

City of Rio Communities Council Minutes
Regular Business Meeting
Tuesday April 25, 2017

1. Call to Order

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

2. Pledge of Allegiance

- ° Steve Gladwell led the Pledge of Allegiance.

3. Roll Call

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

4. Approval of Agenda

- Councilor Gutjahr moved to approve the agenda for April 25, 2017 as is. The motion was seconded by Councilor Scroggins. With 3-0 vote the regular business meeting agenda of April 25, 2017 was approved.

5. Approval of Workshop Minutes

- Councilor Brown moved for the acceptance of the workshop minutes of March 27th as presented. The motion was seconded by Councilor Scroggins. With a 3-0 vote the minutes for the workshop of March 27, 2017 was approved as written.

6. Approval of City Council Minutes

- Councilor Scroggins moved to accept the minutes for the regular business meeting of March 14 & March 28, 2017. The motion was seconded by Councilor Gutjahr. With a 3-0 vote the minutes for March 14, 2017 and March 28, 2017 were approved as written.

7. Public Hearing

- Mayor Gwinn asked for a motion to go into the public hearing.
- **Motion and roll call vote to recess Regular Business Meeting session and to go into Public**
 - Councilor Gutjahr moved with a roll call vote to recess the regular business meeting and go into the public hearing for Ordinance 2017- Comprehensive Plan. The motion was seconded by Councilor Brown. Vote: Councilor Scroggins-yes; Councilor Gutjahr-yes and Councilor Brown-yes. With a 3-0 vote the regular business meeting was recessed and the public hearing began at 6:05 pm.
- **Hearing:**
 - **Ordinance 2017-__ Comprehensive Plan**
 - P&Z Chairman Winters explained the land use plan is being added to the Comprehensive Plan and further explained how the 6 categories we have divide the City.
 - Steve Gladwell of Blanda Court; asked if the 216 acres of commercial property that means businesses we are trying to get in would be in that 216 acres.
 - Chairman Winters said that is correct or they could ask for a rezoning of some of the planned development properties or even the regular residential properties and they would hear that as a rezoning request, it is a little bit more of a laborious process and takes a little bit of time and cost a little bit of money to do it but if it is already zoned it is a simple permit.

- Mr. Gladwell asked what is the prospect for anyone coming into the 216 acres at the present.
- Chairman Winters said it hasn't developed significantly in the last 30-40 years and he thinks the biggest limitation is buildings. We do not have a whole lot of buildings in the City.
- **Motion and roll call to go back into Regular Business Meeting session**
 - Councilor Brown moved with a roll call vote to go back into the regular business meeting session. The motion was seconded by Councilor Scroggins. Vote: Councilor Gutjahr-yes; Councilor Scroggins-yes and Councilor Brown-yes. With a 3-0 vote the Regular Business Meeting Session was back into session at 6:11 pm.

8. Public Comment:

- Clarke Metcalfe of Rio Communities; Congratulated Peggy on a very amazing health fair. He then said when he looked at the workshop and today's agenda he saw they are discussing public input at workshops and feels that is great and felt it was a wonderful step forward.

9. Ordinance 2017-__ Comprehensive Plan

- Councilor Gutjahr moved to approve 2017-58 comprehensive plan. The motion was seconded by Councilor Brown. Vote: Councilor Scroggins-yes; Councilor Brown-yes and Councilor Gutjahr-yes. With a 3-0 vote Ordinance 2017-58 Comprehensive Plan was passed, approved, adopted and signed.

10. Accounts Payable -- City Treasurer Celina Benavidez

- Treasurer Benavidez asked for permission to pay the following bills totaling: \$10,849.69.

Century Link	\$ 179.11	AC Disposal Services	\$ 360.00
PDS Pest Defense Solutions	\$ 143.95	Sharp	\$ 180.58
Number Nine Media Inc.	\$ 106.67	Card Service Center	\$ 2,547.29
AC Disposal Services	\$ 360.00	PayDay Inc.	\$ 9.44
PayDay Inc.	\$ 4,963.50	PayDay Inc.	\$ 1,999.15

- Councilor Brown moved for acceptance of the accounts payable to the tune of \$10,849.69. The motion was seconded by Councilor Scroggins. Vote: Councilor Gutjahr-yes; Councilor Brown-yes and Councilor Scroggins-yes. With a 3-0 vote accounts payable was approved for payment.

11. Resolution 2017-__ 3rd Quarter Budget

- Treasurer Benavidez read into the minutes Resolution 2017-__ 3rd quarter budget.
- Councilor Gutjahr asked regarding the profit and loss and the 3rd quarter report do they end at the same time.
- Treasurer Benavidez said yes, they do but they have different amounts because they were inputted using two different spreadsheets and then explained the differences of the amounts.
- Councilor Brown moved to approved the 3rd Budget Report FY2017. The motion was seconded by Councilor Gutjahr. Vote: Councilor Scroggins-yes; Councilor Brown-yes and Councilor Gutjahr-yes. With a 3-0 vote Resolution 2017-84 3rd Quarter Budget was passed, approved, adopted and signed.

12. Resolution 2017-__ Disposal of ambulance

- Manager Skerry explained the fire department has taken possession of the two new ambulances leaving us with the old Med-1 unit and then explained in the asset management policy if there is equipment that is old or depreciated to where it becomes surplus we need DFA approval to dispose of the item.
- Manager Skerry read into the minutes Resolution 2017-__ Disposition of obsolete, worn-out or unusable tangible personal property.
- Councilor Gutjahr asked what the 30 days mean.
- Manager Skerry explained DFA approved the resolution then after 30 days of approval the University can take possession of it.
- Councilor Gutjahr moved to approve resolution 2017-85 Disposal of ambulance. The motion was seconded by Councilor Brown. Vote: Councilor Scroggins-yes; Councilor Brown-yes and Councilor Gutjahr-yes. With a 3-0 vote Resolution 2017-85 was passed, approved, adopted and signed.

13. Restructuring City Council Workshop to include public input or comments

- Mayor Gwinn opened to council for discussion.
- Councilor Brown said the intended purpose is to have an opportunity for the public to have comments before coming to a business meeting and the opportunity to speak before action is taken.
- Councilor Scroggins explained this was apparently done here in previous times but there were problems with unstructured comments and time limits during workshops which caused things to get out of hand.
- Councilor Gutjahr said she feels workshops are for how the governing body gets their information and processes it to be able to fully answer questions at a meeting. She then explained that we hold these workshops and do a lot of self-education and a lot of information comes out and feels this would be beneficial for people to attend the workshop and hear questions and comments going back and forth and get educated prior to business meeting. She then suggested maybe restructure the City Council meeting.
- Mayor Gwinn said this would have to be structured to a topic at our workshop due to the fact the workshop run at least 2 - 2 ½ hours or even longer.
- Councilor Brown explained on the initial proposal one of the exceptions is if an item was going to have a public hearing or a forum that would not be fair game at a workshop. He then gave examples of what he felt would be the process of a workshop with public input.
- Councilor Gutjahr said she would like to still explore whether things would work better at the City Council meeting and/or questions and comments at the workshop and suggested to table this to the next business meeting.
- Councilor Gutjahr motioned to table this agenda item to the next business meeting for further discussion. The motion was seconded by Councilor Scroggins. Vote: Councilor Brown-no, Councilor Gutjahr-yes and Councilor Scroggins-yes. With a 2-1 vote the agenda item was tabled for further discussion till the next workshop.

14. P&Z hosting a Public Forum Parks/Trails/Open Spaces – approval of Saturday May 20th at 3:00 pm

- Mayor Gwinn explained Planning and Zoning has asked Council to approve Saturday May 20th at 3:00 pm for them to have a public forum in Council Chambers.
- Councilor Brown moved for the approval of a public forum for parks/trails/open spaces to be held on Saturday May 20th at 3:00 pm. The motion was seconded by Councilor Scroggins. Vote:

Councilor Gutjahr-yes; Councilor Scroggins-yes and Councilor Brown-yes. With a 3-0 vote the date of May 20th at 3:00 pm was approved for Planning and Zoning to hold a public forum for parks/trails/open spaces in Council Chambers.

15. Salary & Wage Range

- Mayor Gwinn explained moving forward into our current budget we still need to address the Salary & Wage Range for our City Manager and said currently the salary range for the City Manager is \$48,000 - \$58,000 and opened it up to Council.
- Councilor Brown said wage ranges initially adopted as volunteerism carried us as a new city and now we are becoming more professional and have very good job descriptions that are very stringent on the requirements. He then said he believes that the wage range should be upped on both ends to be somewhere in the \$50,000 range as a low and \$68,000 in the top and then explained this is not what he will get paid but this is the range for the position.
- Councilor Gutjahr said this is a range for the position and feels we should keep the lower end at \$48,000 and prefer the top to be \$64,000.
- Councilor Scroggins believes the lower range is adequate \$48,000 and believes the upper range should be in \$68,000 - \$70,000 and then said Mr. Skerry's current salary is the lowest for a City Manager in the State.
- Mayor Gwinn said The City Manager is the quarterback of our City and gave a description of what many duties the City Manager is required to do to fulfill the position. He then said he would like council to look at the amount of \$48,000 - \$68,000.
- Councilor Brown moved for the salary range for the City Manager to be \$58,000 - \$68,000. Mayor Gwinn asked for a second. There was no second to Councilor Brown's motion.
- Mayor Gwinn asked for another motion to the salary range.
- Councilor Scroggins moved for the salary range for the City Manager is \$48,000 – \$70,000. The motion was seconded by Councilor Brown. Vote: Councilor Brown-yes; Councilor Gutjahr-yes and Councilor Scroggins-yes. With a 3-0 vote the new salary & wage range for the City Manager position will be \$48,000 - \$70,000.

16. City Manager Merit Compensation

- Mayor Gwinn explained the merit compensation for the City Manager will go into effect on July 1 and further explained they had already completed his evaluation in January but had not decided on his pay. He then opened it up to Council for discussion to base the pay on his evaluation.
- Councilor Gutjahr said several things come to mind 1st it is always separate from the salary range and salary pay/merit increase and explained that she feels Bob has done a tremendous job and further explained his accomplishments. She then suggested a 4.7% salary raise.
- Councilor Brown said the merit increase is determined by the annual evaluation, achievements that have happened and performance of the requirements for the City Managers position. He then explained all of Manager Skerry accomplishments since being our City Manager.
- Councilor Scroggins said he is relatively new to this all and Bob has impressed him having not coming from a government background and hearing him talk about the ineptitude of local and county governments makes him appreciate his level headiness and further explained that he is impressed by Mr. Skerry's ability to take our case to other government units and get what he and the city wants. He then said he feels \$60,000 is a reasonable amount of money as a salary.
- Mayor Gwinn said we are talking about merit and one accolade of moving forward as a community when we started here we were in everyone's backyard and then explained that after

four years we know have comminutes coming to us for what is the best practice because of what major achievement that Bob has brought to our community. He then said he hopes Council will look at this as we move forward.

- Councilor Scroggins once again said he feels that \$60,000 and then said it should be a 7.14% raise.
- Councilor Gutjahr said she feels going forward with salaries is very important and that it is good to look back at where we started. She then said it is important to have good salary ranges for all our staff but she also thinks being a young city we must be careful on how we spend our money. She then said she would like to keep within the percentages that is part of our evaluation system and feels giving a 5% raise bringing the raise to \$58,080.00.
- Councilor Scroggins said we have a very small staff and each of them are working beyond what one would expect.
- Councilor Gutjahr said that she feels within a two-year period the Manager was given a substantial raise last year and feels this year is a comparable amount.
- Councilor Scroggins moved to increase the City Manager's salary on July 1, 2017 to \$60,000. The motion was seconded by Councilor Brown. Vote: Councilor Gutjahr-no; Councilor Brown-yes and Councilor Scroggins-yes. With a 2-1 vote the Salary for the City Manager was approved for \$60,000 to become effective July 1, 2017.

17. City Manager Report

- Manager Skerry explained the budget is in its final stages and went over some of the highlights.
- Mayor Gwinn mentioned yesterday at the workshop Henry Rau said in the new EDC brochure some of the figures didn't matchup.
- Manager Skerry said the numbers came from MRCOG and explained they do estimates every two years plus they have a new data analyst and his numbers are a little bit different and we go with their interpretation until we have a new censuses.
- Mayor Gwinn asked with P&Z/EDC in Los Lunas showing that their housing is just about maxed out and we still have viable homes are we going to try to put something together to try and target that area.
- Manager Skerry said EDC and P&Z are having discussions regarding this area. He then explained in the research of Rio Communities history he came across an old slogan from Horizon Corp "Rio communities where quality of life is high and housing costs are low" and then further explained that we have more residential housing then Belen and then began a discussion on how we are growing, having distinct neighborhoods and how we need to create the desire for businesses to come to our community.

18. Councilor Reports

- Councilor Scroggins had nothing to report.
- Councilor Brown had nothing to report.
- Councilor Gutjahr explained at the health fair putting all the community, volunteers and vendors together there was a total of about 400 people. She then said a very great thing that was at the health fair was the putting greens and the rescue unit where they could try out various things.
- Councilor Gutjahr said please come to the workshop and you really learn a lot and then you would understand the dialog and questions that are being answered.
- Mayor Gwinn said at the neighborhood watch is up to 30 block captains and moving along.
- Mayor Gwinn said on May 4 La Merced is having their science fair and it would be a great time for the community to get out and see what the school is made of.

- Mayor Gwinn explained most of Council will be in Santa Fe for the advanced MOLI starting on Wednesday.
- Mayor Gwinn said potholes are starting to show up and they are looking at them.
- Chairman Winters said the EDC website is a year old and they are in the process of updating it.

ADJOURN

- Councilor Gutjahr moved to adjourn. The motion was seconded by Councilor Brown. With a 3-0 vote the City Council Regular Business Meeting was adjourned at 7:32 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: _____