

City of Rio Communities Workshop Minutes
Tuesday April 9, 2019

- 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 Leisa Haynes, Treasurer/Financial Officer Celina Benavidez, Code Enforcer Gordon Reeves and Municipal Clerk Lisa Adair.

Council reports & agenda items – 30 minutes

- Councilor Sais asked would a mil-levy have to be voted on by the citizens or if Council could vote on it. He said his concern is that Council takes the responsibility of looking at a mil-levy to hire a police officer and not wait until November for a vote by the citizens. He then said this matter has been the number one issue discussed since the City incorporated and an additional officer would enhance the Citizens' Patrol.
- Mayor Gwinn said Council can vote or we can let the citizens do it, but we have to make that decision in July. He then said no matter who votes, it will still be eighteen months before the money comes in.
- Manager Haynes said she is going to meet with the Sheriff to see where we stand with getting another officer and we will have to make it clear to the people that we won't see the money for eighteen months.
- Councilor Brown said he has been putting together a pie chart to show budget revenue and expenditures. He said we used the environmental gross receipts tax to pay for the dumpsters at the City clean-ups but that is not a proper use.
- Councilor Brown said there are two items listed as assets; #1) Sawtooth Park with a book value of zero and #2) 27.55 acres with a value of \$137,500. He said he looked up the definition of an asset and the land assets are to be valued at cost or historical value but Habitat for Humanity donated that land at zero cost. He asked how we got the value of \$137,000.
- Treasurer Benavidez said our auditor pulls that information from the Assessor's office and that value came from the auditor.
- Councilor Brown said we also own three acres given to us by VIA but that land is not listed as well as the land we own south of City Hall on Rio Communities Way. He said those properties should be added to our list.
- Councilor Ramsell said he agrees the mil-levy is an issue and we'll have to look into that more in the next few months. He then asked about progress or updates on annexing the industrial park.
- Manager Haynes said we will start working on that after the budget process is complete.
- Councilor Ramsell said there is a possibility that the Nazarene church will donate a building for use by the City or the Fire Department.
- Mayor Gwinn said the asking price for the building is \$164,000 but hopefully, sometime in the future, they will want to donate it.
- Councilor Ramsell asked if there is any information on progress on construction at City Hall.
- Manager Haynes said the front end of the building should be completed by the 17th. She said the Fire Marshal said, as for the Health Fair, as long as the materials in the back of the building are fenced, we can use that as a second exit. She said the canopy came in two feet too short and she will ask about that at her meeting with the contractor.
- Code Enforcer Reeves said the life of a canopy like the one we have is two to three years so we need to keep that in mind when we budget. He also said we need to make sure the building south of us is totally closed off to the Health Fair.

- Manager Haynes said the City will have to repair or replace the awning on the VIA building.
- Councilor Gutjahr said the committee will be mapping out the outside of the building for the Health Fair. She also said there will be around fifty vendors.
- Councilor Sais asked if we charge vendors for space at the Fair.
- Councilor Gutjahr said we don't charge and explained the reasons why.
- Councilor Gutjahr talked about some things that have come out of the legislature. She said a Health Securities Act will be a way to find access to health care for everyone. She also said the County Commission is meeting at a retreat and part of their discussion will be on the hospital. She said they are looking at the possibility of an RFP and removing the clause that has to do with paying for health care of inmates.
- Mayor Gwinn explained that he and the City Manager attended the 911 meeting at VRECC and the budget was discussed. He clarified the fees and explained that the City's fee will be raised to \$24,850. He said the fees have been increased because VRECC failed to sustain their projected revenue.
- Councilor Gutjahr clarified that the \$24,850 fee is funding for next year.
- Mayor Gwinn said Universal is working on pot holes and we have issued a purchase order for \$12,785 which will take us to 2020 when we'll be doing a lot of chip and seal.
- Manager Haynes said Universal is interested in offering us a maintenance contract.
- Mayor Gwinn said he would like to begin discussion on adding a couple of speed bumps on Rio Communities Way. He said he spoke with the Sheriff and asked her to put more focus on speeding tickets in the City. He also said he met with the people who live in the apartments on Rio Communities Way and they'll get the signatures required to allow the speed bumps to be built.
- Councilor Sais said he would like to see Jersey barriers and we need to budget money for that.
- Mayor Gwinn said the VALEO clean-up will be this weekend and they will not take tires so we'll have to find a way to dispose of those at a later time. He then began a discussion on all the items they will not take in the dumpsters
- Mayor Gwinn said the City's monthly cleanup will be on the 20th and the District 8 meeting will be held on Thursday.
- Mayor Gwinn said he sent everyone the solid waste ordinance draft we received from the attorney and the next two workshops will be spent breaking down and reviewing the draft. He said the City Manager said we'll have the first draft of the budget at the April 23 workshop and we can begin working on that on May 8.

Code Enforcer report

- Code Enforcer Reeves asked Councilor Gutjahr to make sure the vendors have tested for power and the fire extinguishers will be tested. He said he has asked the insurance company to send a representative to walk the site before the Health Fair and two volunteers from Moose Lodge will help take care of the bathrooms on that day. He also said he will ask AC Disposal if they will donate extra containers. He said the Health Fair Committee should go ahead and order a dumpster but we need to get rid of trash during the day with additional receptacles.
- Councilor Gutjahr said all volunteers will have to sign some forms and she will get those to the Code Enforcer.
- Code Enforcer Reeves said he is working with County Towing and has asked the District Federal Transportation inspector to give us guidelines for dealing with some of the issues he has with them.

- Code Enforcer Reeves said he is working with Planning and Zoning on a fee schedule. He said he has written up a lot of people for violations and now they'll go to court so the judge will need a simple chart to follow.
- Code Enforcer Reeves said the #503 burnt house has been sold and he located the new owner of the second burnt house. He said they have been working on the property and the house and the burnt vehicle are gone. He also said he spoke with the Taxation and Revenue Dept. and asked that the purple building be added to the tax lien sale this spring.
- Code Enforcer Reeves said eight units were moved into Del Rio trailer park and we recovered \$600 in move-in fees for last year. He also said the Mayor has been talking to him about lodging fees. He said he spoke with the park manager and they will be renting RV spaces.
- Mayor Gwinn said once the park commits to renting spaces out for a day to a week, the City is entitled to a lodger's tax and we have a lot of flexibility with the use of that money.
- Code Enforcer Reeves said the doors at the Fire Department are ok. He said he met with Andrew and the staff and they will set up a monthly maintenance program to keep the doors clean and functional.
- Code Enforcer Reeves said he is working on a way to keep people from shortcutting from Hillandale to Pageant. He then explained the use of Jersey barriers in some areas and the cost.
- Counselor Gutjahr said we should contact our attorney about the barriers before we continue.

Resolution 2019-xx Audit Approval FY2018

- Treasurer Benavidez explained that this resolution is to approve the audit.
- Mayor Gwinn said the audit will have to be approved at the meeting tonight.

Accounts payable report

- Mayor Gwinn went over the accounts payable for the Fire Department and the City.

Appointment of P&Z member – Discussion

- Mayor Gwinn said Robert Teague has resigned and Scott Adair has requested to re-join Planning and Zoning. He said Mr. Adair was one of the original members and will be an asset to the Commission.

Comprehensive plan – Discussion

- Mayor Gwinn explained that Council needs to start working on updating this plan and he will get P&Z and EDC involved. He said the next few workshops will be spent on the budget but we can start to look at it and see where we are in June.
- Councilor Gutjahr asked how Council wants to approach the update. She said some of the items have been completed and the last time we updated the plan we voted on rating the items listed.
- Mayor Gwinn said we should review the ratings and see if we want to make some changes.

Council Priority List update – Discussion

- Councilor Gutjahr explained that she is waiting on a call from Kathy Walker to get information on the volunteer waiver. She said the only issues now are the vehicle and training for people who volunteer.
- Councilor Gutjahr said having the budget in the newsletter was very helpful. She the public hearing on the budget will be mid-May. She said we will have further discussion on a mil levy for funding another police officer and continued the discussion.
- Mayor Gwinn said we need to decide before July 1 because it will be imposed on that date.

- Councilor Gutjahr asked if anything needs to be done now regarding the attorney retention and began a discussion. She also asked about the Solid Waste Ordinance.
- Treasurer Benavidez said the lawyer retention will be a procurement finding on our next audit.
- Mayor Gwinn said we will start talking about the Solid Waste Ordinance at the next workshop.
- Councilor Gutjahr said she would like to discuss additional street lights around the City. She said it would be good to have a plan of where we want lights to go.
- Mayor Gwinn said money has been set aside for lights at Hillandale and Horner and Horner and Goodman and continued the discussion.

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

- Ross Harms said lights on four corners at intersections would be too bright and placing two lights on opposite corners would be best.
- Councilor Gutjahr said she will drop off a copy of what she has on the Building Use Policy and she and the City Manager will begin to look at it this summer.
- Councilor Sais said he would like to be involved in those discussions.
- Councilor Gutjahr said we should push annexation after July and start meeting on the mil levy in June. She also talked about the Scope of Work for HR and explained the reasons for having a person on retainer.
- Mayor Gwinn said we need to revisit PERA and continued discussion on remaining items on the priority list.
- Councilor Brown said we will not have a workshop regarding the resolution due to the fact the Fire Chief has not been able to review it.
- Manager Haynes said she should have an idea of what we need here that we can get from the Masters in Public Administration internship by January. She also said we have put the Municipal Code out for bid and should have a proposal within two weeks.
- Council continued discussion on the priority list and time frame for each item.

Manager Report

- Manager Haynes said she has a meeting with the Fire Chief, Assistant Chief and the Treasurer and let them know that they communicate and trust each other.
- Manager Hayes said she is pleased with the budget they gave her. She said she will have a budget for last year at the next workshop.
- Manager Haynes said she will be having the second meeting with the building contractor tomorrow so we should have a full crew around then.
- Manager Haynes said at the last City Council meeting the Zach's came to complain about the City owned property next to them and the weeds behind them. She said she followed up with them and noticed that the property across the street would be a pretty park. She said she contacted the owner and asked if they would be willing to donate that land to the City. She said they told her they aren't in the position to donate it but they would be interested in doing something with us on three acres. She then said she made a proposal to DOT to put a 6' wide sidewalk from Nancy Lopez to Dollar General on the east side.
- Manager Haynes said when she was at the 911 center she told the director she would like to bring Council for a tour. She said we could meet at 8:30 on the workshop day, go for the tour and then come back for the workshop.
- Manager Haynes said she doesn't want any more usage of the building after the health fair event except for meetings because every time we do something here it slows construction down.

- Manager Haynes said on May 16-17 she has been asked to do a three-minute presentation to the FAM site selection agents.
 - Manager Haynes said we're thinking about doing a daytime Christmas parade and she will be having a brainstorm meeting on May 3 at 10 am.
 - Manager Haynes said we made an offer for a finance clerk who has seventeen years' experience in banking and her background check is in process.
 - Manager Haynes said she met with Ron Gentry and he wanted to have a reception for her at his house.
 - Councilor Sais said going back to the parks, he has talked to people on the east side and some of them are looking at shoddy parks and want to know when they'll be worked on.
 - Manager Haynes said the City Managers will be meeting here and we'll go to Oasis Café for lunch.
 - Jim Winters said there are three more new businesses in town and asked everyone to visit them. He suggested a proclamation card thanking them for having a business here.
- The City Council workshop was adjourned at 1:35 pm.

Respectfully submitted,

Lisa Adair, Municipal Clerk
(Transcribed by Pamela Johnson)

Date: _____

Approved:

Mark Gwinn,
Mayor

Margaret (Peggy) Gutjahr,
Councilor Mayor Pro-tem

Bill Brown,
Councilor

Joshua Ramsell,
Councilor

Arturo R. Sais,
Councilor