

City of Rio Communities Council Minutes  
Regular Business Meeting  
Tuesday March 12, 2019

**Call to Order**

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

**Pledge of Allegiance**

- Andrew Tabet led the Pledge of Allegiance.

**Roll Call**

- Present: Mayor Mark Gwinn, Councilors, Bill Brown, Peggy Gutjahr, Arturo Sais and Joshua Ramsell.  
Present: City Manager Leisa Haynes, Municipal Clerk Lisa Adair, Finance Officer/Treasurer Celina Benavidez, EDC Chairman Frank Logan, P&Z Chairman Thomas Scroggins, RGEFD Assistant Fire Chief Andrew Tabet, Fire Chief Nathan Gonzales and Court Clerk Lisa Adair.

**Approval of Agenda**

- Councilor Gutjahr moved to approve the agenda for the business meeting of March 12, 2019 as is. The motion was second by Councilor Sais. With a 4-0 vote the agenda for the regular business meeting was approved as presented.

**Approval of Workshop**

- No minutes to approve.

**Approval of City Council Minutes**

- Councilor Ramsell moved to approve the City Council minutes of January 22, 2019. The motion was second by Councilor Brown. With a 4-0 vote the minutes for the regular business meeting of January 22, 2019 was approved as written.

**Approval of Special Business Minutes**

- Councilor Gutjahr moved to approve the special business meeting minutes of February 5, 2019. The motion was second by Councilor Ramsell. With a 4-0 vote the minutes for the special business meeting of January 22, 2019 was approved as written.

**Swearing in of new City Manager – Leisa Haynes**

- ❖ Mayor Gwinn introduced the new City Manager Leisa Haynes to the public.
- ❖ Judge Benavidez swore in the new City Manager Leisa Haynes.

**City Manager Report**

- Manager Haynes thanked the past leaders and the past City Manager for laying a strong foundation for this town and making the City and also making a very nice comprehensive plan that City Leaders are trying to follow and said she is looking forward to working on those things for you. She then gave a description of her background, a Bachelor's in communication, Master of Public Administration, being with the Oklahoma Main street program, and nationally certified downtown development specialties, Assistant City Manager and a City Manager.

**Public Comment:**

- No public comments.

**Economic Development**

- EDC Chairman Frank Logan passed out the new City of Rio Communities brochure and said this has been six months' worth of the blood sweat and tears from economic development. He then gave the highlights of what is on the brochure. He further said they are debating whether to become a 501c3 or c6 and further establishing some type of corporation.

## **Planning and Zoning**

- P&Z Chairman Thomas Scroggins said they are still working on Zoning and starting to work on abatement and then said they will be having a special meeting this Thursday to finalize the response they had from the Council from our attorney's presentation.

## **Rio Grande Estates Fire Department**

- RGEFD Fire Chief Nathan Gonzales said for the month of February they have been cleaning the training auxiliary bay and kitchen getting them ready for the health inspection and they also received a donation from a Coca-Cola distributor of a refrigerator and a soda dispenser.
- Chief Gonzales gave the membership activity report and said they still have 8 weeks in their EMS course and they will have 8 new EMT's by July, 2019 if everyone gets certified.
- Chief Gonzales said they are hopefully to start filling shifts and spreading the response around August. He then said he started a strategies and tactics class and also said there is a grant writing course in Valencia County and he is going to try and send 2 personnel to that.
- Chief Gonzales said they are researching the cost for training mannequins that can do CPR as well as airway.
- Chief Gonzales said that the total number of calls between the 2 stations was 75. He then gave details about the ironworks Bosque fire.
- Chief Gonzales then introduced three of the fire fighters that were at the ironworks fire. Lucinda Elis, Adriana Bencomo and Assistant Fire Chief Andrew Tabet.
- Mayor Gwinn said they did an outstanding job and wanted the residents to see the individuals.
- Chief Gonzales said he would like to recognize some of the Community support they received throughout this ordeal, Home Depot, Morgan's Bakery and the Church of the Nazarene.
- Councilor Brown said he knows that they have been reviewing a draft resolution and asked when that may be completed.
- Chief Gonzales said they still are in the process of reviewing.

## **Municipal Court**

- Court Clerk Lisa Adair gave the court report for the month of February: 1 code violation(s) was filled in the courts; amounts collected are: Correction fees \$20; Court Automation fees \$6; Judicial Education fees \$3; Court Fines of \$79 giving a total of \$108 as collected in the courts for the month of February.

## **Mayoral Proclamation**

- Clerk Adair read into the minutes the Mayoral Proclamation 3<sup>rd</sup> Annual Attendance Challenge.
- Ms. Jaquez explained she is the attendance success coach for Belen Consolidated schools and then explained the 3<sup>rd</sup> annual attendance challenge and the awards that are given out.
- Mayor Gwinn said each year we have improved in our attendance and explained that community is trying to get behind the school.
- Ms. Jaquez said there are 3 traveling trophies that go to the school with the highest attendance.

## **Accounts Payable**

- Councilor Gutjahr moved to approve our accounts payable and pay the bills for both the fire department and the City. The motion was second by Councilor Sais. Vote: Councilor Ramsell-yes; Councilor Brown-yes; Councilor Sais-yes and Councilor Gutjahr-yes. With a 4-0 vote accounts payable was approved for payment.

CITY – Accounts payable

Elizabeth Adair (Court Clerk)	\$	260.70	Heather Benavidez (Judge Mar)	\$	300.00
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MyBank	\$	4,530.00	Gilbert Garcia & Sons (keys)	\$	71.49
Gusto (regular payroll)	\$	4,677.80	Gusto (reg liabilities)	\$	1,551.27
Valencia County (animal Control)	\$	874.13	Quest Diag (pre-employment)	\$	30.50
AC Disposal Services	\$	360.00	NM Gas Co	\$	879.69
Comcast	\$	289.72	GFOA (dues)	\$	170.00
NMML (NM Muni Day)	\$	75.00	Century Link	\$	84.85
Village of Los Lunas (VRECC)	\$	5,904.75	NM Water Service Company	\$	239.17
AC Disposal (curbside)	\$	51.00	PNM	\$	481.72
PNM	\$	563.93	Card Service Center	\$	541.80

#### FIRE DEPARTMENT – Accounts payable

Sharp	\$	5.96	Century Link	\$	60.90
NM Gas Co	\$	449.19	NM Water Service Company	\$	61.85
PNM	\$	636.86	Card Service Center	\$	487.23

### Appointment of EDC Member

- Mayor Gwinn explained that he gave to each of the Councilors information regarding Loedi Silva and then said he has asked her and she accepted to join EDC.
- Councilor Gutjahr said she has outstanding qualities.
- Councilor Brown moved to approve Loedi Silva as a member of the Economic Development Commission for the City of Rio Communities. The motion was second by Councilor Ramsell. Vote: Councilor Gutjahr-yes; Councilor Sais-yes; Councilor Brown-yes and Councilor Ramsell-yes. With a 4-0 vote Loedi Silva was appointed as a member to the Economic Development Commission for the City of Rio Communities.

### Council Reports

- Councilor Ramsell said he wanted to take the time to tell the fire department about the outstanding job they did on the fire.
- Councilor Ramsell said he had left the windows down on his vehicle and then our Deputy came by and let him know the windows were down and reminded everyone that he is out there.
- Councilor Sais said for awareness they will be going into budget and said he would like to see more participation and input from the community.
- Councilor Brown said at the workshop today one of the items discussed was funding for another sheriff deputy and then passed out some work that was done last August with potential funding options.
- Councilor Brown said he is currently working on material for a budgeting workshop and he then said he has starting to develop a presentation on budget revenue, expenditures and some pie charts that was from last year's budget and explained these items.
- Councilor Brown continued to explain that he also wants to develop some bar charts that will incorporates the City financial and physical assets.
- Councilor Gutjahr said the Health Fair is April 27 and she will present a list of everything that will be happening.
- Councilor Gutjahr said they have been working on a citizen's patrol, and a couple of weeks ago presented to Risk Management and they are reviewing it in dept. She then said there will be a public forum on Wednesday March 20 @ 6:00 pm. She further explained that under RCA they did have a group which ended quickly as well as another group being run by VIA. She then said it has to be strongly understood #1 whoever volunteers they first have to go through a process but that

they cannot get out of the car or engage and continued to further explain other areas that need to be understood.

- Mayor Gwinn said this weekend is our cleanup and we will have it posted and hopefully the fire department will help once again.
- Mayor Gwinn said we will be having another cleanup on the 13<sup>th</sup> which will be a VALEO clean up and explained that we will be in conjunction with the County.
- Mayor Gwinn said we have submitted the NMDOT in the amount of about \$314,000 and we will have to pay 25%.
- Mayor Gwinn said he spoke with DFA today and the class on budgeting is scheduled for April and said as soon as he has a more definite date he'll let all know.
- Mayor Gwinn said District 8 meeting is scheduled next month as well.

### Adjourn

- Councilor Sais moved to adjourn. The motion was second by Councilor Ramsell. With a 4-0 vote the City Council regular business meeting was adjourned at 7:05 pm.

Respectfully submitted,

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Elizabeth (Lisa) Adair, Municipal Clerk

Date: \_\_\_\_\_

Approved:

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Mark Gwinn,  
Mayor

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Margaret (Peggy) Gutjahr,  
Councilor Mayor Pro-tem

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Bill Brown,  
Councilor

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Joshua Ramsell,  
Councilor

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Arturo R. Sais,  
Councilor