

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

**Call to Order**

- Mayor Gwinn called to order the City Council Regular Business Meeting at 6:00 pm.

**Pledge of Allegiance**

- Robert Teague led the Pledge of Allegiance.

**Roll Call**

- Present: Mayor Mark Gwinn, Councilors; Bill Brown, Peggy Gutjahr, Arturo Sais and Joshua Ramsell.  
Present: City Manager Bob Skerry, Municipal Clerk Lisa Adair, EDC Chairman Jim Winters, P&Z Chairman Robert Teague, Fire Chief L.E. Rubin, Municipal Judge Heather Benavidez and Court Clerk Lisa Adair.

**Approval of Agenda**

- Mayor Gwinn explained he would like to have the swearing in of our Fire Chief before the City Manager report.
- Councilor Gutjahr moved to approve the agenda as amended. The motion was second by Councilor Brown. With a 4-0 vote the agenda for the Regular Business Meeting was approved as amended.

**Approval of Workshop Minutes**

- No minutes to approve.

**Approval of City Council Minutes**

- No minutes to approve.

**Swearing in of Fire Chief**

- L. E. Rubin was sworn in as Rio Communities Rio Grande Estates Fire Department Fire Chief by Rio Communities Municipal Judge Heather Benavidez

**City Manager Report**

- Manager Skerry explained the Governor signed the budget, along with our capital outlay and further explained that she had vetoed a couple of items in Valencia County.
- Manager Skerry said he and Jim will be going up to Santa Fe for LUCA – the local censes addressing workshop.
- Manager Skerry explained he is starting to work on the solid waste ordinance and then explained some questions he has come across while looking at other ordinances.
- Manager Skerry said he talked with Andy Beck and on Sunday May 20<sup>th</sup> they are wanting to do the animal licenses/vaccination here in front of City Hall along with the City doing the dog licenses. He then further explained Andy will be asking the Optimist Club if they would like to do this as a joint effort.

**Public Comment**

- No public comments.

## **Economic Development**

- Chairman Jim Winters explained the State Economic Development analyst will be meeting tomorrow with EDC and further explained they will be showing him the LEDA and economic plan that Council has approved and will be trying to figure out how he can help leverage it.
- Chairman Winters said at the last Economic Development session he had asked for some additional training or getting help from a commercial realtor.
- Chairman Winters said the neighborhood welcome is very active and still working on the business welcome program.
- Mayor Gwinn asked who the commercial realtor that handled the sale of Goldie's.
- Chairman Winters said he believes Berger & Berger was the original commercial realtor but thinks that it was handled through the bank because of the sale amount.

## **Planning and Zoning**

- Chairman Robert Teague said they are continuing to work on their zoning regulations to make sure everything is up to current code.
- Chairman Teague said the cleanup is this weekend and he feels there are more people interested in wanting to help.

## **Rio Grande Estates Fire Department**

- Fire Chief L. E. Rubin said the Fire Department will be hosting their Easter Egg hunt on Saturday March 31, here in the City Hall corridor. He then explained last week Chief Lewis had to step down due to personal reasons and he was elected as the Fire Chief.
- Chief Rubin said currently the roster stands at 21 members, 15 are certified EMS personnel, one member passed his test last week and received his license this weekend, which will make the 16<sup>th</sup> EMT.
- Chief Rubin said the auxiliary and training rooms has seen significant improvement. He then explained they are currently testing equipment to make sure they are in working order and being placed in service this week.

## **Municipal Court – Court Clerk**

- Municipal Court Clerk Lisa Adair gave the report for the month of February. no citations filled in the courts; amounts collected are: Correction fees \$19 and Court Fines of \$295 giving a total collected in the courts \$314 for the month of February.

## **Accounts Payable -- City Treasurer Celina Benavidez**

- No accounts payable.

## **MOA – Valencia County – EMS Director/Services**

- Manager Skerry explained the MOA between the City and the County is the same as before, the costs and the only change to this agreement is the date starting with the fiscal year July 1, 2018 and ending June 30, 2019
- Councilor Brown moved for the acceptance of the Memorandum of Agreement for EMS Director/Services. The motion was second by Councilor Gutjahr. Vote: Councilor Brown-yes; Councilor Sais-yes; Councilor Ramsell-yes and Councilor Gutjahr-yes. With a 4-0 vote the MOA with Valencia County – EMS Director/Services was passed, approved, adopted and signed.

## **MOA – Valencia County – Sheriff**

- Manager Skerry explained this agreement is between the City, Valencia County Sheriff Department and Valencia County and then explained that this is Louis Burkhart last year as

sheriff and he has talked to at least 3 individuals who are running for Sheriff. He then said the lump sum payment of \$125,000.00 will be made no later than September 30. He then further explained there is a lot more patrolling from the County the past 6 – 8 months and explained we are still paying property and GRT to the County so we are receiving backup and patrol services from the Sheriff department apart from our one patrol officer Cole Knight.

- Councilor Sais moved to accept the MOA with the Valencia County Sheriff. The motion was second by Councilor Brown. Vote: Councilor Gutjahr-yes; Councilor Brown-yes; Councilor Ramsell-yes and Councilor Sais-yes. With a 4-0 vote the MOA with Valencia County and Valencia County Sheriff department was passed, approved, adopted and signed.

### **Continuation of Service Agreement – Valencia County**

- Manager Skerry explained it is a requirement by the feds to have an official GIS/911 addressor.
- Manager Skerry said at the very beginning we had contracted with Belen for animal control but then in the last few years we have started to contract with the County and it has been tough to budget because you never know how many animals will be caught. He further explained we will have to rewrite our ordinance to get the owner to come to the City to pay before the County will release the animal.
- Councilor Gutjahr moved to approve the agreement between the County of Valencia and the City of Rio Communities regarding the continuation of services for animal control and GIS/911 and other services. The motion was second by Councilor Sais. Vote: Councilor Ramsell-yes; Councilor Sais-yes; Councilor Gutjahr-yes and Councilor Brown-yes. With a 4-0 vote the continuation of service agreement with Valencia County was passed, approved, adopted and signed.
- Manager Skerry explained we have an agreement with street signs that does not sunset and is a recurring agreement.

### **Selection & Approval of Architects**

- Manager Skerry explained at the last workshop we had a presentation and proposal from FBT Architects and they had given mainly the front of the building, roofing finishes and other options on rock work. He then explained we will be having CES acting as the procurement agent for us.
- Manager Skerry said the P&Z had spent a lot of hours on parks, trails and recreation areas and then said this architect firm is also a landscaping architecture master planner.
- Manager Skerry said the idea is to be a multiuse multi-municipal building and continued explaining the trail system and possible proposals to give the City a focus point.
- Manager Skerry explained so far everything has been done for free from the Architect firm and what they are looking for is a commitment to be our architect exclusively and further explained the process.
  - a) **Public input/questions (3) minutes to address the Council**
    - L. E. Rubin asked do we have any idea what price range the commitment to the Architect firm will be.
    - Manger Skerry explained they have given council a price and we have given them a budget.
    - Kuan Tikkun said her understanding is they are bidding only on the exterior and landscaping on the building.
    - Manager Skerry said Council was given a hypothetical estimate and sketch plan.
    - Kuan Tikkun asked is this for the outside and landscaping or will they do interior work as well.

- Manager Skerry explained that it will be an exterior bid, but they need to consider all the entry ways that will need to be addressed at this time.
  - L. E. Rubin thanked the council for making available to have comments for these items. He then said would there be a community message board put up in front of the building.
  - Manager Skerry explained when we installed the parking lot lights we stubbed in other conduits for an electronic messaging board and explained it is part of this scope of work.
- Councilor Gutjahr moved to approve the selection of the FBT Architects for the work at City Hall. The motion was second by Councilor Brown. Vote: Councilor Sais-yes; Councilor Gutjahr-yes; Councilor Brown-yes and Councilor Ramsell-yes. With a 4-0 vote the selection to move forward with FBT Architects as our architect firm was approved.

### **Code Enforcer personnel**

- Mayor Gwinn stated that Council would like the City Manager to move forward with the hiring of a Code enforcer and opened it up for discussion to Council.
- Councilor Brown said for almost a year now we have been without an effective code enforcer and feels we should at least post the position.
- Councilor Sais said he would also like to see the posting for a code enforcer and further said we have already budgeted for this position.
- Councilor Gutjahr said we have a salary scale range and we can explain to this person that is in the position, we are moving in the direction of working on the salary range.
  - a) Public input/questions (3) minutes to address the Council**
    - Kuan Tikkun asked what the reasons for not keeping a code enforcer.
    - Mayor Gwinn explained there has been various reasons and that Preston retired from working with the City as for the others they had their reasons to walk away.
    - Kuan Tikkun said she feels this is a difficult position to keep filled.
    - Mayor Gwinn agreed and explained that the process is very hard and tedious.
    - Manager Skerry said this is not an entry level position and feels we need other things in place before going after an experienced candidate.
    - L. E. Rubin asked when it comes to advertising can it state that it is not an entry level position and looking for someone with a background and experience in this area.
    - Manager Skerry said that is what we are trying to get approved and further explained what we are trying to get PERA and other areas in place before hiring a qualified person.
    - Councilor Brown said he would like to test the waters and feels we owe it to our community to make a good faith effort.
    - Councilor Sais feels we have in our community retired law enforcement that would like to supplement their retirement.
    - Councilor Gutjahr said we should look at this time and we will still work on these other areas and feels we should try.
- Councilor Gutjahr made a motion to move forward with a posting to hire a code enforcer. The motion was second by Councilor Brown. Vote: Councilor Sais-yes; Councilor Ramsell-yes; Councilor Brown-yes and Councilor Gutjahr-yes. With a 4-0 vote Council approved the moving forward to post the position for a Code Enforcer.

## Council Reports

- Councilor Brown had no report.
- Councilor Gutjahr explained the health fair is in process for April 21. She then said she agrees with Robert Teague that she has seen more involvement and enthusiasm from the community for cleanups.
- Councilor Sais had nothing to report.
- Councilor Ramsell had nothing to report.
- Mayor Gwinn said the cleanup is this weekend and asked for everyone to talk to your neighbors and if they need help to call the City and we will help them out.
- Mayor Gwinn asked the Fire Chief to watch for a couple of areas that have a lot of tumble weeds my become a fire hazard.

## Adjourn

- Councilor Brown moved to adjourn. The motion was second by Sais. With a 4-0 vote the City Council Regular Business meeting was adjourned at 7:23 pm.

Respectfully submitted,

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Elizabeth (Lisa) Adair  
Municipal Clerk

Approved:

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Mark Gwinn,  
Mayor

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Margaret (Peggy) Gutjahr,  
Councilor Mayor Pro-tem

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Bill Brown,  
Councilor

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Joshua Ramsell,  
Councilor

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Arturo R. Sais,  
Councilor

Date: \_\_\_\_\_