

City of Rio Communities Council Minutes
Regular Business Meeting
Tuesday February 13, 2018

Call to Order

- Mayor Gwinn called to order the city council regular business meeting at 6:00 pm.

Pledge of Allegiance

- Jim Winters led the Pledge of Allegiance.

Roll Call

- Present: Mayor Mark Gwinn; Councilors, Bill Brown, Peggy Gutjahr, Arturo Sais and Thomas Scroggins.
Present: City Manager Bob Skerry, Treasurer Celina Benavidez, Municipal Clerk Lisa Adair, EDC Chairman Jim Winters, P&Z Chairman Robert Teague, RGEFD Chief Taylor Lewis and Court Clerk Lisa Adair.

Approval of Agenda

- Councilor Gutjahr moved to approve the agenda as written for Tuesday February 13, 2018. The motion was second by councilor Sais. With a 4-0 vote the agenda for the city council regular business meeting held on Tuesday February 13, 2018 was approved as presented.

Approval of Workshop Minutes

- Councilor Brown moved to approve the workshop minutes for January 9, 2018. The motion was second by Councilor Scroggins. With a 4-0 vote the workshop minutes held on January 9, 2018 was approved as written.

Approval of City Council Minutes

- Councilor Sais moved to approve the city council minutes of January 23, 2018. The motion was second by Councilor Brown. With a 4-0 vote the minutes for the city council regular business meeting held on January 23, 2018 was approved as written.

City Manager Report

- Manager Skerry explained that the legislature approved another \$200,000 capital outlay to finish the city hall building and then further explained in the next few weeks we should be finalizing the designs, contracts and talks with the architectures. He then said the bill has passed but it still needs to be signed by the governor and once the bonds are sold then there will be an additional \$200,000 to finish off the building.
- Manager Skerry said that Los Lunas got a very good response regarding the east/west corridor for the I-25 interchange and explained the area, the phases, type of funding and cost.
- Manager Skerry explained regarding the fire department the plans did not get approved from CID because of the plumbing contractor did not put it in to current code for a commercial kitchen. He then explained what is needed to finish the work on the building. He further explained that we had to go through our self-insured company and they are working on the problem.
- Manager Skerry said when we get ready to have our next newsletter we are going to have an article on rights-of-way and then read an article from the NM Gas company regarding rights-of-way and encroachment.

Public Comment

- No public comments

Economic Development

- EDC Chairman Jim Winters said they have 2 or 3 programs that was instituted out of the EDC group one being the welcome neighbor program which is doing good and then explained another program is the welcome new business and further explained none of these programs are funded by the City.
- Chairman Winters explained they are still working on targeting new businesses to the community.
- Chairman Winters said one of the biggest dilemma they are having is attracting small developers and builders involved in growing the community.

Planning and Zoning

- P&Z Chairman Robert Teague said they are working on subdivision and studying to make things up to codes of today as opposed to plots from the 80's.

Rio Grande Estates Fire Department

- Fire Chief Taylor Lewis gave the January numbers 33 responses; most were fire calls. He then said there is an uptake on fire calls. He then stated on the 21st they will be having the project heart start training at La Merced for the 5th & 6th graders and on April 1st Easter Sunday they will be having their 6th annual Easter egg hunt here in the plaza.

Municipal Court – Court Clerk

- Municipal Court Clerk Lisa Adair gave the report month of January. 2 citations filled in the courts; amounts collected are: Correction fees \$20; Court Automation fees \$6; Judicial Education fees \$3; Court Fines of \$105 giving a total collected in the courts \$134 for the month of January.

Accounts Payable -- City Treasurer Celina Benavidez

- Treasurer Celina Benavidez gave the accounts payable report and asked for permission to pay the following bills:

USPS (bulk mailing)	\$ 625.95	Hinkle and Landers CPA	\$ 26,875.00
Valencia County (animal control)	\$ 1,660.13	Sandy Schauer (newsletter)	\$ 3,165.03
Century Link	\$ 84.85	NM Water Service Co	\$ 243.93
Comcast Business	\$ 288.90	PNM	\$ 424.05
PNM	\$ 362.66	NM Gas Co	\$ 1,039.44
AC Disposal Service	\$ 360.00	AC Disposal Service	\$ 360.00
Bob Skerry (W/E 02/03)	\$ 196.51	Heather Benavidez (Feb)	\$ 100.00
Elizabeth Adair (Court Clerk)	\$ 130.50	Valencia County Fiscal Office	\$ 2,119.50
Lyle Signs (street signs)	\$ 4,123.69	Gusto	\$ 5,322.32
Gusto	\$ 2,489.00	Bob Skerry (W/E 02/10)	\$ 58.91
Lyle Signs (street signs)	\$ 2,560.00	Universal Fuel Card	\$ 2.00
Court Automation Fee	\$ 6.00	NM Judicial Education	\$ 3.00

- Mayor Gwinn asked regarding PNM is that all the street lights.
- Manager Skerry said it is still not right.
- Councilor Scroggins moved to pay our city accounts payable as listed for 1/25 – 2/13/2018. The motion was second by Councilor Brown. Vote: Councilor Sais-yes; Councilor Gutjahr-yes; Councilor Brown-yes and Councilor Scroggins-yes. With a 4-0 vote accounts payable was approved for payment.

Change February 27th City Council and/or Workshop meeting for another day

- Mayor Gwinn explained there is a conflict with our City and Deputy clerk having to attend election training that same night and asked council to consider moving the workshop and city council meeting to the 28th.
- Councilor Sais motioned to move the city council meeting to the 28th also the workshop, workshop at 10:00 am and meeting at 6:00 pm on Wednesday February 28. The motion was second by Councilor Brown. Vote: Councilor Scroggins-yes; Councilor Brown-yes; Councilor Gutjahr-yes and Councilor Sais-yes. With a 4-0 vote approved to move the workshop and city council regular business meeting from February 27 to February 28 at their respective times.

Budget items from Council

- Mayor Gwinn opened to Council for discussion on what they would like to propose to be added to next year's budget.
- Councilor Gutjahr said she would like to have a retainer for the HR company and an attorney, 2 EMT's and a fire chief as paid staff and aim towards another police officer.
- Councilor Sais said he would like to see money put aside for the Senior Center to help provide services just in case. He would also like to continue to move forward with allocating money for parks.
- Councilor Brown said he would like to see money set aside for land acquisition whether that be for parks or whatever else we would need.
- Councilor Scroggins said he would also like to see money set aside for contingency for the senior center.
- Mayor Gwinn agreed with EMT's, HR and the attorney and said that would take us into certain areas of annexation and maybe even abatements and agreed we need to be looking into these areas.
- Councilor Brown said we also need a full-time finance clerk and a code enforcer.
- Manager Skerry explained that we have a date to do a workshop with the HR and it is not a piece meal position and we need to have everything in place before we seek a code enforcer.
- Councilor Sais asked will there be a percentage increase to the budget from last year if we add the wish list items.
- Manager Skerry explained the basically general fund income will be up maybe \$36k over last year, but we may be short on franchise fee and then further explained we will have to move things around to make it fit into the budget if we are going to add all the wish list items.
- Councilor Brown said that is the difference between a wish list and the final budget.
- Councilor Gutjahr moved the items that have been suggested by the Council for the upcoming budget be part of the budget process. The motion was second by Councilor Brown. Vote: Councilor Scroggins-yes; Councilor Sais-yes; Councilor Brown-yes and Councilor Gutjahr-yes. With a 4-0 vote the items suggested by Council will be added to the budget process.

Ordinance 2018-xx Chapter 10 – Part A - LEDA – 14-day review

- Manager Skerry read the short title for the ordinance and then explained that this ordinance will go for a 14-day review.
- Councilor Sais asked for the processes of a 14-day review.
- Mayor Gwinn explained the process of a 14-day review, public hearing and the approval or disapproval of an ordinance.
- Councilor Gutjahr moved the LEDA ordinance be put into a 14-day review. The motion was second by Councilor Scroggins. Vote Councilor Brown-yes; Councilor Gutjahr-yes; Councilor Sais-

yes and Councilor Scroggins-yes. With a 4-0 vote ordinance 2018-xx chapter 10 – part a – LEDA was approved for a 14-day review.

Ordinance 2018-xx Chapter 10 – Part B - Economic Development Plan – 14-day review

- Manager Skerry read the short title for the ordinance and then explained the economic plan and this will also go into a 14-day review.
- Councilor Sais moved that 2018- chapter 10, part b economic development plan be put into a 14-day review. The motion was second by Councilor Scroggins. Vote: Councilor Scroggins-yes; Councilor Gutjahr-yes; Councilor Sais-yes and Councilor Brown-yes. With a 4-0 vote ordinance 2018-xx chapter 10 – part b – economic development plan was approved for a 14-day review.

Ordinance 2018-XX Municipal Judge – 14-day review

- Manager Skerry read the short title for the ordinance and then explained the reason for the increased salary of the Judge.
- Councilor Scroggins moved for a 14-day review ordinance 2018 municipal judge. The motion was second by Councilor Gutjahr. Vote: Councilor Brown-yes; Councilor Gutjahr-yes; Councilor Scroggins-yes and Councilor Sais-yes. With a 4-0 vote ordinance 2018-xx municipal judge was approved for a 14-day review.

Resolution 2018-xx NMDOT Cooperative Agreement

- Manager Skerry explained this is not requiring a 14-day review and then further explained this is our application for the NMDOT co-op grant for the next fiscal year and read into the minutes resolution 2018-116 NMDOT cooperative agreement program.
- Manager Skerry explained this a project for \$212,000.00 and what intersections are being requested for repair.
- Councilor Gutjahr moved to approve resolution 2018-116 NMDOT cooperative agreement. The motion was second by Councilor Sais. Vote: Councilor Scroggins-yes; Councilor Sais-yes; Councilor Gutjahr-yes and Councilor Brown-yes. With a 4-0 vote Resolution 2018-116 NMDOT Cooperative Agreement Program was passed, approved, adopted and signed.

Executive Session discussion on Evaluation of City Manager personnel position. NM Section 10-15-1 (B)(H)(2)

- Mayor Gwinn asked for a motion to go into executive session.
- **Motion and roll call vote to go into close session**
 - Councilor Gutjahr moved with a roll call vote to go into executive session discussion on evaluation of City Manager personnel position, NM Section 10-15-1(B)(H)(2) closed session. The motion was second by Councilor Sais. Vote: Councilor Brown-yes; Councilor Scroggins-yes; Councilor Sais-yes and Councilor Gutjahr-yes. With a 4-0 vote Council went into a closed executive session at 7:13 pm.
- **Motion and roll call to go back into regular business meeting session**
 - Councilor Gutjahr moved by roll call vote to go back into the regular business session. The motion was second by Councilor Scroggins. Vote: Councilor Sais-yes; Councilor Brown-yes; Councilor Scroggins-yes and Councilor Gutjahr-yes. With a 4-0 vote Council returned to regular session at 9:11 pm.
- **Welcome everyone back and Statement by the Mayor: The Governing Body of the City of Rio Communities, New Mexico, hereby states that on February 13, 2018 a Closed Executive Session was held and the matters discussed in the closed meeting were limited only to Evaluation of City Manager personnel position as posted on the agenda**

- Mayor Gwinn welcomed everyone back and read the above statement into the minutes.

Action results from Executive Session

- Mayor Gwinn said we need to schedule on February 21 at 10:00 a special meeting in closed session with the City Manager and HR.

Council Reports

- All councilors passed on their reports.
- Mayor Gwinn reminded the cleanup this Saturday.

Adjourn

- Councilor Gutjahr moved to adjourn. The motion was second by Councilor Brown. With a 4-0 vote the City Council regular business meeting was adjourned at 9.13 pm.

Respectfully submitted,

Elizabeth (Lisa) Adair
Municipal Clerk

Approved:

Mark Gwinn,
Mayor

Margaret (Peggy) Gutjahr,
Councilor Mayor Pro-tem

William (Bill) Brown,
Councilor

Arturo R. Sais,
Councilor

Thomas Scroggins,
Councilor

Date: _____