



City of Rio Communities Council Workshop
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Monday, July 26, 2021 3:00 PM
Minutes

Please silence all electronic devices.

Call to Order

- Mayor Pro tem Peggy Gutjahr called to order the workshop at 3:00 pm.

Present:

- PRESENT: Mayor Pro tem Peggy Gutjahr, (virtual) Councilor Bill Brown, Councilor Joshua Ramsell and Councilor Jim Winters.
Present: City Manager Dr. Martin Moore, Municipal Clerk Lisa Adair, Finance Officer Stephanie Finch and Finance Clerk Angela Valadez.

Presentation: City Complex

- ❖ Jeremy from FBT began to present the City Complex: The focus room was keeping the current multi-purpose room and working recreation around that; renovating of the City Council room, rearranging restrooms for better public use; he explained storage areas, relocating the service room, and improving the library space, maintaining the current library restrooms, adding public space and more restrooms, and is hoping to reach an agreement on the final master plan.
- ❖ Councilor Ramsell asked if Council will be provided copies of the presentation.
- ❖ City Manager Dr. Moore said Council can be provided with copies and began a discussion regarding the Court room and Judges/Court Clerk office.

Accounts payable report

- Finance Officer Stephanie Finch began the accounts payable report, discussing items over \$500: Wells Fargo Financial Leasing for the leasing of the Dell Server in the amount of \$2,497.73; Municode for the annual website hosting fees in the amount of \$2,100; Tyler Technologies for Incode yearly maintenance fees in the amount of \$8,041.92; Robles, Rael, and Anaya for FY2020 attorney fees in the amount of \$1,833.88; TLC Plumbing for yearly HVAC Maintenance for City Hall in the amount of \$1,307.20; Albuquerque Economic Development 2021 Membership in the amount of 3,000; Valencia County Fiscal Office for FY2022 Law Enforcement Protection Agreement with the County (coming out of Law Enforcement fund) in the amount of \$112,785.36; Universal Constructors, Inc for street clean-up after flooding July 7, 2021 in the amount of \$21,244.14; Home Depot for library materials in the amount of \$622.40; TLC Plumbing for yearly HVAC Maintenance for the fire departments in the amount of \$677.70; Valencia County Fiscal Office for FY2022 Law Enforcement Protection Agreement with the County (taken out of LEP fund) in the amount of \$37,214.64; TLC Uniforms for shirts and uniforms in the amount of \$587.10.
- Mayor Pro tem Gutjahr said we might want to have a conversation about attending the Albuquerque Development function and began a discussion.

Resolution 2021-16 NMFA Loan Agreement

- Finance Officer Stephanie Finch said this is just the final documents saying you agree with all the terms of the loan.
- Mayor Pro tem Gutjahr said she understands that this is a ten-year loan and wondered if we were able to pay it off early and began a discussion.
- Councilor Winters said last time we wanted to pay the loan off early NMFA did not want to allow us to do that and continued the discussion.

Resolution 2021-xx BAR #4

- Finance Officer Stephanie Finch said this is for the MOU with Belen that you have approved for the youth program, and we will need to increase the budget by \$3,000; the operating transfers out for land acquisition and fire tanker purchase will increase the transfer out by \$305,000; Fire excise GRT will be increased by \$1,210; EMS GRT will increase by \$6,720; Capitol projects will increase by \$5,000 for land acquisition; Capitol Projects will increase by the budget by \$300,000 for the fire tanker.

Resolution 2021-xx Final Quarter

- Finance Officer Stephanie Finch gave an account of the balances and adjustments with revenues of \$1,209,634.96, expenses were \$998,457.50, and transfer ins and out came to a loss of \$278,271.96, which is not a loss because you have Capitol money; your ending cash balance in the general operating fund, including the reserve, is \$2,180,063.74 and explained corrections and various funds.

Resolution 2021-xx FY 2022 Final Budget

- Finance Officer Stephanie Finch said nothing has changed since we last reviewed.
- Councilor Ramsell said thank you very much.

City Funds Investment

- Finance Clerk Angela Valadez said after speaking with United Business Bank and discussing having our funds 100% insured and making a little money off what we have in the bank, she found the City had the option of placing all the money in the one account. She then explained the sweep account and even though it will all be in one account; the software will break it down into all the funds. She recommended going with this type of account.
- Mayor Pro tem Gutjahr asked if the rate was 1%.
- Finance Clerk Angela Valadez said no one is really offering that right now.
- City Manager Dr. Moore explained that we will not have to worry about our funds not being collateralized and while the interest rate it not great, but at least it is in one place and easy to track and began a discussion.
- Mayor pro tem Gutjahr said one of her concerns was being able to access it if it was needed and continued the discussion.
- Councilor Winters said the interest rate changes daily and asked how the rate is reported to the City.
- Finance Clerk Angela Valadez said she can get that at any time and believes they take an average and will ask the bank to make sure.

- Councilor Ramsell asked if we would be able to redo the rates if they get better.
- Finance Clerk Angela Valadez said she will discuss that with the bank and continued the discussion.
- Councilor Brown said well done and thanked finance for their effort.

ICIP (Infrastructure Capital Improvement Plan) & setup public hearing date

- City Manager Dr. Moore suggested listing what we want to do or have a public hearing date to hear priorities, but because of the flood we might have different priorities, but right now the priorities are public safety equipment and applying for grants. He then said there are currently 8 priorities and suggested turning the 8 projects into 12 and ask for ICIP funding for those.
- Councilor Ramsell explained there are grants for some of the things we need for public safety and said maybe we can prioritize another item higher than public safety.
- Councilor Winters suggested making the drainage plan a priority and began a discussion.
- Mayor Pro tem Gutjahr suggested phasing the drainage plan and continued the discussion.
- City Manager Dr. Moore said the engineers are going to assess damage from the flood today and once that is done, I can ask them for the logical progression for phasing. This discussion continued.
- Council began a discussion regarding priorities, placing them in order: #1 drainage plan, #2 Multipurpose building, #3 parks and open spaces, #4 Public safety, #5 Pavement Reconstruction, #6 Roadway beautification, #7 Roadways, trails, paths, #8 streetlights, adding #9 fire department complex, #10 public works complex, and #11 Valencia County wide public safety 700 MHZ State System.

Selection of dates for next public forums

- City Manager Dr. Moore recommend at least one or two more forums to address the community concerning where we want/need to go as a City.
- Mayor Pro tem Gutjahr said her point of view would be to have a couple of forums on issues the public is concerned about, dividing the community to have a forum that would pertain to their neighborhood.
- Councilor Winters said to wait till we get the drainage report from the engineers and speak to the different neighborhoods about the part of the plan that affects them.
- Council began a discussion on dividing the City into Neighborhoods.
- Mayor Pro tem suggested at the next meeting have the forum dates on the calendar for the public forums with topics and began a discussion.
- Councilor Brown asked about the flooding at City Hall, was the flooding due to ground or roof water.
- City Manager Dr. Moore said both and then explained the gutter system was overwhelmed creating flooding from the roof and ground, and having those gutters cleaned out before the last storm helped, and we did not have as much flooding as the previous storm.
- Council continued the discussion on the installation of the gutter system and flooding.
- Councilor Brown said it has been frustrating to spend so much money on the roof leakages. He then said the fire department has these 5' fans, perhaps we can get a loan from them the next time we get some water in the building.
- Manager stated that we will come back with some suggestions the next time for the areas of topic for the forum.

Professions Service agreement for Legal Services: Between the City of Rio Communities and Robles, Rael & Anaya, P.C.

- Council began a discussion on the contract.

Manager Report

- Manager Dr. Moore said we have been dealing with a number of issues including rainstorms, flooding, working with County Emergency Manager and Homeland Security for the relief for the flooding. He then explained there was an update on the damaged roads and if there is a pattern of maintenance on the roads there might be some help and it might include the Manzano Expressway and the DOT is also involved in that discussion. He then said the engineers are looking at the flood damage now.
- Manager Dr. Moore gave an update on the Library, with the shelving almost complete, emailing the members for a meeting and then an initial orientation of the library board, setting dates to get the books in and will meet with the Librarian from Belen and continued the discussion on the library dedication.
- City Manager Dr. Moore said the roads are milling and they will be all uniform asphalt when we repave and if we are able to, we would like to do some asphalt curbing to prevent some water damage and continued the discussion.
- Mayor Pro tem Gutjahr asked where we are on the sign.
- City Manager Dr. Moore explained the City is doing a request for quotes and the flooding kind of curbed our progress.
- Councilor Ramsell asked regarding the gutters can we go back to the contractors regarding this matter.
- City Manager Dr. Moore said he has asked Gordon to pull the plans and we will take it to the attorney to see if there is anything we can do and began a discussion.
- Councilor Brown asked about the zip code status and have we had a chance to ask them if there has been any decision made.
- Manager Dr. Moore said we had not received anything from the postal service and the annual zip code map has not changes and we need to go to the Congressional staff. The discussion continued.
- Councilor Brown asked how was the conference that Dr. Moore had attended.
- Manager Moore began a discussion on highlights of the conference, including we should be receiving a disbursement of \$500,000 and we are looking into what we can use it for, and we will have to report to the feds; they recommended that we contact the feds and let them know how we want to spend it and they will say yes or no. The discussion continued.

Council General Discussion & Future Agenda Items

- Councilor Ramsell asked about the new engine for the fire department, have they drafted specs.
- Manager Moore said yes, there have been initial conversations.
- Councilor Winters said we have talked about having recognition of people in the public sector that have been an asset to the city and it would be nice if we could do something simple to recognize some of these people.
- Councilor Brown had no discussion items.
- Mayor Pro tem Gutjahr had no discussion items.

Adjourn

- The City Council workshop was adjourned at 4:57 pm.

Respectfully submitted,

Elizabeth (Lisa) Adair, Municipal Clerk
(Taken and 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