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Call to Order

- Mayor Pro Tem Peggy Gutjahr called to order the city council regular business meeting at 6:00 pm.

Pledge of Allegiance

- Councilor Winters led the Pledge of Allegiance.

Roll Call

- Present: Mayor Pro Tem Gutjahr, Councilors; Bill Brown, Joshua Ramsell and Jim Winters. Present: Manager Dr. Martin Moore, Municipal Clerk/Court Clerk Lisa Adair, Finance Officer Stephanie Finch (virtual), Code Enforcer/Public Works Director Gordon Reeves (virtual), EDC Chairperson Kuan Tikkun (virtual) and Valencia County News-Bulletin Editor Clara Garcia.

Approval of Agenda

- Councilor Ramsell moved to approve the agenda for March 9, 2021 City Council Regular Business meeting. The motion was second by Councilor Brown. Vote: Councilor Winters-yes; Councilor Brown-yes; Councilor Ramsell-yes and Councilor Gutjahr-yes. With a 4-0 vote the agenda for the regular business meeting was approved as presented.

Approval of Minutes for the Special Workshop of 2/02/2021, the Workshop and the City Council Regular Business Meeting of 2/23/2021

- Councilor Ramsell moved to approve the minutes for the Special Workshop of February 2, 2021, the Workshop and the City Council Regular Business Meeting of February 23, 2021. The motion was second by Councilor Brown. Vote: Councilor Winters-yes; Councilor Brown-yes; Councilor Ramsell-yes and Councilor Gutjahr-yes. With a 4-0 vote the minutes of the special workshop held on February 2, 2021, the workshop and regular business meeting held on February 23, 2021 were approved as written.

Public Comment

- No public comments

City Manager

- Manager Dr. Moore explained we are ahead of schedule on the budget, the finance department is running projections now and we will have a department head budget meeting this week, library moving forward, duct work repaired, insulation is installed, and are now working on street lighting. He further said all employees are working and healthy, and we are working on some protocols to move forward “internal procedures” and having department head priorities ready for the March 23rd meeting.

Economic Development

- Kuan Tikkun gave her report: last months we worked on a S.W.O.T. report and have been working with Henry Rau’s report and would like to ask the Council for direction on what should be included on a new S.W.O.T. and how to integrate it with what Councilor Winters did in 2018.

- Councilor Winters said he doesn't remember what was on the report done by Henry Rau, we would need a copy of that and began a discussion.
- Kuan Tikkun said the 501c3, RCAN, we have in 18 months, have been certified and have officers, mission statement and have helped with Teeners and she would like to have some suggestions from Council for us to pursue as a 501-c3. She then said they are doing a trash pickup on March 19, @ 10 am, Manzano and Hillandale.
- Mayor Pro tem Gutjahr asked if she is wanting the Council to think of ideas from the non-profit organization to do. She then said Council will have to think about it before getting back to you on that and continued the discussion.

Planning and Zoning

- No report from planning and zoning

Code Enforcement /Public Works

- Code Enforcement/Public Works Gordon Reeves gave his report, code enforcement: boat in the desert, public works; eastside stock piling tires bringing out the 2nd dumpster from UWS; secured electrical contractor installing 31 new LED light fixtures on Hwy 304; LED lights installed in the rear of City Hall; PNM engineer behind City Hall, identified meters, 3 owned by city, 10 to other locations; at next meeting will have a list for potholes throughout the City and we can get that out to the public; helped with the 2021-2022 road grant; the washed out area end of Chamartin is very concerning with the possibility of public crawling down there, so we are getting a price on back filling it with old milling. He further explained he did more service drops throughout the building in various offices, established a program and waiting area by the double doors in City Hall, met with the water department, and Universal Constructors is getting ready to finish their projects.
- Councilor Winters asked if some of the drops are in the fire admin office?
- Code Enforcement/Public Works Gordon Reeves said he had not been asked to do that, but he can talk to Chief Tabet.
- Manager Dr. Moore said we won't have a problem with that, but as of yet they have not asked us to do that.
- Councilor Ramsell said thank you.
- Councilor Brown said there is a good pothole on Del Fuego.
- Mayor Pro tem Gutjahr asked about 2 potholes on the corner of Goddard and Howell, but I do want to thank you for working on the Library.
- Councilor Ramsell said he will give some pothole list that he has been compiling and asked what the boat in the desert is made of.
- Code Enforcement/Public Works Gordon Reeves said fiber glass and wood and continued the discussion.
- Councilor Ramsell asked has there been a reduction in tires that are being dumped.
- Code Enforcement/Public Works Gordon Reeves said there was a little increase on some tires when Craig tires had a sale, but since we did our big clean up on tires, and having the City dumpers, it has had a positive effect on dumping. The discussion continued

Rio Grande Estates Fire Department

- No report

Municipal Court

- Court Clerk Adair stated: For the month of February: 2 traffic violation(s) were filed; Amounts collected are: Correction fees \$60; Court Automation fees \$18; Judicial Education fees \$9; Court Fines of \$161.50 giving a total of \$248.50 were collected in the courts

Discussion, Consideration, and Decision – Approval of Accounts Payable

- Councilor Ramsell said the tanker at the fire department is causing us some financial pain and began a discussion.
- Mayor Pro tem Gutjahr said the animal control was less than usual, Electricity on the highway was \$652 and we want the public to know that we look at bills over \$500, and the accounts will be on the website tomorrow and can be explained if you have questions.
- Councilor Brown moved for the approval of the bills. The motion was second by Councilor Winters. Vote: Councilor Ramsell-yes; Councilor Brown-yes; Councilor Winters-yes and Councilor Gutjahr-yes. With a 4-0 vote Council approved accounts payable for payment.

Discussion, Consideration, and Decision – HDR drainage plan addendum to the agreement (retention ponds)

- Mayor Pro tem Gutjahr explained we had an update on the drainage plan and we are approving the addendum for the retention pond.
- Councilor Brown said this is basically a change order or the drainage plan to include a retention pond plan, which will be in the amount of \$11,744.59.
- Councilor Winters said this completes a very good plan for the City and a lot of the work that is done this year is part of the drainage plan.
- Councilor Ramsell said it wraps up the previous presentation and they did a really good job with this plan.
- Councilor Ramsell moved to approve HDR drainage plan addendum to the agreement (retention ponds). The motion was second by Councilor Winters. Vote: Councilor Brown-yes; Councilor Winters-yes; Councilor Ramsell-yes and Councilor Gutjahr-yes. With a 4-0 vote Council approved the addendum to the HDR master drainage plan agreement in the amount of \$11,744.59.

Discussion, Consideration, and Decision – Ordinance 2021-xx (14-day public review)

- Mayor Pro tem Gutjahr explained regarding the GRT, we had two options on the agenda, one for .25% and one for .5%. She then gave a community update saying we did pass one last July and the revenue of \$40,000 carried us through COVID because we have limited businesses.
- Manager Dr. Moore said we have made it a goal to be very diligent on how to spend the Rio Communities money, and there are services provided such as completing the Libraries and filling potholes and we wanted to make sure the budget we are working on, will take step forward on dealing with compliance issues all the way to completion. He then said with a quarter increase the GRT will allow us to hone in on providing solid services in a manner that is fair and he thanked the finance department for their hard work.
- Mayor Pro tem Gutjahr said the budget is flat, not even adding cost of living increase.
- Councilor Brown said a couple of year ago adding a .25% tax and could not personally find a reason for it and I voted against, he now sees a reason at this time to add an additional percentage.
- Councilor Ramsell said it is important to vote on increasing tonight it is to vote on taking it to a 14-day public review.
- Councilor Winters said the biggest reason is to have a cushion in case we don't get the revenues from internet sales and we need to ensure the City will be okay.
- Mayor Pro tem Gutjahr said we have been getting more than \$8,000 a month in internet sales tax distribution and the CARES Act and as of July 1, 2021, we will no longer receive those revenue sources. She then said we have no idea how much GRT internet sales will be.
- Clara Garcia asked how the internet GRT is divided into the different cities.

- Manager Dr. Moore said what was explained to him through the NMML, was they are going to dissolve that GRT tax revenue into the different increments that have been passed by the Municipalities so they will not show as separate sales, they would be reported the same as any other sales, it is up to the business to report where the sales originate from and began a discussion.
- Council began a discussion on sales tax, zip codes, and GRT for Municipalities.
 - a. Chapter 3 Rev & Finance Article 5 Municipal GRT .25% - Discussion**
 - Councilor Ramsell moved for 14-day public review of Chapter 3 Rev & Finance Article 5 Municipal GRT .25%. The motion was second by Councilor Winters. Vote: Councilor Brown-yes; Councilor Winters-yes; Councilor Ramsell-yes and Councilor Gutjahr-yes. With a 4-0 vote Council approved for Ordinance 2021-xx Chapter 3 rev & finance article 5 municipal GRT .25% to have a 14-day public review.
 - b. Chapter 3 Rev & Finance Article 5 Municipal GRT .50% - Discussion**
 - Mayor Pro tem Gutjahr said we have sort of opted out of this option at the moment.

Discussion, Consideration, and Decision - Resolution 2021-xx Cooperative Agreement/application (NMDOT Co-op Agreement/application)

- Mayor Pro tem Gutjahr explained that it was discussed a little bit of it with HDR's report but would like Councilor Winters to explain it.
- Councilor Winters said this year we decided to go a different way this time and explained the roads has become dangerous at the intersection and we are finishing up the drainage plan and thought this road was a good selection. He continued to explain that after talking to NMDOT, they will allow us to use this as the project for our road fund as it is an emergency situation for us.
- Councilor Ramsell said the City has been very successful with applying for and receiving grants almost every year we have applied and those have allowed us to get a lot of roads repaired, but unfortunately road repaving is something we have not been able to do, but the amount of money being paid from the City's taxpayers has been very small.
- Clerk Adair read into the minute the resolution.
- Councilor Brown moved to approve resolution 2021-05 Cooperative Agreement/application (NMDOT co-op agreement/application. The motion was second by Councilor Winters. Vote: Councilor Ramsell-yes; Councilor Brown-yes; Councilor Winters-yes and Councilor Gutjahr-yes. With a 4-0 vote Resolution 2021-05 Cooperative Agreement/application (NMDOT Co-op Agreement/application was passed, approved, adopted, and signed.

Approval of the Appointment for a Building Permit Officer

- Mayor Pro tem Gutjahr said we are appointing Thomas Scroggins, who is the Chair of Planning and Zoning and has been signing the permits, and Dr. Moore, our City Manager.
- Councilor Ramsell moved to approve Dr. Moore and Tom Scroggins for the appointment of building permit officers. The motion was second by Councilor Brown. Vote: Councilor Winters-yes; Councilor Brown-yes; Councilor Ramsell-yes and Councilor Gutjahr-yes. With a 4-0 vote Council approved Thomas Scroggins and Martin Moore to be the signing officers on building permits.

Council Reports

- Councilor Winters said that the next park and trail meeting is Thursday March 11 at 4:00 pm.
- Councilor Ramsell said along with GRT, we discussed the Mil levy, the property tax and we will have more information.

- Councilor Brown said PI Day is coming up, 3.14176, so celebrate PI Day.
- Mayor Pro tem Gutjahr said thank you to the City Manager and they will be having an executive session at the end of March to set goals and do and evaluation.

Adjourn

- Councilor Brown moved to adjourn. The motion was second by Councilor Ramsell. With a 4-0 vote the City Council regular business meeting was adjourned at 7:15 pm.

Respectfully submitted,

Elizabeth (Lisa) Adair, Municipal Clerk
(Transcribed by Amy L. Lopez, Deputy Clerk)

Date: _____

Approved:

Mark Gwinn,
Mayor

Margaret (Peggy) Gutjahr,
Mayor Pro-tem/Councilor

Bill Brown,
Councilor

Joshua Ramsell,
Councilor

Jim Winters,
Councilor