



**City of Rio Communities Planning and Zoning Meeting**  
**City Council Chambers - 360 Rio Communities Blvd**  
**Rio Communities, NM 87002**  
**Thursday, June 23, 2022 4:00 PM**  
**Minutes**

*Please silence all electronic devices.*

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**Call to Order**

- Chairman Scroggins called the Planning and Zoning meeting to order at 4:05

**Pledge of Allegiance**

- Chairman Scroggins led the Pledge of Allegiance.

**Roll Call**

- PRESENT: Chairman Thomas Scroggins, Secretary Melodie Good, Member Scott Adair.  
ABSENT: Vice Chair Ralph Fernandez, Member L.E Rubin.
  - Present: City Manager Dr. Martin Moore, Municipal Clerk Elizabeth Adair.

**Approval of Agenda**

- Motion made by Secretary Good to approve the agenda. Seconded by Member Adair. With a unanimous vote the agenda for the planning and zoning meeting was approved as presented.

**Approval of Minutes for June 9, 2022**

- Motion made by Member Adair with no objections to approve the minutes of 9 June 2022. Seconded by Secretary Good. With a unanimous vote the minutes for June 9, 2022 was approved as written.

**Comprehensive Plan**

- Chairman Scroggins began a discussion on the comprehensive plan and stated they start with the executive summary, then go over the vision statement as well as going over the goals. He proceeded to go over the comprehensive plan and stated they should go over the state of the city as well since they both coincide with one another.
- Member Adair asked if they remember receiving a document of what the city had already accomplished.
- Secretary Good said Manager Dr. Moore stated he would give the commission an updated on the state of the city.
- Chairman Scroggins suggested they go through the comprehensive plan first hitting the introduction and then the history they would be able to decide whether it is reasonable or if they need to add or subtract anything. He continued by saying looking at the executive secretary part in the comprehensive plan, it states where we are using GPS as well as how big Rio Communities is. He finished by saying he's not sure if they would like to change anything so far.
- Member Adair asked Chairman Scroggins what would he recommend changing on the executive secretary part.
- Chairman Scroggins said he likes having them in the plan because we are a very unique city, this started a discussion.
- Member Adair said he can tell Manager Dr. Moore has made adjustments to the plan.

- Municipal Clerk Adair stated Manager Dr. Moore was not there when the plan was being written.
- Member Adair said they have not made changes to the vision statement but that was talked about years ago in making one precise.
- Secretary Good said yes that is very hard and continued the discussion.
- Chairman Scroggins suggested they get new photographs and asked who would be the one to take them.
- Municipal Clerk Adair stated council set up their own vision statement and she is not sure if it needs to be incorporated.
- Secretary Good said she assumes when the state of the city changes so will the vision statement.
- Chairman Scroggins stated the vision statement is the same in the state of the city as well as the comprehensive plan and recommend it be updated.
- Municipal Clerk Adair said she will go through the comprehensive plan with P&Z and any corrections they have she will mark them off as well as type up a new plan and when it is done bring that document up to Council, and the discussion continued.
- Member Adair said whatever we have accomplished needs to be updated in the state of the city.
- Chairman Scroggins said the state of the city is easier to understand the history. He continued by saying he thinks they should stay with the introduction.
- Member Adair asked him to elaborate.
- Chairman Scroggins said it is easier to understand.
- Secretary Good said it is the most recent document and they can always compare more recent documents to identify their original goals and what has and has not been accomplished.
- Member Adair said he has no problem with the introduction, he is more worried about what they have accomplished, this continued the discussion.
- Chairman Scroggins asked Secretary Good what she would like to start with first.
- Secretary Good said she would like to start with goals first to see where we are as a city.
- Member Adair stated there are 7 items that should be on the comprehensive plan and he's not sure if it needs to be addressed, this led into a discussion.
- Chairman Scroggins stated they will keep the introduction about history and recommend using this city's vision statement.
- Municipal Clerk Adair asked why public hearings are in the comprehensive plan is and continued the discussion.
- Member Adair said its for the public to know about the procedures we follow and documented in the state statue.
- Municipal Clerk Adair said there is only 6 public locations instead of the 7.
- The Committee and Municipal Clerk Adair started a discussion about the public hearing notice.
- Chairman Scroggins started to ask if each ordinance has its own public hearing procedure.
- Municipal Clerk Adair said no each ordinance does not have its own. She continued by saying each ordinance has the same exact weight of displaying according to the attorney general.
- Secretary Good said to her it sounds like this is how things have been done as well as it states the step-by-step process.
- Member Adair said in his opinion the comprehensive plan needs to be short, precise, informative and understandable.

- Municipal Clerk Adair said reading this further the governing body has nothing to do with adoption on the comprehensive plan and began to read the statement.
- Member Adair asked if there is any document stating they can adopt a resolution.
- Municipal Clerk Adair said not that she's aware of.
- Chairman Scroggins said it doesn't state what the city can do with an adopted comprehensive plan.
- Member Adair asked to bring up to our attorney as well as council and began a discussion.
- Chairman Scroggins said does the planning and zoning commission have the right to approve the comprehensive plan as well as make it part of the cities law.
- Member Adair said according to the statue it states, 'right to have the resolution approved by majority of members of the planning and zoning committee.' He continued to explain that this needs to be confirmed in the case of a factory developer would want to come in and ask for our plan to see what we would like to achieve in the next 5 years.
- Chairman Scroggins asked if this is an ordinance.
- Member Adair said an ordinance to adopt.
- Manager Dr. Moore said it does seem odd but is not saying it is wrong.
- Municipal Clerk Adair said we can always change it from saying resolution but to maybe a discussion vote to approve to move to the governing body.
- Member Adair read the rest of the comprehensive plan.
- Manager Dr. Moore said we will get with council but that is what is stated in the New Mexico statue.
- Chairman Scroggins stated he was always under the impression that the commission was to recommend to the council.
- Member Adair asked why would it be so unadvantageous for P&Z to adopt, this continued the discussion.
- Manager Dr. Moore said we will get clarification.
- Municipal Clerk Adair said she's already amending the comprehensive plan and once she is done, she will send it to the members and have them look at the details.
- Chairman Scroggins asked if they would get the whole book or just the sections where they changed.
- Municipal Clerk Adair said she will just send the pages worked on.
- Chairman Scroggins stated there are 6 accomplishments that should not have been added to the state of the city.
- Manager Dr. Moore said this was a public document and that is fine to have included.
- Secretary Good asked was is the difference.
- Manager Dr. Moore explained for example there is an objective and 13 policies and for every completion you mark it, so it means everything would stay together. He continued by giving different examples of why these are different and why it is a good reason for public to have access to this document as well.
- Chairman Scroggins said one of the accomplishments have been met which is the method of communication with a smartphone app.
- Secretary Good said some of these accomplishments my meet some of these policies.
- Manager Dr. Moore said yes and normally they wouldn't just throw a bunch of things at once but would break it down individually and continue the discussion.

- Chairman Scroggins stated Member Adair is familiar with legal documents and asked him if he knows particular preference.
- Member Adair said he would like things documented to show what accomplishments we have done and can reference back to for the comprehensive plan.
- Chairman Scroggins said looking at the documents he can not think of anyone who has accomplished everything.
- Member Adair said this is why they are so broad due to time and instances and sometimes on going with the city's development.
- Manager Dr. Moore said these are extraordinarily broad objectives, continued the discussion.
- Secretary Good said maybe leaving the history so we know what happened before and then when updating the comprehensive plan, it's not stated anymore.
- Municipal Clerk Adair asked what a climate survey is.
- Manager Dr. Moore said it's the mood of the citizens.
- Secretary Good said the animal survey was an example.
- Municipal Clerk Adair mentioned a statement in the plan that sounded like a public hearing.
- Member Adair said they were trying to be open and state the procedures that were followed.
- Chairman Scroggins said it's not procedures it's policies.
- Manager Dr. Moore said it is part of the open meetings act.
- Municipal Clerk Adair said we can always reword it in the open meetings act.
- Chairman Scroggins said if these policies are required by state statute, we have to follow it directly.
- Manager Dr. Moore said we are actually establishing more than the expanded requirements.
- Municipal Clerk Adair said the code of ordinances is outdated as far as the chapter numbers, this led into a discussion.
- Manager Dr. Moore said we can start with one, get a feel for it and then really start plowing through it.
- Chairman Scroggins said the goal is to foster and inform the citizens but do the policies listed foster and inform citizens.
- Municipal Clerk Adair stated she was here when it was adopted not written and when the amendments happened in 2017, she, Bob and Jim Winters had written them.
- Chairman Scroggins started to give an example on how to rewrite the policy on code of ordinance.
- Municipal Clerk Adair said that would work so it can be easier due to having more ordinances.
- Member Adair said the Code Enforcer is now the Fire Chief.
- Municipal Clerk Adair said the Fire Chief also has a crew that helps.
- Chairman Scroggins said we've been having problems getting a Code Enforcer.
- Manager Dr. Moore said this is why we are having a pilot program with the Fire Department.
- Secretary Good said she loves the idea they had with the Fire Department.
- Manager Dr. Moore said so far it's been getting organized and they broke the city into grids which made it efficient for them to hit the city piece by piece, this continued the discussion.
- Municipal Clerk Adair said her office and the Assistant to the City Manager have been educating individuals on various codes as well.
- Chairman Scroggins suggested instead of two phone lines we have an informational phone line if people want information on certain things.
- Secretary Good asked are we trying to write a new comprehensive plan.

- Chairman Scroggins said he thinks what they are doing is just updating everything.
- Manager Dr. Moore said you do have your strategic plan to implement and if that ultimately works then all those strategies drive the preparation of the city’s annual budget.
- Chairman Scroggins asked should we go through it and set it up to do an annual update.
- Manager Dr. Moore said he highly recommends this.

**Public Comment**

- No public comments.

**General Commission Discussion/Future Agenda Items**

- Chairman Scroggins said next meeting we will be going over some of the goals on the comprehensive plan.
- Secretary Good said she thinks they need to do homework and look in the comprehensive plan as well as the state of the city and make sure everything lines up.
- Chairman Scroggins said if we get an input from the staff, they may have a different view on the whole process.

**Adjourn**

- Motion made by Member Adair to adjourn. Seconded by Secretary Good. With a unanimous vote the planning and zoning meeting was adjourned at 5:36 pm.

Respectfully submitted,

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 Elizabeth F. Adair, Municipal Clerk  
 (Transcribed by Cheyenne Sullivan, Assistant Clerk)

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

Approved:

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 Thomas Scroggins, Chairman

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 Ralph Fernandez, Vice-Chairman

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 Melodie Good, Secretary

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 Scott Adair

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