

City of Rio Communities Council Minutes  
Regular Business Meeting  
Tuesday - August 22, 2017

**Call to Order**

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

**Pledge of Allegiance**

- L. E. Rubin led in the Pledge of Allegiance.

**Roll Call**

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

**Approval of Agenda**

- Councilor Sais moved to approve the agenda as written. The motion was second by Councilor Scroggins. With a 4-0 vote the agenda for the City Council regular business meeting held on August 22, 2017 was approved as presented.

**Approval of Workshop Minutes**

- Councilor Gutjahr moved to approve the workshop minutes for June 26, 2017. The motion was second by Councilor Sais. With a 4-0 vote the minutes for the workshop of June 26, 2017 was approved as written.
- Councilor Brown moved for the acceptance of the minutes for July 10, 2017. The motion was second by Councilor Scroggins. With a 4-0 vote the minutes for the workshop of July 10, 2017 was approved as written.

**Approval of City Council Minutes**

- Councilor Gutjahr moved to approve the minutes for July 11, 2017 & July 25, 2017. The motion was second by Councilor Scroggins. With a 4-0 vote the minutes for the City Council Regular Business meeting for July 11, 2017 and July 25, 2017 were approved as written.

**City Manager Report**

- Manager Skerry gave a quick update on P&Z sending out the mailers on September 1 and what the mailer entailed. He then explained we have several sets of labels and further explained that the census bureau has asked to get a good list for them and it is to our benefit that this gives a more accurate data.
- Manager Skerry said that P&Z is doing the research and looking at what other cities are doing regarding solid waste, single haulers, multi haulers, single/double and triple axel trucks.
- Councilor Sais asked does the census cross reference with the Water Company.
- Manager Skerry said the list he got was from the County assessor, PNM and the Gas company and then explained how our list was put together.
- Manager Skerry gave an update on EDC working on getting a summary card on the City and showed an example of what this card will look like. He then said EDC has contracted with the original designer of the website to do updates

- Manager Skerry said he met with a person to give a proposal for the newsletter and then said we are hoping for January 1<sup>st</sup> for first print.
- Manager Skerry said that there are new LED lights in the parking lot and explained they will be boring under the parking lot and will also be putting wiring for an informational sign.
- Manager Skerry said the fire station is coming along and they are starting to do the ceiling in the training area and putting new membrane coating on the roof. He then explained the same company working on the roof had flown a drone over City Hall and further explained we thought it was in good shape but apparently not and gave a couple of options to repair or reroof.

**Public Comment:**

- Mary Lee Serna from Jack Nicklas Rio Communities; said she is hearing complaints regarding police protection and explained when she was on Council she had talked several times with Homeland Security and they had said our community would be able to get 5/6 officers with a grant. She then further explained that she had given all the paperwork to the Mayor before she left office and doesn't understand why nothing has been done regarding this. She further said we really do need the police protection.
- Mary Lee Serna said she has concerns regarding the parks and said in the beginning Council had talked with Paul from VIA regarding the sale of the parks and a vote was taken, it was voted against and the parks were lost. She further said the parks are lost to the City and it is a very sore subject to her.
- Jo Stasi from Tres Cantos Rio Communities, said when her husband was on Council he and Bobby Caldwell had worked on getting police protection and has petitions to give to Council. She then explained people were discouraged that nothing was attempted for this budget and then said if we want business in this community we need police protection. She then asked if thank you were ever sent to Clarke/Alice and Helga.
- Mayor Gwinn explained we are trying to put together a committee to recognize volunteers.
- Jim Winters from EDC Rio Communities, said it is fair time this weekend August 25<sup>th</sup> – 27<sup>th</sup> and said EDC/Council will be setting up a booth and asked if anyone would like to come help to maintain the table please let him know.
- Dennis Kintzler from Rio Communities, said he had a lot of inquiries regarding police protection and he has explained how we have one full time deputy sheriff and was told that they feel the deputy might be dedicating his time to one specific area and then asked if there is anything that can be done to ease these people minds.

**Resolution 2017-\_\_ Infrastructure Capital Improvement Plan (ICIP)**

- Manager Skerry said this is a yearly process of adopting our infrastructure capital improvement plan and then explained areas that will be added to the ICIP.
- Manager Skerry said one addition was adding 3 helipad/port to item #2. He continued explaining the additions to item #3 is 1.6 miles of sidewalks, Item #4 there has been allocated \$20,000 in the budget for parks and open space survey and explained this area.
- Councilor Sais asked do we have designated property for parks and if not do we need to purchase them.
- Manager Skerry explained that we do have property but not specifically designated for parks and explained the open areas we own.
- Councilor Sais asked about the 3.5 acres.

- Manager Skerry explained this area has been given to us. He further explained other areas that we might be able to do some co-op with Belen, Whitfield and maybe the school district.
- Councilor Sais asked regarding the parks around the river has there been any discussions with Belen.
- Manager Skerry said there has been a little cleanup and continued explaining the areas that Whitfield has purchased on a conservation trust and other areas along the river.
- Manager Skerry said item #5 on the ICIP is for pavement reconstruction and explained a request for bid has gone out and then further explained the invitation process.
- Manager Skerry explained we have received the LEPF and we will be looking at another speed trailer and sign.
- Manager Skerry read into the minutes resolution 2017-106. He then said on top of the 5 items that we have listed for the City we are also adding items #6 infrastructure equipment for the City future public works and #7 which is a request from VRECC to all the municipalities in the County to put in their ICIP an upgrade to their radio system.
- Councilor Gutjahr moved to approve Resolution 2017-106 Infrastructure Capital Improvement Plan (ICIP). The motion was second by Councilor Sais. Vote: Councilor Brown-yes; Councilor Scroggins-yes; Councilor Sais-yes and Councilor Gutjahr-yes. With a 4-0 vote Resolution 2017-106 Infrastructure Capital Improvement Plan (ICIP) was passed, approved, adopted and signed.

**1. Accounts Payable -- City Treasurer Celina Benavidez**

- Treasurer Benavidez requested permission to pay the following bills totaling \$13,465.58

|                                |             |                            |             |
|--------------------------------|-------------|----------------------------|-------------|
| PDS Pest Defense Solutions LLC | \$ 144.20   | Heather Benavidez (travel) | \$ 92.88    |
| Court Automation Fee           | \$ 54.00    | Judicial Education Fee     | \$ 27.00    |
| Expertech Services, LLC        | \$ 428.00   | Card Service Center        | \$ 1,441.51 |
| Expertech Services, LLC        | \$ 428.00   | Albuquerque Economic Dev   | \$ 2,000.00 |
| Bob Skerry                     | \$ 71.81    | Sharp                      | \$ 93.44    |
| Elizabeth Adair (court clerk)  | \$ 275.52   | Century Link               | \$ 179.11   |
| Gusto                          | \$ 5,782.37 | Gusto                      | \$ 2,447.74 |

- Councilor Sais asked regarding the City promotion for the Albuquerque Economic Dev charge, did we give EDC a budget and why is this coming out of City promotional budget.
- EDC Chairman said this should come out of the City promotional budget.
- Councilor Sais said we do not participate in EDC so asked why is this coming out of the City budget.
- Treasurer Benavidez explained she has a call out to the Auditor to discuss this charge.
- Manager Skerry explained everything for the State comes through Albuquerque Economic development and said it is very important to become a member and maintain a good rapport with them for future growth.
- Councilor Sais said he thought it was the State and not Albuquerque and wondered why the Mayor of Albuquerque was not here for the Ribbon cutting of Keter.
- Manager Skerry said that the chairman from AED was at the ribbon cutting. He further explained that part of the Governor's program is called "an Economic job" and explained that it is either money coming in from the State or as a product made in the State and gets shipped out. He then said Keter meets both.
- Councilor Sais asked if AED is part of the Albuquerque City Council.

- Manager Skerry explained they are a 5013c organization that operates for the betterment of the Albuquerque Metropolitan planning area.
- Councilor Sais said when the State was competing with Nevada for Tesla he heard about the State Economic Development but not Albuquerque Economic Development.
- Manager Skerry explained how AED was involved and the process of doing the research and taking it up to the State ED and other areas that AED have helped to bring things together in the State.
- Councilor Gutjahr said she was talking to VIA Paul Baca and said he was part of the AED and he said we have never had a representative from the City until now.
- Manager Skerry explained AED has meetings regularly and compared it to joining the NMML.
- Councilor Gutjahr asked if this is under the economic development account.
- Manager Skerry said he had put the charge in City Promotional account because he feels that we are promoting the City so it should be under this account and then explained that Celina has a call in to the auditor to make sure it is going into the correct fund.
- Councilor Gutjahr made a motion to approve accounts payable and payroll. The motion was second by Councilor Scroggins. Vote: Councilor Scroggins-yes; Councilor Gutjahr-yes; Councilor Brown-yes and Councilor Sais-yes. With a 4-0 vote accounts payable was approved for payment.

**Resolution 2017-\_\_ BAR #1 (fire protection funds disbursement 1) transfer 68K**

- Treasurer Benavidez read into the minutes resolution 2017-107 BAR #1 transfer of 68K from the general fund to the fire protection fund.
- Councilor Scroggins moved to approve Resolution 2017-107 as written. The motion was second by Councilor Sais. Vote: Councilor Brown-yes; Councilor Gutjahr-yes; Councilor Sais-yes and Councilor Scroggins-yes. With a 4-0 vote Resolution 2017-107 BAR #1 (fire protection funds disbursement 1) transfer 68K was passed, approved, adopted and signed.

**Tract A-1 & H. Lands of Russell & Melodie Good, Tome Land Grant, City of Rio Communities, New Mexico Re-plat Subdivision**

- Manager Skerry explained that we have our 1<sup>st</sup> sub-division and 1<sup>st</sup> developer and introduced Melodie and Kelly Good. He further explained they have gone through the process and showed the official document brought in front of Council a Mylar instead of a resolution and explained Council will be voting and the Mayor and the Good's will be having their signatures notarized on the Mylar.
- Manager Skerry said this was quite a process being the first sub-division we have done and having a fairly new Planning & Zoning. He explained there is already a road, access to electricity and other utilities and said this has being a learning and training experience for P&Z.
- Manager Skerry read into the minutes the Mylar for the Good's re-plat sub-division.
- Councilor Gutjahr moved to approve Tract A-1 & H as represented by Mylar. Lands of Russell & Melodie Good, Tome Land Grant, City of Rio Communities, New Mexico Re-plat Subdivision. The motion was second by Councilor Sais. Vote Councilor Scroggins-yes; Councilor Sais-yes; Councilor Gutjahr-yes and Councilor Brown-yes. With a 4-0 vote on Tract A-1 & H. Lands of Russell & Melodie Good, Tome land Grant, City of Rio Communities, New Mexico Re-plat Subdivision was passed, approved and signed.

## **Mission Graduate Meeting September 12, 2017**

- Mayor Gwinn explained that on September 12, 2017 there is a Mission Graduate meeting and Kuan has asked Council if they would consider changing the workshop which is held that day.
- Councilor Sais asked if we would change it back to the Monday before for that specific day.
- Councilor Gutjahr made a motion to move the Tuesday September 12, 2017 workshop to Monday September 11, 2017 for those that wish can attend the Mission Graduate Meeting. The motion was second by Councilor Brown. Vote: Councilor Scroggins-yes; Councilor Sais-yes; Councilor Gutjahr-yes and Councilor Brown-yes. With a 4-0 vote Council approved to move the workshop of September 12 to September 11, 2017 at 10 am.

## **Council Reports**

- Councilor Scroggins said we had the cleanup on Saturday and even though we didn't have as many people there as we have had in the past we once again filled up 2 dumpsters.
- Councilor Sais said he met with the Older American program and met with Rosemary and Richard from the Senior center and will get Council more information later.
- Councilor Sais said he passed out a memo at the workshop regarding mandatory trash bins and would like to have more discussions and possibly an ordinance in the future.
- Mayor Gwinn said to get with P&Z also regarding this so we do not step on their toes as they are also looking into this situation.
- Councilor Brown said he had met with Ed Zendel at the NMML conference and explained Mr. Zendel said he had no idea this was a concern or problem and he will look into the matter and address the issue. He then said on Monday afternoon he received a call from Mike Lewis from Ed Zendel office and was given a time line of what has and has not been completed.
- Councilor Brown explained in an article on August 3<sup>rd</sup> in the News-Bulletin that the audit findings have been greatly improved for the Older American Program, on August 8<sup>th</sup> Arturo Sais was voted in to be our representative to the Older American Program. He then explained on August 10<sup>th</sup> Councilor Brown had interviewed Rosemary from our Senior Center saying nothing has been accomplished regarding the filling empty positions, getting further assistance and the moral is not good. He further explained that on the 11<sup>th</sup> at the Senior Center there was an independently contribution box for snacks and coffee was taken from the center and explained the reasoning.
- Councilor Gutjahr restated to the audience that the ICIP is not to be used for salary and only for infrastructure.
- Councilor Gutjahr addressed the concerns regarding the grant from the homeland Mary Lee has mentioned and said yes, the grant would be available as a start-up program but after a certain period of time the City would have to maintain it on their own. She further addressed the honoring of volunteers and explained we are having discussions on setting up a volunteer committee.
- Mayor Gwinn said the cleanup went well and we will be having another one next month.
- Mayor Gwinn said this upcoming weekend the Founders Group who have adopted a portion of Hwy 47 will be out cleaning it up and is asking for volunteers.
- Mayor Gwinn said at the Transportation Center in Los Lunas on September 12 at 4:30 there will be a Valencia County Safety town hall meeting hosted by Kelly Fajardo and Alonzo Baldonado.
- Mayor Gwinn explained at the conference in Clovis they were pushing communities to co-op regarding police force. He then said we were well represented at the conference by our Council.

- Councilor Gutjahr suggested to audience if you are not on Next Door to get in touch with her and she will send you an email invitation to join and then explained it is a good way to get and share information regarding the City.

**ADJOURN**

- Councilor Brown motioned to adjourn. The motion was second by Councilor Scroggins. With a 4-0 vote the City Council regular business meeting was adjourned at 7:52 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: \_\_\_\_\_