

## City of Rio Communities Workshop Minutes

August 13, 2019

- Mayor Gwinn called to order the city council workshop at 10:00
- Present: Mayor Mark Gwinn, City Councilors; Bill Brown, Peggy Gutjahr, Arturo Sais, and Joshua Ramsell.  
Present: City Manager Leisa Haynes, Municipal Clerk Lisa Adair, Finance Officer/Treasurer Stephanie Haynes and P&Z member Jim Winters.

### **Council reports & agenda items – 30 minutes**

- Councilor Ramsell asked about the Suburban
- Councilor Sais said he understood that they have administrative overtime for officers, maybe we could set up a random schedule. He then asked about a pothole machine.
- City Manager explained that she has priced them and added it to the ICIP and began a discussion.
- Councilor Brown said the NM Conference on Aging has changed the date time and cost.
- Councilor Brown asked what the status is on the RFP for the solid waste.
- Manager Haynes explained the highway projects and streetlights RFP's have to come first.
- Councilor Brown asked where the AMR is located.
- Mayor Gwinn explained they are located on the Love's gas station and if we can get a contract, we can get them here.
- Councilor Brown said he, City Manager and Code Enforcer had a meeting with PPC Solar regarding a solar survey and said there is an application due November 15<sup>th</sup> covering 75% of the cost.
- Mayor Gwinn said he went to a truck stop in Deming they have charging stations but only for TESLA's.
- Councilor Brown said one of the areas on the grant asks will you be charging for the service and continued with the discussion.
- Manager Haynes said that if we had a connector, we could have different brands other than TESLA and continued with the discussion.
- Councilor Brown said he would strongly recommend the governing body have quarterly joint meeting with P&Z and EDC.
- Councilor Gutjahr said at the last citizens patrol they had 3 more new individuals and they should have a couple of new people at the next meeting, and there are new flyers to post.
- Councilor Gutjahr said she was at the Health Council an individual said they are moving their clinic and at the same time there was a brief update on the new RFP for the County hospital which had no responses.
- Mayor Gwinn said the VALEO is next Tuesday at 6:00 pm and the cleanup is this Saturday. He then asked if someone has pickup trucks because items need to be picked by Charmartin and by Goodman.
- Council began a discussion about the Census.
- Councilor Gutjahr said DUKE City will have a 21<sup>st</sup> century app to see a doctor over the phone.
- Mayor Gwinn mentioned that in Albuquerque they will be establishing more parks at the schools and suggested that we should partner up with Belen School District.

### **Manager Report**

- Manager Haynes said the See Click Fix app is almost ready and appropriate staff have been trained.
- Manager Haynes explained that the MOU with the Animal Shelter and we had our first lady come in to do paperwork to get her dogs from the Animal Shelter.

- Manager Haynes said the Citizen patrol car is being painted.
- Manager Haynes said that she and Angela have received their CPO certificates and the park study bid is underway.
- Manager Haynes said that Pecos Homes will be building affordable homes and explained the process.
- Manager Haynes said the mobile home park Vista Del Rio, we will be having a meeting this Thursday with the residents and began a discussion.
- Manager Hayes said she has been meeting with developers and wants to develop the Manzano Market Place. She also has contacted an individual regarding the annexation and will be having a meeting.
- Manager Haynes explained that the CAD program that Amy has developed, and Ralph Mims has set up a date to meet the economic professionals he knows.
- Manager Haynes said they will be setting up an LED lights starting September 6<sup>th</sup> - October 4<sup>th</sup> and there will be 6 to demonstrate the difference.
- Manager Haynes said she has also been in contact with some of the site selection committee members from Taos regarding the grocery store.
- Councilor Gutjahr asked about the old Tillery building.
- Manager Haynes explained that there is a company that is having issues in Belen property and further explained the situation. She also explained some other issues for other properties.

#### **Accounts payable report**

- Finance Officer/Treasurer Finch explained something not on the list today and explained the NM self-insurers' fund.
- Finance Officer/Treasurer Finch explained what her meeting with the Assistant Fire Marshal, he said the Fire Department should not have credit cards, the gas cards should be Right Express and began a discussion.
- Councilor Gutjahr said going back to what the Fire Marshal stated, that the Fire Department has to go through procurement.
- Finance Officer Finch explained further what came out from the meeting.
- Councilor Gutjahr said this should have been considered even when they were under the County.
- Councilor Ramsell asked if this was just a financial audit on the fire department.
- Manager Haynes said yes and explained what we are needing from the fire department.
- Mayor Gwinn asked about the \$25,000 to the County.
- Finance Officer Finch said it was for the remainder of the police officer.
- Councilor Gutjahr asked about card service for \$7,000.
- Finance Officer Finch said we needed to get it paid because the previous treasurer did not and that is how we had to do it.
- Council began a discussion on the Tyler finance software.

#### **Moving the next Workshop and City Council Meeting from August 27 to August 26 - Discussion**

- Mayor Gwinn said because we are going to the conference on August 27, he would like to move the meeting and the workshop to August 26.
- Councilor Gutjahr asked if they could get their packets on Friday before meetings and began a discussion.

### **Election question – Discussion**

- Mayor Gwinn said Councilor Sais will be running for Council and needs to file before leaving for the conference, the county is running the election.
- Clerk Adair explained that we are not going to be able to get on the ballot the Mil-Levy, because it is not a yes or no question, we might do a mailer instead.
- Councilor Ramsell began a discussion on the candidates filing on August 27 at the County, living in the city, and show their voting registration.

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

- No public comments.

### **Zoning Code updates – Discussion**

- P&Z Chairman Tom Scroggins started a discussion on the changes Planning and Zoning made to the Zoning Code.
- Jim Winters explained the State statutes.
- Jim Winters explained that on page 95-96, posting and notifications, special use, and conditional use have changed that effects the City.
- Jim Winters explained other changes on draft 13, Final Draft.

### **Resolution 2019 – Capital Outlay Project (drainage) - Discussion**

- Mayor Gwinn went over the 2 capital outlay resolutions and further explained the others will be taken off the agenda because they have been completed.

### **Resolution 2019 – Capital Outlay Project (solar lights) – Discussion**

- This area was discussed on the above resolution.

### **Resolution 2019 – NMDOT Cooperative Agreement – Discussion**

- Removed from agenda

### **Resolution 2019 – NMDOT (eagle project road) – Discussion**

- Removed from agenda

### **Resolution 2019- NMDOT (main collections road) - Discussion**

- Removed from agenda

### **Salary and Wage Scale – Discussion**

- Mayor Gwinn started a discussion on the Director of Public works and an assistant to the City Manager for the next fiscal year.
- Councilor Gutjahr said she is concerned about not having a job description for the director of public works and began a discussion.
- Council tabled the salary and wage scale for further discussion.

### **Job Description public works - Discussion**

- Mayor Gwinn said the public works job description will be discussed at the next meeting and tabled the job description for the fire chief.

### **ICIP (Infrastructure Capital Improvement Plan) – Discussion**

- Mayor Gwinn started explaining the ICIP, the City will move forward with drainage taking the recommendation of the study and move on to construction. He then said we will be moving forward

with the fire department tower, pavement reconstruction with arterial roads as the focus, roadway beautification on the east side of 47, completion of the inside of City Hall with matching funds, new radio system for VRECC, and parks and open spaces.

#### **Subdivision updates – Discussion**

- Jim Winters went over the changes for the subdivisions.
- The City Council workshop was adjourned at 12:42 pm.

Respectfully submitted,

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