

City of Rio Communities Workshop Minutes  
Tuesday February 25, 2020

- Mayor Pro-tem Peggy Gutjahr called to order the city council workshop at 10:00 am.
- Present: Mayor Pro-tem Peggy Gutjahr, Councilors; Bill Brown, Jim Winters and Joshua Ramsell.  
Present: Finance Officer/Treasurer Stephanie Finch, Finance Clerk Angela Valadez and Municipal Clerk Lisa Adair.

**Accounts payable report**

- Finance Officer/Treasurer Finch went over the accounts payable for the fire department and the City.
- Councilor Brown asked about the animal shelter charges.
- Finance Officer/Treasurer Finch explained what the cost would be.

Mayor Pro-tem Gutjahr made changes to the agenda: Moving the sale of department vehicle after accounts payable and asked if anything can be delayed until next meeting and began a discussion.

**Selling of Department Vehicle – Discussion**

- Finance Officer/Treasurer Finch explained how we received the vehicle and explained that on June 17, 2019 from the minutes from Belen how they transferred it to Rio Communities and we are in the clear to sell the vehicle.
- Councilor Winters asked how much the vehicle has cost us so far.
- Finance Officer/Treasurer Finch explained it is probably close to \$500.

**Public input/questions to address the above agenda item (3) minutes to address the Council**

- No public comment was made.

**Resolution 2020-xx City Procurement Policy Manual – Discussion**

- Finance Officer/Treasurer Finch explained that when she was started working here she noticed there where not many purchasing stipulations on the City Manager's spending and she felt she needed to be a little more stringent, she then read some areas of the resolution regarding small purchases and began a discussion.

**Ordinance 2020-xx Chapter 2 Article 11 Municipal Library & Library Board – Discussion**

- Mayor Pro-tem Gutjahr began a discussion on the Ordinance, explaining there has been a 14 day review, and would like to know if the Library Board Members have to be residents of the City.
- Councilor Brown asked what the process would be to become a Board Member.
- Mayor Pro-tem Gutjahr further explained what the process might be any interested party would go through the Municipal Clerk Adair, an application must be formed, a committee would look through those names, and interview and began a discussion.

**Award of Solid Waste Collection Services Franchise Agreement - Discussion**

- Mayor Pro-tem Gutjahr explained points that she will be giving tonight, and there will be 12 copies of the RFP tonight for people to look at and began a discussion.
- Councilor Ramsell said there will be 2 locations of recycling and curbside pickup, recycling is optional, not mandatory and material specific, large item pickup will be available four times a year and began a discussion.

- Finance Officer Finch explained the information of bulk item disposal.
- Councilor Ramsell asked about exclusive rights to the roll off services, for construction materials.
- Finance Officer Finch said it is exclusive rights to the roll off services for construction sites.
- Councilor Winters asked about unclear section of the contract.
- Finance Officer Finch explained it was being corrected and began a discussion.
- Councilor Winters asked about GRT.
- Finance Officer Finch said all applicable taxes will be charged, and that would include GRT and began a discussion.
- Councilor Winters asked who would be in charge of missed collections and other areas of concern and began a discussion.
- Councilor Brown said he was very pleased with the scope of what will be provided with the contract and then asked how construction/home building materials will be handled and how that will be handled with the contract we have and continued with the discussion.
- Mayor Pro-tem Gutjahr said she was pleased to see the performance bond is \$100,000 and then further discussed the rate increase if needs to happen, vacant properties won't be changed, there is special considerations for handicap, and discounts offered, and continued the discussion. She then said tonight the highlights will be discussed so that the citizens are aware of what the contract included and began a discussion.

#### **Southside of City Hall renovation – Discussion**

- Tabled to next workshop

#### **Census – Discussion**

- Councilor Brown began a discussion on becoming a Census worker, what you need to know regarding the census taking, and what the benefits to have everyone fill out the census and began a discussion.

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

- No public comment was made.

#### **Transparency – WHAT Does It Mean – Discussion**

- Council began a discussion on transparency.
- Councilor Ramsell said he agrees we need to make our meetings more viewable and said Facebook live is simple and allows people to be part of the meeting without being there.
- Council continued with the discussion.
- Mayor Pro-tem Gutjahr said it would be beneficial to have someone show us the best way to do that and began a discussion.

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

- No public comment was made.

#### **Council General Discussion & future agenda items – 30 minutes**

- Mayor Pro-tem Gutjahr a citizen had suggested to her that the City email the newsletter as well as mail it and asked how to get it on NextDoor or the Crime page and began a discussion.
- Mayor Pro-tem Gutjahr said we have a lot of things going on in the City and thought a short handout to explain to the public what is going on and began a discussion.
- Municipal Clerk Adair asked when Commission reports will begin and began a discussion.

- Mayor Pro-tem Gutjahr said the report would include: Projects Completed, Current Projects, Future Projects, and Issues Preventing Projects from Moving Forward.
  - A discussion began about Code Enforcer’s Report.
  - Mayor Pro-tem Gutjahr went over areas of her report: Mayor Gwinn had surgery on Sunday, looking into a transcriber for meeting minutes, Parks and Trails, and land.
  - A discussion began about land and the fire department.
  - Councilor Winters said we need to make some decision about the sign and how we put it up and began a discussion.
  - A discussion began about phone system and email.
  - Councilor Winters asked about the City’s certification.
  - Municipal Clerk Adair said the Secretary of State cannot find it and is looking for the letter certifying the City and began a discussion.
  - Councilor Winters said we need to be talking to the Post Office to get a zip code and began a conversation.
- The City Council workshop was adjourned at 12:31 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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 Jim Winters,  
 Councilor