

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

1. Call to Order

- Mayor Pro-Tem Peggy Gutjahr called to order at 6:00 pm.

2. Pledge of Allegiance

- Celina Benavidez led the Pledge of Allegiance.

3. Roll Call

- Present: Mayor-Pro Tem Peggy Gutjahr; Councilors, Bill Brown, Arturo Sais and Thomas Scroggins
Absent: Mayor Mark Gwinn.
Also, Present: City Manager Bob Skerry, City Treasurer Celina Benavidez, Municipal Clerk Lisa Adair, Code Enforcer Robert Morgan and EDC Chairman Jim Winters.

4. Approval of Agenda

- Mayor Pro-Tem Gutjahr asked if there were any request for changes to the agenda before approval.
- Councilor Brown motioned to amend the following; table item #11 (appointment of a rep for the older America program) and move item #12 manager report to item #6 before public Comments. The motion was second by Councilor Sais. With a 4-0 vote the amendments to the regular business meetings was approved.
- Councilor Scroggins moved to approve the agenda as amended. The motion was second by Councilor Sais. With a 4-0 vote the regular business meeting agenda was approved as amended.

5. Approval of City Council Minutes

- Councilor Brown moved to approve the minutes for June 13. The motion was second by Councilor Scroggins. With a 4-0 vote the minutes for June 13, 2017 was approved as written.
- Councilor Brown moved to approve the minutes for June 27, 2017. The motion was second by Councilor Scroggins. Councilor Sais abstained. With a 3-1 vote the minutes for June 27, 2017 was approved as written.

6. Manager Report

- Manager Skerry explained that tonight mainly is focusing on closing out the budget and moving on and the first thing after the budget will be going over the ICIP and further explained the process.
- Manager Skerry said he is working on a quitclaim deed for Tierra Grande fire station and explained that we currently have a 99-year lease but cannot make any changes to the firehouse being only a tenant.
- Councilor Sais asked can we own property.
- Manager Skerry said yes, we can and then explained the process.
- Councilor Sais asked can we sale property for revenue.
- Manager Skerry said he doesn't feel that we should use tax payer's money to be in the real estate business but you could accept trading land for parks, trails, sidewalks or other public uses that would be acceptable. He then continued with his discussion regarding the Terra Grande fire department process.

- Manager Skerry explained that we have received the grant agreement from DOT to do multiple road repair and further explained we are getting ready to put out the scope of work to request bids. He then explained the process of last year's problem of waiting until we got the award letter before putting out for bid and temperatures dropped.
- Manager Skerry explained to the audience we will be getting tablets/notebooks for council so that way we can reduce our paper consumption and explained we are trying to streamline the meetings, all agenda and supporting documents. He then further explained the process of setting up the notebooks for Council.
- Mayor Pro Gutjahr asked can she bring her personal Mac book.
- Manager Skerry explained yes if you are comfortable with your own and then said there were 5 notebooks ordered.
- Councilor Sais asked for example, would he be able to see the comprehensive plan on the computer.
- Manager Skerry said yes you would be able to.
- Councilor Brown asked would this be read only access.
- Manager Skerry said yes that is right and continued the discussion on the process of shared folders and the notebooks.
- Manager Skerry said he got a call from Sheriff Burkhart seeking input on an ordinance the County is considering passing and explained to the audience that the County is wanting to pass the approval of putting street legal ATV's and read the ordinance and began a discussion on this being a touchy issue and the interpretation.

7. Public Comment:

- Kuan Tikkun, Rio Communities; gave an update of the Mission meeting September 12th will be a lunch meeting from 11-2 and explained what might be discussed at the meeting. She then explained some information and statistics she received at the Mission Graduate meeting held on July 12th.
- Councilor Brown asked where will this be held.
- Kuan Tikkun said it will be held at UNM-VC.
- Kuan Tikkun said since she has been on EDC she has been collecting information and said NM with a positive note that CNMCC is #1 in the country for graduating Native Americans and Hispanics.
- Gary Nordell, Enchanted Mesa subdivision Chamesa; and explained they are having a problem because there are no longer any street lights. He then said he was told that the City would take over the payment of the street lights and then said about a week ago the lights went dark. He then explained he was told that the City had promised taking over the electric bill. He then asked (a) there was a promise (b) what's going to be done and when.
- Councilor Sais asked if we have moved on this issue.
- Mr. Nordell said as he understands it was a verbal we will handle it.
- Manager Skerry explained his discussion with Gigi and explained the process of having a meeting with a set of minutes releasing the lights to the City and then began a discussion on how this was never done, that the HOA is not legally disbanded and the process of getting the minutes.

8. Accounts Payable -- City Treasurer Celina Benavidez

- Treasurer Benavidez asked for permission to pay the following bills totaling: \$22,983.91.

Expertech Services, LLC	\$ 428.00	Gusto	\$ 235.01
Valencia County	\$ 1,982.19	Card Service Center	\$ 1,647.80
NM Self Insurers' Fund	\$ 7,385.96	NM Self Insurers' Fund	\$ 552.00
NM Self Insurers' Fund	\$ 986.00	Century Link	\$ 179.11
NM Municipal League	\$ 35.00	AC Disposal Services	\$ 720.00
Sharp	\$ 120.39	University of New Mexico	\$ 358.00
Gusto	\$ 5,424.47	City of Rio Communities	\$ 315.71
Gusto	\$ 2,483.55	Bob Skerry	\$ 130.72

- Mayor Pro-Tem Gutjahr asked how many animals or period of time this bill is for.
- Treasurer Benavidez explained the charges were for the month of June and gave a breakdown of hours, housing of the animals and how many.
- Councilor Sais moved to accept the bill register as presented for the amount of \$22,983.91. The motion was second by Councilor Scroggins. Vote: Councilor Brown-yes; Councilor Sais-yes; Councilor Scroggins-yes and Councilor Gutjahr-yes. With a 4-0 vote accounts payable was approved for payment.

9. Resolution 2017-__ Final Quarter Financial Report

- Manager Skerry explained yesterday they received the worksheet of the final quarter and then read into the minutes resolution 2017-100 final quarter financial report.
- Councilor Brown moved to accept resolution 2017-100 final quarter financial report. The motion was second by Councilor Sais. Vote: Councilor Scroggins-yes; Councilor Sais-yes; Councilor Brown-yes; Councilor Gutjahr-yes. With a 4-0 vote Resolution 2017-100 Final Quarter Financial Report was passed, approved, adopted and signed.

10. Resolution 2017-__ FY2018 Operating Budget Adoption

- Manager Skerry went over the budget and supporting resolutions.
- Manager Skerry read into the minutes resolution 2017-101. He then explained the approved resolution will be sent to DFA and they will have until 1st week of September to approve.
- Manager Skerry read into the minutes resolution 2017-102 reserve account and explained this is the reserve account that the State requires the City to have.
- Councilor Scroggins moved to approve resolution 2017-102 reserve account. The motion was second by Councilor Sais. Vote: Councilor Brown-yes; Councilor Sais-yes; Councilor Scroggins-yes and Councilor Gutjahr-yes. With a 4-0 vote Resolution 2017-102 Reserve Account was passed, approved, adopted and signed.
- Manager Skerry read into the minutes resolution 2017-103 muni streets (300k) and explained this will be moving 300k to the municipal street fund from general fund.
- Councilor Sais moved to approve resolution 2017-103. 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 Resolution 2017-103 Muni Streets (300k) was passed, approved, adopted and signed.
- Manager Skerry read into the minutes resolution 2017-104 and explained that this will be transferring 305k from the general fund to the capital projects fund.

- Councilor Brown moved to accept resolution 2017-104 transferring 305k from the general fund to the capital projects fund. The motion was second by Councilor Scroggins. Vote: Councilor Sais-yes; Councilor Scroggins-yes; Councilor Brown-yes and Councilor Gutjahr-yes. With a 4-0 vote Resolution 2017-104 Capital Projects (305k).
- Manager Skerry read into the minutes resolution 2017-105 and explained this will transferring 21k from the general fund to the correction fund.
- Councilor Sais moved to approve resolution 2017-105 as presented. 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 Resolution 2017-105 General fund to correction transfer (21k) was passed, approved, adopted and signed.
- Manager Skerry re-read into the minutes resolution 2017-101 FY2018 operating budget adoption.
- Councilor Scroggins moved to accept resolution 2017-101 FY2018 operating budget adoption. 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 Resolution 2017-201 FY2018 Operating Budget Adoption was passed, approved, adopted and signed.
- Manager Skerry explained that Celina has given everyone an easier read packet of the budget and further explained she has added a new list on the budget of all the transfers.
- Manager Skerry said this will be one of the items that will be on the laptops.

11. Move Workshop to 2nd & 4th Tuesday mornings before City Council Meeting

- Mayor Pro-tem Gutjahr explained we are looking at moving the Monday morning workshop to Tuesday morning prior to the regular business meeting and further explained we have had a lot of conversations regarding the change.
- Councilor Sais said the concerns he had, he would like to have the workshop end at 12:00 and then asked would we have to approve an agenda item the same night as receiving the information at the workshop just before a meeting.
- Manager Skerry said you can table an agenda item except for the set required signatures and then said you shouldn't have anything new coming at you during a workshop that you haven't already gone over and began a discussion.
- Mayor Pro-tem Gutjahr explained to the audience that we will be getting the information on Monday per email or google docs for the workshop and meeting so they have time to prepare.
- Manager Skerry said we need more input from Council on what is put on the agenda and continued the discussion.
- Councilor Scroggins said having the laptop should make a difference and continued the discussion.
- Councilor Brown moved that the council workshops be moved to the 2nd and 4th Tuesday morning before the council meeting. The motion was second by Councilor Sais. Vote: Councilor Scroggins-yes; Councilor Sais-yes; Councilor Brown-yes and Councilor Gutjahr-yes. with a vote 4-0 the workshop meetings will be moved to the 2nd and 4th Tuesday morning of the month was approved becoming effective Tuesday August 8, 2017 at 10 am.

12. Appointment of a Rep and Alternate for the Older American Program

- Tabled to next meeting.

13. Councilor Reports

- Councilor Scroggins had nothing to report.

- Councilor Sais had nothing to report.
- Councilor Brown had nothing to report
- Mayor Pro-Tem Gutjahr thanked everyone for coming and putting up with her first attempt for running the meeting and had nothing further to report

ADJOURN

- Councilor Sais moved to adjourn. The motion was second by Councilor Brown. With a 4-0 vote the City Council Regular Business Meeting was adjourned at 7.25 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: _____