

City of Rio Communities Workshop Minutes
Tuesday May 8, 2018

- Mayor Gwinn called to order the city council workshop at 10:00 am.
- Present: Mayor Mark Gwinn, Councilors; Bill Brown, Peggy Gutjahr, Arturo Sais and Joshua Ramsell.
Present: City Manager Bob Skerry, City Finance Officer/Treasurer Celina Benavidez, Municipal Clerk Lisa Adair and EDC Chairman Jim Winters.

Council reports & agenda items – 30 minutes

- Councilor Ramsell said he has received some questions about the status of potholes.
- Mayor Gwinn explained that he and Jim Winters will be checking potholes, but they will focus on the bus routes. He said when the paving contractor is in the city to do road repair, we can ask them to repair some potholes.
- Councilor Sais said the Manzano Expressway turn lane is great. He also asked if Frank Logan has said anything about a food co-op.
- Jim Winters said Frank's responsibility was to contact the spice shop and the feed store.
- Councilor Sais said he will attend a conference on public finance management with NALEO in Long Beach, CA on May 18 and 19.
- Councilor Sais questioned the time delays. He said budget is coming up and the thing that will continuously come up is the need for a police officer. He said we're looking at fireworks ordinances today but if we can't enforce it, it becomes another bureaucratic mess. He also said solid waste is a major issue and Council is ready to go on that. He then asked about paving on Goodman.
- Mayor Gwinn explained the process of top seal coating and having temperatures required to complete the project.
- Councilor Sais said he understands we are in the process of upgrading the building and would like a better understanding of the process.
- Councilor Brown thanked the City Manager for posting the position of Code Enforcement Officer. He said there is a perceived need for an additional police officer, but we have the best deal in the county. He said we not only have a police officer here forty hours a week, but we also have all the resources of the county sheriff's office if needed. He further explained that we have the lowest calls for assistance in the county and doesn't see a current need for a second officer.
- Councilor Brown said the designs for the building will be finalized this month, the construction documents will be ready by June 1 and building permits approved by June 29. He said construction should begin July 2.
- Councilor Brown explained what he understands the timeline for the solid waste ordinance to be.
- Councilor Gutjahr said she has received complaints from residents regarding speeding around the City.
- Mayor Gwinn said he discussed this issue with Sheriff Burkhardt and he said he will address it with our officer.
- Councilor Gutjahr said they had a very pleasant walk around Whitfield on Saturday. She also said the intersection at Hillman and Cambridge looks nice and she has received positive feedback from residents.
- Councilor Gutjahr said the next health fair is scheduled in October and hopefully the building will be complete by then.
- Councilor Gutjahr said she still has an issue with getting timely information and began a discussion on getting the information before the meetings. She said some things that will be on the agenda will require discussion and it will be necessary to have information ahead of time.

- Manager Skerry explained that financial reports are done ahead of time, but the problem is with payables. He said we've always put that information together on the day of the meeting to be sure we have all the payables because a thirty-day pay-out is required by the state. He said if we cut off payables two or three days before the meeting, we're adding seventeen or eighteen days to the lag time. He said it's up to Council, but we have to meet the thirty-day requirement.
- Councilor Gutjahr said she understands the time frame and asked if the payables could be sent to Councilors twenty-four hours before the meeting.
- Treasurer Benavidez explained the difficulty with getting the payables together and processed so that the bills get paid on time.
- Mayor Gwinn suggested having a rough draft of the accounts payable twenty-four hours ahead of time and if anything comes in after that, it can be added before the meeting.
- Councilor Gutjahr explained that she would like to find a way that payables could be received in a timelier manner.
- Mayor Gwinn asked that this issue be discussed again when we have a finance clerk.
- Councilor Sais said it is important to be able to discuss concerns during Councilor reports.
- Mayor Gwinn said the science fair for the 4-6 grades at La Merced is this Thursday starting at 9:15 a.m.
- Mayor Gwinn explained that attorney Marcus Rael will be kept on as needed until after we finish the budget and then we can re-visit the issue.
- Mayor Gwinn said he went to the public forum for Senator Udall and explained that some groups were there to help new cities keep up with grants that are available.
- Mayor Gwinn said that USDA had a good report and referenced a home on Damon. He said they've given the owner of that home a grant to rebuild after her husband passed away. He said, with the help of Home Depot, they will have a new home by the end of summer.
- Mayor Gwinn said the Padilla's have filed a tort claim against the City and he passed it on to the attorney.
- Mayor Gwinn asked Councilor Brown if he has worked out a meeting with P&Z.
- Councilor Brown reported the joint meeting has been scheduled for May 17.
- Mayor Gwinn said he and Lisa discussed problems Councilors are having with the computers. He said they decided that, after the workshop on July 10, we should have computer training.
- Clerk Adair explained to Council a request from Officer Cole Knight. He said Sheriff Burkhardt spoke with Officer Knight about a speeder around the school zones and Sheriff Burkhardt wants to know if it would be ok with Council to change Officer Knight's hours occasionally to cover after school time.
- Mayor Gwinn said it would be good for an officer to be here after school and Council agreed.
- Mayor Gwinn said we will be hosting the next VALEO and asked for subject matters for the meeting in August.

Budget FY 2019 – Discussion

- Manager Skerry gave an overview of things coming to the City. He said there is a possibility of 350 homes as well as an RV park and a solar facility. He said this activity will relate to the budget and gave the value of each of those projects. He also said the annexation of the industrial park is still in the talking stages.
- Councilor Gutjahr said we are always looking at future planning and then asked how predictable what Manager Skerry is saying might happen.
- Manager Skerry said the likelihood is very high because interest rates are low and all the reasons for growth are here. He said we won't have a grocery store or any of the other things we want in the community without rooftops and the way we get those is by being a business-friendly city.
- Manager Skerry distributed copies of the budget and then explained that money from the grants is not included in the revenue until the agreements have been signed. He said the legislature approved a

\$200,000 grant for work on the building, but it can't be shown as revenue and the same is true for the grants from DOT.

- Manager Skerry reviewed revenues – budgeted, actual and projected and started a discussion regarding the way revenues are shown on the budget and mill levy. He said the biggest revenue sources are property tax, GRT and franchise tax and reviewed revenue from other sources.
- Manager Skerry began a discussion on proposed expenditures beginning with employee wages and salary which he explained are the primary expenditure in the city. He said he took the wage and salary scale that Council adopted at the last meeting and set the rate for the finance officer/CPO at \$30 per hour. He explained that when Celina was hired the agreement was that she would receive that salary when she was through the training cycle, bonded, was a notary public and had a CPO designation. He then explained how he arrived at the wage and salary range for all positions and the cost for PERA. He said the total in the budget for personnel is \$332,000 which is about 25 to 30 percent of the general fund and average throughout the state is 70%. He said, in order for us to go forward with grants, our ratios have to be correct.
- Mayor Gwinn said the only control Council has over wages is for the City Manager.
- Councilor Sais said he understands the salary scale but sees ratios as smoke and mirrors and continued the discussion.
- Councilor Ramsell said he can't dispute the numbers but we have many residents who express concern and would like to see one officer in the City consistently. He said if we can look at this issue, it would go a long way to show the residents we're listening.
- Manager Skerry said there are other ways to prevent crime in the City without adding another officer and gave examples of things that can be done.
- Councilor Brown gave his prospective on adding/not adding another officer. He said to get 24-hour coverage five days a week we need at least \$250,000 and considering the time they spend in court, vacations and other things, we really need three or four more officers and we have to consider whether that's worth \$250,000.
- Councilor Ramsell said if the industrial park annexation happens and that generates money for the city, we may want to consider adding another officer.
- Manager Skerry explained that the rule with salaries or contracts is that we can't use one-time monies for recurring expenses. He said if we hire an officer before we annex the park and have extra money coming in, we'll have to go to the public and end up passing property tax increase.
- Manager Skerry continued with the discussion on the other proposed expenditures.
- Councilor Gutjahr suggested having the newsletter more often.
- Manager Skerry explained that each time the newsletter is printed it cost about \$4,000 including postage and continued the discussion on expenditures.
- Councilor Brown asked why is EDC budgeting \$106,500.
- Manager Skerry explained that money is needed for LEDA contingency and we can use ten percent of our general fund. He said he assumed ten percent of \$1,000,000 and EDC already had a \$6,500 budget.
- Council decided to schedule another workshop to discuss the budget on May 11 at 9:00 a.m. to get ready for the public hearing.

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

- No public input.

Resolution 2018- __ County EMS GRT, Resolution 2018 - __ 3rd and 4th Fire Funds Distribution, Resolution 2018 - __ Fire Department Fuel Card, Resolution 2018 - __ NMDOT Grant

- Mayor Gwinn suggested since these resolutions are on the agenda for tonight to continue the discussion until then.

NMIDEA Professional Development - joining Bob Skerry – Discussion

- Manager Skerry explained that he is being certified with NMIDEA which is where we’re getting site meetings and possible businesses and since this is on the agenda tonight to continue it then.

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

- No public for input.

Placement of Solar powered speed signs – Discussion

- Mayor Gwinn asked everyone to think about where they would like to see the signs placed for tonight’s discussion and action.

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

- No public for input.

Fireworks – Discussion

- Councilor Brown distributed copies of other cities’ fireworks proclamations and information he has gathered so everyone knows what he is doing. There was no discussion.

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

- No public for input.

Manager Report

- No managers’ report.
- The City Council workshop was adjourned at 1:23 pm.

Respectfully submitted,

Lisa Adair, Municipal Clerk
(Transcribed by Pamela Johnson, Deputy Clerk)

Date: _____

Approved:

Mark Gwinn,
Mayor

Margaret (Peggy) Gutjahr,
Councilor Mayor Pro-tem

Bill Brown,
Councilor

Joshua Ramsell,
Councilor

Arturo R. Sais,
Councilor