

City of Rio Communities Council Minutes
Regular Business Meeting
Tuesday June 26, 2018

Call to Order

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

Pledge of Allegiance

- Dennis Kintzler 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, Finance Officer/Treasurer Celina Benavidez and Municipal Clerk Lisa Adair.

Approval of Agenda

- Councilor Gutjahr made a motion amend the agenda by moving the budgetary adjustment resolutions #11, 12, 13 & 14 to the July meeting. The motion was second by Councilor Brown. With a 4-0 vote the agenda was approved as amended.

Approval of Special Workshop Minutes

- Councilor Brown moved for acceptance of the special workshop minutes of May 11, 2018 as presented. The motion was second by Councilor Sais. With a 4-0 vote the minutes for the special workshop held on May 11, 2018 was approved as written.

Approval of Budget Hearing Minutes

- Councilor Gutjahr moved to approve the budget hearing minutes of May 14, 2018. The motion was second by Councilor Ramsell. With a 4-0 vote the budget hearing minutes of May 14, 2018 were approved as written.

City Manager Report

- Manager Skerry explained early this morning at the workshop we had a presentation from FBT Architects who is doing the work on the building and it was centered around landscaping ideas and further explained there are drawings and closeup options on types of plants and landscaping ideas.
- Manager Skerry said there is a conflict of dates, VALEO that the City is host and National Night Out which is in front of City Hall are on the same date of August 7, therefore we will be canceling the VALEO meeting.
- Manager Skerry explained 5 of us went to the NMML for resolution policy meeting on Saturday and were on several different committees. He further explained the committee he was on was taxation and revenue and said other States have a sales tax, whereas New Mexico has GRT. He then explained one of the things that the committee is asking from the legislature is adding online sales tax which can mean a big difference to our income but requires legislature to change the tax laws to our State.

- Councilor Sais said the State has not been very good to us as far as revenues go and feels they haven't been treating municipalities very well.
- Mayor Gwinn said when we bring our Representatives here and tell them our concerns, they can take them up to Santa Fe.
- Councilor Sais asked if John Arthur Smith is receptive to our needs.
- Manager Skerry explained that he is the one pushing the resolution.

Public Comment

- Norbert Schueller explained he is a resident in the unincorporated area of the County and came before Council as a representative of older American Program of Valencia County. He then said August 21st – 22nd they are putting on their Annual conference and said in the past until last year Valencia County has paid the registration fees for this conference and explained because of financial setbacks Valencia County no longer will pay for the registration fees therefore this year they are asking municipalities to underwrite a scholarship for those respective members that come from that municipality and then said he is asking for \$285.00 for the attendance to the conference for Arturo Sais & Bill Brown, Isabel and Elaine the representatives from Del Rio Senior Center and Guadalupe who is the Site Manager at Del Rio Senior Center. He further stated this conference is very worthwhile in educating all those who work or volunteer with older Americans. The deadline for registration is the 6th of August.
- Mayor Gwinn asked if there were any questions, hearing none he asked to put on the agenda for July 10 discussion on paying for the registration fees.
- Councilor Sais asked Treasurer Benavidez if there might be a problem to provide a scholarship for 5 people.
- Treasurer Benavidez said she would have to check the anti-donation clause before we can decide.
- Jody Skelton, Rio Communities; said she is in charge of the neighborhood watch and asked what the status is on getting signs.
- Manager Skerry said we do have several signs and then explained that it is on contract with the County to put them up and it is on their time frame.
- Jody Skelton asked how we are doing on the Code Enforcement Officer.
- Manager Skerry explained that we have several applications and soon we will start interviews.
- Jody Skelton asked what they are doing regarding the Fireworks.
- Mayor Gwinn explained that the fire department has sworn in the personnel and officers and explained they are out patrolling but the fire department has to see them in action before they can do anything.
- Chief Rubin explained starting next week they will be starting evening patrol and from the 2nd through the 6th there is going to be scheduling patrols.
- Kay Reeves representing the Belen High School Cheer team; said there are 25 young ladies on the team and they are trying very hard to raise funds for uniforms and other equipment needs.
- Mayor Gwinn asked if there are girls from our community.
- Kay said that there are defiantly 3 girls she knows about that do live in the City.
- Councilor Sais asked if there is a financial goal.
- Kay said yes, it is \$10,500.00.
- Councilor Sais asked if they are having fundraisers
- Kay explained that they are selling raffle tickets and this Saturday at America's night out they will also be selling tickets there and the raffle will be that evening.
- Mayor Gwinn asked if this is for the home games.

- Kay explained that the cheerleaders cannot travel to away games, but they do cheer at all sporting home events.
- Mayor Gwinn said he will bring it up at the optimist club.
- Kay explained that they have to go to print on July 2 for the shirts and explained other fundraising events.
- Jody asked what the level of the sponsorships packets they have.
- Kay explained they have Gold, Silver and Platinum and further explained the cost and what is included in those packets.
- Councilor Gutjahr asked can you donate without being a sponsor and asked for the contact information.
- Kay gave contact information for the Belen Cheer Booster Club.

Accounts Payable

- Treasurer Benavidez gave the accounts payable report.

NMML (court clerk dues)	\$ 60.00	Judicial Education Fee	\$ 9.00
Court Automation Fee	\$ 18.00	Valencia County (animal)	\$ 1,386.90
Pest Defense Solutions	\$ 144.20	GFO membership	\$ 245.00
Sharp	\$ 112.36	Natl Inst for Pub Procure.	\$ 190.00
Wilfred O. Chavez	\$ 79.69	Albuquerque ED	\$ 2,000.00
Century Link	\$ 198.45	Bob Skerry (mileage)	\$ 46.44
Gusto	\$ 1,954.86	Gusto	\$ 5,312.42
Card Services	\$ 218.90		

- Mayor Gwinn asked regarding animal control how many were housed.
- Treasurer Benavidez said she didn't have the exact numbers.
- Manager Skerry explained that we pay \$50 a day per animal.
- Councilor Gutjahr asked regarding card services there is a charge for UPS pick-up stocker.
- Treasurer Benavidez explained that it was the return of a stocker radar and UPS charges for pickup.
- Councilor Sais motioned to pay our bills as read. The motion was second by Councilor Gutjahr. Vote: Councilor Ramsell- yes; Councilor Brown-yes; Councilor Gutjahr-yes and Councilor Sais-yes. With a 4-0 vote accounts payable was approved for payment.

Fuel Cards - Treasurer

- Treasurer Benavidez said she is looking at obtaining 2 debit cards for the fire department, so they have access to fuel in the event they are outside of the fleet card limitation. She further explained the debit cards would have a limit on how much they can use. She is also going to be checking with the bank on their policy before deciding on what is best practice.
- Mayor Gwinn asked the treasurer to get all the information then Council can bring it up again for a vote.

Update on Parks

- Manager Skerry explained that we have a couple of developers that have gone through the process with P&Z and said in that process the developer can donate land within their subdivision, other land they may have for parks, they can put money or in kind or they can buy equipment at an existing park. He further explained what land the City already owns and then said we are in contact with the owner of Del Fuego and Timan park to possibly have donation or in kind. He then said the company that is doing the landscaping for the building also can do these other areas to make is cohesive with the City Center building.

Public input/questions (3) minutes to address the Council

- No public comments.

Resolution 2018-xx – Budget Adjustment #1

- Treasurer Benavidez read into the minutes Resolution 2018-125.
- Councilor Gutjahr moved to approve resolution 2018-125 annual budget amendment #13. 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 Resolution 2018-125 Annual Budget Amendment #13 was passed, approved, adopted and signed.

Resolution 2018-xx – Budget Adjustment #2

- Treasurer Benavidez read into the minutes Resolution 2018-126.
- Councilor Sais moved to approve resolution 2018-126 budget adjustment #2. The motion was second by Councilor Ramsell. Vote: Councilor Brown-yes; Councilor Gutjahr-yes; Councilor Ramsell-yes and Councilor Sais-yes. With a 4-0 vote Resolution 2018-126 Budget Adjustment #2 was passed, approved, adopted and signed.

Resolution 2018-xx – Budget Adjustment #3

- Treasurer Benavidez read into the minutes Resolution 2018-127.
- Councilor Brown moved for the approval of resolution 2018-127 BAR #3 annual budget amendment #15. The motion was second by Councilor Gutjahr. Vote: Councilor Sais-yes; Councilor Brown-yes; Councilor Gutjahr-yes and Councilor Ramsell-yes. With a 4-0 vote Resolution 2018-127 BAR #3 Annual Budget Amendment #15 was passed, approved, adopted and signed.

Resolution 2018-xx - Budget Adjustment #4

- Treasurer Benavidez read into the minutes Resolution 2018-128.
- Councilor Sais motioned to approve resolution 2018-128 budget adjustment #4 emergency medical services received for fiscal year 2017-18. The motion was second by Councilor Ramsell. Vote: Councilor Brown-yes; Councilor Gutjahr-yes; Councilor Sais-yes and Councilor Ramsell-yes. With a 4-0 vote Resolution 2018-128 Budget Adjustment #4 was passed, approved, adopted and signed.

Resolution 2018-xx – Budget Adjustment #5

- Treasurer Benavidez read into the minutes Resolution 2018-129.

- Councilor Gutjahr made a motion to approve resolution 2018-129 BAR #5 budget amendment #17. The motion was second by Councilor Brown. Vote: Councilor Ramsell-yes; Councilor Sais-yes; Councilor Gutjahr-yes and Councilor Brown-yes. With a 4-0 vote Resolution 2018-129 BAR #5 Budget Amendment #17 was passed, approved, adopted and signed.

Resolution 2018-xx – Budget Adjustment #6

- Treasurer Benavidez read into the minutes Resolution 2018-130.
- Councilor Ramsell moved to approve resolution 2018-130 budget adjustment #6. 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 Resolution 2018-130 Budget Adjustment #6 was passed, approved, adopted and signed.

Resolution 2018-xx – Budget Adjustment #7

- Treasurer Benavidez read into the minutes Resolution 2018-131.
- Councilor Brown moved for the approval of resolution 2018-131 budget adjustment #7. The motion was second by Councilor Sais. Vote: Councilor Gutjahr-yes; Councilor Ramsell-yes; Councilor Brown-yes and Councilor Sais-yes. With a 4-0 vote Resolution 2018-131 Budget Adjustment #7 was passed, approved, adopted and signed.

Resolution 2018-xx – Budget Adjustment #8

- Treasurer Benavidez read into the minutes Resolution 2018-132.
- Councilor Ramsell moved to approve resolution 2018-132 budget adjustment #8. The motion was second by Councilor Brown. Vote: Councilor Sais-yes; Councilor Brown-yes; Councilor Gutjahr-yes and Councilor Ramsell-yes. With a 4-0 vote Resolution 2018-132 Budget Adjustment #8 was passed, approved, adopted and signed.

Resolution 2018-xx – Budget Adjustment #9

- Treasurer Benavidez read into the minutes Resolution 2018-133.
- Councilor Sais moved to approve resolution 2018-133 budget adjustment #9. The motion was second by Councilor Brown. Vote: Councilor Ramsell-yes; Councilor Sais-yes; Councilor Brown-yes and Councilor Gutjahr-yes. With a 4-0 vote Resolution 2018-133 Budget Adjustment #9 was passed, approved, adopted and signed.

Resolution 2018-xx – Budget Adjustment #10

- Treasurer Benavidez explained this is a transfer and we are creating a new fund moving the County GRT dispatch money into a new fire fund. She then read into the minutes Resolution 2018-134.
- Councilor Gutjahr moved to approve resolution 2018-134 BAR #10 annual budget amendment #22. The motion was second by Councilor Sais. Vote: Councilor Brown-yes; Councilor Ramsell-yes; Councilor Sais-yes and Councilor Gutjahr-yes. With a 4-0 vote Resolution 2018-134 Budget Adjustment #10 Annual Budget Amendment #22 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 made a motion with a roll call vote to go into a closed session according to NM Section 10-15-1 (B)(H)(2) discussion on evaluation of City Manager personnel position. The motion was second by Councilor Brown. Vote: Councilor Ramsell-yes; Councilor Sais-yes; Councilor Gutjahr-yes and Councilor Brown-yes. With a 4-0 vote Council went into executive session at 7:06 pm.

- **Motion and roll call to go back into regular business meeting session**
 - Councilor Sais moved to go back into regular business with a roll call vote. The motion was second by Councilor Gutjahr. Vote: Councilor Ramsell-yes; Councilor Brown-yes; Councilor Gutjahr-yes and Councilor Sais-yes. With a 4-0 vote Council returned to regular session at 9:04 pm

- **Welcome everyone back and Statement by the Mayor: The Governing Body of the City of Rio Communities, New Mexico, hereby states that on June 26, 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 read the above statement into the minutes.

- **Action results from Executive Session**
 - Councilor Gutjahr made a motion for a re-evaluation on October 9th personnel of the City Manager. The motion was second by Councilor Sais. Vote: Councilor Brown-yes; Councilor Ramsell-yes; Councilor Sais-yes and Councilor Gutjahr-yes. With a 4-0 vote Council approved the City Manager's evaluation extended until October 9.

Council Reports

- Councilor Ramsell said when doing the remodel of the fire department he would like it to be considered in the future updating the doors. He then explained when taking a tour of the fire department it was told to him that the current heating system in the 4 bays may need to be updated.
- Manager Skerry explained the inferred in the bays need to be updated.
- Councilor Sais said he would like to see if there is a way the City can set up some type of scholarship for the older American program or other organizations asking for help.
- Mayor Gwinn said if we had lodging tax we could do something like that, but we cannot support outside agency but for education purposes we might be able to help in that area and we will look at those possibilities.
- Councilor Brown had no report.
- Councilor Gutjahr had no report.
- Mayor Gwinn said the newsletter came out really nice and let Sandy know there is a lot of good areas.
- Mayor Gwinn wished everyone a safe 4th of July.

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 9:09 pm.

Respectfully submitted,

Elizabeth (Lisa) Adair,
Municipal Clerk

Date: _____

Approved:

Mark Gwinn,
Mayor

Margaret (Peggy) Gutjahr,
Councilor Mayor Pro-tem

Bill Brown,
Councilor

Joshua Ramsell,
Councilor

Arturo R. Sais,
Councilor