount
11000 - General Operating Fund	19,476.42
20200 - Environmental	363.80
20900 - Fire Protection	21,179.63
29700 - County EMS GRT	1,205.95
30300 - State Legislative Appropriation Project	44,034.93
30400 - Road/Street Projects	61,103.53
39900 - Other Capital Projects	26,013.36
Grand Total:	173,377.62

Account Summary

Account Number	Account Name	Expense Amount
11000-1009-55999	Contract - Other Services	183.91
11000-1009-56040	Supplies-Furniture/Fixture...	669.18
11000-2002-54010	Maintenance & Repairs - ...	1,024.83
11000-2002-55030	Contract - Professional Se...	448.42
11000-2002-56010	Software	3,400.00
11000-2002-56020	Supplies - General Office	31.89
11000-2002-56050	Supplies - Janitorial/Main...	61.32
11000-2002-56999	Supplies - Other	531.91
11000-2002-57090	Printing/Publishing/Advert..	201.02
11000-2002-57130	Rent of Equipment/Machi...	2,673.41
11000-2002-57150	Subscriptions & Dues	290.00
11000-2002-57998	City Wide Clean-Up	2,905.34
11000-2004-56040	Supplies-Furniture/Fixture...	219.01
11000-2014-55030	Contract - Professional Se...	3,389.44
11000-3001-57130	Rent of Equipment/Machi...	919.00
11000-3002-53030	Travel - Employees	480.00
11000-3002-56020	Supplies - General Office	16.07
11000-3002-57090	Printing/Publishing/Advert..	672.89
11000-4004-55030	Contract - Professional Se...	207.00
11000-4004-57090	Printing/Publishing/Advert..	69.23
11000-5101-54050	Maintenance & Repair - F...	296.05
11000-5101-56110	Supplies - Uniforms/Linen	518.00
11000-5101-56121	Supplies - Vehicle Lubrica...	92.19
11000-5101-56999	Supplies - Other	176.31
20200-5009-55999	Contract - Other Services	363.80
20900-3002-53030	Travel - Employees	181.60
20900-3002-54010	Maintenance & Repairs - ...	322.63
20900-3002-54040	Maintenance & Repairs - ...	16,648.76
20900-3002-55030	Contract - Professional Se...	1,617.43
20900-3002-56110	Supplies - Uniforms/Linen	1,807.64
20900-3002-57090	Printing/Publishing/Advert..	97.53
20900-3002-57130	Rent of Equipment/Machi...	146.98
20900-3002-57160	Telecommunications	357.06
29700-2002-56070	Supplies - Medical	1,205.95
30300-2002-55030	Contract - Professional Se...	44,034.93
30400-2002-55030	Contract - Professional Se...	32,132.88
30400-2002-58010	Buildings & Structures	28,970.65
39900-2002-55030	Contract - Professional Se...	3,538.48
39900-2002-58010	Buildings & Structures	13,074.98
39900-2002-58999	Other Capital Purchases	9,399.90
Grand Total:		173,377.62

Project Account Summary

Project Account Key	Expense Amount
None	67,099.94

Project Account Summary

Project Account Key	Expense Amount
2023-003-50000	764.06
D19427-50000	32,132.88
D19577-50000	44,410.09
F2947-50000	28,970.65
Grand Total:	173,377.62

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

ORDINANCE No. _____

AN ORDINANCE OF THE CITY OF RIO COMMUNITIES AMENDING THE ZONING CODE OF THE CITY OF RIO COMMUNITIES. AMENDING THE PERMITTED USES IN THE I-3 HEAVY INDUSTRIAL ZONING DISTRICT; AMENDING THE SPECIAL USES IN THE I-3 HEAVY INDUSTRIAL ZONING DISTRICT; ADOPTION PROHIBITED USES IN THE I-3 HEAVY INDUSTRIAL ZONING DISTRICT.

BE IT ORDAINED by the Governing Body of the City of Rio Communities, New Mexico

SECTION 1: RECITALS

WHEREAS, Recent public hearings have demonstrated the need to revisit whether, or not to what extent certain heavy industries should be located within the City of Rio Communities; and

WHEREAS, Public sentiment in recent public hearings has clearly demonstrated that the public does not support the location and operation of certain heavy industrial activities in the City of Rio Communities; and

WHEREAS, This ordinance is adopted to protect the health, safety, and welfare of the community as it relates to the location and operation of certain heavy industries within the City of Rio Communities by imposing certain time, place, manner and other reasonable restrictions on industrial activities.

SECTION 2: HEAVY INDUSTRIAL (I-3) Permitted Use: Section 4-3-10.C

Section 4-3-10.C(7) is deleted in its entirety.

SECTION 3: HEAVY INDUSTRIAL (I-3) Special Use: Section 3-4-10.E

Section 4-3-10.E(1) is amended by adding the words "Temporary Use Only Not to Exceed 90 days"

Section 4-3-10.E(3) is deleted in its entirety.

Section 4-3-40.E(4) is deleted in its entirety.

SECTION 4: HEAVY INDUSTRIAL (I-3) Prohibited Uses: Section 3-4-10.F

A new section 3-4-10.F is adopted as follows:

F. PROHIBITED USES I-3 PROHIBITED USES ARE NOT ALLOWED IN AN I-3 ZONE. THESE PROHIBITED USES INCLUDE:

1. Petroleum or liquefied petroleum gas bulk plants.
2. Facilities for production of oil, natural gas, geothermal resources or other hydrocarbons.

SECTION 5: ANNEXATION PROCEDURES Section 4-14-3

Section 4-14-3.A is amended to read as follows:

"All proposed petition-method annexations shall be submitted to the Planning and Zoning Commission for review and written recommendation based on the approval criteria set forth in Subsection 4-14-8 of this Article. In the course of the review, the Commission shall make complete findings of fact on all applications. The Commission shall not rule on the economic feasibility of any development proposed in an annexation master plan."

SECTION 6: ZONING AND MAP AMENDMENTS Section 4-15-1

Section 4-15-2.B is amended to read as follows:

After receiving a request for text amendment or zone map change, the Planning and Zoning Commission shall consider the request and make written recommendations to the City Council regarding the request. The Commission will consider all aspects of the request and balance the need for change against the impact of the request on affected properties. The Commission shall consider whether the proposed text or map amendments are consistent with the Comprehensive Plan. The request for a text amendment or zone map change, including the Commission recommendation will be brought before the City Council for Public Hearing. The City Council will decide based upon the evidence presented at the Public Hearing. The City Council may amend, repeal, or supplement any portion of the Code or Map.

Section 4-15-2.C is amended to read as follows:

Requests for change of either the Code or Map by a landowner will be forwarded to the City Planning and Zoning Commission. All pertinent data must be enclosed with the request. Additional information may be requested by the Commission. The Planning and Zoning Commission will schedule a public meeting with the applicant that will serve to enhance their understanding of the impact of the request. The Commission shall consider whether the proposed text or map amendments are consistent with the Comprehensive Plan. The Commission shall prepare a written recommendation to the City Council.

SECTION 7: PLANNING AND ZONING HEARING POSTING Section 4-18-9

The Catchline of the of this section is amended to add the words "Notice Requirements" after "Hearing" and delete the word "Posting."

Section 4-18-9.A is amended to read as follows:

- A. Applications for a conditional use permit, require a public hearing before the Planning and Zoning Commission. Notice of Commission consideration of a Conditional Use Permit shall be conspicuously posted for public scrutiny and comment at six (6) public locations throughout the City and on the city webpage. Notice of the time and place of the public hearing shall be published, at least fifteen days prior to the date of the hearing. Following the Public Hearing, the Commission may approve, approve with conditions, deny, continue or defer the request. The Commission must base its decision upon the evidence presented at the Public Hearing.

SECTION 8: CITY COUNCIL HEARING POSTING Section 4-18-9

The Catchline of the of this section is amended to add the words "Notice Requirements" after "Hearing" and delete the word "Posting."

Section 4-18-9.B is amended to read as follows:

4-18-9.B (1) Application for special use permits, variances, zoning ordinance text amendments, annexation, or zoning map amendments require consideration by the Planning and Zoning Commission prior to submission to the City Council for Final Approval.

4-18-9.B(2) Notice of the Commission meeting shall be in accordance with Section 4-18-9.A above. The Commission shall consider all aspects of the request and balance the need for change against the impact of the request on affected properties. The Commission shall consider whether the proposed special use permit, variance, text or map amendments are consistent with the Comprehensive Plan. The Commission will prepare its written report including recommendations to the City Council.

4-18-9.B(3) Notice of the time and place of the public hearing before the City Council shall be published, at least fifteen days prior to the date of the public hearing City Council.

4-18-9.B(4) Whenever a change in zoning is proposed for an area of one block or less, notice of the public hearing shall be mailed by certified mail, return receipt requested, to the owners, as shown by the records of the county treasurer, of lots of land within the area proposed to be changed by a zoning regulation and within one hundred feet, excluding public right-of-way, of the area proposed to be changed by zoning regulation.

4-18-9.B(5) Whenever a change in zoning is proposed for an area of more than one block, notice of the public hearing shall be mailed by first class mail to the owners, as shown by the records of the county treasurer, of lots or [of] land within the area proposed to be changed by a zoning regulation and within one hundred feet, excluding public right-of-way, of the area proposed to be changed by zoning regulation.

4-18-9.B(6) The City Council shall conduct a public hearing on the proposed special use permit, variance, text or map amendment. Following the public hearing, the City Council may approve, approve with conditions, deny, continue or defer the request.

4-18-9.B(7) The City Council shall issue a written order including its Findings of Fact based upon the record of the public hearing conducted by the Council.

PASSED, ADOPTED, AND APPROVED THIS ____ DAY OF _____, 2023.

City of Rio Communities Governing Body

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

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

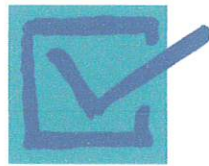
Arthur Apodaca,
Councilor

Lawrence Gordon,
Councilor

Jimmie Winters,
Councilor

ATTEST:

Elizabeth F Adair, Municipal Clerk



ONCE a DAY
MARKETING™
INSPIRING IDEAS INSIDE

**Rio Communities
Outdoor Recreation Economy
Support Proposal
March 6, 2023**

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OVERVIEW

Once a Day Marketing LLC (OaDM) is excited to offer Rio Communities our proposal to support development of the outdoor recreation (OR) economy in the community. We will work with Rio Communities to identify and engage partners and stakeholders and create a work plan for you to continue development of this new facet of economic growth. Engaging the outdoor recreation (OR) industry is a positive step to enhance and diversify the local economy, improve offerings to visitors and enrich quality of life for residents. Please see the graphic on page 2 that highlights the community benefits of outdoor recreation.

Further, with OR now a high priority for the State of New Mexico, Rio Communities does not have to take this journey alone but rather can embrace regional, statewide and national activities and identify opportunities that will benefit Rio Communities outdoor recreation goals.

Building a sustainable OR industry is comprised of two parts: 1) enhancing outdoor recreation offerings & experiences (e.g., health/fitness, tourism, infrastructure) and 2) attracting more guides, outfitters, outdoor gear manufacturers, OR event promoters (e.g., job creation, economic development). Rio Communities must identify the best ways to leverage resources to create quality of life/place while launching more businesses and jobs to expand this economic sector.

Rio Communities Project Goals include:

Outdoor Recreation Assets and Opportunities – identify Rio Communities OR assets and opportunities to advance the outdoor recreation economy

Outdoor Recreation Stakeholder Meeting – convene an initial meeting with identified stakeholders & partners, prioritize actions/tasks required to move the OR initiative forward, and determine best approach for stakeholders to work together

Outdoor Recreation Economy Work Plan – utilizing research captured above, create a work plan for Rio Communities to develop its OR economy

Once a Day Marketing is ideally suited to accomplish these goals for Rio Communities. We are immersed in the state and national outdoor recreation economy and fully committed to supporting efforts to expand the OR economy. OaDM partners created/managed the City of Farmington's Outdoor Recreation Industry Initiative (ORII) and united the region around OR; prepared OR feasibility studies for Farmington, Bloomfield and Los Lunas; launched and now manage the New Mexico Outdoor Recreation Business Alliance (endeavOR New Mexico); established strong ties with nation's leading OR organizations; and contributed content to the Outdoor Recreation Roundtable (ORR) Rural Economic Development Toolkit. We also bring our expertise supporting the strategic branding initiatives for many communities.

Our team knows *outdoor recreation, branding, marketing, economic development, tourism as well as strategic planning* and is excited by the opportunity to support the efforts to shape the future of Rio Communities outdoor recreation industry. Thank you in advance for your consideration.

SCOPE of WORK

To achieve the project goals outlined above, OaDM will work closely with Rio Communities during the implementation of the project. The following section outlines the tasks and deliverables that OaDM will complete during the project.

Outdoor Recreation Assets and Opportunities – identify Rio Communities OR assets and opportunities to advance the economy

- Identify stakeholders
- Work with Rio Communities city staff to complete 14 questions in the Recreation Economies for Rural Communities (RERC) assessment
- Summarize findings

Outdoor Recreation Stakeholder Meeting – convene an initial meeting with identified stakeholders & partners, prioritize actions/tasks required to move the OR initiative forward, and determine best approach for stakeholders to work together

- Working with Rio Communities, secure location and date for stakeholder meeting
- Develop meeting agenda and priorities
- Support efforts to invite guests to the meeting
- Facilitate Rio Communities meeting to generate excitement for OR efforts
- Provide overview of OR initiative and capture meeting input and comments
- Utilize ORR Toolkit and assess 15 best practices to build a thriving OR community
- Summarize findings

Outdoor Recreation Economy Work Plan – utilizing research captured above, create a work plan for Rio Communities to develop its OR economy

- Utilizing input captured at OR stakeholder meeting, analyze data and report findings
- Share and discuss findings with Rio Communities and prioritize strategic direction
- Prepare work plan for Rio Communities to follow to advance OR economy
- Deliver actionable work plan

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PROJECT TIMELINE

We estimate that three months will be required to complete an assessment of the Rio Communities outdoor recreation economy and stakeholders & partners and prepare a work plan. The timeline below summarizes scope of work activities which will commence upon an agreement between Rio Communities and Once a Day Marketing being executed.

ACTIVITY	MONTH		
	One	Two	Three
Identification of stakeholders / outdoor recreation assessment			
Preparation and facilitation of OR stakeholders meeting			
Development of Rio Communities OR work plan			

FEES

The purpose of this project is to engage with outdoor recreations partners & stakeholders in Rio Communities and surrounding area. Assessing their needs and priorities are the crucial first steps in working together to enhance and expand the outdoor recreation economy and amenities in the region. It will provide clarity around where Rio Communities may want to focus economic development resources and how to work together moving forward.

The budget for the scope of work outlined above:

DELIVERABLE	BUDGET
Stakeholder identification and OR assessment	\$15,000
Facilitation of initial stakeholder & partner meeting	
Development of a Rio Communities OR work plan	
Travel time to Rio Communities (3-hr RT @\$75/hr. x 2 team members)	1,350
Mileage – 3 visits to Rio Communities	350
Meals while in Rio Communities	120
GRT	1,145
Total Cost	\$17,965

Appropriate New Mexico Gross Receipts Sales Tax is included in the total fee of \$17,965. We will invoice work as follows:

- \$5,988 – end of month 1
- \$5,988 – end of month 2
- \$5,989 – upon completion of the workplan

Rio Communities will be billed for any reasonable travel expenses including meals and accommodations, as required. Mileage will be charged at the appropriate IRS rate. These costs for three visits to Rio Communities are included in this proposal. Any additional visits to the community or other charges must be pre-approved by Rio Communities prior to actual expenditure and reimbursement submittal.

OPTIONAL Scope of Work and Fees – OaDM understands that Rio Communities is evaluating the purchase of the Tierra del Sol Golf Course. Partner James Glover supported the effort to brand and market Sierra del Rio Golf Course in Elephant Butte when it first opened. Through our work with cities and counties across the state, OaDM has strong ties with numerous municipal golf courses. For an additional fee of \$5,000 + GRT, OaDM will analyze municipal golf course operations and report on the benefits, costs and risks of owning and managing a public golf course.

CONCLUSION

Once a Day Marketing appreciates the opportunity to support the growth of the outdoor recreation economy with Rio Communities. We understand the importance of this effort to enable the Rio Communities to expand outdoor recreation economy, enhance OR experience, increase local pride, and improve quality of life for the community.

Thank you for considering the services of our team. We look forward to assisting you to create a new outdoor recreation economy in Rio Communities.

CONTACT INFORMATION

Once a Day Marketing LLC

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CITY OF RIO COMMUNITIES

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

May 2, 2023

Dear Medical Provider,

As a new city (10 years old), we invite you to join our beautiful community. The following are some of the distinct advantages to locating your practice in Rio Communities.

- We have spectacular views of the Manzano Mountains and the Rio Grande River.
- The city is a central artery to southern Valencia County communities that are without medical facilities. Our population approaches 5,000 residents (50% working families/ 50% retired), with over 20,000 people in nearby unincorporated subdivisions.
- These nearby communities include, but are not limited to, the eastern side of Belen, the Village of Mountainair, Tome, Jarales, Salomon Estates, Tierra Grande, Veguita, Los Maravillas, La Joya, and Tierra Grande.
- The bulk of available lands/properties are in a federally designated Opportunity Zone (which provides abatement of Capital Gains Taxes for investors).
- Within Rio Communities there is an existing vacant building, retrofitted for medical offices.
- There are no 24-hour medical facilities in Valencia County, and no medical practice in the City of Rio Communities, with most patients being taken to Albuquerque for treatment.
- The City of Rio Communities progressively promotes economic development and residential business attraction, with willingness to discuss possible incentives.
- We offer a streamlined zoning and building plan approval process.

Thank you for strongly considering the endless opportunities we have to offer your practice. Direct inquiries to Dr Martin Moore (City Manager) at (505) 861-6803, or email mmoore@riocommunities.net; or Ralph L. Mims, Economic Development Consultant at (505) 362-3193 or email info@rmimsworldgroup.com.

Respectfully,

City of Rio Communities Governing Body

Joshua Ramsell, Mayor

Margaret R. Gutjahr, Mayor Pro-tem

Arthur Apodoca, Councilor

Lawrence R. Gordon, Councilor

Jimmie Winters, Councilor