

City of Rio Communities Council Minutes
Regular Business Meeting
April 11, 2017

1. Call to Order

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

2. Pledge of Allegiance

- ° Dennis Kintzler led the Pledge of Allegiance.

3. Roll Call

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

4. Approval of Agenda

- Councilor Gutjahr moved to approve the agenda for the regular business meeting of April 11, 2017. The motion was seconded by Councilor Sais. With a 4-0 vote the agenda for April 11, 2017 regular business meeting was approved.

5. Approval of Workshop Minutes

- Councilor Brown moved for the acceptance of the minutes for the workshop of March 13, 2017 as presented. The motion was seconded by Councilor Scroggins. With a 4-0 vote the minutes for the workshop of March 13, 2017 was approved as written.

6. Approval of City Council Minutes

- Councilor Sais moved to accept the regular business meeting minutes for March 7th 2017. The motion was seconded by Councilor Gutjahr. With a 4-0 vote the minutes for the regular business meeting of March 7, 2017 was approved as written.

7. Public Comment

- No public comments.

8. Economic Development

- Chairman Winters said EDC is very busy working on LEDA and explained it's the only place where public monies can help private enterprise. He then said they are also working on a real estate conversion listing, the EDC website updates and they are also trying to get residents to change their addressing to Rio Communities instead of Belen.
- Chairman Winters said they are trying to advertise the City and getting the word out that Rio Communities is a City.
- Councilor Sais asked regarding LEDA is the public monies brick and motor or marketing.
- Chairman Winters explained they are looking at writing some general rules for what kind of business to go after and what kind of support we would offer.
- Councilor Sais asked have there been any proposals.
- Chairman Winters said no there has not been but EDC feels that they can start entertaining people as soon as they know what the citizens want here in the City.

- Councilor Sais asked if there were duplicates in streets between Belen and Rio Communities.
- Chairman Winters said yes and explained the problem is everyone is using GPS and that doesn't work well here and began discussion on what type of changes needs to be made.

9. Planning and Zoning

- Chairman Winters said in P&Z they are in transition of changing over members and then said they will be having a public forum on parks & trails for the 20th of May and they will be sending a letter to every single household in the city along with a survey.
- Chairman Winters said P&Z is also talking about doing some cleanups particularly on Hwy 304 and explained that it is not a great impression of the City with all the weeds that have grown in that area.

10. Rio Grande Estates Fire Department

- Chief Gonzales was not present for Fire Department report.

11. Municipal Court – Court Clerk

- Municipal Court Clerk Lisa Adair stated there were 9 traffic violations filled and received for fines & fees; Correction fee \$120; Court automation fee \$33; Judicial education fee \$18 and Court Fines \$107; Total collected for the month of March was \$278.

12. Accounts Payable -- City Treasurer Celina Benavidez

- Treasurer Benavidez asked for the following bills to be paid in the amount of \$45,115.88

Clinger Pro Builders	\$ 6,285.09	NM Gas Co	\$ 425.67
TLC Plumbing & Utility Co	\$ 5,002.01	TLC Plumbing & Utility Co.	\$ 8,398.63
TLC Plumbing & Utility Co	\$ 14,329.62	Heather Benavidez	\$ 100.00
Elizabeth Adair (court clerk)	\$ 172.95	Expertech Service	\$ 428.00
PNM	\$ 290.07	NM Water Service Co	\$ 237.48
Century Link	\$ 84.85	Comcast Business	\$ 203.21
PayDay Inc.	\$ 23.68	PayDay Inc.	\$ 95.29
PayDay Inc.	\$ 4,958.74	PayDay Inc.	\$ 1,997.15
Court Automation	\$ 33.00	Judicial Education	\$ 18.00
Wilfred O. Chavez (Pharm.)	\$ 79.69	Lowes (building)	\$ 27.75
MPH Industries	\$ 1,925.00		

- Mayor Gwinn asked regarding the late payment how did that get overlooked.
- Treasurer Benavidez said the liability was increased and when Marilyn Winters left during the transition no one was made aware of it.
- Manager Skerry explained we had exceeded the limit for quarterly reporting so that forced us to go to a monthly report.
- Mayor Gwinn asked the cost of the roof and will that be reimbursed through the insurance company.
- Manager Skerry said yes it will be and then explained what is covered by insurance and what is paid through the capital outlay money.
- Councilor Sais asked how does the bid process work.

- Manager Skerry explained the capital outlay money had previously been bid out and we had already received that for the new units. He further explained regarding the insurance bid that happened because TLC was already going to be putting in new gas lines so it made sense to use them for the insurance bid.
- Treasurer Benavidez said TLC is also on the State purchasing contract.
- Councilor Sais asked do we ever get local companies.
- Manager Skerry said if they qualify and then explained one of the issues is they do not carry the proper insurance.
- Councilor Sais asked how they get qualified, do we have a system in place.
- Manager Skerry said they have to qualify through the State.
- Councilor Sais asked if there is any way we can help our local people with the contracts.
- Treasurer Benavidez explained all we can do is put it out for bid but we cannot assist them in any sort of way.
- Manager Skerry continued to explain what the requirements to getting certified with the State.
- Councilor Sais said down the line he would like to help local people involved in the bidding process.
- Manager Skerry said it is very structured and since our Treasurer is the Procurement Officer as well she has a set of rules by the State she has to follow and cannot deviate and explained the liability of what would happen if breaking the rules.
- Councilor Sais said eventually it would come back to council as the finance board.
- Manager Skerry explained the finance board takes care of the budget and to control the finances of the City. He then further explained they have absolutely no rights to superseding the procurement officer and then said you do not question the decision of your procurement officer.
- Councilor Sais said that is all good but then explained he saw in Albuquerque public schools a board member using funds to clean their house.
- Treasurer Benavidez said council will never be involved in the bidding process.
- Councilor Sais asked so council will have nothing to do with the bidding process.
- Manager Skerry said no, council does not have anything to do with the bidding process.
- Councilor Gutjahr said during the final MOLI that she attended before certification they did have a session on procurement.
- Treasurer Benavidez gave the profit and loss statement for March Total Income: \$239,704.56, Total Expenses: \$81,081.91 and Total Net Income: \$158,622.65
- Councilor Gutjahr moved to pay the bills along with payroll. The motion was seconded by Councilor Sais. Vote: Councilor Scroggins-yes; Councilor Brown-yes; Councilor Gutjahr-yes and Councilor Sais-yes. With a 4-0 vote accounts payable was approved for payment.

13. Ordinance 2017—__ Comprehensive Plan – 14 day review

- P&Z Chairman Winters said P&Z have been working on a land use plan for a long time and then explained that MRCOG looked over the current comprehensive plan and gave us their recommendations of changes to the land use plan be added to the comprehensive plan. He then further explained the areas of changes to the land use plan for the current comprehensive plan.
- Councilor Gutjahr said the more you read the comprehensive plan the more you get a real sense of the community.
- Chairman Winters said Horizon developed this city and feels they did a very good job at balancing from the low economic scale to high end.
- Councilor Sais asked will there ever be a loop around the City.

- Chairman Winters explained there are a few problem areas that would be difficult to create a loop and then began a discussion on the problems focusing on the industrial park and Hwy 47.
- Councilor Gutjahr moved Ordinance 2017-xx comprehensive plan to a 14-day review. The motion was seconded by Councilor Scroggins. Vote: Councilor Sais-yes; Councilor Brown-yes; Councilor Scroggins-yes and Councilor Gutjahr-yes. With a 4-0 vote Ordinance 2017-xx comprehensive plan was moved into a 14-day review.

14. City Manager Report

- Manager Skerry said we have been working on the budget and explained we will be having two budget hearings 1st on Thursday the 13th at 1:00 pm and the second on Monday the 17th at 6:00 pm. He then gave a few highlights on what will be on the presentation at the hearings. He explained that we have 9.8 million in assets and gave the asset list and then began a discussion on the depreciation schedule, maintenance schedule, funding for road repairs and grants.
- Manager Skerry continued the discussion on the highlights on the draft budget. He further explained one item being requested in this draft budget is the lights for the parking lot, an informational sign and continued the discussion.

15. Councilor Reports

- Councilor Scroggins said one of his pet peeves is some people do not have house numbers on their home or building that they can read from the street.
- Mayor Gwinn said there is a problem with also not having numbers on mailboxes either.
- Councilor Sais said he has been working a lot with 4 students and the Instructor at the Belen High School Career Academy on designing a veteran's park memorial and explained that it gave the students a lot of pride. He then said he would like to see at least get one going and then get a domino effect and further explained what the students had done.
- Councilor Brown had no comments.
- Councilor Gutjahr explained there are flyers available for the Health Fair and went over some of the highlights for the event such as a rock climbing wall and the walk to start off the health fair.
- Councilor Sais said he understand there may be an invitation coming from the students from the Career Academy to attend a board meeting in May and then said maybe the students could come to a planning and zoning meeting and do a presentation.
- Mayor Gwinn recognized Councilor Brown today is his birthday.
- Mayor Gwinn said he appreciated Councilor Scroggins bring up putting address numbers on their homes or at least on the mailbox.
- Mayor Gwinn said at the cleanup on Saturday they filled up two dumpsters this time.
- Mayor Gwinn explained the upcoming events the fire department will be having an Easter egg hunt at City Hall corridor.
- Mayor Gwinn reminded that we are starting our budget hearing and this Thursday the 13th is our 1st at 1:00 pm and on Monday the 17th at 1:00 pm will be our 2nd and final hearing.
- Mayor Gwinn said at the end of the month he and 3 of the council members will be in Santa Fe at an advanced MOLI training.

ADJOURN

- Councilor Sais moved to adjourn. The motion was seconded by Councilor Scroggins. With a 4-0 vote the City Council Regular Business Meeting was adjourned at 7:18 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: _____