



Regular Governing Body Meeting
City of Rio Rancho
AGENDA
June 26, 2025
6:00 PM
Council Chambers

Governing Body Members

Greggory D. Hull, Mayor	Paul Wymer, Councilor District 4
Deb Dapson, Councilor District 1	Karissa Culbreath, Councilor District 5
Jeremy Lenentine, Councilor District 2	Nicole List, Councilor District 6
Bob Tyler, Councilor District 3	

Meeting Information

This meeting will be conducted in-person and virtually, as well as, streamed live on the City of Rio Rancho website at <https://rrnm.gov/2303/Watch-and-Download-City-Meetings>

Join by Computer: <https://us06web.zoom.us/j/83338157719?pwd=ST55whY8GCTELqBoGjYG1ipM1F5Uer.1>

Meeting ID: 833 3815 7719

Passcode: 554297

Join by Phone:

Dial +1 720 707 2699 US (Denver)

Pursuant to the Governing Body Rules of Procedures, any person wishing to address the Governing Body related to an item listed under Second Reading of Ordinances, First Reading of Ordinances, or Discussion and Deliberation, shall register in person with the City Clerk no later than fifteen (15) minutes prior to the scheduled start time of a meeting. No more than two (2) hours in total will be allotted for comments pertaining to a specific agenda item at any meeting. A majority vote of the Governing Body members present may approve to extend the total amount of time allotted for public input related to a specific agenda item at a meeting.

Public input can be submitted in writing to the City Clerk, as clerk of the Governing Body, prior to the date of the meeting in which the item is scheduled to be heard; however, only public input received before 4 p.m. on the day of the meeting will be entered into the record prior to the meeting.

Call to Order and Pledge of Allegiance

Proclamations and Awards of Merit

Public Forum

Pursuant to the Governing Body Rules of Procedure, any person wishing to address the Governing Body related to a non-agenda item shall register in person with the City Clerk no later than fifteen (15) minutes prior to the scheduled start time of a meeting. No more than two (2) hours in total will be allotted for public forum comments at any meeting. A majority vote of the Governing Body members present may approve to extend the total amount of time allotted for public forum at a meeting.

Comments by Councilors

Consent Calendar

There will be no discussion of these items unless a Governing Body Member so requests, in which event the item will be moved to a discussion item on the regular agenda.

- 1 Minutes of June 12, 2025 Regular Meeting
Minutes of June 12, 2025 Regular Meeting
- 2 R68, Resolution Authorizing a Budget Adjustment to Various Funds to Recognize Revenue Changes, Adjust Grant Funds, and Ensure Adequate Budget Authority for Necessary Expenses through the End of the Fiscal Year 2025
Resolution_R68
- 3 R69, Resolution Authorizing Disposal of Library and Information Services Department Property
Resolution_R69
Exhibit A
- 4 R70, Resolution Authorizing Disposal of Parks, Recreation, and Community Services Department - Aquatics Division Equipment
Resolution_R70
- 5 R71, Resolution Authorizing Disposal of Parks, Recreation, and Community Services Department Equipment
Resolution_R71
- 6 R72, Resolution Authorizing a Budget Adjustment to the Utilities Operations Fund (501)
Resolution_R72
- 7 D33, Appointment of Delores Williams to the Senior Services Advisory Board
D Williams Resume

Boards/Commissions/Committee Reports

Public Hearings

- 8 D34, Site Plan Approval for an Expansion of the MAC Center at the Property Legally Described as Loma Colorado, Tract P-1-C-A
Justification Letter
Zoning Map
Site Plan
Fencing Detail
Turf Information
Site Plan Parking
Parking Lease Agreement
Reviewer Comments
Public Notice
Public comment
- 9 D35, Public Hearing for the Community Development Block Grant (CDBG) Third Annual Action Plan for Program Year 2025/Fiscal Year 2026
Public Notice
Public Notice Spanish
Action Plan Notice

Second Reading of Ordinances

- 10 O16, Ordinance Amending Chapter 97 Alarm Systems

Ordinance_O16

First Reading of Ordinances

- 11** O18, Ordinance Amending Chapter 37 Taxation
PW 6-18-25_Draft_Lodgers_Tax_Amendments-_Final.docx

Discussion and Deliberation

- 12** R73, Resolution Adopting the Community Development Block Grant Third Annual Action Plan for the 2025-2026 Fiscal Year
Resolution_R73
Action Plan
- 13** R74, Resolution Confirming and Hiring James Wenzel to the Position of Fire & Rescue Department Director/Chief
Resolution_R74
City Manager Memo
Mayor Confirmation Letter
Resume J. Wenzel
- 14** R75, Resolution Affirming and Authorizing 75 Percent Pick-Up of New Mexico Public Employees Retirement Association (PERA) Member Contributions
Resolution_R75

City Manager

Adjournment



**CITY OF RIO RANCHO
COVER PAGE**

Legislation Item:

AGENDA DATE:
June 26, 2025

DEPARTMENT:
City Clerk

SUBJECT:
Minutes of June 12, 2025 Regular Meeting

BACKGROUND AND ANALYSIS:

IMPACT:

ALTERNATIVES:

DEPARTMENT RECOMMENDATION:

ATTACHMENT: [Minutes of June 12, 2025 Regular Meeting](#)



Governing Body
of the
City of
Rio Rancho
MINUTES
JUNE 12, 2025
6:00 p.m.
Council Chambers

MEMBERS PRESENT:

Greggory D. Hull, Mayor
Deb Dapson, Councilor Dist. 1
Bob Tyler, Councilor Dist. 3
Paul Wymer, Councilor Dist. 4
Karissa Culbreath, Councilor Dist. 5
Nicole List, Councilor Dist. 6

STAFF

Matt Geisel, City Manager
Peter Wells, Deputy City Manager
Josh Rubin, City Attorney
Amy Rincon, Director of Development Services
Carol Jaramillo, Director of Financial Services
James DeFillippo, Fire Chief
Stewart Steele, Police Chief
Connie Peterson, Director of Parks, Rec. & Comm Services
BJ Gottlieb, Director of Public Works
Yolanda Lucero, Deputy City Clerk

Call to Order and Pledge of Allegiance

Mayor Hull called the meeting to order at 6:00 p.m.

Proclamations and Awards of Merit

Public Forum

The following individuals spoke under this item:

Casey Robinson
Carey Plant

Comments by Councilors

Consent Calendar

- 1) Minutes of May 22, 2025 Regular Meeting
- 2) R59, Resolution Authorizing a Budget Adjustment to the General Fund (101) and the State Appropriations Capital Fund (315)
- 3) R60, Resolution Accepting New Mexico Department of Transportation (NMDOT) State Appropriation First Amendment for Idalia Road/Loma Colorado Boulevard Intersection Improvements
- 4) R61, Resolution Authorizing a Budget Adjustment to the General Fund (101) for Fund Reallocation
- 5) R62, Resolution Authorizing a Budget Adjustment to the General Fund (101) for Expenditure Reclassification

1 6) R63, Resolution Authorizing a Budget Adjustment to the Fire Fund (250)

2
3 Deb Dapson moved to approve consent calendar. Seconded by Bob Tyler

4
5 The motion carried by a vote of 6 FOR and 0 AGAINST.

6 YES: Deb Dapson, Jeremy Lenentine, Bob Tyler, Paul Wymer, Karissa
7 Culbreath, Nicole List

8 NO: None

9
10 **Boards/Commissions/Committee Reports**

11
12 **Public Hearings**

13
14 7) D31, Site Plan Approval for an Automotive Technology Building at the Property
15 Legally Described as Corrales North Business Tech Center, Block A, Lot 1A

16
17 Councilor Tyler recused himself from this item due to his wife serving on the Rio
18 Rancho Public School Board and Councilor List recused herself due to being employed
19 by the Rio Rancho Public Schools.

20
21 Amy Rincon, Director of Development Services presented this item. The subject
22 property is legally described as Corrales North Business Tech Center and addressed as
23 6051 Zenith Ct NE. The property consists of approximately 10.44 acres. The Ordinance
24 lists institutions, including schools, as a permissive use, therefore the proposed use
25 on the site plan is conforming. Staff recommends approval of the Site Plan with findings
26 of face and conditions of approval.

27
28 Karissa Culbreath moved to approve D31. Seconded by Paul Wymer

29
30 The applicant Jennie Davis, Stefan Johnson, and Jeffrey Wooten were available for
31 questions.

32
33 The motion carried by a vote of 5 FOR and 0 AGAINST.

34 YES: Gregory Hull, Deb Dapson, Jeremy Lenentine, Paul Wymer, Karissa
35 Culbreath

36 NO: None

37 Recused: Bob Tyler, Nicole List

38
39 **Second Reading of Ordinances**

40
41 **First Reading of Ordinances**

42
43 8) O16, Ordinance Amending Chapter 97 Alarm Systems

44
45 Matt Geisel, City Manager presented this item. The City of Rio Rancho is transitioning
46 away from the Sandoval County Regional Emergency Communications Center and

1 establishing a Rio Rancho Emergency Communications Center, effective July 1, 2025,
2 to better serve the citizens of Rio Rancho. Pursuant to State of New Mexico rules and
3 regulations, the Rio Rancho Emergency Communications Center has been recognized
4 by the State as a Public Safety Answering Point within Sandoval County serving the
5 City of Rio Rancho. As a result of emergency communications center designation
6 change, existing Municipal Code definition language requires updating. The proposed
7 Ordinance replaces references to “Sandoval County Regional Dispatch Center” with
8 “Rio Rancho Emergency Communications Center.” Staff recommends approval of the
9 proposed ordinance.

10
11 Jeremy Lenentine moved to approve O16. Seconded by Bob Tyler

12
13 The motion carried by a vote of 6 FOR and 0 AGAINST.

14 YES: Deb Dapson, Jeremy Lenentine, Bob Tyler, Paul Wymer, Karissa
15 Culbreath, Nicole List

16 NO: None

17
18 9) O17, Ordinance Amending Chapter 155 Subdivisions, Sections: General Provisions,
19 Platting Procedure, Design Standards, and Administration and Enforcement

20
21 Amy Rincon, Director of Development Services stated she will present O17 and R64
22 together. Both items were legally noticed to be heard today before the Governing Body.
23 Staff is requesting both items be withdrawn. On May 27, 2025, the Planning and Zoning
24 Board reviewed the items and the Board postponed R64. Staff will bring both items back
25 as new items at a later date.

26
27 Bob Tyler moved to withdraw O17. Seconded by Deb Dapson

28
29 The motion carried by a vote of 6 FOR and 0 AGAINST.

30 YES: Deb Dapson, Jeremy Lenentine, Bob Tyler, Paul Wymer, Karissa
31 Culbreath, Nicole List

32 NO: None

33
34 **Discussion and Deliberation**

35
36 10) R64, Resolution Updating the Development Process Manual (DPM)

37
38 Bob Tyler moved to withdraw R64. Seconded by Nicole List

39
40 The motion carried by a vote of 6 FOR and 0 AGAINST.

41 YES: Deb Dapson, Jeremy Lenentine, Bob Tyler, Paul Wymer, Karissa
42 Culbreath, Nicole List

43 NO: None

44
45 11) D32, Advice and Consent of the Governing Body to Award Contract No. 25-124-
46 PW: Kim Road Improvements Design to HDR Engineering, Inc.

1 BJ Gottlieb, Director of Public Works presented this item. Kim Road is a two-lane
2 roadway classified as a major collector between Idalia Road and N.M. 528. This project
3 includes preliminary design, final design, and corridor right-of-way mapping, which will
4 follow Federal guidelines to ensure future eligibility for Federal construction funding. The
5 final design will define right-of-way acquisition needs, required environmental
6 clearances, and estimated construction costs. The proposed design will improve the
7 corridor's transportation infrastructure by resolving reoccurring storm drainage issues,
8 replacing aging water lines that contribute to pavement deterioration, enhancing traffic
9 flow, and supporting the area's anticipated growth.

10
11 Nicole List moved to approve D32. Seconded by Jeremy Lenentine

12
13 The motion carried by a vote of 6 FOR and 0 AGAINST.

14 YES: Deb Dapson, Jeremy Lenentine, Bob Tyler, Paul Wymer, Karissa
15 Culbreath, Nicole List

16 NO: None

17
18 12) R65, Resolution Notifying the Sandoval County Clerk of Rio Rancho Local
19 Government Bodies (Public Improvement Districts and Tax Increment Development
20 Districts) to be Elected at the November 4, 2025 Regular Local Election

21
22 Noel Davis, City Clerk presented this item. The Resolution serves as the official
23 notification to the Sandoval County Clerk of the local government body positions to be
24 elected at the upcoming Regular Local Election. Up for election are a total of twenty-
25 nine Public Improvement Districts and Tax Increment Development Districts. Individuals
26 interested in declaring as a candidate for a board position must do so on August 26,
27 2025 between 9:00 a.m. and 5:00 p.m. in the Sandoval County Clerk's Office.

28
29 Jeremy Lenentine moved to approve R65. Seconded by Deb Dapson

30
31 The motion carried by a vote of 6 FOR and 0 AGAINST.

32 YES: Deb Dapson, Jeremy Lenentine, Bob Tyler, Paul Wymer, Karissa
33 Culbreath, Nicole List

34 NO: None

35
36 13) R66, Resolution to Require Immediate Removal or Repair of Ruined Building,
37 Structures(s), Rubbish, Wreckage, Weeds, and Debris and Abatement of Premises at
38 1873 Blackberry Road, Rio Rancho New Mexico, 87144

39
40 Matt Geisel, City Manager presented this item. The property located at 1873 Blackberry
41 Road, Rio Rancho and its curtilage are so covered with ruins, rubbish, wreckage, and/or
42 other debris that they constitute a menace and/or nuisance to the public comfort, health,
43 peace, welfare, and/or safety. If the proposed Resolution is approved and after 10 days
44 of receipt of this Resolution should the property owner not commence with
45 cleanup/abatement or file a written objection to the Resolution with the City Clerk
46 pursuant to State law, the City of Rio Rancho will begin abatement procedures. If the

1 City expends public funds to abate the nuisance violations, a lien would be placed by
2 the City on the property to recover costs associated with the abatement actions, and the
3 City may seek foreclosure in accordance with lien foreclosure proceedings, if
4 necessary. The Fiscal Year 2025 Budget included \$100,000 to abate declared public
5 nuisances as needed, and sufficient funding remains to address the property.

6
7 Bob Tyler moved to approve R66. Seconded by Karissa Culbreath

8
9 The motion carried by a vote of 6 FOR and 0 AGAINST.

10 YES: Deb Dapson, Jeremy Lenentine, Bob Tyler, Paul Wymer, Karissa
11 Culbreath, Nicole List

12 NO: None

13
14 14) R67, Resolution Authorizing the Prior Redemption of Portions of the City of Rio
15 Rancho, New Mexico General Obligation Improvement Bonds, Series 2018 Maturing on
16 and After August 1, 2028 (the "Refunded Series 2018 Bonds"); Approving a Notice of
17 Redemption of the Refunded Series 2018 Bonds, and the Use of Funds on Deposit in
18 the Debt Service Fund Established for the Series 2018 Bonds for Such Purpose;
19 Ratifying Action Previously Taken in Connection Therewith, and Repealing Action
20 Inconsistent with the Provisions of This Resolution

21
22 Carole Jaramillo, Director of Financial Services presented this item. Due to higher than
23 projected growth in the City's property tax base, the City has collected higher than
24 anticipated property taxes restricted for debt service. As a result, an excess of funds
25 has accumulated for repayment of General Obligation Bonds. Certain of the Series
26 2018 Bonds that mature on or after August 1, 2028 that are currently outstanding may
27 be redeemed at the option of the City on or after August 1, 2025. In consultation with
28 the City's municipal advisor, it has been determined to be in the best interest of the City
29 to optionally redeem portions of the 2018 Series General Obligation Improvement
30 Bonds in the aggregate principal amount of \$1,855,000. If approved this will allow
31 the City to redeem portions of the City of Rio Rancho, New Mexico General Obligation
32 Improvement Bond, Series 2018 using accumulated funds in the associated General
33 Obligation Debt Service Fund. The optional early redemption of the Refunded Series
34 2018 Bonds will enable the City to maintain level property tax rates in connection with
35 the City's outstanding General Obligation Bonds and related debt service requirements.

36
37 Karissa Culbreath moved to approve R67. Seconded by Nicole List

38
39 The motion carried by a vote of 6 FOR and 0 AGAINST.

40 YES: Deb Dapson, Jeremy Lenentine, Bob Tyler, Paul Wymer, Karissa
41 Culbreath, Nicole List

42 NO: None

43
44 **City Manager**

45
46 **Adjournment**

1 6:30 p.m.

2

3 APPROVED THIS JUNE 26, 2025

4

5

6

Greggory D. Hull, Mayor

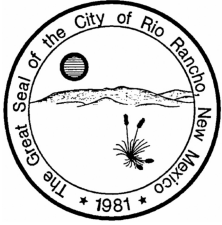
7 ATTEST:

8

9

10 _____
Noel Davis, City Clerk
11 (SEAL)

DRAFT



CITY OF RIO RANCHO COVER PAGE

Legislation Item: R68

AGENDA DATE:
June 26, 2025

DEPARTMENT:
Financial Services

SUBJECT:
R68, Resolution Authorizing a Budget Adjustment to Various Funds to Recognize Revenue Changes, Adjust Grant Funds, and Ensure Adequate Budget Authority for Necessary Expenses through the End of the Fiscal Year 2025

BACKGROUND AND ANALYSIS:

Before the end of each fiscal year, the Financial Services Department staff analyzes all funds to ensure that grant funds are correct and to determine if adjustments are needed in the various funds to ensure adequate budget authority for necessary expenditures through the end of the fiscal year. As a result of this analysis, adjustments are needed to recognize revenue changes, correct grant errors as needed, and ensure adequate funds to meet projected expenses through the end of the fiscal year.

This Resolution will make needed budget adjustments to recognize revenue adjustments, correct any errors in grants, and support necessary expenditures through the end of the fiscal year:

- Increase the General Fund (101) franchise fee – Water and Wastewater revenue by \$30,000; actual revenue is higher than projected.
- Increase Sandoval SDWI's overtime revenue to recognize an additional grant of \$4,012.
- Increase General Fund (101) revenues by \$158,786 to recognize additional impact fee administration fees due to greater-than-expected construction activities.
- Increase some utility line items (telephone, cellular phone, and natural gas services) to have enough budget through June 30, 2025.
- Reallocate \$100,000 from the Library cost center and increase the transfer to the City Facilities Improvement/Replacement Fund (313) for the
- Loma Colorado Library “Learn play space, design, and construction” project to use the appropriate fund.
- Increase transfer to the Local Correction Fund (240) by \$40,000 to cover final contract services invoices; related activity has been greater than projected.
- Increase Law Enforcement materials and services budget by \$133,916 to cover the third-year of Code 3 Mark 43 RMS software contract not budgeted in FY 2025.
- Increase Law Enforcement personnel budget by \$115,000 to pay out comp. time accrued in FY 2025.
- Increase Police Department Training cost center by \$1,000 to pay out comp. time accrued in FY 2025.
- Increase Fire & Rescue Department personnel budget by \$160,000 to pay out comp. time accrued in FY 2025.
- Reallocate \$27,381 from a capital line item to minor furniture and equipment to use the correct line based on the capital threshold of \$5,000 per unit.
- Reallocate the Keep Rio Rancho Beautiful Grant Fund (207) budget to clear negatives and

- ensure enough budget authority at the end of FY 2025.
- Reallocate the Firefighter Recruitment Grant Fund (230) budget to clear negatives and ensure enough budget authority at the end of FY 2025.
- Increase revenue to recognize actual interest revenue and reallocate the Law Enforcement Retainment Fund (236) budget to clear negatives and have enough budget authority at the end of FY 2025.
- Reallocate the Law Enforcement Recruitment Fund (237) budget to clear negatives and ensure enough budget authority at the end of FY 2025.
- Increase revenue by \$35,455 and transfer from the General Fund to the Local Gov't Correction Fund (240) to cover prisoner care costs due to incarceration activity greater than projected by \$75,455.
- Increase the Environmental GRT Fund (260) transfer-in by \$348,150 from the NMFA Governmental Debt Service Fund (429). After paying off the debt service guaranteed using the Environmental GRT, the debt fund reserve refund should return to its source.
- Increase the transfer-in Infrastructure Fund (305) from the SAD 6 Debt Service Fund (263) by \$230,000. This source will improve infrastructure (road repairs) in the SAD 6 district. In addition, a grant reversion of \$15,736 will be paid back. Finally, allocate \$1 from the ending fund balance to clear a negative.
- Increase revenues in the Equipment Replacement Fund (312) by \$183,050 to recognize actual collections in FY 2025, allocate \$21,671 from the budget for major equipment to the vehicle account, and increase the vehicle account by \$204,722 to purchase Street and ROWs cost center heavy equipment.
- Reallocate budgets in the State Appropriations Fund (315) to the correct line items based on actual expenditures by \$15,201.
- Recognize that the increase in revenues due to the construction activity has been higher than anticipated in all Impact Fees Funds (Roads—351, Trails and Bikeways—352, Parks—353, Public Safety—354, Water—545, and Wastewater—555), and increase administration fees and reserves.
- Decrease reserves in funds SAD 7A Fund (364) and SAD 8 Debt Service Fund (365) to clear negatives in loan repayment accounts, as actual costs are higher than projected.
- Reallocate the HUD—CDBG Fund (375) budget to clear negatives and ensure enough budget authority at the end of FY 2025.
- Reallocate the Crime Victims Assistance Fund (376) budget to clear negatives and ensure enough budget authority at the end of FY 2025.
- Decrease the Ending Fund Balance of the Utility Operations Fund (501) and increase expenditure accounts to correct a negative balance caused by investment advisory services not budgeted, \$85,324; increase telephone services, \$8,895, to cover the rest of FY 2025; and increase franchise fee, as utility revenues have been higher than projected \$30,000.
- Decrease CIF Water Fund (540) reserves by \$2 to clear a negative in a capital account.
- Recognize additional surcharge revenue of \$406,500 in the MPEC Surcharge Fund (601); increase expenditure accounts, intergovernmental \$86,050; and transfer to debt service \$320,450 to clear negative balances and have sufficient budget authority for the rest of FY 2025.
- Increase Transfers from Fund 601 and Ending Fund Balance by \$320,450 in the MPEC Debt Service Fund (610).
- Increase the Dental Self-Insurance Fund (751) expenditures by \$20,000 to cover increased claims activity from fund reserves.

IMPACT:

General Fund (101) Unrestricted Reserves will decrease by \$278,201. This change will cover negative balances in line items, increase transfer sources to the City Facilities Improvement/Replacement Fund and the Local Corrections Fund, and pay out comp. time accrued

for public safety personnel.

In addition, the following changes will be made:

- Adjust line item expenditures in several funds without affecting the Ending Fund Balance, such as The Keep Rio Rancho Beautiful Grant Fund (207), Firefighters Recruitment Grant Fund (230), Law Enforcement Retention Grant Fund (236), Law Enforcement Recruitment Grant Fund (237), State Appropriations Capital Grant Fund (315), HUD-CDBG Grant Fund (375), and Crime Victims Assistant Fund (376).
- Increase revenues and transfer from the General Fund to the Local Government Correction Fund (240) by \$75,455 to cover the last month of FY2025 expenses.
- Increase the Ending Fund Balance by \$348,150. Paying off the loan frees the loan reserves in Fund 429. Since the loan's source was the Environmental GRT, the transfer must be used for future environmental projects.
- There is an increase in expenditures in the Infrastructure Fund (305) by \$230,000. The source comes from the SAD 6 Debt Service Fund (363) for infrastructure improvements for SAD 6.
- A decrease of \$1 in the Equipment Replacement Fund (312) reserves and reallocating \$21,671 to use the correct line to fund heavy equipment for the Streets and ROW Division of \$204,722. The additional funds of \$183,050 come from revenue adjustments to the year-to-date collections.
- Increase expenditures of the City Facilities Improvement/Replacement Fund (313) for a transfer from the General Fund. Reallocate expenditures from the Library Department account and transfer to 313 to use the appropriate fund for the project.
- Impact Fees Funds, roads, trails and bikeways, parks, public safety, water, and wastewater; recognize revenues based on higher-than-expected construction activity, increasing reserves, and administration fees.
- SAD 6 decreases reserve by \$230,000 and transfers to the Infrastructure Fund (305) to fund Infrastructure improvements for SAD 6.
- SAD 7A Debt Service Fund (364) and SAD 8 Debt Service Fund (365) decrease reserves (\$260,181 and \$216,460, respectively) to increase the Loan Repayment accounts; the projected expenditures are greater than the budget.
- Decrease reserves in the NMFA Governmental Debt Service Fund (429) by \$348,150, and transfer to fund 260. The debt reserves were freed after paying off the loan funded by Environmental GRT, and the loan reserve should be expended on environmental projects.
- Decrease the Utility Fund (501) Ending Fund Balance by \$61,305 to have a sufficient budget for telephone services at \$8,895 at the end of FY 2025; increase Professional Services (\$22,410) for investment advisory services that was not requested at the FY 2025 Adopted Budget; and Increase franchise fees by \$30,000 due to additional utility fund revenues.
- Decrease reserves in the CIF Water Fund (540) by \$2 to cover a negative balance in a capital account.
- Recognize additional surcharge revenue of \$406,500 in the MPEC Surcharge Fund (601) and increase expenditure accounts to clear negative balances.
- Increase Transfers from Fund 601 to the MPEC Debt Service Fund (610) and increase Ending Fund Balance by \$320,450.
- Decrease reserves in the Dental Self-Insurance Fund (751) to increase the Delta Dental Claims account to have sufficient funds at the end of FY 2025 and avoid a negative account by \$20,000.

ALTERNATIVES:

Approve the Resolution.

Do not approve the Resolution.

DEPARTMENT RECOMMENDATION:

Staff recommends approval of the Resolution.

ATTACHMENT: [Resolution_R68](#)



**CITY OF RIO RANCHO
RESOLUTION**

RESOLUTION NO.

ENACTMENT NO.

**RESOLUTION AUTHORIZING A BUDGET ADJUSTMENT TO VARIOUS FUNDS TO
RECOGNIZE REVENUE CHANGES, ADJUST GRANT FUNDS, AND ENSURE
ADEQUATE BUDGET AUTHORITY FOR NECESSARY EXPENSES THROUGH THE
END OF THE FISCAL YEAR 2025**

WHEREAS: the Fiscal Year 2025 Budget, approved July 25, 2024, was based on estimates of revenues and expenditures; and

WHEREAS: adjustments to the budget are necessary due to unanticipated needs or circumstances; and

WHEREAS: a budget adjustment is necessary to close the 2025 Fiscal Year with adequate budget authority across all funds.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF RIO RANCHO:

That authorization is given for the following budget adjustment:

General Fund (101)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
101-0000-318-2000 Franchise Fees/Water & Wastewater		\$1,040,168	\$30,000		\$1,070,168
101-0000-342-3100 Sandoval SDWI Overtime Rev	PS2569	\$21,083	\$4,012		\$25,095
101-0000-368-4100 Admin Charges		\$121,040	\$158,786		\$279,826
Total Revenue		\$1,182,291	\$192,798	\$0	\$1,375,089

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
101-0515-410-5050 Telephone Services		\$82,253	\$3,506		\$85,759
101-0515-410-5502 Cellular Phone Services		\$29,079	\$1,917		\$30,996
101-0515-410-8026 Trans to Building Replacement		\$9,603,780	\$100,000		\$9,703,780

101-0515-410-8027 Trans to Corrections		\$44,875	\$40,000		\$84,875
101-3505-450-5050 Telephone Services		\$18,782	\$350		\$19,132
101-4505-450-3207 Contract Services	LB2507	\$123,996		\$100,000	\$23,996
101-4505-450-5502 Cellular Phone Services		\$2,610	\$75		\$2,685
101-6005-421-3106 Technological Initiatives		\$146,580	\$133,916		\$280,496
101-6005-421-5502 Cellular Phone Services		\$141,580	\$3,964		\$145,544
101-6025-424-1017 Sandoval SDWI	PS2569	\$19,933	\$4,012		\$23,945
101-6025-424-1027 Other Pay		\$0	\$115,000		\$115,000
101-6040-421-1027 Other Pay		\$0	\$1,000		\$1,000
101-6530-423-1027 Other Pay		\$100,000	\$160,000		\$260,000
101-6530-423-5060 Utilities - Gas Service		\$30,000	\$7,259		\$37,259
101-6530-423-6070 Minor Furniture and Equipment	FR2562	\$107,150	\$27,381		\$134,531
101-6530-423-7025 Major Furniture and Equipment	FR2533	\$551,950		\$27,381	\$524,569
101-0515-410-9001 Ending Fund Balance		\$21,849,898		\$278,201	\$21,571,697
Total Expense		\$32,852,466	\$598,380	\$405,582	\$33,045,264

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2
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4

Keep Rio Rancho Beautiful (KRRB) Fund (207)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
207-0000-434-5006 Travel	PR2539	\$99	\$912		\$1,011
207-0000-434-5007 Transportation	PR2539	\$8	\$418		\$426
207-0000-434-5011 Conferences & Training	PR2539	\$2,500		\$1,330	\$1,170
Total Expense		\$2,607	\$1,330	\$1,330	\$2,607

5
6
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8

Firefighter Recruitment Fund (230)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
230-0000-423-1009 Non-Exempt Full Time	FR2552	\$125,000		\$6,996	\$118,004
230-0000-423-1022 Holiday Pay	FR2552	\$0	\$6,996		\$6,996
Total Expense		\$125,000	\$6,996	\$6,996	\$125,000

LERF 21220 Fund (236)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
236-0000-361-1000 Interest Earnings		\$2,100	\$836		\$2,936
Total Revenue		\$2,100	\$836	\$0	\$2,936

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
236-0000-421-1009 Non-Exempt Full Time	PS2448	\$227,180		\$173,730	\$53,450
236-0000-421-1019 Chief's Overtime	PS2448	\$4,912		\$3,446	\$1,466
236-0000-421-1021 Overtime	PS2448	\$12	\$2,230		\$2,242
236-0000-421-1022 Holiday Pay	PS2448	\$1,519		\$975	\$544
236-0000-421-1025 PTO	PS2448	\$1,816		\$1,816	\$0
236-0000-421-1030 Uniform Allowance	PS2448	\$3,341		\$3,236	\$105
236-0000-421-2001 PERA - General	PS2448	\$41,599		\$30,704	\$10,895
236-0000-421-2005 FICA	PS2448	\$3,038		\$2,206	\$832
236-0000-421-2015 Worker's Compensation	PS2448	\$3,554		\$3,393	\$161
236-0000-421-2020 Health Insurance	PS2448	\$52,969		\$47,677	\$5,292
236-0000-421-2025 Life Insurance	PS2448	\$138		\$86	\$52
236-0000-421-2030 Dental Insurance	PS2448	\$4,346		\$4,076	\$270
236-0000-421-2040 Retiree Healthcare	PS2448	\$4,278		\$3,211	\$1,067
236-0000-424-1009 Non-Exempt Full Time	See Note 1	\$129,180	\$154,835	\$192	\$283,823

236-0000-424-1021 Overtime	See Note 2	\$2,693	\$34,145		\$36,838
236-0000-424-1022 Holiday Pay	See Note 3	\$2,834	\$16,551		\$19,385
236-0000-424-1030 Uniform Allowance	PS2448	\$7,023		\$5,023	\$2,000
236-0000-424-2002 PERA - Law Enforcement	See Note 4	\$48,317	\$54,693		\$103,010
236-0000-424-2005 FICA	See Note 5	\$2,095	\$2,742		\$4,837
236-0000-424-2015 Worker's Compensation	See Note 6	\$5,815	\$4	\$4,722	\$1,097
236-0000-424-2020 Health Insurance	See Note 7	\$33,199	\$16,179		\$49,378
236-0000-424-2025 Life Insurance	See Note 8	\$60	\$193		\$253
236-0000-424-2030 Dental Insurance	See Note 9	\$2,545	\$9	\$66	\$2,488
236-0000-424-2040 Retiree Healthcare	See Note 10	\$3,527	\$3,814		\$7,341
Total Expense		\$585,990	\$285,395	\$284,559	\$586,826

- 1 1: PS2448: +154,835; PS2570: (192)
- 2 2: PS2448: +33,968; PS2570: +177
- 3 3: PS2448: +16,416; PS2570: +135
- 4 4: PS2448: +54,220; PS2570: +473
- 5 5: PS2448: +2,721; PS2570: +21
- 6 6: PS2448: (4,722); PS2570: +4
- 7 7: PS2448: +16,012; PS2570: +167
- 8 8: PS2448: +191; PS2570: +2
- 9 9: PS2448: (66); PS2570: +9
- 10 10: PS2448: +3,779; PS2570: 35

Law Enforcement Recruitment Fund (237)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
237-0000-424-1009 Non-Exempt Full Time	PS2347	\$85,631		\$13,257	\$72,374
237-0000-424-1019 Chief's Overtime	PS2347	\$93	\$16		\$109
237-0000-424-1021 Overtime	PS2347	\$3,606	\$13,549		\$17,155
237-0000-424-1022 Holiday Pay	PS2347	\$3,736	\$103		\$3,839
237-0000-424-1036 Interpreter Pay	PS2347	\$0	\$101		\$101
237-0000-424-1038 Recruitment Incentives	PS2347	\$162		\$162	\$0

237-0000-424-2002 PERA - Law Enforcement	PS2347	\$25,165	\$1,206		\$26,371
237-0000-424-2005 FICA	PS2347	\$1,319		\$61	\$1,258
237-0000-424-2015 Worker's Compensation	PS2347	\$3,578		\$3,296	\$282
237-0000-424-2020 Health Insurance	PS2347	\$8,469	\$603		\$9,072
237-0000-424-2025 Life Insurance	PS2347	\$58	\$77		\$135
237-0000-424-2030 Dental Insurance	PS2347	\$589	\$6		\$595
237-0000-424-2040 Retiree Healthcare	PS2347	\$1,866	\$1,115		\$2,981
Total Expense		\$134,272	\$16,776	\$16,776	\$134,272

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Local Government Correction Fund (240)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
240-0000-342-5500 Local Gov. Correction		\$324,545	\$35,455	\$0	\$360,000
240-0000-392-3000 Trans. from General Fund		\$44,875	\$40,000	\$0	\$84,875
Total Revenue		\$369,420	\$75,455	\$0	\$444,875

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Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
240-0000-412-3030 Prisoner Care		\$480,093	\$75,455	\$0	\$555,548
Total Expense		\$480,093	\$75,455	\$0	\$555,548

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Environmental GR Tax Fund (260)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
260-0000-392-3500 Trans. from Other Fund		\$0	\$348,150		\$348,150
Total Revenue		\$0	\$348,150	\$0	\$348,150

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Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
260-0000-511-9001 Ending Fund Balance Unreserved		\$327,560	\$348,150	\$0	\$675,710
Total Expense		\$327,560	\$348,150	\$0	\$675,710

Infrastructure Fund (305)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
305-0000-392-3500 Trans. from Other Fund		\$0	\$230,000	\$0	\$230,000
Total Revenue		\$0	\$230,000	\$0	\$230,000

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
305-0000-442-3207 Contract Services	PW2688	\$1,739,300	\$230,000		\$1,969,300
305-0000-442-4150 Grant Reversion	PW2472	\$95,002	\$15,736		\$110,738
305-0000-442-7441 Street Rehab	PW2472	\$79,727		\$15,736	\$63,991
305-0000-442-7402 Street Construct / STP- E	PW2147	\$520,809	\$1		\$520,810
305-0000-442-9001 Ending Fund Balance		\$179,824		\$1	\$179,823
Total Expense		\$2,614,662	\$245,737	\$15,737	\$2,844,662

Equipment Replacement Fund (312)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
312-0000-361-1000 Interest Earnings		\$50,000	\$11,955		\$61,955
312-0000-369-2000 Insurance Recovery		\$0	\$21,238		\$21,238
312-0000-395-2000 Auction Revenue		\$0	\$149,857		\$149,857
Total Revenue		\$50,000	\$183,050	\$0	\$233,050

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
312-0000-416-7015 Vehicles and Heavy Equipment	PW2582	\$4,246,904	\$204,722		\$4,451,626
312-0000-416-7025 Major Equipment		\$21,671		\$21,671	\$0
312-0000-416-9001 Ending Fund Balance		\$1		\$1	\$0
Total Expense		\$4,268,576	\$204,722	\$21,672	\$4,451,626

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2 City Facilities Improvement/Replacement Fund (313)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
313-0000-392-3000 Transfer from General Fund		\$9,603,780	\$100,000		\$9,703,780
Total Revenue		\$9,603,780	\$100,000		\$9,703,780

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Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
313-0000-416-7011 Building Improvement	LB2507	\$10,611,977	\$100,000		\$10,711,977
Total Expense		\$10,611,977	\$100,000		\$10,711,977

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6 State Appropriations Capital Grants Fund (315)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
315-0000-416-6070 Minor Equipment	PW2563	\$68,063	\$12,464		\$80,527
315-0000-416-7015 Vehicles and Heavy Equipment	PW2564	\$2,068,819	\$2,737		\$2,071,556
315-0000-416-7025 Major Equipment	See Note *	\$627,269		\$15,201	\$612,068
Total Expense		\$2,764,151	\$15,201	\$15,201	\$2,764,151

7 * PS2564: (2,737); PS2563: (12,464)

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10 Impact Fees - Roads Fund (351)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
351-0000-363-4100 Impact Fees		\$653,000	\$1,531,286		\$2,184,286
Total Revenue		\$653,000	\$1,531,286	\$0	\$2,184,286

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Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
351-0000-442-6106 Administrative Costs		\$19,590	\$45,939		\$65,529
351-0000-442-7010 Road Construction	See Note **	\$959,126	\$2		\$3,591,133
351-0000-442-9001 Ending Fund Balance		\$2,105,788	\$1,485,345		\$959,127
Total Expense		\$3,084,504	\$1,531,286	\$0	\$4,615,790

12 **PW2147 \$1; PW2280 \$1

Impact Fees – Bikeway/Trails Fund (352)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
352-0000-363-4200 Impact Fees		\$22,144	\$29,700		\$51,844
Total Revenue		\$22,144	\$29,700	\$0	\$51,844

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
352-0000-442-6106 Administrative Costs		\$664	\$891		\$1,555
352-0000-442-9001 Ending Fund Balance		\$114,489	\$28,809		\$143,298
Total Expense		\$115,153	\$29,700	\$0	\$144,853

Impact Fees – Parks Fund (353)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
353-0000-363-4300 Impact Fees		\$438,103	\$1,071,970		\$1,510,073
Total Revenue		\$438,103	\$1,071,970	\$0	\$1,510,073

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
353-0000-442-6106 Administrative Costs		\$13,143	\$32,159		\$45,302
353-0000-442-9001 Ending Fund Balance		\$2,825,333	\$1,039,811		\$3,865,144
Total Expense		\$2,838,476	\$1,071,970	\$0	\$3,910,446

Impact Fees – Public Safety Fund (354)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
354-0000-363-4400 Impact Fees		\$292,716	\$534,177		\$826,893
Total Revenue		\$292,716	\$534,177	\$0	\$826,893

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
354-0000-424-6106 Administrative Costs		\$8,781	\$16,026		\$24,807
354-0000-424-9001 Ending Fund Balance		\$765,736	\$518,151		\$1,283,887
Total Expense		\$774,517	\$534,177	\$0	\$1,308,694

SAD 6 Debt Service Fund (363)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
363-0000-470-8001 Transfer to Other Fund		\$0	\$230,000		\$230,000
363-0000-470-9001 EFB Unreserved		\$2,703,510		\$230,000	\$2,473,510
Total Expense		\$2,703,510	\$230,000	\$230,000	\$2,703,510

SAD 7A Debt Service Fund (364)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
364-0000-470-6570 Loan Repayment		\$554,221	\$260,181	\$0	\$814,402
364-0000-470-9001 EFB Unreserved		\$1,532,000		\$260,181	\$1,271,819
Total Expense		\$2,086,221	\$260,181	\$260,181	\$2,086,221

SAD 8 Debt Service Fund (Fund 365)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
365-0000-470-6570 Loan Repayment		\$118,687	\$216,460		\$335,147
365-0000-470-9001 EFB Unreserved		\$351,992		\$216,460	\$135,532
Total Expense		\$470,679	\$260,460	\$216,460	\$470,679

HUD - CDBG Fund (Fund 375)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
375-0000-445-1005 Exempt Full Time	FS2591	\$17,310	\$500		\$17,810
375-0000-445-2001 PERA General	FS2591	\$3,613		\$300	\$3,313
375-0000-445-2005 FICA	FS2591	\$234	\$20		\$254
375-0000-445-2020 Health Insurance	FS2591	\$3,887		\$227	\$3,660
375-0000-445-2025 Life Insurance	FS2591	\$22	\$2		\$24
375-0000-445-2040 Retiree Healthcare	FS2591	\$355	\$5		\$360
375-0000-445-5035 Building Repair	FS2033	\$42,450		\$31,307	\$11,143
375-0000-445-7011 Building Improvement	FS2033	\$309,139	\$31,307		\$340,446
Total Expense		\$377,010	\$31,834	\$31,834	\$377,010

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Crime Victims Assistance Fund (376)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
376-0000-424-1009 Non-Exempt Full Time	PS2534	\$50,138		\$1,988	\$48,150
376-0000-424-1021 Overtime	PS2534	\$181	\$208		\$389
376-0000-424-2001 PERA - General	PS2534	\$10,211		\$401	\$9,810
376-0000-424-2005 FICA	PS2534	\$674		\$56	\$618
376-0000-424-2015 Worker's Compensation	PS2534	\$25		\$3	\$22
376-0000-424-2020 Health Insurance	PS2534	\$13,728	\$2,221		\$15,949
376-0000-424-2025 Life Insurance	PS2534	\$62		\$2	\$60
376-0000-424-2030 Dental Insurance	PS2534	\$752	\$61		\$813
376-0000-424-2040 Retiree Healthcare	PS2534	\$1,040		\$40	\$1,000
Total Expense		\$76,811	\$2,490	\$2,490	\$76,811

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NMFA Gov Debt Services Fund (429)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
429-0000-470-8001 Transfer to Other Fund		\$0	\$348,150		\$348,150
429-0000-470-9005 Ending Fund Balance Reserve-Bond/Loan		\$732,433		\$348,150	\$384,283
Total Expense		\$732,433	\$348,150	\$348,150	\$732,433

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Utility Fund (501)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
501-7005-505-9001 Ending Fund Balance		\$7,598,228		\$61,305	\$7,545,818
501-7019-505-3201 Professional Services		\$85,324	\$22,410		\$107,734
501-7007-540-5050 Telephone Service		\$151,482	\$8,895		\$160,377
501-7060-505-6540 Franchise Fees		\$1,040,168	\$30,000		\$1,070,168
Total Expense		\$8,725,202	\$61,305	\$61,305	\$8,725,202

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CIF Water Fund (540)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
540-7125-540-7010 Infrastructure Water Wastewater	WA1492	\$94,426	\$2		\$94,428
540-7130-545-9001 Ending Fund Balance		\$9		\$2	\$7
Total Expense		\$94,435	\$2	\$2	\$94,435

Water – Impact Fees Fund (545)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
545-0000-363-4500 Impact Fees		\$1,427,572	\$1,465,120		\$2,892,692
Total Revenue		\$1,427,572	\$1,465,120	\$0	\$2,892,692

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
545-0000-442-6106 Administrative Costs		\$42,828	\$43,953		\$86,781
545-0000-442-7010 Road Construction	WA1492	\$401	\$1		\$402
545-0000-442-9001 Ending Fund Balance		\$2,739,053	\$1,421,166		\$4,160,219
Total Expense		\$2,782,282	\$1,465,120	\$0	\$4,247,402

Wastewater – Impact Fees Fund (555)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
555-0000-363-4500 Impact Fees		\$721,112	\$660,596		\$1,381,708
Total Revenue		\$721,112	\$660,596	\$0	\$1,381,708

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
555-0000-442-6106 Administrative Costs		\$21,634	\$19,818		\$41,452
555-0000-442-9001 Ending Fund Balance		\$1,194,198	\$640,778		\$1,834,976
Total Expense		\$1,215,832	\$660,596	\$0	\$1,876,428

MPEC Surcharge Fund (601)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
601-0000-366-1005 Surcharge Revenue		\$619,116	\$406,500		\$1,025,616
Total Revenue		\$619,116	\$406,500	\$0	\$1,025,616

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
601-0000-410-6625 Intergovernmental		\$161,535	\$86,050		\$247,585
601-0000-410-8008 Transfer to Debt Service		\$470,528	\$320,450		\$790,978
Total Expense		\$632,063	\$406,500	\$0	\$1,038,563

MPEC Debt Service Fund (610)

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
610-0000-392-1200 Transfer from Other Fund		\$470,528	\$320,450		\$790,978
Total Revenue		\$470,528	\$320,450	\$0	\$790,978

Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
610-0000-505-9001 Ending Fund Balance		\$0	\$320,450		\$320,450
Total Expense		\$0	\$320,450	\$0	\$320,450

Dental Self-Insurance Fund (751)

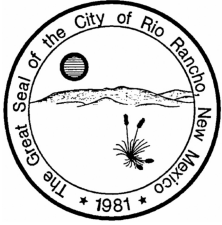
Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
751-0000-410-6555 Claims/Delta Dental		\$420,000	\$20,000	\$0	\$440,000
751-0000-410-9007 Reserve – Dental		\$1,017,711	\$0	\$20,000	\$997,711
Total Expense		\$1,437,711	\$20,000	\$20,000	\$1,437,711

ADOPTED THIS _____ DAY OF _____, 2025.

Greggory D. Hull, Mayor

ATTEST:

Noel C. Davis, City Clerk
(SEAL)



**CITY OF RIO RANCHO
COVER PAGE**

Legislation Item: R69

AGENDA DATE:
June 26, 2025

DEPARTMENT:
Library and Information Services

SUBJECT:
R69, Resolution Authorizing Disposal of Library and Information Services Department Property

BACKGROUND AND ANALYSIS:

The Library and Information Services Department seeks to dispose of non-functional, damaged, and/or obsolete items that cannot be put back in library circulation or sensibly stored by selling salvageable items, recycling suitable items, and safely disposing of items deemed unfit or unsafe for sale to the public.

The items, detailed in the attached Exhibit A, consist of miscellaneous office supplies and library materials.

The disposal of personal property is governed by Section 3-54-2, NMSA 1978 requiring Governing Body approval for property that does not exceed \$2,500.

IMPACT:
Disposal of these items will free up space for current library needs.

ALTERNATIVES:
Approve the Resolution.

Do not approve the Resolution.

DEPARTMENT RECOMMENDATION:
Staff recommends approval of the Resolution.

ATTACHMENT: [Resolution_R69](#)
ATTACHMENT: [Exhibit A](#)



**CITY OF RIO RANCHO
RESOLUTION**

RESOLUTION NO.

ENACTMENT NO.

**RESOLUTION AUTHORIZING DISPOSAL OF LIBRARY AND INFORMATION
SERVICES DEPARTMENT PROPERTY**

WHEREAS: the Library and Information Services Department needs to dispose of non-functional, damaged, and/or obsolete items that cannot be put back in library circulation or sensibly stored by selling salvageable items, recycling suitable items, and safely disposing of items deemed unfit or unsafe for sale to the public; and

WHEREAS: the disposal of personal property is governed by Section 3-54-2, NMSA 1978 requiring Governing Body approval for property that does not exceed \$2,500.

**NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY
OF RIO RANCHO:**

That authorization is hereby given to properly dispose of the items depicted in Exhibit A, attached hereto.

ADOPTED THIS _____ DAY OF _____, 2025.

Greggory D. Hull, Mayor

ATTEST:

Noel C. Davis, City Clerk
(SEAL)

Exhibit A - Disposal of Property
 Library and Information Services
 June 26, 2025

Item Description	Location	Reason for Disposal	Estimated Current Value	Item Image
Plastic Crates (2), Broken Bookends (91), Tape Dispenser (1), and Paper Tray (1)	Loma Colorado Main Library	Damaged	\$0.00	
Rocking Chairs (2)	Esther Bone Memorial Library	Damaged	\$0.00	
Grey Tables (5)	Esther Bone Memorial Library	Obsolete	\$50.00	
Chairs (8)	Loma Colorado Main Library	Obsolete	\$40.00	

Exhibit A - Disposal of Property
 Library and Information Services
 June 26, 2025




Item Description	Location	Reason for Disposal	Estimated Current Value	Item Image
Teen Light Box Sign	Loma Colorado Main Library	Obsolete	\$15.00	
File Cabinets (4)	Loma Colorado Main Library	Obsolete	\$15.00	
Book Shelf (1)	Esther Bone Memorial Library	Obsolete	\$10.00	

Exhibit A - Disposal of Property
 Library and Information Services
 June 26, 2025




Item Description	Location	Reason for Disposal	Estimated Current Value	Item Image
White Fan (1)	Loma Colorado Main Library	Damaged	\$0.00	
Beige Tack Board (1)	Loma Colorado Main Library	Obsolete	\$5.00	
Black Paper Cutter (1)	The HUB @ Enchanted Hills Library	Damaged	\$0.00	

Exhibit A - Disposal of Property
Library and Information Services
June 26, 2025

Item Description	Location	Reason for Disposal	Estimated Current Value	Item Image
Library Materials Removed from Collection ISBN 9781643857381 (hardcover);"164385738X (hardcover)" 0063052857;"9780063052857" 9780062843081 (hardcover);"0062843087" 9780756408817 (pbk.);"0756408814 (pbk.)" 9780593201213 (hardcover);"0593201213 (hardcover);"9781984802415 (paperback);"1984802410 (paperback)" 9781250816139 (hardcover);"1250816130 (hardcover)" 9781982151713 (hardcover);"1982151714 (hardcover);"9781982151720 (paperback);"1982151722 (paperback)" 9781647100186 (hardcover);"1647100186 (hardcover)" 9781496718389 (hardcover);"1496718380 (hardcover)" 9781250296627 (hardcover);"1250296625" 9781250760166 (hardcover);"125076016X (hardcover)" 9781682814758 (pbk.);"1682814750 (pbk.)" 9780008476373 (hc.);"0008476373 (hc.)" 9780727850652 (hbk.);"0727850652 (hbk.)" 9781250142924 (hardcover);"125014292X (hardcover);"1250828031";"9781250828033" 9781542031103 pbk.;"1542031109 pbk." 9781250801562 (pbk.);"1250801567 (pbk.)" 9781542028219 (pbk.);"1542028213 (pbk.)" 9781982176976 (hardcover);"1982176970 (hardcover)" 9780062563262 (hardcover);"0062563262 (hardcover)" 9781496721396 (paperback);"149672139X (paperback)" 9781984804860 (paperback);"1984804863 (paperback)" 9781984804822 (mass market paperback); "1984804820 (mass market paperback)" 9781496721419 (mass market paperback); "1496721411 (mass market paperback)" 9781496721433 (paperback);"1496721438 (paperback)" 9781984804846 (paperback);"1984804847 (paperback)" 9781504066815 (hc.);"1504066812";"9781504066808 (pbk.);"1504066804"	Loma Colorado Main Library	Obsolete	\$400	

Exhibit A - Disposal of Property
Library and Information Services
June 26, 2025

Item Description	Location	Reason for Disposal	Estimated Current Value	Item Image
9781250760180 (hardcover);"1250760186 (hardcover);"9781250836571 (Canadian);"1250836573 (Canadian)"				
9781952558146 (hardcover);"195255814X (hardcover);"9781952558153 (paperback);"1952558158 (paperback)"				
9780062888341 hc.;"006288834X hc."				
9781496731067 (pbk.);"1496731069 (pbk.)"				
9780525954989 (hardcover);"0525954988"				
1608094111 (hardcover);"9781608094110 (hardcover)"				
9780593098370 (trade paperback);"0593098374 (trade paperback)"				
042519714X;"9780425197141"				
9781250313034 (paperback);"1250313031 (paperback)"				
1542005612 (hardcover);"9781542005616 (hardcover);"9781542005593 (paperback);"1542005590 (paperback)"				
9780063005587 (softcover) ;;"0063005581 (softcover) :"				
9780593097816 (paperback);"0593097815 (paperback)"				
9781250312990 (mass market paperback); "125031299X (mass market paperback)"				
9781496727022 (paperback);"1496727029 (paperback)"				
9781250313010 (pbk.);"1250313015 (pbk.)"				
9780593097793 (paperback);"0593097793 (paperback)"				
9780593188163 (hc.);"0593188160 (hc.)"				
9781982173678;"198217367X"				
18 newspapers				
0451456491 (pbk.);"9780451456496 (pbk.)"				
9780373838066 (pbk.);"0373838069 (pbk.)"				
9781878424686 (alk. paper);"1878424688 (alk. paper)"				
9781441877512;"9781441877512"				
9781907152023;"1907152024"				
9780062868930 (hardcover);"0062868934 (hardcover);"9780062868947"				
9781250328137 (hardcover);"1250328136 (hardcover)"				
9780545479073				
0679744711 (pbk.);"9780679744719 (pbk.)"				
1582881588;"9781582881584"				
9781101990582 (hardcover);"1101990589 (hardcover)"				
9780744039689 (hardcover);"0744039681 (hardcover)"				

Exhibit A - Disposal of Property
Library and Information Services
June 26, 2025

Item Description	Location	Reason for Disposal	Estimated Current Value	Item Image
191329229606;"SDS1000817864 Nickelodeon / Paramount"				
9781665919012				
9780763660130 (lib. bdg.);"0763660132 (lib. bdg.)"				
9781534467569 (hardcover);"1534467564 (hardcover)"				
9781467665230 case;"9781467690591 portfolio";"9781467671941 hanging bag";"9781467665513 Playaway";"80701 Findaway World case";"81739 Findaway World portfolio";"80978 Findaway World hanging bag";"19880 Findaway World Playaway"				
9781368098250 (paperback);"1368098258 (paperback);"9781223238821 (PawPrints);"1223238822 (PawPrints)"				
9780385344432 (hbk. : acid-free paper);"0385344430 (hbk.: acid-free paper)"				
9781501190070 (hardback);"1501190075 (hardback);"9781501190087 (paperback);"1501190083"				
9781493046904 paperback;"149304690X paperback"				
9781524880910 (paperback);"1524880914 (paperback);"9781518287367 (Paw Prints);"1518287360 (Paw Prints)"				
0399143084 (alk. paper)				
9780393241655 (hardcover);"0393241653 (hardcover)"				
9780451236760;"0451236769"				
9780062253811;"0062253816"				
9780199684137 (paperback);"0199684138 (paperback)"				
9781328957818 (hardcover);"1328957810 (hardcover)"				
9780754824145 (hbk.);"0754824144 (hbk.)"				
0007183267 (pbk.);"9780007183265"				
9781538730461 (hardcover);"1538730464 (hardcover)"				
1618371983 (hardcover);"9781618371980 (hardcover)"				
9781641716413;"1939-3016 1939-3016 1538-1609 1"				
9798886470529;"1542-8850 1542-8850 1"				
9781646433162 (hardcover);"1646433165 (hardcover)"				
9780761429784;"0761429786"				
9780545685177;"0545685176";"9780545776103";"0545776104"				
0753460408;"9780753460405"				
9781629703664;"1629703664"				
0788849093;"9780788849091";"5559540250";"9785559540252";"78693622 8519";"32521 Walt Disney Home Entertainment"				

Exhibit A - Disposal of Property
Library and Information Services
June 26, 2025

Item Description	Location	Reason for Disposal	Estimated Current Value	Item Image
9781523510412				
0316666033; "9780316666039"; "0316155624 (hc.); "9780316155625 (hc.)"				
9780316201544 (hbk.);"9780316201551 (pbk.);"0316201553 (pbk.)"				
9780553510423;"9780553510409 (hardcover);"0553510401 (hardcover);"9780553510416 (hardcover library binding);"055351041X (hardcover library binding)"				
9781338755572 (pbk.);"1338755579 (pbk.)"				
9781338655018 (hardback);"1338655019 (hardback);"1338655027;"9781338655025"				
9781684056170 (Volume 5);"9781684053278 (Volume 1);"1684053277 (Volume 1);"9781684054060 (Volume 2);"1684054060 (Volume 2);"9781684054985 (Volume 3);"9781684055449 (Volume 4);"9781684056729 (Volume 6);"9781684057221 (Volume 7);"9781684057887 (Volume 8);"9781684057627 (Volume 9);"9781684058518 (Volume 10);"9781684059089 (Volume 11);"9781684059300 (Volume 12);"9781684059539 (Volume 13);"9781684059850 (Volume 14);"9798887240411 (Volume 15);"9798887240602 (Volume 16);"9798887240961 (Volume 17);"9798887241739 (Volume 18)"				
9781524875596 (paperback);"1524875597 (paperback);"9781685057787 (Penworthy);"1685057780 (Penworthy)"				
9781524875596 (paperback);"1524875597 (paperback);"9781685057787 (Penworthy);"1685057780 (Penworthy)"				
9781538742570;				
9781538742570;				
9780312365707;"0312365705";"9781848874749";"184887474X";"1848874731";"9781848874732";"9780312614836";"0312614837"				
0399153608;"9780399575730";"9780399153600"				
9781410445131;"1410445135"				
9781515904953;"9781515904953"				
9781455897810;"9781455897810"				
045496599171;"045496599188";"119545A Nintendo of America (container);"117531 Nintendo of America (container);"LA-H-AMPYA-USA Nintendo of America (cartridge label)"				
9781338182576				
0385516487;"067103975x";"0385007515";"0671039741 .:"9780452267213"				

Exhibit A - Disposal of Property
Library and Information Services
June 26, 2025

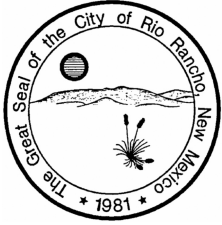
Item Description	Location	Reason for Disposal	Estimated Current Value	Item Image
9781250202185 (hardcover);"1250202183 (hardcover)"				
0826316956;"0826338119"				
9781743214183;"1743214189";"9781743214220 (pbk.)";"1743214227(pbk.)"				
786936812770;"106709 Walt Disney Studios Home Entertainment"				
9781797203683				
9780545552974 (paperback);"0545552974 (paperback)";"0545552982 (hardcover)";"9780545552981 (hardcover)"				
9780439639064 (hc.);"9780545104371"				
9781496720276 (hc.);"149672027X (hc.)"				
9781250776648 (hardcover);"1250776643 (hardcover)"				
9781250818454 (hardcover);"1250818451 (hardcover)";"9781250773913 (trade paperback)";"1250773911 (trade paperback)"				
9781982181031 (hardcover);"1982181036 (hardcover)"				
9780764232411 (cloth);"076423241X"				
9781984821522 (hardcover : acid-free paper);"1984821520 (hardcover : acid-free paper)"				
9780764238000 (paperback);"0764238000 (paperback)";"9780764239441 (casebound)";"0764239449"				
9781542030007 (paperback);"1542030005 (paperback)"				
9780358424161 (hardcover);"035842416X (hardcover)";"9780358418634 (paperback)";"0358418631 (paperback)"				
9780525656678 (hardcover);"0525656677 (hardcover)"				
9781913193386 pbk;"1913193381 pbk"				
9781542032872 (paperback);"1542032873 (paperback)"				
9780778311041 (hc.);"077831104X (hc.)"				
9781982140540 (hardcover);"1982140542 (hardcover)"				
9780358554837 (hardcover);"0358554837 (hardcover)"				
9781982104122 (hardcover);"1982104120 (hardcover)";"9781982181949 pbk";"198218194X"				
1496724488 (paperback);"9781496724489 (paperback)"				
9781492671718 (paperback);"1492671711 (paperback)"				
149672304X (paperback);"9781496723048 (paperback)"				
9781496723031;"1496723031"				
9781496731975 (paperback) :;"1496731972 (paperback) :"				

Exhibit A - Disposal of Property
Library and Information Services
June 26, 2025

Item Description	Location	Reason for Disposal	Estimated Current Value	Item Image
195221047X;"9781952210471"				
1492689203 (paperback);"9781492689201 (paperback)"				
9781250263650 (hardcover);"1250263654 (hardcover)"				
9780307264237;"0307264238"				
9781982187743 (hardcover);"1982187743 hc.;"1982152133;"9781982152130"				
9780063085473 (hc.);"006308547X (hc.)"				
9780063073937 (hardcover);"0063073935 (hardcover)"				
9780063095724 (hardcover);"0063095726";"9780063095731 (trade paperback);"0063095734"				
9780593296677 (hardcover);"0593296672 (hardcover)"				
9780593101926 (trade paperback);"0593101928 (trade paperback)"				
9780008365455 (paperback);"0008365458 (paperback)"				
9780593316108 (hardcover);"059331610X (hardcover)"				
9781250220257 (hardcover);"1250220254 (hardcover);"9781250831187 (paperback);"1250831180 (paperback)"				
9781645480457 (pbk.);"1645480453 (pbk.)"				
9781609457198 (hardcover);"1609457196 (hardcover)"				
9781612199757 (hardcover);"1612199755 (hardcover);"9781612199764 (eBook);"1612199763"				
9781496720740 (hardcover);"1496720741 (hardcover)"				
1496734904;"9781496734907 (hardcover)"				
9780756415785 (hardcover);"0756415780 (hardcover)"				
9781643857824 paperback;"1643857827 paperback"				
9781982170493 (hardback);"1982170492 (hardback)"				
1643857703;"9781643857701"				
154202997X (hardcover);"9781542029971 (hardcover);"9781542021555 (pbk.);"1542021553 (pbk.)"				
9780063038325 (hardcover);"0063038323 (hardcover);"9780063038332 (trade paperback);"0063038331 (trade paperback);"40030845466"				
9780727890405 hbk;"0727890409 hbk"				
9781542026154 (hardcover);"1542026156 (hardcover);"9781542026147 (paperback);"1542026148 (paperback)"				
9781612199399 (hardcover);"1612199399 (hardcover)"				
9781101885680 hc.;"1101885688 hc."				

Exhibit A - Disposal of Property
Library and Information Services
June 26, 2025

Item Description	Location	Reason for Disposal	Estimated Current Value	Item Image
1542019125;"9781542019125 (paperback)"				
2330-4421 1				
9780545685474 (hardcover);"0545685478 (hardcover)"				
9780545581608 (v. 1);"0545581605 (v. 1);"9781338741032 (v. 1);"9780545935203 (v. 2);"9781338741049 (v. 2);"9780545935210 (v. 3);"9781338611991 (v. 3);"9781338741056 (v. 3);"9780545935180 (v. 4);"9780545935173 (v. 5);"9781338741070 (v. 5);"9781338236576 (v. 6);"9781338290929 (v. 6);"9781338236590 (v. 7);"9781338323214 (v. 8);"9781338535624 (v. 9);"9781338680454 (v. 10);"9781338801910 (v. 11);"9781338896435 (v. 12);"9781338896459 (v. 13)"				
9781368069922 (paperback);"1368069924 (paperback);"9781544458823 (Follett binding);"1544458827 (Follett binding)"				
9781455550623 (paperback);"1455550620 (paperback)"				
9781641715775;"1522-3299 1522-3299 1"				
9780425252864;"0425252868"				
9781611761337;"1611761336"				
9780763645656;"0763645656"				
9781446308844 (flexibound);"1446308847 (flexibound)"				
9781419741876;"0810970686 (alk. paper);"9780810970687 (alk. paper);"0810971089 (pbk.);"9780810971080 (pbk.);"1439582629 (Paw prints);"9781439582626 (Paw prints);"0810991691;"9780810991699;"0810988925 (pbk.);"9780810988927 (pbk.);"9780143304555;"0143304550;"9780141324920";"0141324929"				
9780545685344;"0545685346"				
9780545206990;"0545206995"				
9781631404122;"1631404121"				
9781368045704 (hardback);"1368045707 (hardback)"				
Total Estimated Current Value:			\$ 535.00	



**CITY OF RIO RANCHO
COVER PAGE**

Legislation Item: R70

AGENDA DATE:

June 26, 2025

DEPARTMENT:

Parks, Recreation & Community Services

SUBJECT:

R70, Resolution Authorizing Disposal of Parks, Recreation, and Community Services Department - Aquatics Division Equipment

BACKGROUND AND ANALYSIS:

The Parks, Recreation and Community Services Department (PRCS) - Aquatics Division has determined that the existing Haynes Pool heater, located at 2006 Grande Blvd. SE, has exceeded its standard useful life, is to a point where it can no longer be easily repaired, and is being replaced to avoid a loss of service to the public.

The City identified \$141,951 in the current year fiscal year budget to replace this critical piece of equipment.

At this time, PRCS is seeking approval to dispose of the original Teledyne Laars (Model AP1824Laars/serial #C93H04558) 1,430,000 Natural Gas heater. It will be removed and disposed of by the project contractor who will install the new heater in the course of their work.

The disposal of personal property is governed by Section 3-54-2 NMSA, 1978, and there is a requirement for Governing Body approval.

IMPACT:

Approval of the Resolution will enable the City to dispose of deteriorated property.

ALTERNATIVES:

Approve the Resolution.

Do not approve the Resolution.

DEPARTMENT RECOMMENDATION:

Staff recommends approval of the Resolution.

ATTACHMENT: [Resolution_R70](#)



**CITY OF RIO RANCHO
RESOLUTION**

RESOLUTION NO.

ENACTMENT NO.

**RESOLUTION AUTHORIZING DISPOSAL OF PARKS, RECREATION, AND
COMMUNITY SERVICES DEPARTMENT – AQUATICS DIVISION EQUIPMENT**

WHEREAS: the City allocated \$141,951 in the Fiscal Year 2025 Budget to replace the over 30-year old pool heater at Haynes Pool; and

WHEREAS: the asset is fully depreciated, and due to the age and deterioration of the heater, a full replacement is required; and

WHEREAS: the disposal of property is governed by Section 3-54-2 NMSA, 1978, and there is a requirement for Governing Body approval for property that does not exceed \$2,500.

**NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY
OF RIO RANCHO:**

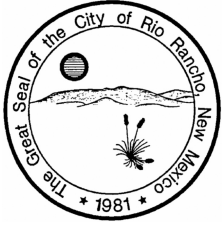
That formal authorization is hereby given to remove and dispose of the Haynes Pool heater located at 2006 Grande Blvd. SE.

ADOPTED THIS _____ DAY OF _____, 2025.

Greggory D. Hull, Mayor

ATTEST:

Noel C. Davis, City Clerk
(SEAL)



**CITY OF RIO RANCHO
COVER PAGE**

Legislation Item: R71

AGENDA DATE:
June 26, 2025

DEPARTMENT:
Parks, Recreation & Community Services

SUBJECT:
R71, Resolution Authorizing Disposal of Parks, Recreation, and Community Services Department Equipment

BACKGROUND AND ANALYSIS:

The Parks, Recreation and Community Services Department (PRCS) has found that the original Star Heights Skate Park equipment, located at 800 Polaris Blvd. SE, has exceeded its standard useful life, is to a point where it can no longer be easily repaired, and replacement parts cannot be ordered.

In 2024, the City received \$204,546 in Federal Community Development Block Grant funding to replace the original, over 17-year old skate park equipment.

At this time, PRCS is seeking approval to dispose of the original Star Heights Skate Park equipment, which will be removed and disposed of by the project contractor installing new skate park equipment in the course of their work.

The disposal of personal property is governed by Section 3-54-2 NMSA, 1978, and there is a requirement for Governing Body approval.

IMPACT:

Approval of the Resolution will enable the City to dispose of deteriorated property.

ALTERNATIVES:

Approve the Resolution.

Do not approve the Resolution.

DEPARTMENT RECOMMENDATION:

Staff recommends approval of the Resolution.

ATTACHMENT: [Resolution_R71](#)



**CITY OF RIO RANCHO
RESOLUTION**

RESOLUTION NO.

ENACTMENT NO.

**RESOLUTION AUTHORIZING DISPOSAL OF PARKS, RECREATION, AND
COMMUNITY SERVICES DEPARTMENT EQUIPMENT**

WHEREAS: in 2024, the City received \$204,546 in Federal Community Development Block Grant funding to replace the original skate park equipment at Star Heights Park; and

WHEREAS: the asset is fully depreciated and due to age and deterioration of the equipment a full replacement is required; and

WHEREAS: the disposal of property is governed by Section 3-54-2 NMSA, 1978, and there is a requirement for Governing Body approval for property that does not exceed \$2,500.

**NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY
OF RIO RANCHO:**

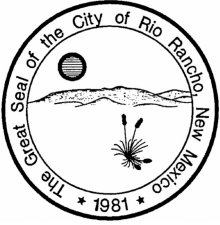
That formal authorization is hereby given to remove and dispose of the skate park equipment at Star Heights Park addressed as 800 Polaris Blvd. SE.

ADOPTED THIS _____ DAY OF _____, 2025.

Greggory D. Hull, Mayor

ATTEST:

Noel C. Davis, City Clerk
(SEAL)



**CITY OF RIO RANCHO
COVER PAGE**

Legislation Item: R72

AGENDA DATE:
June 26, 2025

DEPARTMENT:
Utilities

SUBJECT:
R72, Resolution Authorizing a Budget Adjustment to the Utilities Operations Fund (501)

BACKGROUND AND ANALYSIS:

Peak irrigation season has begun, triggering increases in the number and size of water main and service line breaks. To continue to repair water transmission infrastructure and the surrounding asphalt on a timely basis, funding (\$200,000) is necessary for the remainder of the fiscal year.

Funding (\$20,000) is also necessary to repair the auxiliary pumps at Wastewater Lift Station 15. The auxiliary pumps were damaged when the electrical cords were cut and stolen. Lift Station 15 is the second-largest lift station in the City. During peak periods, this lift station can transport up to 1,800 gallons per minute of raw sewage from the Enchanted Hills area to Wastewater Treatment Plant 2 for processing.

IMPACT:

The Unreserved Ending Fund Balance in the Utilities Operations Fund (\$7,598,228) will be reduced by \$220,000 to transfer the funds required to maintain water mains and service lines, as well as repair the auxiliary pumps at Wastewater Lift Station 15.

ALTERNATIVES:

Approve the Resolution.

Do not approve the Resolution.

DEPARTMENT RECOMMENDATION:

Staff recommends approval of the Resolution.

ATTACHMENT: [Resolution_R72](#)



**CITY OF RIO RANCHO
RESOLUTION**

RESOLUTION NO.

ENACTMENT NO.

**RESOLUTION AUTHORIZING A BUDGET ADJUSTMENT TO THE UTILITIES
OPERATIONS FUND (501)**

WHEREAS: funds budgeted for repair have been fully expended and additional funds are necessary for the remainder of the fiscal year; and

WHEREAS: funding will be reallocated from the Unreserved Ending Fund Balance for the repair of water main and service lines and pumps for Wastewater Lift Station 15; and

WHEREAS: a budget adjustment is necessary to expend funds as proposed.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF RIO RANCHO:

That authorization is given for the following budget adjustment:

Utilities Operations Fund (501)

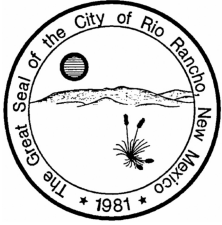
Account	Project No.	Revised Budget	Increase	Decrease	Adjusted Budget
501-7005-505-9001 Ending Fund Balance, Unreserved		\$7,598,228		\$220,000	\$7,378,228
501-7030-545-5038 Repair/Maintenance Infrastructure		\$2,833,876	\$200,000		\$3,033,876
501-7035-550-5038 Repair/Maintenance Infrastructure		\$3,595,036	\$20,000		\$3,615,036
Total Uses		\$14,027,140	\$220,000	\$220,000	\$14,027,140

ADOPTED THIS _____ DAY OF _____, 2025.

Greggory D. Hull, Mayor

ATTEST:

Noel C. Davis, City Clerk
(SEAL)



**CITY OF RIO RANCHO
COVER PAGE**

Legislation Item: D33

AGENDA DATE:
June 26, 2025

DEPARTMENT:
Administration

SUBJECT:
D33, Appointment of Delores Williams to the Senior Services Advisory Board

BACKGROUND AND ANALYSIS:

The board acts in an advisory capacity to ensure the efficient and economical management and operation of City senior service programs and facilities.

Williams resides in City Council District 1 and currently serves on the board. If reappointed, Williams will complete a term that expires on June 30, 2028.

IMPACT:
The appointment will fill a vacancy on the Senior Services Advisory Board caused by term expiration.

ALTERNATIVES:
Approve the appointment.

Do not approve the appointment.

DEPARTMENT RECOMMENDATION:
Mayor Hull recommends the reappointment of Delores Williams to the Senior Services Advisory Board.

ATTACHMENT: [D Williams Resume](#)

DELORES (Dee) M. WILLIAMS

WORK EXPERIENCE

- 04/25 – present** **Morning Star Assisted Living** **Rio Rancho, NM**
Volunteer Exercise Instructor
Current volunteer leading low-impact chair exercise classes two days a week at Morning Star Assisted Living.
- 03/25 – present** **Independent Contractor – Exercise Instructor** **Rio Rancho, NM**
Independent Contractor - Exercise Instructor
Current Independent Contractor leading low-impact EnhanceFitness classes (including cardio and weights) at Star Heights Recreational Center in Rio Rancho; These classes contain elements of low-impact aerobics and also include weight training (using free weights and ankle weights) as well as core exercises and balance exercises.
- 07/18 – present** **Independent Contractor – Exercise Instructor** **Greater Albuquerque Metro Area, NM**
Independent Contractor - Exercise Instructor
Current Independent Contractor leading low-impact Zumba Gold classes at Manzano Mesa Multi-generational Center in Albuquerque; leading low-impact Zumba Gold & Zumba Gold Toning classes at Los Volcanes 50+ Sports & Fitness Center in Albuquerque; leading low-impact EnhanceFitness classes (including cardio and weights) at Los Volcanes 50+ Sports & Fitness Center in Albuquerque; All exercise classes contain elements of low-impact aerobics; the Zumba Gold Toning and the EnhanceFitness classes also include weight training (using free weights and ankle weights); All of the exercise programs include core exercises and balance exercises.
- 02/16 – present** **City of Rio Rancho – Senior Services Advisory Board** **Rio Rancho, NM**
Board Member – District 1
Attend monthly board meetings in order to represent the interests and welfare of adults 55 years and older in the Rio Rancho area
- 11/11 – 07/18** **Independent Contractor – Exercise Instructor** **Greater Albuquerque Metro Area, NM**
Independent Contractor - Exercise Instructor
Current independent contractor leading low-impact Zumba Gold classes at Meadowlark Senior Center in Rio Rancho; leading low-impact Zumba Gold & Zumba Gold Toning classes at Manzano Mesa Multi-generational Center in Albuquerque; leading low-impact Zumba Gold classes at Los Volcanes 50+ Sports & Fitness Center in Albuquerque; leading low-impact Zumba Gold classes at Tijeras Senior Center in Tijeras; leading low-impact EnhanceFitness classes (including cardio and weights) at Los Volcanes 50+ Sports & Fitness Center in Albuquerque; substitute SilverSneakers instructor at The Y in Albuquerque; substitute exercise instructor for Manzano del Sol Retirement Home (average age of participants is 88-90 years); All exercise classes contain elements of low-impact aerobics; the Zumba Gold Toning and the EnhanceFitness classes also include weight training (using ankle weight on both arms and ankles); the SilverSneakers classes and the Manzano del Sol classes contain elements of low-impact aerobics, weight training (using free weights), resistance bands, and use of small rubber balls. All of the exercise programs include core exercises and balance exercises.
- 05/10 – 05/12** **City of Albuquerque, Senior Affairs** **Albuquerque, NM**
Volunteer Exercise Instructor
Current volunteer work at Manzano Mesa Multi-generational Center leading low impact aerobics classes and occasionally substituting for gentle exercise classes; Prior volunteer work at Los Volcanes 50+ Sports and Fitness Center leading group exercise classes consisting of low impact aerobics classes and gentle exercise classes; All exercise classes contain elements of low impact aerobics, weight training (free weights), resistance bands, use of small racket balls (for hand dexterity), core exercises and balance exercises.
- 04/09 – Present** **City of Rio Rancho, Senior Affairs** **Rio Rancho, NM**
Volunteer Van Driver
Current volunteer work at Meadowlark Senior Center driving van for various center activities
- 04/09 – 08/09** **Fidelity National Title** **Albuquerque, NM**
Temporary Contract Employee
Work at various sites (Albuquerque, Rio Rancho and Santa Fe) on an "on-call" basis performing various duties as needed: receptionist, escrow technician, closing officer, clean-up of offices being closed
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DELORES (Dee) M. WILLIAMS

- 07/06 – LandAmerica Albuquerque Title** **Albuquerque, NM**
01/09 Escrow Closer – Commercial Closing Office
Work with customers to gather information necessary for real estate closings including the proration of taxes, utilities, rents, insurance, etc; Prepare and perform real estate closings, both commercial and residential; Balance and disburse funds from closing; Provide post closing follow up; Knowledge of escrow procedures, legal documents, and real estate terminology
- 10/04 – LandAmerica Financial Group, Inc.** **Albuquerque, NM**
07/06 Business Systems Integration Specialist – Southwest Region
Responsible for initial and follow up employee training on use of new software for LandAmerica companies located in Texas and New Mexico; Responsible for software support for 14 New Mexico office locations in Taos, Espanola, Santa Fe, Albuquerque, Rio Rancho and Roswell; Assist with the testing of new software and upgrades; Position required moderate travel throughout New Mexico and Texas
- 11/98 – LandAmerica Financial Group, Inc.** **Albuquerque, NM**
10/04 Senior Information Services Analyst – West/Southwest Region
Support of Unix servers at 4 sites in New Mexico, 1 site in Texas, and 1 site in Kansas; Provide Windows server and PC workstation support at 18 offices; Provide support for Regional Accounting server located in Dallas, TX; Senior analyst and technical resource for business units; Provide independent hardware and software support for field agents; Train users on various software systems and applications; Position required moderate travel

Other previous experience includes various positions at bank in Albuquerque, NM; legal secretary in Santa Fe, NM; secretary/apprentice appraiser in Clovis, NM; teaching positions in Lawton, OK; secretarial positions in Oklahoma, California and New Mexico.

EDUCATION

- B.S. May 1974** **Cameron University**
Major: Business Education **Lawton, OK**
- 15 Hrs Spring 1991 – Fall 1991** **University of New Mexico**
Major: MBA/Management Information Systems **Albuquerque, NM**
- 4 Hrs Winter 2004** **National American University**
Introduction to Visual Basic **Rio Rancho, NM**
- Certificate** (completed May 2011) **Central New Mexico Community College**
Field of Study: Fitness Technician Program **Albuquerque, NM**

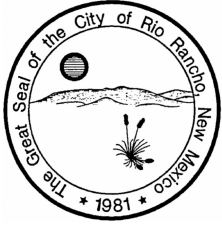
PROFESSIONAL ORGANIZATIONS and CERTIFICATIONS

- CPR/AED/First Aid Certification - American Heart Association
State Coordinator, TOPS, New Mexico (2015-present)
Area Captain, TOPS, Northwest New Mexico (2014-2015)
Leader, TOPS NM 0216, Albuquerque, NM (2013-2015)
AFAA Certification, Group Exercise Instructor (2012-present)
Licensed Title Insurance Agent for State of New Mexico (1985-2010)
Executive Secretary – New Mexico Land Title Association (1993-1994)
Treasurer – Business and Professional Women’s Association, Rio Rancho Chapter (1991-1992)
Temporary Teaching Certificate for State of New Mexico (1978-1980)
Teaching Certificate for State of Oklahoma (1974-1977)

PERSONAL

Excellent health; Activities include square dancing, round dancing, ballroom dancing, clogging, running, traveling;
Hobbies include sewing, weaving, knitting, reading

REFERENCES AVAILABLE UPON REQUEST



CITY OF RIO RANCHO COVER PAGE

Legislation Item: D34

AGENDA DATE:
June 26, 2025

DEPARTMENT:
Development Services

SUBJECT:
D34, Site Plan Approval for an Expansion of the MAC Center at the Property Legally Described as Loma Colorado, Tract P-1-C-A

BACKGROUND AND ANALYSIS:

The subject property is located at 801 Loma Colorado Blvd. NE, legally described as Loma Colorado, Tract P-1-C-A, and consists of approximately 7.3264 acres. The subject property is zoned SU/Special Use for Educational, Recreational, and Cultural Uses, by Ordinance No. 94-069.

The SU/Special Use District Ordinance for this site, calls out the following: Development plan approval shall be given by the Governing Body pursuant to a review by the Planning and Zoning Commission for any and all specific projects.

The Planning and Zoning Board unanimously voted to recommend approval of the site plan to the Governing Body, at their June 10, 2025 Planning and Zoning Board Meeting.

The subject property is currently developed with the McDermott Athletic Center (known as the "MAC Center"), a recreation and event center, and the proposed expansion for this site plan is to allow for the addition of an approximate 16,000 square-foot turf field on the south side of the property. Per the applicant, "this would require turfing over existing parking; however, this parking will be replaced by parking in a compacted dirt lot to the north of the property." The turf area will also feature a over 8' fence around the turf field. Per the applicant, "gates will be constructed and keys provided to fire officials."

It is important to note that the City owns the subject property and the applicant has a ground lease to operate a multi-purpose sports facility for sports, fitness, recreation, and leisure activities. The ground lease establishes that these activities may occur inside or outside of the facility proper. Moreover, the ground lease establishes that the tenant may offer complementary features such as concession, game room, and retail pro shop among others.

The ground lease allows for authorization of uses beyond sports, fitness, recreation, and leisure activities. With the approval of this site plan, explicit authorization for a turf field and accompanying fence will be granted to the applicant/tenant pursuant to Section 6, Paragraph B of the ground lease. The applicant has also submitted a shared parking agreement with the neighboring property at 821 Loma Colorado Blvd. NE, to allow for the relocation of parking onto said lot.

CONFORMANCE WITH THE CITY ZONING ORDINANCE:

The Rio Rancho Code of Ordinances (R.O. 2003) § 154.43 (3) requires, "All SU zoned property must have a site plan approved by the Governing Body. The site plan may accompany the

application for a change in zoning designation or may be submitted for approval at a later date. Approval of the site plan must be obtained prior to any development of the property.”

Pursuant to the criteria provided by R.O. 2003 § 154.43 (3)(a) through (3)(j), the site plan at a minimum shall contain the following:

- a. Scale and north arrow; criteria is satisfied.
- b. Lot boundaries and easements; criteria is satisfied.
- c. Existing and proposed utilities; criteria is satisfied.
- d. Existing and proposed rights-of-way; criteria is satisfied.
- e. Proposed structure with uses, dimension, and setbacks; criteria is satisfied. There will be an outdoor turf area on the south side of the existing MAC Center. The proposed turf space is approximately 16,000 square feet, to be surrounded by an over 8' fence.
- f. Proposed ingress, egress, parking and circulation; criteria is satisfied. The ingress and egress points for the property will remain unchanged from the existing ingress and egress for the MAC Center. The access is on the northwest side of Loma Colorado Blvd. NE. As the turf addition is being located over existing parking, the 19 spaces are being relocated to the abutting lot; the new parking area features 40 new parking spaces. No ADA accessible spots were lost as a result of this relocation. Criteria is satisfied.
- g. Landscaping and landscaping buffers; Per the landscaping standards shown in the applicable Ordinance, a minimum 10% of the site is to be landscaped. The site landscaping will remain unchanged from the current landscaping on the developed site. Any disturbed landscaping as a result of development shall be met and replaced elsewhere on the site. Criteria is satisfied.
- h. Elevations; the existing building will remain unchanged as a result of this expansion, no elevations are necessary. Criteria is satisfied.
- i. Adjacent property characteristics; criteria is satisfied. The adjacent property to the southeast across Loma Colorado Blvd. NE is the Loma Colorado Subdivision, zoned SU/Special Use for Medium Density Single-Family Residential. The property to the southwest has the same zoning ordinance and is the location of the Loma Colorado Main Library. To the west and north are undeveloped SU/Special Use: Mixed-Use properties, and to the immediate northwest, the property has a similar zoning designation with restaurants, bars, and similar uses included.
- j. Preliminary drainage plan; criteria may be satisfied. The applicant is in the process of working on addressing drainage concerns.

NOTIFICATIONS:

Adjacent property owners were notified via certified mail, 15 days prior to the hearing. A legal notice was published in the June 11, 2025 edition of the Albuquerque Journal. A notice sign was posted on the property as required by Ordinance. All legal notification requirements for this project have been met.

REVIEWED BY:

Reviewing Agency	Comments
Planning and Zoning	Comments included in this document
Development Services Engineering	No comments
Parks, Recreation, and Community Services	See Attachment
CoRR Fire and Rescue	See Attachment
CoRR Police	No comments
Rio Rancho Public Schools	No comments
SSCAFCA	No comments
Mid-Region Council of Government - MRMPO	No comments

IMPACT:

The Planning and Zoning Board recommends that the Governing Body approve the applicant's

request for Site Plan Approval with the following conditions of approval and findings of fact:

GENERAL FINDINGS:

1. Ordinance No. 71 Enactment No. 94-069 requires site plan review by the Planning and Zoning Board;
2. R.O. 2003 154.43 (3) requires site plan approval by the Governing Body;
3. The property owner has the authority to apply for site plan approval;
4. The applicant and adjacent property owners received due process as proper notice and a full opportunity to present views were given.

SPECIFIC FINDINGS AND CONDITIONS OF APPROVAL:

1. The subject property is zoned SU/Special Use District by Ordinance No. 71, Enact. No. 94-069. The SU/Special Use zoning designation requires that a site plan be reviewed by the Planning and Zoning Board and approved by the Governing Body.
2. The site plan conforms to the Rio Rancho Code of Ordinances (R.O. 2003) Section 154.43
3. Development of the site will conform to all City ordinances, standards and specifications.
4. The review and subsequent building permit applications will ensure conformance to the approved site plan and City ordinances, standards and specification.
5. Drainage plan must be provided prior to building permit approval.
6. A parking agreement for proposed parking spaces in the existing right-of-way shall be approved and executed with the City.
7. Any disturbed landscaping shall be replaced to satisfy landscaping requirements.
8. The Director of the Development Services Department may approve minor changes to this site plan if the change is consistent with the use and other written requirements and/or conditions of approval, if the buildings are the same general configuration, if the total square footage is not greater than 10% of the approved plan, the site circulation is similar in its effect on adjacent property or streets, and the approving official finds that neither the city nor any person will be substantially aggrieved by the altered site plan.
9. This approval is valid for a period of three years from date of approval, in which time a building permit for the proposed structures must be applied for and issued, remain active, and the authorized construction shall be started and diligently pursued to completion without cessation of thirty days.

ALTERNATIVES:

The Governing Body has three alternatives on the disposition of this request and may:

1. Approve the site plan;
2. Deny the site plan;
3. Postpone its decision to allow for further review and consideration.

DEPARTMENT RECOMMENDATION:

The Planning and Zoning Board recommends the Governing Body approve the applicant's request for a Site Plan approval with findings of fact and conditions of approval.

ATTACHMENT: [Justification Letter](#)

ATTACHMENT: [Zoning Map](#)

ATTACHMENT: [Site Plan](#)

ATTACHMENT: [Fencing Detail](#)

ATTACHMENT: [Turf Information](#)

ATTACHMENT: [Site Plan Parking](#)

ATTACHMENT: [Parking Lease Agreement](#)

ATTACHMENT: [Reviewer Comments](#)

ATTACHMENT: [Public Notice](#)

ATTACHMENT: [Public comment](#)



MAC TURF FIELD APPLICATION SUPPORTING INFORMATION

The MAC is seeking to construct an approx. 16,000 square-foot turf field on the south side of the property. This would require turfing over existing parking; however, this parking will be replaced by parking in a compacted dirt lot to the north of the property.

The proposed area is owned by the City of Rio Rancho with McDermott Sports, LLC as the tenant. The new field falls within the zoning and guidelines outlined in the lease agreement.

MAC ownership met with fire officials to discuss maintaining 360-degree access to the building. To satisfy requirements, gates will be constructed and keys will be provided to fire officials. Additionally, in the event RRFD needs access to the area and damage occurs the MAC will indemnify the City of Rio Rancho for any damages.

Other than fencing, no structures will be erected in this area.

There is existing drainage in this area of the property. Additionally, turf is designed to drain and hold moisture.

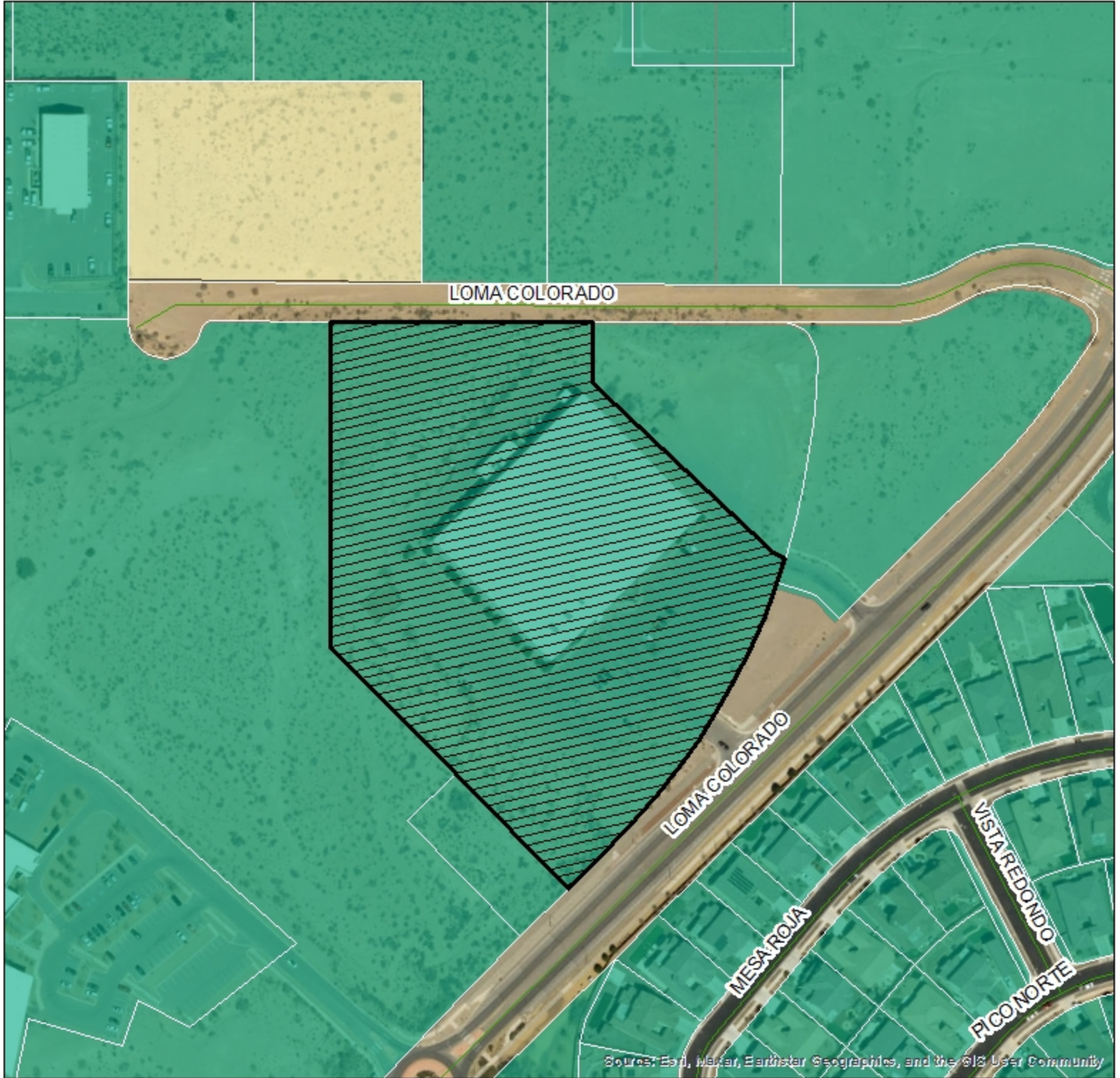
Any additional lighting will be no higher than the building height and does not face residential areas.

The purpose for this project is to expand on current services, as well offer new services to local youth sports teams that are in need of space. We believe this will be a welcomed addition to our facility and the community as a whole.

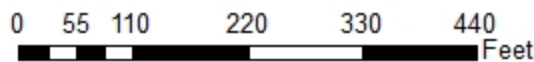
Thank you for your time,

Michael McDermott
Owner
The McDermott Athletic Center (The MAC)

801 & 821 LOMA COLORADO BLVD NE SITE PLAN APPROVAL LOMA, TRACTS P-1C-A & P-1C-B



Source: Esri, Maxar, Earthstar Geographics, and the ©2022 User Community



	Subject Property
	Roads
Zoning	
	R-1
	SU

DISCLAIMER: All information in this map is provided "as is" without warranty or any representation of accuracy, timeliness, or completeness. This map is not a survey and should be used for graphical purposes only.



Map Created by Liz Ruiz Carlos on 5/23/2025



Topographic Map
for
Portions of
Tracts P-1C-A
and P-1C-B
Loma Colorado
City of Rio Rancho
Sandoval County, New Mexico
December 2023

Easement Notes

- 1 EXISTING PRIVATE ACCESS EASEMENT BENEFITING SUBJECT PROPERTY (7/21/08, RRE BK. 22, PG. 39)
- 2 EXISTING 50' PUBLIC WATER AND SANITARY SEWER EASEMENT (7/21/08, RRE BK. 22, PG. 39)
- 3 EXISTING 10' P.U.E. (7/21/08, RRE BK. 22, PG. 39)
- 4 EXISTING PRIVATE DRAINAGE EASEMENT (7/21/08, RRE BK. 22, PG. 39)
- 5 EXISTING 10' P.U.E. (2/27/97, RRE BK. 9, PG. 119)
- 6 EXISTING 10' PNM EASEMENT (7/30/96, BK. MISC. 354, PG. 390)
- 7 EXISTING 10' P.U.E. (12/7/2006, RRE BK. 20, PG. 22-27)

Legend

N 90°00'00" E MEASURED BEARINGS AND DISTANCES

- FOUND MONUMENT AS INDICATED
- ▭ COVERED AREA
- ▨ CONCRETE
- CHAINLINK FENCE
- UTILITY PEDESTAL
- ☆ LIGHT POLE
- ⊞ TRANSFORMER
- ⊞ PULL BOX
- ⊞ GAS METER
- ⊞ WATER VALVE
- ⊞ WATER METER
- ⊞ FIRE HYDRANT
- ⊞ MANHOLE
- ⊞ SIGN
- ↔ CURB CUT/INDICATION OF ACCESS TO ROADWAY
- ⊞ STORM DRAIN INLET
- ⊞ ROOF DRAIN
- ⊞ RAMP
- G— UNDERGROUND GAS UTILITY LINE
- SAS— UNDERGROUND SANITARY SEWER LINE
- E— UNDERGROUND ELECTRIC UTILITY LINE
- W— UNDERGROUND WATER UTILITY LINE
- FO— UNDERGROUND FIBER OPTIC UTILITY LINE
- 5075.50 SPOT ELEVATION
- BC 5075.50 BACK OF CURB ELEVATION
- FL 5075.50 FLOW LINE ELEVATION
- TA 5075.50 TOP OF ASPHALT ELEVATION
- TOP 5075.50 TOP OF SLOPE ELEVATION
- TOE 5075.50 TOE OF SLOPE ELEVATION
- EP 5075.50 EDGE OF PAVEMENT ELEVATION

Line Table

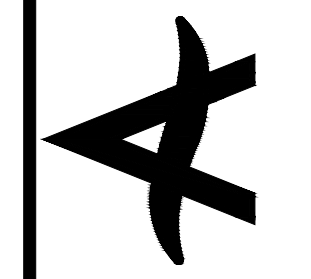
Line #	Direction	Length (ft)
L1	S 45°15'26" W	94.29'
L2	S 00°15'37" W	82.43'
L3	S 46°32'30" E	79.46'
L4	S 66°00'31" E	30.18'

Curve Table

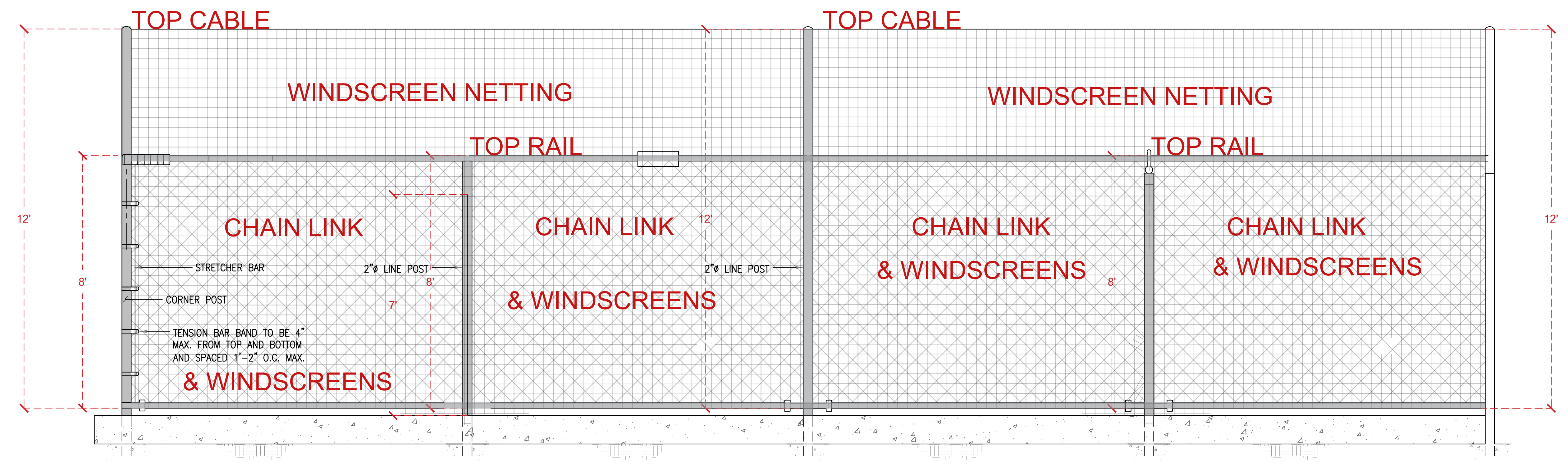
Curve #	Length	Radius	Delta	Chord Length	Chord Direction
C1	79.09'	50.00'	90°37'48"	71.10'	S 44°25'29" E
C2	728.74'	941.00'	44°22'18"	710.67'	S 23°04'34" W
C3	276.88'	941.00'	16°51'31"	275.88'	S 09°19'10" W
C4	451.86'	941.00'	27°30'47"	447.53'	S 31°30'19" W



CSI-CARTESIAN SURVEYS INC.
P.O. BOX 44414 RIO RANCHO, N.M. 87174
Phone (505) 896-3050 Fax (505) 891-0244
cartesianbrian@gmail.com



DATE _____



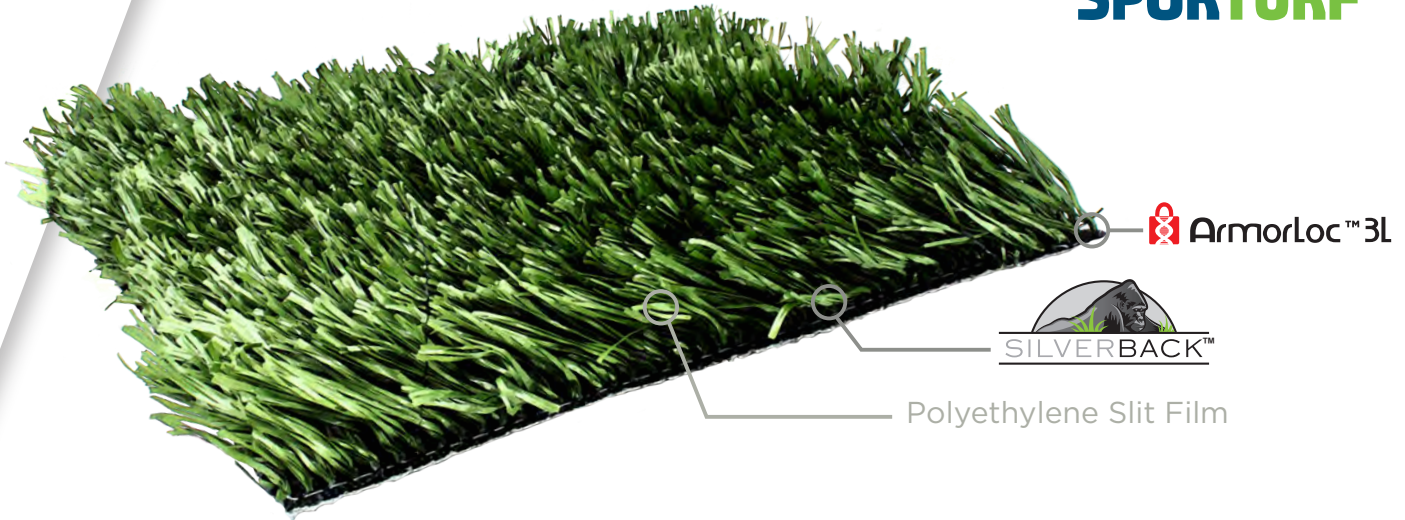
PERIMETER FENCING - 8' TALL WITH 4' NET ON TOP

SHEET TITLE: _____
 NAME: _____
 ADDRESS: _____
 CITY: _____
 SUBDIV.: _____
 HOME: _____
 REP.: _____
 BUS: _____
 MBL: _____
 DATE: _____

PowerHouse 46Q



SPORTTURF™

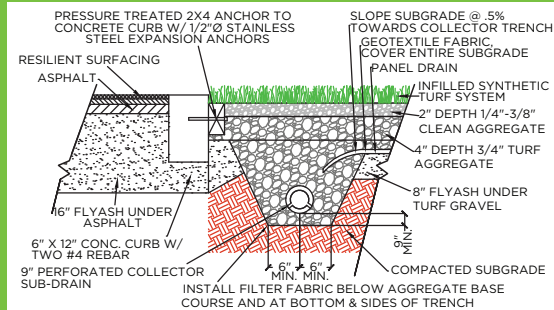


PROPERTY

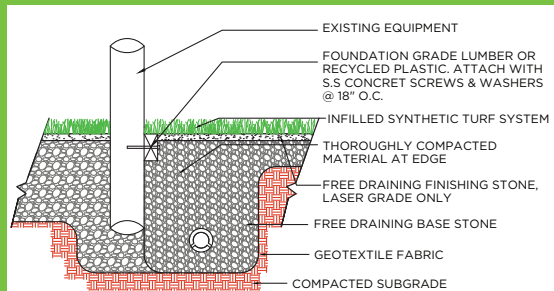
DESCRIPTION

FL452Q-46

Primary Yarn Polymer	Polyethylene
Yarn Cross Section	Polyethylene Slit Film
Standard Color	Field; Field/Lime
Additional Colors Available*	White, Yellow, Red, Florida Blue, Black, Orange, Terra Cotta
UV Stabilized	Yes
Fabric Construction	Tufted
Primary Backing	Dual layered woven polypropylene
Coating Type	SilverBack™ Polyurethane
Perforations	Yes
Polyethylene Yarn Denier/Ends	8000/1 (Slit) 5000/1 (Slit)
Recommended Infill	1 lb. Silica Sand; 3.25 lbs. SBR Rubber
Pile Height	2 1/4"
Pile Weight	46 oz.

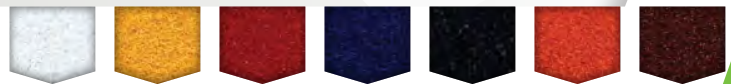


CURB



EQUIPMENT

Standard Line and Field Colors*



APPLICATION

This is a high use field product. This product should be installed outdoors on a compacted aggregate base. The PowerHouse series is made up of some of the most proven and durable fibers in the world. The 2C "Double Coverage" system allows for more face yarn to show off its beautiful colors. This 13,000 denier system will keep your field looking newer, longer.



*Custom colors available upon request



TESTING

POWERHOUSE 46Q

FINISHED FABRIC

Nominal Specification

Pile Height (Nominal)

Face Weight

Total Fabric Weight

Primary backing Weight

Secondary Coating Weight

Tuft Bind

Grab Tear Strength (Average)

Lead Content

Total Yarn Linear Density

Tensile Strength (Slit)

Stitch Rate

Machine Gauge

Flammability

Water Permeability w/infill

Fiber Thickness (Slit)

Fabric Width

ENGLISH SYSTEM

Value

Units

2 1/4

In.

46

oz/yd²

73

oz/yd²

7.4

oz/yd²

22

oz/yd²

>10

lbs.

>200

lbs.

<50

ppm

13,000

Denier

8

lbs.

8

Per 3"

1/2

In.

TEST

PASSED

>30

In./Hr.

9.4

mils

15

Ft.

METRIC SYSTEM

Value

Units

57.15

mm.

1560

g/m²

2475

g/m²

251

g/m²

746

g/m²

>4.5

Kg.

>91

Kg.

<50

ppm

14,443

D-Tex

3.6

Kg.

10.49

Per 10 cm

1.27

Cm.

TEST

PASSED

>76

Cm./Hr.

100

microns

4.6

M

ASTM TEST

Method

D-5823

D-5848

D-5848

D-5848

D-5848

D-1335

D-2256

D-2765

D-1577

D-789

D-5793

D-5793

D-2859

F-1551

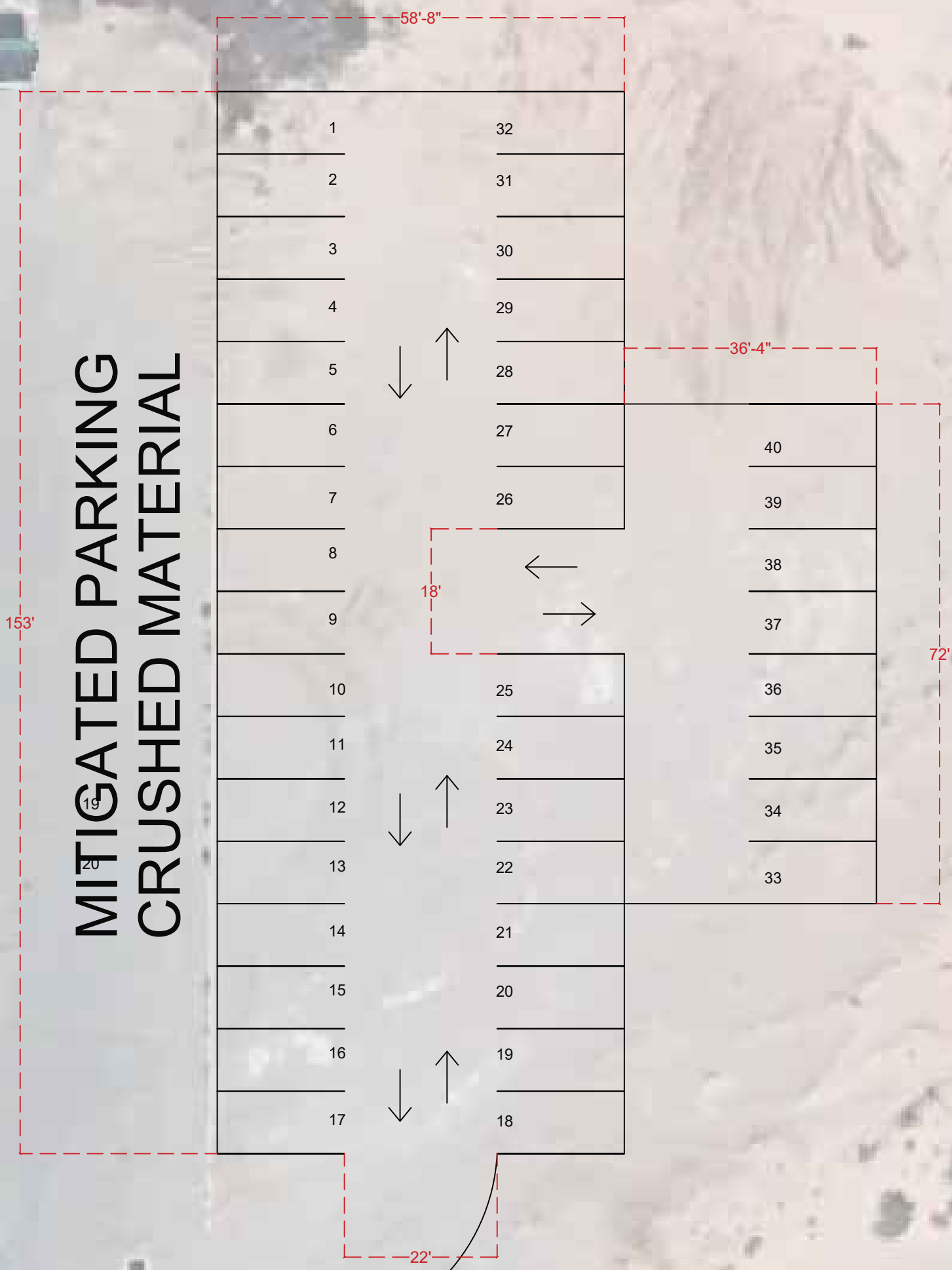
D-3218

None



8/28/2023

The McDermott
Athletic Center



PARKING SPACE LEASE AGREEMENT

This Parking Space Lease Agreement (the "Lease") is made and entered into on January 01, 2024 (the "Effective Date") by and between Ragarm Development Company (RDC) of 821 Loma Colorado Blvd., Rio Rancho, New Mexico, 87124 (the "Lessor") and McDermott Sports, LLC of 801 Loma Colorado Blvd., Rio Rancho, New Mexico, 87124 (the "Lessee"), collectively known as the "Parties." The Parties hereby agree as follows:

Terms and Conditions

1. Term

Lessor hereby leases to Lessee the parking space located at 821 Loma Colorado Blvd., Rio Rancho, New Mexico 87124 and designated 1.525 acres. The lease will start on May 01, 2024 and will continue in perpetuity.

2. Rent

Parking space rent is be in the amount of \$1.00 per year.

3. Liability

Lessor shall not be responsible for damage or loss to possessions or items left in Lessee's vehicle. Lessor shall not be responsible for damage to Lessee's vehicle, whether or not such damage is caused by other vehicle(s) or person(s) in the parking lot and surrounding area. Lessor may, at Lessor's sole discretion, provide parking lot attendants. In the event that Lessor or operator of the parking lot provides such attendants, any use of such attendant by Lessee to park or drive Lessee's vehicle shall be at Lessee's request, direction and sole risk of any resulting loss, and Lessee shall indemnify Lessor for any loss resulting from such use.

4. Termination

Either party may terminate this Lease by providing 90 days' written notice to the other party. Any such notice shall be directed to a party at the party's address as listed in this Lease.

5. Governing Law

This Agreement shall be governed by the laws of New Mexico.

6. Entire Agreement

This Lease contains the entire agreement of the parties, and there are no other promises or conditions in any other agreement whether oral or written concerning the subject matter of this Lease. This Lease supersedes any prior written or oral agreements between the parties.

7. Severability

If any provision of this Lease will be held to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Lease is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

8. Amendment

This Lease may be modified or amended in writing, if the writing is signed by the party obligated under the amendment.

9. Waiver of Contractual Rights

The failure of either party to enforce any provision of this Lease shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Lease.

10. Assignment

Neither party may assign or transfer this Lease without the prior written consent of the non-assigning party, which approval shall not be unreasonably withheld.

LESSOR

By: Michael McDermott

Date: April 29th, 2025

McDermott Sports, LLC

LESSEE

By: Michael McDermott

Date: April 29th, 2025

Ragarm Development Company (RDC)



DEVELOPMENT SERVICES DEPARTMENT— TRANSMITTAL AND REVIEW SHEET

DATE: April 24, 2025

- TO:** (X) Development Services –David Serrano, Amy Rincon, Peter Prukop
- (X) Fire and Rescue – Brian Johnson, Gerard Bauer
- (X) Police - Justin Garcia
- (X) SSCAFCA – Andy Edmondson, Sara Rassa
- (X) Parks and Recreation - Dyane Sonier
- (X) Rio Rancho Public Schools – Michael Baker
- (X) MRCOG – Peach Anderson-Tauzer

FROM: Development Services Department, Planning & Zoning Division

RE: Site Plan DSD #25-160-00004

The applicant, McDermott Sports, LLC, requests approval of a Site Plan for the subject property legally described as LOMA, Tr P-1C-A. The lot is physically located at 801 Loma Colorado Blvd NE, is zoned SU: Special Use for Educational, Recreational, and Cultural Uses, and consists of 8.59 acres. The Site Plan is for the addition of a turf field and relocation of existing parking.

Please review and provide recommendations, comments or corrections on this form and return via hand delivery, fax or e-mail by **May 1, 2025**. If redline comments are made on the application, please also provide me with a copy. Please contact Liz Ruiz Carlos at 505-896-8785 or e-mail lruizcarlos@rrnm.gov if you have any questions or would like to review a hard copy at my office.

This item has been reviewed and is hereby:

- RECOMMENDED FOR APPROVAL
- RETURNED FOR REVISIONS RESUBMITTAL REQUIRED
- RETURNED WITH COMMENTS RESUBMITTAL NOT REQUIRED

Approved with the requirements of having keys available in the Knox Box to unlock gates on both ends, as well as getting approval from the ownership to be able to drive fire apparatus on the Turf only if there is a fire and access is needed. Fire Marshal Brian Johnson

Fire Marshal BRIAN JOHNSON
Reviewer

4/30/2025
Date



DEVELOPMENT SERVICES DEPARTMENT— TRANSMITTAL AND REVIEW SHEET

DATE: April 24, 2025

- TO:** (X) Development Services –David Serrano, Amy Rincon, Peter Prukop
- (X) Fire and Rescue – Brian Johnson, Gerard Bauer
- (X) Police - Justin Garcia
- (X) SSCAFCA – Andy Edmondson, Sara Rassa
- (X) Parks and Recreation - Dyane Sonier
- (X) Rio Rancho Public Schools – Michael Baker
- (X) MRCOG – Peach Anderson-Tauzer

FROM: Development Services Department, Planning & Zoning Division

RE: Site Plan DSD #25-160-0004

The applicant, McDermott Sports, LLC, requests approval of a Site Plan for the subject property legally described as LOMA, Tr P-1C-A. The lot is physically located at 801 Loma Colorado Blvd NE, is zoned SU: Special Use for Educational, Recreational, and Cultural Uses, and consists of 8.59 acres. The Site Plan is for the addition of a turf field and relocation of existing parking.

Please review and provide recommendations, comments or corrections on this form and return via hand delivery, fax or e-mail by **May 1, 2025**. If redline comments are made on the application, please also provide me with a copy. Please contact Liz Ruiz Carlos at 505-896-8785 or e-mail lruizcarlos@rrnm.gov if you have any questions or would like to review a hard copy at my office.

This item has been reviewed and is hereby:

- RECOMMENDED FOR APPROVAL
- RETURNED FOR REVISIONS RESUBMITTAL REQUIRED
- RETURNED WITH COMMENTS RESUBMITTAL NOT REQUIRED

PRCS does not have specific recommendations regarding the variance request.

The following items should be addressed if/when building permit application occurs:

- * The case application states the turf will be placed on top of the existing asphalt - increasing need for information about how site runoff will be facilitated. Per the provided spec sheets and layout, the Brock Shock pad has some vertical and horizontal water transfer and absorption properties but the turf and pad must drain somewhere – typically turf needs a crushed gravel bed or trench/es for optimal drainage. Artificial turf can clog with blow sand (in abundance at this site) without regular maintenance. The runoff from half of the building and the existing parking lot surfacing west and south of the building appears to drain to the S/SE parking lot header curb and drain inlet that has clogged or failed causing historic and current erosion completely undercutting the header curb and asphalt near that inlet. That same inlet will be covered with the proposed padding and artificial turf. There are no indications on the application documents as to where a drainage channel may be created, calculations showing how much runoff is/may be generated on site, and whether the proposed materials and covered inlet can convey that runoff.
- * With the proposed placement of multiple storage containers to the S/SE side of the field, outside of the parking lot header curb, it appears the edge of some of the containers would be at or over the head of the slope of the hill. The application documents do not indicate how the hill side will be stabilized to prevent any undercut wind or rain erosion on the S/SE sides of the storage containers, how the slope may be backfilled and compacted to support the weight of the containers, etc..
- * Proposed footing dimensions for fencing/posts and net posts will need to be verified with stamped engineered drawings of the fence/net system with calculations meeting the New Mexico snow and wind load requirements.

Dyane N. Sonier

04/28/2025

Reviewer

Date



The City of Rio Rancho

**Development Services
Planning Division**

3200 Civic Center Circle NE
Rio Rancho, NM 87144
Phone (505) 891-5005 • Fax (505) 896-8994

June 6, 2025

RE: Site Plan Approval
Case No. 25-160-00004
801 Loma Colorado Blvd NE

Dear Property Owner:

You are receiving this certified notice because your property abuts a site where a land development decision is required by the Governing Body.

The applicant, McDermott Sports, LLC, requests approval of a Site Plan for the subject property legally described as LOMA, Tr P-1C-A. The lot is physically located at 801 Loma Colorado Blvd NE, is zoned SU: Special Use for Educational, Recreational, and Cultural Uses, and consists of 8.59 acres. The Site Plan is for the addition of a turf field, 8' fence, and relocation of existing parking.

The **Governing Body** will consider the request on **Thursday, June 26, 2025** at 6:00 pm in the **Council Chambers** and **Virtually** as a hybrid meeting, through the **Zoom link and number below**.

On the back of this letter is a location map of the project, with the subject property identified with the black outline.

If you would like to comment on this application, you are encouraged to send in comments in writing, which will be presented to the Governing Body. This Governing Body meeting will be hybrid with options to participate virtually or in person. The City highly encourages citizens to watch the meeting live on the City's website www.rrnm.gov or on Sparklight cable channel 56.

For the **Governing Body meeting**, to participate virtually: Join via computer:
<https://us06web.zoom.us/j/85302353741?pwd=bWp1QXliSGJoeHhJaGV0czF4MDN0UT09>
Meeting ID: 853 0235 3741 Passcode: 789419 Join via phone: 1-346-248-7799 US

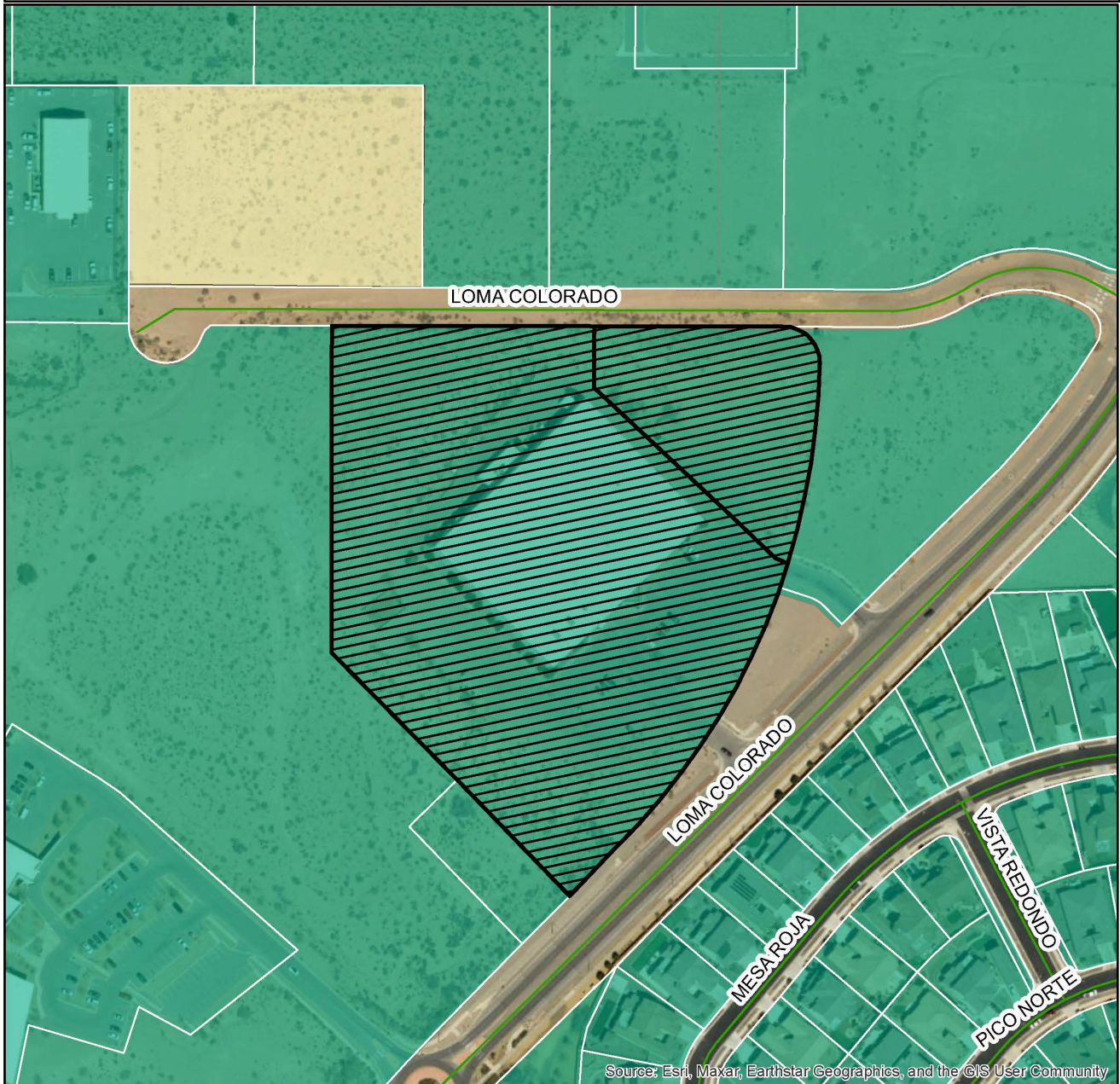
Please do not hesitate to contact me via e-mail me at lruizcarlos@rrnm.gov or call me at 505-896-8785, if you have any questions concerning this matter. The agenda for this hearing and related staff reports will be posted on the City's website, www.rrnm.gov, the Friday before the hearing.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk, 505-891-5004, as soon as possible prior to the meeting. Please contact the City Clerk if a summary or other type of accessible format is needed.

Respectfully,

Liz Ruiz Carlos
Municipal Planner II
Development Services Department
City of Rio Rancho

801 & 821 LOMA COLORADO BLVD NE SITE PLAN APPROVAL LOMA, TRACTS P-1C-A & P-1C-B





CITY OF RIO RANCHO
PUBLIC HEARING NOTICE

The GOVERNING BODY of the CITY of RIO RANCHO will consider the following matters at its regularly scheduled meeting at 6:00 p.m. on Thursday, June 26, 2025:

Site Plan

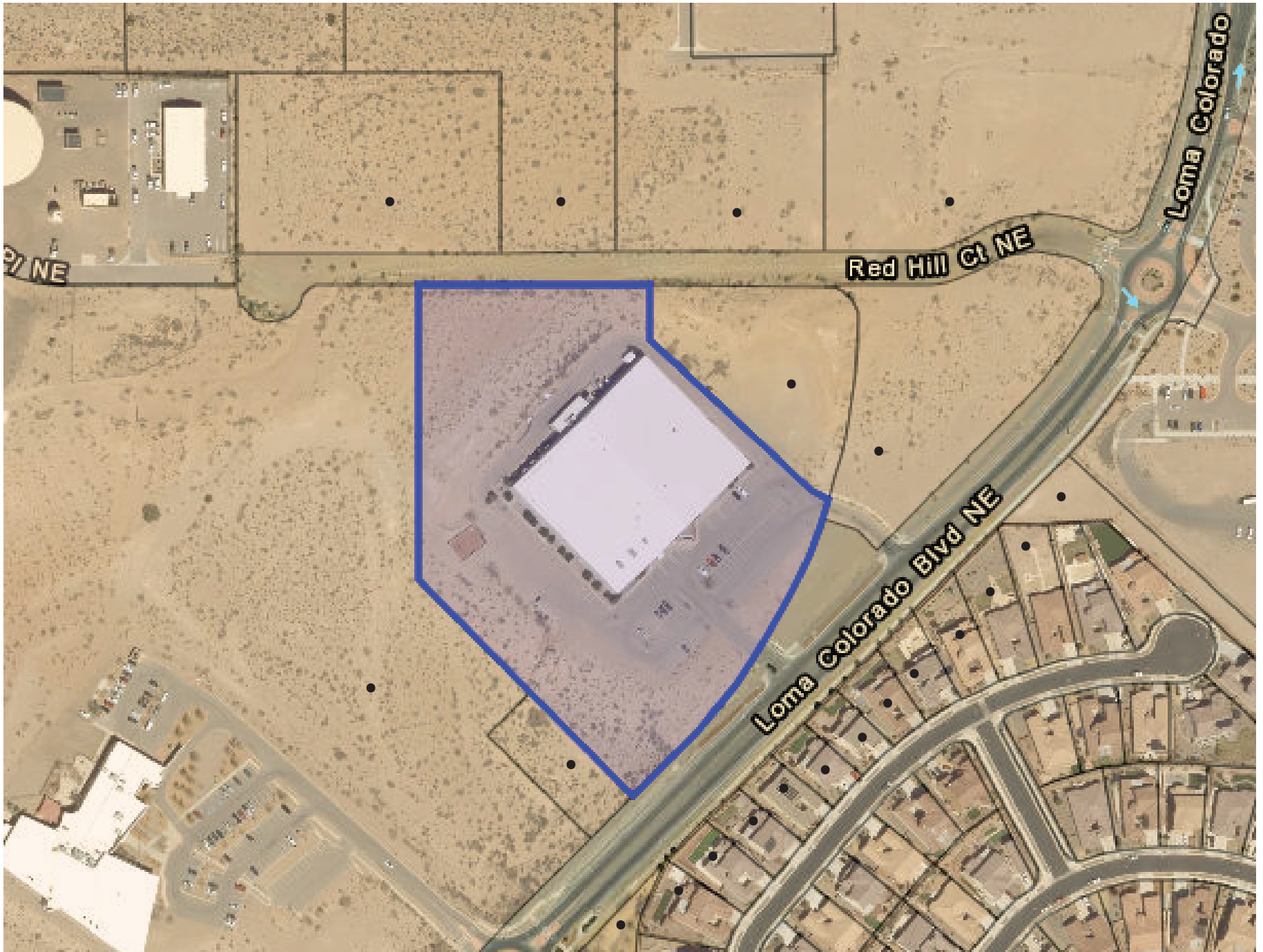
Request #25-160-00004

The applicant, McDermott Sports, LLC, requests approval of a Site Plan for the subject property legally described as LOMA, Tr P-1C-A. The lot is physically located at 801 Loma Colorado Blvd NE, is zoned SU: Special Use for Educational, Recreational, and Cultural Uses, and consists of 8.59 acres. The Site Plan is for the addition of a turf field, a fence higher than 8 ft, and relocation of existing parking.

The meeting is scheduled for 6 pm in the Council Chambers at City Hall, 3200 Civic Center Circle NE, Rio Rancho, NM. The public is invited to attend in person or virtually at www.rnm.gov. Materials related to these items are available for viewing in the Development Services Department at City Hall.

If you would like to comment on any of these applications, you are encouraged to submit a written comment to planning@rnm.gov. Written comments will be inserted into the public record.

Journal: June 11, 2025



Notice Map: • - Certified letter to adjacent property owners

From: Robert Bradley <rroobbeertrta1990@gmail.com>

Sent: Wednesday, June 18, 2025 7:43 AM

To: Clerk <Clerk@rrnm.gov>; BRIAN BABYAK <bbabyak@rrnm.gov>; AMY RINCON <arincon@rrnm.gov>

Cc: Gregory Hull <ghull@rrnm.gov>; kopsahl@rrobsvr.com

Subject: New Field ?

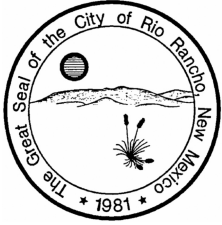
Caution! This message was sent from outside your organization.

[Report](#)

Some people who received this message don't often get email from rroobbeertrta1990@gmail.com. [Learn why this is important](#)

The story in the observer was obviously biased and done more by the owner of the Mac and not a reporter seeking the facts. They only talked to individuals that worked or were related to the Mac. Sal Tortorici has relative playing baseball for them. Justin E and Kurt V coach for them and will say what the owner wants. Somebody should talk to the entire baseball community and not the ones who can afford playing at the Mac. Approving a field for the McDermott athletic center will not help the Rio Rancho community. The Mac already charges over 400 dollars a month for a baseball player just to be on a team . (Plus other fees) Then they have now merged with the Albuquerque Baseball Academy. The new field will only make the Albuquerque baseball Academy make more money off our Rio Rancho community. The Mac already charges outrageous fees to use all athletic facilities and especially for baseball families. A new field will only increase the cost for the community to rent these fields. The Rio Rancho community has self created about 10 baseball club teams because of getting away from the Mac and Albuquerque Baseball Academy. A field for the Mac will not benefit our community. It will only help the Mac and the Albuquerque baseball Academy become richer ! Approve something our Rio Rancho community can use and afford instead of giving favorable treatment to an athletic center that has already turned its back on our Rio Rancho community by charging crazy fees and merging with an Academy in Albuquerque who are making money off our Rio Rancho community.. also an at large board member should have no say when they have relative's playing for the Mac.....Ask the entire baseball community what they think about a field at the Mac and not just people who can afford 400 dollars a month/. I cannot find the email addresses of any planning board members and those who might want to read this. Please share with anybody you think this email may be pertinent to. Thank you for erasing.

Rio Rancho Baseball Community



**CITY OF RIO RANCHO
COVER PAGE**

Legislation Item:

AGENDA DATE:
June 26, 2025

DEPARTMENT:
Financial Services

SUBJECT:
D35, Public Hearing for the Community Development Block Grant (CDBG) Third Annual Action Plan for Program Year 2025/Fiscal Year 2026

BACKGROUND AND ANALYSIS:

IMPACT:

ALTERNATIVES:

DEPARTMENT RECOMMENDATION:
No action is to be taken. Public comment only. A Resolution approving the proposed the Third Annual Action Plan for the Community Development Block Grant (CDBG) appears on the June 26, 2025 Governing Body agenda under the Discussion and Deliberation section.

ATTACHMENT: [Public Notice](#)
ATTACHMENT: [Public Notice Spanish](#)
ATTACHMENT: [Action Plan Notice](#)



City of Rio Rancho Community Development Block Grant (CDBG) Public Notice Public Comment FY26/PY25 CDBG Annual Action Plan

The Public Hearing scheduled for Thursday, June 12, 2025 during the City of Rio Rancho City Council Meeting has been postponed and rescheduled to take place during the City of Rio Rancho Council meeting on Thursday, June 26, 2025 at 6:00pm in the City of Rio Rancho Council Chambers located at 3200 Civic Center Circle NE, Rio Rancho, NM 87144.

The Public Comment Period initially scheduled to end on June 25, 2025, at 5:00pm will be extended to June 26, 2025 at 7:00pm. The City of Rio Rancho is seeking your comments regarding the 2025-2026 Action Plan: a one-year plan for expenditure of CDBG funds from July 1, 2025, through June 30, 2026. The plan can be viewed on the City of Rio Rancho website: rmm.gov.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter or any other form of auxiliary aid or service to attend or participate in the meeting, please contact the City Clerk at (505) 891-5004 on or before the Friday prior to the meeting date. Public documents, including the agenda and minutes, can be provided in various accessible formats. For TTY please call (505) 891-1365. Please contact the City Clerk if a summary or other type of accessible format is needed.

Aviso Público Plan de Acción Anual de CDBG para el Año Fiscal 2026/2025

La Audiencia Pública programada para el Jueves 12 de Junio de 2025 durante la reunión del Consejo Municipal de la Ciudad de Rio Rancho se ha pospuesto y se ha reprogramado para el Jueves 26 de Junio de 2025 a las 6:00pm en la Sala del Consejo de la Ciudad de Rio Rancho, ubicada en 3200 Civic Center Circle NE, Rio Rancho, NM 87144.

El Período de Comentarios Públicos, inicialmente programado para finalizar el 25 de Junio de 2025 a las 5:00pm, se extenderá hasta el 26 de Junio de 2025 a las 7:00pm. La Ciudad de Rio Rancho solicita sus comentarios sobre el Plan de Acción 2025-2026: un plan anual para el gasto de los fondos CDBG del 1 de Julio de 2025 al 30 de Junio de 2026. El plan se puede ver en el sitio web de la ciudad de Rio Rancho: rmm.gov.

Si usted es una persona con discapacidad que necesita un lector, amplificador, intérprete de lenguaje de señas calificado o cualquier otro tipo de ayuda

o servicio auxiliar para asistir o participar en la reunión, comuníquese con la Secretaria Municipal al (505) 891-5004 a más tardar el viernes anterior a la fecha de la reunión. Los documentos públicos, incluyendo la agenda y las actas, se pueden proporcionar en varios formatos accesibles. Para TTY, llame al (505) 891-1365.

Si necesita un resumen u otro tipo de formato accesible, comuníquese con la Secretaria Municipal.

Journal: June 7, 2025



**AVISO DEL PERÍODO PARA
COMENTARIOS DEL PÚBLICO Y AUDIENCIA
PÚBLICA PARA EL PLAN DE
ACCIÓN ANUAL 2025-2026**

**SUBVENCION EN BLOQUE
PARA EL DESARROLLO
COMUNITARIO DE LA**

**CIUDAD DE RIO RANCHO
(CDBG)**

El Plan de Acción Anual 2025-2026 estará disponible para revisión del público desde el 27 de Mayo de 2025 hasta el 25 de Junio de 2025 a las 5:00 p. m. en el Departamento de Servicios Financieros (3200 Civic Center Circle NE, Suite 300) y en la Oficina del Secretario de la Ciudad. m. en el Departamento de Servicios Financieros (3200 Civic Center Circle NE, Suite 300), en el sitio web de la Ciudad de Rio Rancho en www.rrnm.gov/CDBG, y en la Oficina del Secretario de la Ciudad. Se invita a las personas a proporcionar comentarios públicos antes, después o en la audiencia pública programada para el 12 de Junio de 2025, que tendrá lugar durante la Reunión del Concejo de la Ciudad de Rio Rancho programada para comenzar a las 6:00 p.m. en las Cámaras del Concejo de la Ciudad de Rio Rancho. Si no puede asistir a la audiencia pública, puede enviar sus comentarios sobre las actividades propuestas en el Plan de Acción 2025-2026 antes del 25 de Junio de 2025 a Susan Gonzales, Administradora de Subvenciones CDBG, Ciudad de Rio Rancho, Departamento de Servicios Financieros, 3200 Civic Center Circle NE, Suite 300, Rio Rancho, Nuevo México 87144 o por correo electrónico a sgonzales@rrnm.gov. Para obtener más información, llame a Don Martínez al (505) 896-8720 o Susan Gonzales al (505) 677-4373. Las personas con discapacidad auditiva pueden llamar al 711.

**NOTIFICACION DE
AUDIENCIA PUBLICA DE LA
CIUDAD DE RIO RANCHO:**

El Jueves 12 de Junio de 2025 a las 6:00PM se llevara a cabo una audiencia publica por el Cuerpo Gobernante en la Camara del Consejo de la Ciudad localizada en 3200 Civic Center Circle NE, Rio Rancho, NM 87144 para discutir las necesidades de la comunidad en cuanto a vivienda, desarrollo economico, instalaciones publicas y servicios publicos para individuos de ingresos bajos a moderados en relacion con el Plan de Accion Anual 2025-2026 de la Subvencion en Bloque para el Desarrollo de la Comunidad. La Ciudad de Rio Rancho está buscando sus comentarios con respecto al Plan de Acción 2025-2026: un plan de un año para el gasto de los fondos CDBG desde el 1 de Julio de 2025 hasta el 30 de Junio de 2026. Los fondos CDBG estan disponibles a traves del Depar-

tamento de Vivienda y Desarrollo Urbano de los Estados Unidos (HUD).

El Órgano de Gobierno votará para aprobar el Plan de Acción 2025-2026 tal como fue presentado el 26 de Junio de 2025. Todos los comentarios recibidos entre el 27 de Mayo de 2025 y el 25 de Junio de 2025 se tendrán en cuenta antes de presentar el plan al HUD. El Plan de Accion Anual 2025-2026 debera presentarse el 11 de Julio de 2025.

El Plan de Acción Anual 2025-2026 es el tercer informe anual en el marco del Plan Consolidado 2023-2027 y refleja los objetivos anuales de dicho plan. Este plan se presenta al HUD como parte del Programa CDBG. El Plan de Acción Anual y el Plan Consolidado no sólo describen las actividades propuestas para ser realizadas con la asignación de CDBG 2025-2026, sino que también discuten programas más amplios iniciados por la ciudad que abordan una miriada de necesidades de desarrollo.

Si usted es una persona con una discapacidad que necesita un lector, amplificador, intérprete calificado de lenguaje de señas o cualquier otra forma de ayuda o servicio auxiliar para asistir o participar en la reunión, por favor póngase en contacto con el Secretario de la Ciudad al (505) 891-5004 en o antes del viernes anterior a la fecha de la reunión. Los documentos públicos, incluidos el orden del día y las actas, pueden proporcionarse en varios formatos accesibles. Para TTY, llame al (505) 891-1365. Póngase en contacto con el secretario municipal si necesita un resumen u otro tipo de formato accesible.

Traducción realizada con la versión gratuita del traductor DeepL.com

Traducción realizada con la versión gratuita del traductor DeepL.com
Journal: May 27, 2025



NOTICE OF PUBLIC COMMENT PERIOD AND PUBLIC HEARING FOR THE 2025-2026 ANNUAL

ACTION PLAN

CITY OF RIO RANCHO COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

The 2025-2026 Annual Action Plan will be available for public review from May 27, 2025 until June 25, 2025 at 5:00 p.m. in the Financial Services Department (3200 Civic Center Circle NE, Suite 300), on the City of Rio Rancho's website at www.rrnm.gov/CDBG, and the City Clerk's Office. Persons are welcome to provide public comments prior to, after, or at the scheduled public hearing on June 12, 2025, to take place during the City of Rio Rancho Council Meeting scheduled to begin at 6:00pm in the City of Rio Rancho Council Chambers. If you are unable to attend the public hearing, comments concerning the proposed activities outlined in the 2025-2026 Action Plan can be submitted by June 25, 2025, to the attention of Susan Gonzales, CDBG Grant Administrator, City of Rio Rancho, Financial Services Department, 3200 Civic Center Circle NE, Suite 300, Rio Rancho, New Mexico 87144 or via e-mail at sgonzales@rrnm.gov. For more information, please call Don Martinez at (505) 896-8720 or Susan Gonzales at (505) 677-4347. For hearing impaired persons please dial 711.

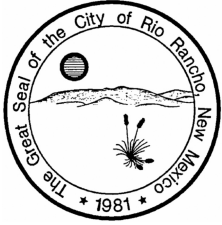
CITY OF RIO RANCHO PUBLIC HEARING NOTICE: A Public hearing will be held on Thursday, June 12, 2025 at 6:00PM by the Governing Body in the City Council Chambers located at 3200 Civic Center Circle NE, Rio Rancho, NM 87144 to discuss community needs for housing, economic development, public facilities and public services for low to moderate income individuals as they relate to the Community Development Block Grant 2025-2026 Annual Action Plan. The City of Rio Rancho is seeking your comments regarding the 2025-2026 Action Plan: a one-year plan for expenditure of CDBG funds from July 1, 2025, through June 30, 2026. CDBG funds are made available through the U.S. Department of Housing and Urban Development (HUD).

The Governing Body will vote to approve the 2025-2026 Action Plan as presented on June 26, 2025. All comments received between May 27, 2025, until June 25, 2025, will be taken into consideration prior to the submission of the plan to HUD. The 2025-2026 Annual Action Plan is due July 11, 2025.

The 2025-2026 Annual Action Plan is the third annual report under the 2023-2027 Consoli-

dated Plan and reflects the annual goals of that plan. This plan is submitted to HUD as part of the CDBG Program. The Annual Action Plan and the Consolidated Plan not only describe the activities proposed to be accomplished with the 2025-2026 CDBG allocation, but also discuss larger programs initiated by the city that address a myriad of development needs.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter or any other form of auxiliary aid or service to attend or participate in the meeting, please contact the City Clerk at (505) 891-5004 on or before the Friday prior to the meeting date. Public documents, including the agenda and minutes, can be provided in various accessible formats. For TTY please call (505) 891-1365. Please contact the City Clerk if a summary or other type of accessible format is needed.
Journal: May 27, 2025



**CITY OF RIO RANCHO
COVER PAGE**

Legislation Item: O16

AGENDA DATE:
June 26, 2025

DEPARTMENT:
Administration

SUBJECT:
O16, Ordinance Amending Chapter 97 Alarm Systems

BACKGROUND AND ANALYSIS:

Second reading of an Ordinance. The first reading with approval took place at the Governing Body's June 12, 2025, meeting. Two readings with approval required for adoption.

The City of Rio Rancho is transitioning away from the Sandoval County Regional Emergency Communications Center (SCRECC) and establishing a Rio Rancho Emergency Communications Center, effective July 1, 2025, to better serve the citizens of Rio Rancho.

Pursuant to State of New Mexico rules and regulations, the Rio Rancho Emergency Communications Center has been recognized by the State as a Public Safety Answering Point (PSAP) within Sandoval County serving the City of Rio Rancho.

As a result of emergency communications center designation change, existing Municipal Code definition language requires updating.

The proposed Ordinance replaces references to "Sandoval County Regional Dispatch Center" with "Rio Rancho Emergency Communications Center."

IMPACT:
Necessary text updates to Municipal Code will occur.

ALTERNATIVES:
Approve the Ordinance.

Do not approve the Ordinance.

DEPARTMENT RECOMMENDATION:
City staff recommends approval of the Ordinance as presented.

ATTACHMENT: [Ordinance_O16](#)



**CITY OF RIO RANCHO
ORDINANCE**

ORDINANCE NO.

ENACTMENT NO.

ORDINANCE AMENDING CHAPTER 97 ALARM SYSTEMS

WHEREAS: the City of Rio Rancho is transitioning away from the Sandoval County Regional Emergency Communications Center (SCRECC) and establishing a Rio Rancho Emergency Communications Center, effective July 1, 2025, to better serve the citizens of Rio Rancho; and

WHEREAS: pursuant to State of New Mexico rules and regulations, the Rio Rancho Emergency Communications Center has been recognized by the State as a Public Safety Answering Point (PSAP) within Sandoval County serving the City of Rio Rancho; and

WHEREAS: as a result of emergency communications center designation change, existing Municipal Code definition language requires updating.

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF RIO RANCHO:

Section 1. Chapter 97, Alarm Systems, is hereby amended as follows (strikethrough is deleted text and underline is new text):

97.03 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

ALARM SYSTEM. Any device which is to detect fire, unauthorized entry, or medical emergency; and which emits a sound or transmits a signal or message when actuated, and causes notification to be made directly or indirectly to the ~~Sandoval County Regional Dispatch Center~~ Rio Rancho Emergency Communications Center, which serves as the area's Public Safety Answering Point ("PSAP"). For the purpose of this definition, an ALARM SYSTEM shall not include:

(1) Devices which are not designed or used to register alarms that are audible, visible, or perceptible outside of a protected area; or

(2) A device installed in a motor vehicle.

ALARM SYSTEM BUSINESS. The business of any individual, partnership, corporation, or other entity engaged in selling, leasing, maintaining, servicing, repairing, monitoring, or installing any alarm system, or in causing any alarm system to be sold, leased, maintained, serviced, repaired, altered, replaced, monitored or installed in any building, structure or facility.

ALARM USER. Any person in control of any building, structure, facility, or portion thereof,

1 where an alarm system is utilized.

2

3 ALARM USER PERMIT. An annual permit issued by the city allowing the operation of an
4 alarm system within the city.

5

6 AUTOMATIC DIALING DEVICE. An alarm system which automatically sends a
7 prerecorded voice or coded signal indicating the existence of an emergency situation that
8 the alarm system is designed to detect.

9

10 CENTRAL STATION. That part of the alarm business which intercepts signal activation of
11 an alarm device and relays this information by live voice to the PSAP.

12

13 DEPARTMENT. The Rio Rancho Police Department and/or the Rio Rancho Fire Rescue
14 Department, as the context may require.

15

16 DIRECT LINE. A telephone line direct to the PSAP that is for use only to report emergency
17 signals on a person-to-person basis.

18

19 DIRECTOR. The Chief of the Police Department or his/her designee.

20

21 ENHANCED 911 TRUNK LINE. A telephone line leading directly into the PSAP that is for
22 the purpose of handling emergency calls on a person-to-person basis covering the service
23 area within the Department's jurisdiction.

24

25 FALSE ALARM. The activation of any alarm system, which was not the result of any
26 emergency or threat of emergency of the kind for which the alarm system was designed to
27 give notice. In determining whether an alarm is a false alarm, all circumstances shall be
28 considered, including no evidence of criminal activity, fire, smoke, carbon monoxide, heat
29 or other threat of emergency of the kind for which the alarm system was designed to give
30 notice.

31

32 FIRE DEPARTMENT. The publicly supported Fire Rescue Department of the City of Rio
33 Rancho.

34

35 PERMIT HOLDER. The alarm user to whom an alarm user permit is issued.

36

37 PERSON. Any individual, firm, partnership, association, corporation, company or
38 organization of any kind.

39

40 POLICE DEPARTMENT. The publicly supported Police Department of the City of Rio
41 Rancho.

42

43 PSAP. The publicly supported ~~Sandoval County Regional Dispatch Center~~ Rio Rancho
44 Emergency Communications Center.

45

46 **Section 2. Severability Clause.** If any section, paragraph, clause, or provision of
47 this Ordinance, or any section, paragraph, clause, or provision of any regulation
48 promulgated hereunder shall for any reason be held to be invalid, unlawful, or
49 enforceable, the invalidity, illegality, or unenforceability of such section, paragraph,
50 clause, or provision shall not affect the validity of the remaining portions of this

1 Ordinance or the regulation so challenged.

2

3 **Section 3. Compiling Clause.** This Ordinance shall be incorporated in and
4 compiled as part of the Revised Ordinances of the City of Rio Rancho, (R.O. 2003).

5

6 **Section 4. Effective Date.** This Ordinance shall become effective ten days after
7 adoption.

8

9 ADOPTED THIS _____ DAY OF _____, 2025.

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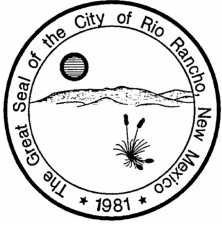
19

20

Greggory D. Hull, Mayor

ATTEST:

Noel C. Davis, City Clerk
(SEAL)



**CITY OF RIO RANCHO
COVER PAGE**

Legislation Item: O18

AGENDA DATE:
June 26, 2025

DEPARTMENT:
Financial Services

SUBJECT:
O18, Ordinance Amending Chapter 37 Taxation

BACKGROUND AND ANALYSIS:
First reading of an Ordinance. Two readings with approval required for adoption.

The City of Rio Rancho has adopted rules and regulations permitting short-term rental units to operate within the City of Rio Rancho effective July 1, 2025.

Amendments to the Lodgers' Tax code are necessary to account for short-term rental units in the Lodgers Tax auditing provisions required by State Statute.

The Ordinance clarifies applicable license requirement text, removes non-applicable text, establishes an annual audit minimum for short-term rentals, deadlines for providing responsive audit information, and a penalty for lack of timely response.

IMPACT:
Necessary and recommended updates to the Municipal Code will occur.

ALTERNATIVES:
Approve the Ordinance.

Do not approve the Ordinance.

DEPARTMENT RECOMMENDATION:
City Staff recommends approval of the Ordinance as presented.

ATTACHMENT: [PW 6-18-25_Draft_Lodgers_Tax_Amendments-_Final.docx](#)



**CITY OF RIO RANCHO
ORDINANCE**

ORDINANCE NO.

ENACTMENT NO.

ORDINANCE AMENDING CHAPTER 37 TAXATION

WHEREAS: pursuant to State Statute, the City of Rio Rancho imposes a 5 percent tax borne by persons using commercial lodging accommodations, with the revenues collected utilized for advertising, publicizing, and promoting tourist attractions and facilities in the City, and the acquisition, construction and maintenance of tourist attractions and recreational facilities; and

WHEREAS: the Governing Body has adopted rules and regulations related to allowing short-term rental units (all or portion of a “dwelling unit,” as defined in Section 154.03, providing accommodation which is offered for rent to a number of guests for a period of less than 30 days) to operate legally in the City of Rio Rancho effective July 1, 2025, which subjects short-term rental units to Lodger’s Tax payments; and

WHEREAS: amendments to municipal code in relation to Lodger’s Tax are necessary and advised to account for short-term rentals in relation to required State Statute auditing provisions.

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF RIO RANCHO:

Section 1. Chapter 37.02, Lodger’s Tax, is hereby amended as follows (underline new text and strikethrough deleted text):

37.02 LODGER’S TAX.

(A) This section shall be known as and may be cited as the “Lodger’s Tax Section.” (’87 Code, § 7-8-1)

(B) The purpose of this section is to impose a tax which will be borne by persons using lodgings, which tax will provide revenues for the purpose of advertising, publicizing and promoting facilities authorized in division (M) of this section, tourist attractions, and acquisition, construction and maintenance of tourist attractions and recreational facilities.

(C) For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

GROSS TAXABLE RENT. The total amount of rent paid for lodging, not including the state gross receipts tax or local sales tax.

LODGING. The transaction of furnishing rooms or other accommodations by a vendor to a vendee who, for a rent, uses, possesses or has the right to use or

1 possess any room or rooms or the units of accommodations in or at a taxable
2 premises.

3
4 **LODGINGS.** The rooms or other accommodations furnished by a vendor to a
5 vendee by a taxable service of lodgings.

6
7 **OCCUPANCY TAX.** The tax on lodging authorized by this section.

8
9 **PERSON.** A corporation, firm, other body corporate, partnership, association or
10 individual, includes an executor, administrator, trustee, receiver or other
11 representative appointed according to law and acting in a representative capacity,
12 but does not include the United States of America, the state, any corporation,
13 department, instrumentality or agency of the federal government, or any political
14 subdivision of the state.

15
16 **RENT.** The consideration received by a vendor in money, credits, property or other
17 consideration valued in money for lodgings subject to an occupancy tax authorized
18 herein.

19
20 **TAXABLE PREMISES.** A hotel, motel, short-term rental unit or other premises
21 used for lodging that is not the vendee's household or primary residence.

22
23 **TEMPORARY LODGING.** Lodgings for the purpose of housing a vendee within
24 proximity of the vendee's employment or job location.

25
26 **TOURIST.** A person who travels for the purpose of business, pleasure or culture
27 to a municipality or county imposing an occupancy tax.

28
29 **TOURIST-RELATED EVENTS.** Events that are planned for, promoted to and
30 attended by tourists.

31
32 **TOURIST-RELATED FACILITIES AND ATTRACTIONS.** Facilities and attractions
33 that are intended to be used by or visited by tourists.

34
35 **TOURIST-RELATED TRANSPORTATION SYSTEMS.** Systems that provide
36 transportation for tourists to and from tourist-related facilities and attractions and
37 tourist-related events.

38
39 **TREASURER.** The Treasurer of the city or their designee.

40
41 **VENDEE.** A natural person to whom lodgings are furnished in the exercise of the
42 taxable service of lodging.

43
44 **VENDOR.** A person furnishing lodgings in the exercise of the taxable service of
45 lodging.

46
47 (D) There is hereby imposed an occupancy tax of revenues of five percent (5%) of gross
48 taxable rent for lodging within the municipality paid to vendors.
49

1 (E) (1) No vendor shall engage in the business of providing lodging in the city who has
2 not first obtained a lodger's tax license as provided in this section. ~~Short-term Rental~~
3 ~~Operators with a valid permit for the premises offered for rent, as described in Chapter~~
4 ~~123, shall be exempt from the vendor license requirements~~

5
6 (2) For the purposes of fulfilling this requirement, the Treasurer shall review the
7 information submitted in the vendor's application for the issuance of a business
8 registration pursuant to Section 110.04 as well as records provided pursuant to the
9 requirements of this chapter.

10
11 (3) The Treasurer shall not issue a lodger's tax license to any vendor whose
12 records reflect any unresolved noncompliance with this chapter.

13
14 (4) The lodger's tax license shall be valid for a period of one year from the date of
15 issue.

16
17 (5) An applicant who is refused a lodger's tax license may appeal the decision to
18 the governing body by written notice of appeal to the City Clerk within fifteen (15) days of
19 the date of the decision of the Treasurer on the application. The matter shall be referred
20 to the governing body for hearing at a regular or special meeting in the usual course of
21 business. The City Clerk shall notify the appellant of the hearing at least ten (10) days
22 prior to the meeting of the governing body, by certified mail, return receipt requested, and
23 advertise notice of the meeting at least ten (10) days prior to the meeting of the governing
24 body. The decision of the governing body made thereof shall be expressed in writing. The
25 action of the governing body shall be deemed final.

26
27 ~~(2) Applicants for a vendor's license shall submit an application to the Treasurer~~
28 ~~stating:~~

29
30 ~~(a) The name of the vendor including identification of any person, as defined~~
31 ~~in this section, who owns or operates or both owns and operates a place~~
32 ~~of lodging, the name or trade names under which vendor proposes to do~~
33 ~~business, and the post office address thereof;~~

34
35 ~~(b) A description of the facilities, including the number of rooms and the~~
36 ~~usual schedule of rates therefor;~~

37
38 ~~(c) A description of other facilities provided by vendor or others to users of~~
39 ~~the lodgings such as restaurant, bar, cleaning, laundry, courtesy car,~~
40 ~~stenographic, tailor or others, and a statement identifying the license~~
41 ~~issued, to whom issued, the authority issuing, and the period for which~~
42 ~~issued and if applicable, also the identification number provided by the~~
43 ~~Bureau of Revenue of the state;~~

44
45 ~~(d) The nature of the business practices of the vendor and to what extent, if~~
46 ~~any, that business is exempt from the lodger's tax; and~~

47
48 ~~(e) Other information reasonably necessary to affect a determination of~~
49 ~~eligibility for the license.~~

1 ~~(3) The Treasurer shall review applications for a license within ten (10) days of receipt~~
2 ~~thereof and grant the license in due course if the applicant is doing business subject to~~
3 ~~the lodger's tax.~~

4
5 ~~(4) If the Treasurer finds the applicant not exempt under the terms of this section, the~~
6 ~~Treasurer shall, not more than ten (10) days after receipt of the application, advise the~~
7 ~~applicant of the decision and give the reasons therefor.~~

8 ~~(5) An applicant who is dissatisfied with the decision of the Treasurer may appeal the~~
9 ~~decision to the governing body by written notice of appeal to the City Clerk within fifteen~~
10 ~~(15) days of the date of the decision of the Treasurer on the application. The matter shall~~
11 ~~be referred to the governing body for hearing at a regular or special meeting in the usual~~
12 ~~course of business. The City Clerk shall notify the appellant of the hearing at least ten~~
13 ~~(10) days prior to the meeting of the governing body, by certified mail, return receipt~~
14 ~~requested, and advertise notice of the meeting at least ten (10) days prior to the meeting~~
15 ~~of the governing body. The decision of the governing body made thereof shall be~~
16 ~~expressed in writing and be communicated in the same manner as the decision of the~~
17 ~~Treasurer is transmitted. The action of the governing body shall be deemed final.~~

18
19 ~~(6) If the governing body finds for the applicant, the Treasurer shall issue the appropriate~~
20 ~~license or other notice conforming to the decision made by the governing body.~~

21
22 (F) The occupancy tax shall not apply:

23
24 (1) If a vendee:

25
26 (a) Has been a permanent resident of the taxable premises for a period of
27 at least thirty (30) consecutive days, unless those premises are temporary
28 lodging; or

29
30 (b) Enters into or has entered into a written agreement for lodgings at the
31 taxable premises for a period of at least thirty (30) consecutive days unless
32 those premises are temporary lodging;

33
34 (2) If the rent paid by a vendee is less than two dollars (\$2.00) a day;

35
36 (3) To lodging accommodations at institutions of the federal government, the state
37 or any political subdivision thereof;

38
39 (4) To lodging accommodations at religious, charitable, educational or
40 philanthropic institutions, including the accommodations at summer camps
41 operated by such institutions;

42
43 (5) To clinics, hospitals or other medical facilities; or

44
45 (6) To privately-owned or operated convalescent homes, or homes for the aged,
46 infirm, indigent or chronically ill.; or

47
48 (G) (1) Every vendor providing lodgings shall collect the tax thereon on behalf of the
49 city and shall act as a trustee therefor.

50

1 (2) The tax shall be collected from vendees in accordance with this section and
2 shall be charged separately from the rent fixed by the vendor for the lodgings.

3
4 (3) Each vendor under this section shall be liable to the city for the tax provided
5 herein on the rent paid for lodging at his respective place of business.

6
7 (4) Each vendor shall make a report by the twenty-fifth (25th) day of each month,
8 on forms provided by the Treasurer, of the receipts for lodging in the preceding
9 calendar month, and shall remit the proceeds of the lodger's tax to the city and
10 include sufficient information to enable the city to audit the report and shall be
11 verified on an oath by the vendor.

12
13 (H) Vendor shall maintain adequate records of facilities subject to the tax and of proceeds
14 received for the use thereof. The records shall be maintained in the city, ~~and~~ shall be
15 open to the inspection of the city or its auditors during reasonable hours, and shall be
16 retained for three years.

17
18 (I) (1) The vendor is liable for the payment of the proceeds of any occupancy tax
19 that the vendor failed to remit to the city due to the vendor's failure to collect the
20 tax or make a return or otherwise. A civil penalty shall be due in an amount equal
21 to the greater of ten percent (10%) of the amount that was not duly remitted to
22 the city or one hundred dollars (\$100.00). The Treasurer will give the delinquent
23 vendor written notice of the estimated tax, penalty and interest, which notice shall
24 be mailed to the vendor's local address.

25
26 (2) If any vendor neglects or refuses to make a return and pay the tax as required
27 by this section, the Treasurer shall make an estimate based upon an examination
28 of the vendor's books and records, or upon any information in its possession, or
29 that may come into its possession, of the amount of the rent of the delinquent
30 vendor, for the period with respect to which vendor has failed to make return, and
31 upon the basis of the estimated amount shall compute and assess the tax payable
32 by the delinquent vendor.

33
34 (3) If payments are not received within fifteen (15) days of the mailing of the notice,
35 the Treasurer may bring an action in law or equity in district court for the collection
36 of any amounts due, including without limitation, penalties thereon, interest on the
37 unpaid principal balance at the rate of one percent (1%) per month, the cost of
38 collections and reasonable attorneys' fee incurred in connection therewith.

39
40 (4) The amount of any unpaid balance, plus penalties and interest as stated above,
41 shall constitute a lien on the subject property which, at the city's option, may be
42 foreclosed pursuant to NMSA § 3-36-6. The City Clerk or Treasurer shall furnish
43 to any person applying for such a certificate, a certificate showing the amount of
44 all liens in the city records against any vendor pursuant to NMSA § 3-38-1.

45
46 (5) Under process or order of court, no person shall sell property of a vendor
47 without first ascertaining from the Treasurer the amount of any occupancy tax due
48 the city. Subject to the United States Bankruptcy Code, any occupancy tax due the
49 municipality shall be paid from the proceeds of the sale before payment is made

1 to any judgment creditor or any other person with a claim on the proceeds of the
2 sale.

3
4 (J) If a vendor believes the vendor has made payment of any lodger's tax in excess of
5 that for which the vendor was liable, the vendor may claim a refund thereof by directing
6 to the Treasurer, no later than ninety (90) days from the date payment was made, a written
7 claim for refund. Every claim for refund shall state the nature of the vendor's complaint
8 and the affirmative relief requested. The Treasurer shall allow the claim in whole or in part
9 or may deny it. Refunds of tax and interest erroneously paid and amounting to one
10 hundred dollars (\$100) or more may be made only with the approval of the governing
11 body.

12
13 ~~(K) The audit of vendors shall be conducted in accordance with NMSA § 3-38-17.1. The~~
14 Treasurer shall audit vendors, in accordance with the provisions of this subsection, to
15 verify the amount of gross rent subject to the occupancy tax and to ensure that the full
16 amount of occupancy tax on the rent is collected from and remitted by each vendor.

17
18 (1) For audits conducted pursuant to NMSA § 3-38-17.1, a minimum of two
19 lodging vendors will be randomly selected for audit each year, to include
20 one hotel/motel and one short-term rental.

21
22 (2) The Treasurer may at any time audit a vendor based on the reasonable
23 belief that the vendor has failed to comply with the requirements of this
24 Chapter.

25
26 (3) Vendors selected for audit shall cooperate fully with the Treasurer and its
27 auditors and shall comply with all requests for information or documentation
28 made by the City or its auditors within 15 calendar days.

29
30 (4) The requested audit information or documentation shall be provided
31 electronically unless otherwise specified by the City or its auditors.

32
33 (5) The Treasurer may issue a fine to the vendor not to exceed one hundred
34 dollars (\$100) per day of non-compliance with the requirement to cooperate
35 with the provisions of this subsection. Failure to pay any fine imposed by
36 the Treasurer within fifteen (15) days shall result in the revocation of the
37 vendor's license.

38
39 (6) Copies of audits completed shall be filed annually with the local government
40 division of the department of finance and administration.

41
42 (L) It is unlawful for any employee of the city to reveal to any individual other than another
43 employee of the city any information contained in the return or audit of any taxpayer,
44 except to a court of competent jurisdiction in response to an order thereof in an action
45 relating to taxes to which the city is a party, and in which the information sought is material
46 to the inquiry; to the taxpayer himself or to his authorized representative; and in a manner,
47 for statistical purposes, the information revealed is not identified as applicable to any
48 individual taxpayer.

49

1 (M) A lodger's tax advisory board shall be appointed and shall have such duties and
2 responsibilities as provided in Section 33.25 of the Code.

3
4 (N) The governing body shall administer the lodger's tax monies collected in accordance
5 with relevant statutes to include NMSA §§ 3-38-15 and 3-38-21.

6
7 (O) Any person violating this chapter ~~shall~~may be subject to the revocation of their
8 lodger's tax license and the penalty described in § 10.99 of the Code.

9
10 **Section 2. Severability Clause.** If any section, paragraph, clause, or provision of this
11 Ordinance, or any section, paragraph, clause, or provision of any regulation promulgated
12 hereunder shall for any reason be held to be invalid, unlawful, or enforceable, the
13 invalidity, illegality, or unenforceability of such section, paragraph, clause, or provision
14 shall not affect the validity of the remaining portions of this Ordinance or the regulation so
15 challenged.

16
17 **Section 3. Compiling Clause.** This Ordinance shall be incorporated in and compiled
18 as part of the Revised Ordinances of the City of Rio Rancho, (R.O. 2003).

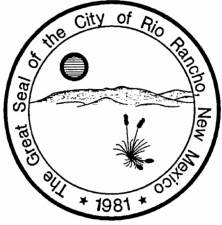
19
20 **Section 4. Effective Date.** This Ordinance shall become effective ten days after
21 adoption.

22
23
24 ADOPTED THIS _____ DAY OF _____, 2025.

25
26
27
28 _____
Greggory D. Hull, Mayor

29
30
31 ATTEST:

32
33 _____
34 Noel C. Davis, City Clerk
35 (SEAL)



CITY OF RIO RANCHO COVER PAGE

Legislation Item: R73

AGENDA DATE:
June 26, 2025

DEPARTMENT:
Financial Services

SUBJECT:
R73, Resolution Adopting the Community Development Block Grant Third Annual Action Plan for the 2025-2026 Fiscal Year

BACKGROUND AND ANALYSIS:

The City of Rio Rancho is eligible to receive federal funds from the United States Department of Housing and Urban Development (HUD) as an entitlement community due to its population exceeding 50,000 persons.

City staff has completed all applicable requirements to finalize the Third Annual Action Plan for approval and submission to HUD by the deadline on July 11, 2025. The Third Annual Action Plan consists of CDBG-funded project awards totaling \$493,138 as recommended by staff, the Capital Improvements Plan Citizen's Advisory Committee (CIPCAC), and considering any public comment offered during the required 30-day public comment period.

The 2024-2025 CDBG projects and activities can be found in Section AP-38 Projects Summary of the attached Annual Action Plan and are proposed as follows:

Lincoln Avenue - ADA Ramp Remediation: \$200,000
Saint Felix Pantry Homelessness Prevention: \$23,660
Haven House Shelter Services: \$36,723
Sandoval County Permanent Supportive Housing: \$13,588
Rebuilding Together Sandoval County: \$169,167
Planning and Administration: \$50,000

The Third Annual Action Plan is available for review on the City's [website](#).

The public comment period began on May 27, 2025 and concludes June 26, 2025. All comments received during the public comment period, either in person or in writing, will be taken into consideration prior to the submission of the plans to HUD in July 2024. No comments have been received thus far.

IMPACT:

The City's low-to-moderate income and at-risk residents will be served by the projects and services proposed in the Third Annual Action Plan. There will be no impact on the City's General Fund.

ALTERNATIVES:

Approve the Resolution.

Do not approve the Resolution. If the Resolution is not approved, the City cannot submit the AAP per HUD deadlines and requirements.

DEPARTMENT RECOMMENDATION:

The Financial Services Department recommends approval of the Resolution.

ATTACHMENT: [Resolution_R73](#)

ATTACHMENT: [Action Plan](#)



**CITY OF RIO RANCHO
RESOLUTION**

RESOLUTION NO.

ENACTMENT NO.

**RESOLUTION ADOPTING THE COMMUNITY DEVELOPMENT BLOCK GRANT
THIRD ANNUAL ACTION PLAN FOR THE 2025-2026 FISCAL YEAR**

WHEREAS: the City of Rio Rancho is eligible to receive federal funds from the United States Department of Housing and Urban Development (HUD) as an entitlement community due to its population exceeding 50,000 persons; and

WHEREAS: the City has conducted a public hearing and published notifications of a thirty-day public comment period to obtain citizen participation, and has identified needs and services from which its low-to-moderate income and at-risk residents will benefit; and

WHEREAS: no comments were received from the public on the Third Annual Action Plan for the 2025-2026 Fiscal Year; and

WHEREAS: the 2023-2027 Consolidated Plan established the City's plan to accomplish the priorities, objectives, and goals of the City's proposed and ongoing housing, economic development, and community development activities; and

WHEREAS: the City has developed the Third Annual Action Plan for the 2025-2026 Fiscal Year reflecting the goals established in the 2023-2027 Five-Year Consolidated Plan.

**NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF
RIO RANCHO:**

The Governing Body adopts the Community Development Block Grant Third Annual Action Plan for the 2025-2026 Fiscal Year, incorporated herein by reference.

ADOPTED THIS _____ DAY OF _____, 2025.

Gregory D. Hull, Mayor

ATTEST:

Noel C. Davis, City Clerk
(SEAL)



City of Rio Rancho

COMMUNITY DEVELOPMENT BLOCK GRANT THIRD ANNUAL ACTION PLAN FISCAL YEAR 2025-2026

FINANCIAL SERVICES DEPARTMENT
3200 CIVIC CENTER CIRCLE, NE
RIO RANCHO, NEW MEXICO 87144-4501
(505)891-5010

www.rrnm.gov

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Rio Rancho's third Annual Action plan focuses on goals outlined in the City's 2023-2027 Consolidated Plan. Initiatives addressed in this plan include public facility improvement, housing, supportive housing, and public services for low-income residents living in the community.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

During the development of the Consolidated Plan, several priority needs were identified. Guidelines for addressing these priority needs over the five-year time period from 2023-2027 are summarized below:

- Housing Affordability – Rehabilitation, Rehabilitation of Existing Units, Financial Assistance to Homebuyers
- Public Infrastructure Reinvestment, Construct Public Infrastructure, Construct Repair Public Infrastructure
- Public Facility Reinvestment, Acquire Public Facilities, Construct Public Facilities, Rehabilitate Public Facilities
- Increase Capacity of Public Services, Services for the homeless and at-risk populations, Youth and childcare programs, Transportation for seniors and youth, Rental Housing Subsidies to prevent homelessness, Senior Services, Services for victims of domestic violence, dating violence, sexual assault, or stalking

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Each year, the City of Rio Rancho reports its progress in meeting the five-year and annual goals in the Consolidated Annual Performance Evaluation Report (CAPER). Listed below are some of the goals and accomplishments in the City's 2024 CAPER.

In the 2023-2027 Consolidated Plan, the city prioritized the needs of Rio Rancho's low-income population through increased housing affordability, rehabilitation of existing units, improvements to public facilities, and increasing access to public services. The City leveraged its own resources and funds provided by CDBG to increase services and to improve facilities for the at-risk population of Rio Rancho. As outlined in the 2023-2027 Consolidated Plan, Housing Affordability and Public Facility Improvements were the City of Rio Rancho's top funding priorities. These goals were accomplished through funding the Critical Home Repair Project (Activity 258) administered by the Greater Albuquerque Habitat for Humanity and the City's ADA Ramp Remediation Project (Activity 268) on Safelight Blvd and Fulcrum Way ; successfully replacing 10 ADA non-compliant ramps. Habitat for Humanity was able to complete critical home repairs, including roof replacement, window replacement, HVAC replacement and plumbing repairs for 16 low-income households. Additionally, the city funded the replacement of the Star Heights Skate Park (Activity 269). A Substantial Amendment was approved by the Governing Body in November of 2024 authorizing the reallocation of CDBG-CV funding for the Star Heights Shade Structure Project (Activity 264), the Broadmoor Senior Center Outdoor Activity Area Project (Activity 263), and the Public Facilities ADA Improvement Project (Activity 265). The Star Heights Skate Park is currently under construction with the Star Heights Shade Structure Project and the Broadmoor Senior Citizen Center Outdoor Activity Area Project due to be completed in the summer of 2025.

The city continues its commitment to providing public services that include homelessness prevention through Saint Felix Pantry, permanent supportive housing provided by Sandoval County and services to support victims of domestic violence provided by Haven House. ADA-compliance projects were completed throughout Northern Meadows and Enchanted Hills neighborhoods. Programs facilitated by Sub-Recipients such as Haven House, Saint Felix Pantry, and Sandoval County Permanent Supportive Housing provided services and support to victims of domestic violence, low-income households, and people experiencing homelessness.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

All comments received from affected citizens, other public, private and non-profit agencies, and other interested parties are considered before the final draft of the Action Plan and any amendments or performance reports are submitted to HUD. City staff processes all comments received by identifying the issue, documenting the comment/complaint, and describing the action taken by the City in response. The 30-day public comment period for this draft of the 2025 Annual Action Plan began on May 27, 2025, and ended on June 25, 2025.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

No public comments have been received for this plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

No public comments have been received for this plan.

7. Summary

Public participation for the Third Annual Action Plan was solicited in multiple ways. The CDBG funding application process and presentation of applications was advertised in the Albuquerque Journal and City of Rio Rancho website at least 14 days prior to the events. All meetings were open to the public and public participation was encouraged. The City publicly presented the PY 2025 Draft Action Plan on June 12, 2025, at a public hearing held prior to approval of the plan by the Governing Body. A public notice was published in the Albuquerque Journal and on the City of Rio Rancho website on May 27, 2025, advising the public that the 2025 Annual Action plan was available for review and public comment. The Plan was posted on the City's website and at City Clerk's office for the 30-day Public Comment Period. No public comments have been received about this plan.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	RIO RANCHO	
CDBG Administrator	RIO RANCHO	Financial Services Department
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

The City of Rio Rancho is the lead agency for the development and administration of the Consolidated Plan and Annual Action Plan. The Accounting Division of the City of Rio Rancho’s Department of Financial Services provides oversight of grants funds allocated through the Community Development Block Grant (CDBG). The City has prepared the Consolidated Plan and Third-Year Action plan to provide a comprehensive strategy to address community development, affordable housing, and homelessness needs with CDBG funds.

Consolidated Plan Public Contact Information

Susan Gonzales, CDBG Grant Administrator

City of Rio Rancho, Financial Services Department

3200 Civic Center Circle, NE

Rio Rancho, New Mexico 87144

(505) 896-8720 or (505) 677-4373 (cell)

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The city works to assist in the continuation of services needed to low-to-moderate income persons. This includes working with public and assisted housing providers, as well as public service providers, to enhance the coordination of all public service deliveries in Rio Rancho throughout the year.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

The Albuquerque Housing Authority, Santa Fe Civic Housing Authority, and the Town of Bernalillo Housing Authority are the local public housing agencies serving Rio Rancho. These agencies provide data on tenant and housing choice voucher holder characteristics, waiting lists, and future plans for development. These agencies provided input during the charrette process.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Rio Rancho is a part of the New Mexico Balance of State Continuum of Care. The New Mexico Balance of State CoC’s mission is to offer comprehensive services, housing options, resources, funding, and advocacy to support homeless individuals and families. In consultation to develop this plan, the City of Rio Rancho consulted with the Continuum to gain access to all CoC data and an understanding of how the city and the CoC work together. Coordination between the City and the CoC ensures that CoC goals and the City’s Consolidated Plan priorities are integrated into the plan.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Rio Rancho is a member of the New Mexico Balance of State Continuum of Care. The City does not receive Emergency Solutions Grant funds and therefore does not need to develop performance standards or policies and procedures.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	City of Rio Rancho
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	All
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Coordinate charrette process with other agencies
2	Agency/Group/Organization	Albuquerque Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ongoing relationship to provide services
3	Agency/Group/Organization	BERNALILLO COUNTY HOUSING DEPT
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ongoing relationship to provide services
4	Agency/Group/Organization	SANTA FE CIVIC HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ongoing relationship to provide services

5	Agency/Group/Organization	Sandoval County Permanent Supportive Housing
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ongoing relationship to provide services
6	Agency/Group/Organization	Saint Felix Pantry
	Agency/Group/Organization Type	Nonprofit Organization
	What section of the Plan was addressed by Consultation?	Homelessness Prevention
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ongoing relationship to provide services
7	Agency/Group/Organization	Haven House
	Agency/Group/Organization Type	Nonprofit Organization
	What section of the Plan was addressed by Consultation?	Homelessness Prevention
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ongoing relationship to provide services

Identify any Agency Types not consulted and provide rationale for not consulting

The city did not exclude any agency type or agency during this consolidated planning process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	NM Coalition to End Homelessness	Homelessness Prevention
City of Rio Rancho Affordable Housing Plan	City of Rio Rancho	Market Analysis
City of Rio Rancho Comprehensive Plan	City of Rio Rancho	Market Analysis

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

**1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting**

The city presented the first draft of the FY25-26 Annual Action Plan at a public hearing held on June 12, 2025, just prior to the regularly scheduled Governing Body meeting. The 30-Day Public Comment Period was advertised in the Albuquerque Journal and on the City of Rio Rancho website on May 27, 2025. The published notices included contact information for individuals needing accommodation for a disability as well as the phone number for those seeking TTY services. The time, location, and purpose of the public meeting was advertised in the local newspaper at least 14 days prior to the meeting. The time and location of the meeting was selected specifically to allow increased access and encourage the largest number of working people to participate in the process. Notices were also posted in the City Clerk’s office to inform the public that the Action Plan was available for review and comment in the City of Rio Rancho Financial Services Department. The Public Comment Period ended June 25, 2025. After the annual award determination was received, the final draft of the FY25-26 Annual Action Plan was approved by the Governing Body at its next regularly scheduled meeting on June 26, 2025.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	6 applications received:6 applications presented to CIPCAC	None	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	2 public meetings attended by City Staff, Staff representing Nonprofit organizations and members of CIPCAC	None	None	
3	Internet Outreach	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	None	None	None	https://rrnm.gov
4	Public Hearing	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	None	None	None	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

Notification of allocation received by City of Rio Rancho on May 14, 2025.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	493,138.00	0.00	0.00	493,138.00	986,276.00	CDBG funds will be used to accomplish activities related to Acquisition, Administration and Planning, Housing, Public Facility Improvements, and Public Services

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City of Rio Rancho will use a combination of public and private funding to carry out activities identified in this plan. During this Consolidated Plan period, the city will research opportunities to apply for additional funding streams which are consistent with the goals of the Consolidated Plan. Rio Rancho will continue to investigate other sources of funding that are consistent with the goals of the 2023-2027 Consolidated Plan by working with community partners and non-profit organizations to encourage leveraging of available funding sources and strengthen capacity building.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The city plans to fund one public facility improvement project, e.g., the Lincoln Avenue ADA Ramp Remediation Project. The city will remediate existing handicap ramps located on Lincoln Avenue within the city's right of way. A total of 8 ramps are planned for remediation to current ADA standards.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Rehabilitation of Existing Units	2023	2027	Affordable Housing		Housing Affordability - Rehabilitation	CDBG: \$169,167.30	Homeowner Housing Rehabilitated: 15 Household Housing Unit
2	Provide Funding to Support Public Service Programs	2023	2027	Non-Housing Community Development		Increase Capacity of Public Services	CDBG: \$73,970.70	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 250 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 43 Households Assisted
3	Acquire, Construct or Rehab. Public Facilities	2023	2027	Non-Housing Community Development		Public Infrastructure Improvements	CDBG: \$200,000.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1500 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Provide Administrative Structure	2023	2027	Planning and Administration		Housing Affordability - Rehabilitation Housing Affordability - Homebuyer Assistance Public Infrastructure Improvements Public Facility Reinvestment Increase Capacity of Public Services	CDBG: \$50,000.00	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Rehabilitation of Existing Units
	Goal Description	Provide funding for critical home repairs for low-income home-owners, plus administrative costs. Subrecipient: Rebuilding Together Sandoval County.
2	Goal Name	Provide Funding to Support Public Service Programs
	Goal Description	Provide funding for public service activities: Haven House, Inc. Salary Support (250 persons) \$36,723.04, Sandoval County Permanent Supportive Housing (43 Households) \$13,587.23, Saint Felix Pantry (100 persons) \$23,660.13

3	Goal Name	Acquire, Construct or Rehab. Public Facilities
	Goal Description	Lincoln Avenue ADA Ramp Remediation Project - 8 Ramps remediated, approximately 1500 beneficiaries \$200,000.00
4	Goal Name	Provide Administrative Structure
	Goal Description	Planning and Administration of CDBG Entitlement - \$50,000.00

Projects

AP-35 Projects – 91.220(d)

Introduction

The City of Rio Rancho typically allocates funds throughout the entire City. Conversely, as need arises, special emphasis is placed on revitalization and redevelopment efforts geared toward specific low and moderate-income neighborhoods.

Projects

Sort*	Project Title
1	Haven House, Inc. Salary Support
2	Sandoval County Permanent Supportive Housing
3	Saint Felix Pantry Homelessness Prevention
4	Rebuilding Together Sandoval County Home Repair Assistance
5	City of Rio Rancho Lincoln Avenue ADA Ramp Remediation
6	City of Rio Rancho Planning and Administration CDBG

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The city continues to support nonprofit organizations that assist with prevention of homelessness (rental and utility payments), permanent supportive housing, and shelter for victims of domestic violence. The city maximizes the total amount allowable (15%) to provide public services, while utilizing only 10% of the allowed threshold (20%) for administrative costs. The balance of funding is allocated to public facility improvements and home rehab. The largest obstacle to providing services is lack of funding. The City of Rio Rancho's population is growing rapidly, yet CDBG funding received has remained static.

AP-38 Project Summary

Project Summary Information

1	Project Name	Haven House, Inc. Salary Support
	Target Area	Citywide
	Goals Supported	Provide Funding to Support Public Service Programs
	Needs Addressed	Increase Capacity of Public Services
	Funding	CDBG: \$36,723.04
	Description	CDBG funds will be used to offset administrative costs by providing salary support for staff who provide shelter and services to Domestic Violence victims and their children. In addition to offering shelter beds, help victims achieve not only immediate safety but also the knowledge, skills and resources to move on with their daily lives.
	Target Date	12/31/2026
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 250 victims of domestic violence
	Location Description	The physical location of Haven House is confidential: P.O. Box 15611, Rio Rancho, NM 87174
	Planned Activities	CDBG funds will be used to offset administrative costs by providing salary support for staff who provide shelter and services to Domestic Violence victims and their children. In addition to offering shelter beds, help victims achieve not only immediate safety but also the knowledge, skills and resources to move on with their daily lives.
2	Project Name	Sandoval County Permanent Supportive Housing
	Target Area	Citywide

	Goals Supported	Provide Funding to Support Public Service Programs
	Needs Addressed	Increase Capacity of Public Services
	Funding	CDBG: \$13,587.53
	Description	CDBG funds will be used to offset administrative costs by providing salary support for staff who provide long-term supportive housing assistance and comprehensive outreach, case management, and advocacy services to chronically disabled persons who are experiencing homelessness. In addition, the grant provides salary support for ongoing HUD-funded rental assistance to help people exit homelessness by securing housing and providing support necessary for the participant to retain housing and successfully build self-sufficiency.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Assistance will provide permanent supportive housing to approximately 43 chronically homeless and disabled persons/households.
	Location Description	Assistance is provided to chronically homeless and disabled persons residing in various locations throughout the city.
	Planned Activities	CDBG funds will be used to offset administrative costs by providing salary support for staff who provide long-term supportive housing assistance and comprehensive outreach, case management, and advocacy services to chronically disabled persons who are experiencing homelessness. In addition, the grant provides salary support for ongoing HUD-funded rental assistance to help people exit homelessness by securing housing and providing support necessary for the participant to retain housing and successfully build self-sufficiency.
3	Project Name	Saint Felix Pantry Homelessness Prevention
	Target Area	Citywide
	Goals Supported	Provide Funding to Support Public Service Programs
	Needs Addressed	Increase Capacity of Public Services

	Funding	CDBG: \$23,660.13
	Description	Funding for this project will assist approximately 100 low-income families with utility and rental assistance.
	Target Date	12/31/2026
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 100 families in need of assistance to pay utilities or rent.
	Location Description	Citywide
	Planned Activities	Assist approximately 100 households with rent and utilities to prevent eviction and/or disconnection
4	Project Name	Rebuilding Together Sandoval County Home Repair Assistance
	Target Area	Citywide
	Goals Supported	Rehabilitation of Existing Units
	Needs Addressed	Housing Affordability - Rehabilitation
	Funding	CDBG: \$169,167.30
	Description	Provide assistance to low-income homeowners in need of critical home repairs, including but not limited to: roof replacement, window replacement, HVAC repair/replacement, plumbing repair/replacement. or other health/safety related repairs.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 15 low-income homeowners with homes in need of repair.
	Location Description	Citywide

	Planned Activities	Provide assistance to low-income homeowners in need of critical home repairs, including but not limited to: roof replacement, window replacement, HVAC repair/replacement, plumbing repair/replacement. or other health/safety related repairs.
5	Project Name	City of Rio Rancho Lincoln Avenue ADA Ramp Remediation
	Target Area	Citywide
	Goals Supported	Acquire, Construct or Rehab. Public Facilities
	Needs Addressed	Public Infrastructure Improvements
	Funding	CDBG: \$200,000.00
	Description	The City of Rio Rancho Lincoln Avenue ADA Ramp Remediation Project located in the Enchanted Hills neighborhood will include full reconstruction of approximately 8 existing curb ramps to meet current ADA standards as identified in the 2019 ADA Transition plan.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 1500 disabled residents of Rio Rancho
	Location Description	Lincoln Avenue – Enchanted Hills Neighborhood
	Planned Activities	The City of Rio Rancho Lincoln Avenue ADA Ramp Remediation Project located in the Enchanted Hills neighborhood will include full reconstruction of approximately 8 existing curb ramps to meet current ADA standards as identified in the 2019 ADA Transition plan.
6	Project Name	City of Rio Rancho Planning and Administration CDBG
	Target Area	Citywide
	Goals Supported	Provide Administrative Structure
	Needs Addressed	Housing Affordability – Rehabilitation, Public Infrastructure Improvements, Public Facility Reinvestment, Increase Capacity of Public Services

Funding	CDBG: \$50,000.00
Description	Provide administrative structure for CDBG Entitlement Grant
Target Date	6/30/2026
Estimate the number and type of families that will benefit from the proposed activities	N/A
Location Description	Citywide
Planned Activities	Provide administrative structure for CDBG Entitlement Grant

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Public facility improvement projects are planned in areas of the city that have been designated as limited clientele. Public service activities are provided to those beneficiaries that qualify as low to moderate income. Those services include the following:

- rehabilitation of existing units,
 - rental assistance,
 - general public facilities and improvements,
 - neighborhood facilities including ADA improvements,
 - services to persons with disabilities,
 - services to victims of domestic violence,
 - services to the homeless,
 - general public services

Geographic Distribution

Target Area	Percentage of Funds
Citywide	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Typically, CDBG funding benefits residents city wide. Public Facility improvements are made as needed utilizing CDBG funds, if the facility is located within a specific qualifying target area.

Discussion

The need for assistance is not limited to the LMI Census Tracts, since the need is spread throughout the city. Most of the services and benefits to be provided via funded projects will be provided citywide and will cover beneficiaries known under the CDBG program as limited clientele, such as persons with disabilities, homeless persons, and victims of domestic violence. The City of Rio Rancho qualifies for the Quartile Method exemption, which allows the city to fund target areas that are 44.12% low-to-moderate income areas.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The focus for PY 2025 will be low-income families and underserved populations such as veteran families, single parent head of households, seniors, homelessness, and near-homeless populations within the City of Rio Rancho. The City will continue to fund projects specific to housing and supportive housing needs of homeless and near homeless populations. Home ownership assistance continues to be a goal that are being funded from prior year allocations.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	43
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	43

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

Homelessness prevention is a high priority and a strategic goal. The city will continue to provide funding to Sandoval County Permanent Supportive Housing Program. St. Felix Pantry offers utility, mortgage, and rental payment-assistance to at-risk individuals across Rio Rancho. The Sandoval County Permanent Supportive Housing Program provides supportive housing rental assistance coupled with comprehensive case management, service coordination and advocacy services to chronically disabled persons, and their immediate family members, who are experiencing homelessness. They provide their participants with the motivation and means to thrive, not merely survive, to achieve greater self-sufficiency, and to claim their places as positive, engaged members of the communities in which they live.

AP-60 Public Housing – 91.220(h)

Introduction

The City of Rio Rancho does not have a Public Housing Authority. The Town of Bernalillo has historically served the needs of Section 8 Voucher rental assistance for Rio Rancho. In 2012, Santa Fe Civic Housing Authority (SFCHA) took over the responsibility of the Choice Voucher Program from the Town of Bernalillo Public Housing Authority. In addition, SFCHA manages vouchers that were “ported” to Rio Rancho but were originally designated by HUD to other authorities. This program assists very low-income families, the elderly, and the disabled to afford decent, safe, and sanitary housing in the private market. Since housing assistance is provided on behalf of the family or individual, participants can find their own housing, including single-family homes, townhouses and apartments. The participant is free to choose any housing that meets the requirements of the program and is not limited to units located in subsidized housing projects. A family that is issued a housing voucher is responsible for finding a suitable housing unit of the family's choice where the owner agrees to rent under the program. This unit may include the family's present residence. Rental units must meet minimum standards of health and safety. A housing subsidy is paid to the property owner directly by the Housing Authority on behalf of the participating family. The family then pays the difference between the actual rent charged by the property owner and the amount subsidized by the program. The City of Rio Rancho has a written Memorandum of Understanding (MOU) with Albuquerque Housing Authority, and Bernalillo County Housing Authority to be the second and third Housing Authority to serve Rio Rancho. Rio Rancho citizens have the option to contact any of the three housing authorities.

Actions planned during the next year to address the needs to public housing

The CDBG office, in cooperation with other City departments, completed a Housing Needs Survey to determine the needs for public housing and fair housing. The study was instrumental in developing the Affordable Housing Plan. The draft is in the process of being approved by NM MFA. Once final approval is received from MFA, the city will be able to pass enabling legislation resulting in the Affordable Housing Ordinance (AHO). Passing the AHO is anticipated to take place sometime in PY25.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Not applicable since there are no public housing units located within the city limits.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

If one of the participating Housing Authorities becomes troubled, beneficiaries would be referred to one of the other participating agencies.

Discussion

The City of Rio Rancho does not have a Public Housing Authority. The Town of Bernalillo has historically served the needs of Section 8 Voucher rental assistance for Rio Rancho. In 2012, Santa Fe Civic Housing Authority (SFCHA) took over the responsibility of Choice Voucher Program from the Town of Bernalillo Public Housing Authority. In addition, SFCHA manages vouchers that were “ported” to Rio Rancho but were originally designated by HUD to other authorities. The City of Rio Rancho has a written Memorandum of Understanding (MOU) with Albuquerque Housing Authority, and Bernalillo County Housing Authority to be the second and third Housing Authority to serve Rio Rancho.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City of Rio Rancho one-year goals and actions include Homeless Prevention and General Public Service for reducing and ending homelessness. The following strategies will be used by the city to address and prevent individuals, families and unaccompanied youth from becoming homeless:

The city will continue to support Saint Felix Pantry, who provides homeless prevention through emergency rental/mortgage assistance, clothing, food assistance and referral services for homeless and indigent, including families with children, veterans, chronically homeless, and youth.

The City will continue to support and fund Sandoval County Permanent Supportive Housing, who provides homeless prevention through supportive housing rental assistance coupled with comprehensive case management, service coordination and advocacy services to chronically disabled persons and immediate family members.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City, through funds received from CDBG, funds St. Felix Pantry, Haven House, and Sandoval County Permanent Supportive Housing to mitigate homelessness through food subsidy, utility assistance, mortgage/rent assistance, and support to reach self-sufficiency.

Collaboration with agencies to assess homeless needs, especially unsheltered:

The New Mexico Coalition to End Homelessness provides a tracking system, Homeless Management Information System (HMIS), to help quantify the need and provide specific data reporting elements to U.S. Department of Housing and Urban Development (HUD). However, Staff reported that the actual number of homeless might potentially be much greater, in Sandoval County and Rio Rancho. Specifically, homeless people who elect not to use the services will not be counted, which further reduces the accurate number of homeless people in need. Additionally, inaccuracy occurs when non-profit agencies choose not to participate in reporting to the HMIS due to the additional data entry burden.

Catholic Charities provides HUD funded rental assistance with comprehensive case management for single parent households for up to 24 months. In addition, provides a limited homeless prevention program, providing 3-6 months of rental assistance.

NMHELP offers emergency assistance, on the job training, work experience, training related support services, classroom training, specialized training, supportive housing, child and adult care food program,

OLAO program (daycare), Foster Grandparent and Senior Companion programs, and a variety of other trainings such as financial literacy, job readiness, pesticide training, and tractor safety. Also offered are youth programs such as WIOA and of course the HELP program. However, not all these services are offered by the agency in the Sandoval County area.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City has used CDBG funds to provide transitional housing services to the homeless and emergency shelter to the victims of domestic violence in the past. The City of Rio Rancho does not currently have any type of shelter for homeless individuals and families. The city provides funding to the Sandoval County Permanent Supportive Housing Program to provide an on-going program for residents of Rio Rancho who are homeless or at risk of becoming homeless. The City will continue to fund Haven House, Inc. to provide shelter services to victims of domestic violence and their families.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City of Rio Rancho is not a recipient of the Homelessness Prevention and Rapid Re-Housing Program, or the Emergency Solutions Grants (ESG) Program.

The City of Rio Rancho one-year goals and actions include Homeless Prevention and General Public Service for helping make the transition to permanent housing and independent living, including shortening the period that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

New Mexico Coalition to End Homelessness reported the lack of emergency shelters in Rio Rancho and Sandoval County as whole. In addition, there is a significant lack of resources for unaccompanied youth.

The following strategies will be used by the city to address helping homeless persons, especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth:

Continuing to support Sandoval County Permanent Supportive Housing provides support for chronically

homeless individuals with disabilities and their families.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City of Rio Rancho one-year goals and actions include Homeless Prevention and General Public Service for helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are being discharged from publicly funded institutions and systems of care.

The following strategies will be used by the city to address helping low-income individuals and families avoid becoming homeless:

The Sandoval County Permanent Supportive Housing Program to provide services including housing access assistance to participants in attempt to identify suitable housing units, establish relationships through acting as a liaison with landlords, conduct periodic home safety inspections prior to move-in, and payment of move-in deposits and monthly rental assistance. They also provide client-centered, strength-based case management services which focus on facilitating participants' abilities to retain stable housing and increase self-sufficiency by connecting participants to mainstream services and benefits for which they may be eligible and encourage participation in treatment services and activities such as secondary education, vocational rehabilitation and financial literacy training.

The City continues to support St Felix Pantry in its homelessness prevention program to provide families with emergency resources to enable them to have the time necessary to acquire funds needed to prevent homelessness by providing rental deposits and emergency rental and mortgage assistance.

Discussion

The City has used CDBG funds to provide transitional housing services to the homeless and emergency shelter to the victims of domestic violence in the past. The City of Rio Rancho does not currently have any type of shelter for homeless individuals and families; the city provides funding to the Sandoval County Permanent Supportive Housing Program to provide an on-going program for residents of Rio Rancho who are disabled and homeless or at risk of become homeless. The City will continue to fund Haven House, Inc. to provide shelter services to victims of domestic violence and their families.

The housing need for those who are not homeless but require supportive housing, including the elderly, frail elderly, people with disabilities, persons with alcohol or other drug addiction, persons with

HIV/AIDS and their families, and public housing residents is significant. Homelessness and vagrancy are not always transparent in Rio Rancho as in other cities, even more so with special needs cohort. 20% of Rio Rancho households are experiencing a cost burden and 14% are experiencing a severe cost burden. Anecdotally, special need cohort may require additional support, which takes away their ability to contribute towards housing or alternatively have enough to pay for housing but leaves even less for medication, food, and other daily needs.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

As stated in the Consolidated Plan, the City of Rio Rancho has created zoning ordinances, subdivision review and impact fees, design standards and building codes to protect the health, safety and welfare of its citizens. This protection may well affect affordable housing, as well as community and economic development. These regulations may significantly affect the location and type of housing and business investments, especially within the housing industry. With the soon-to-be approved Affordable Housing Ordinance, the city will be able to more effectively impact the availability of affordability of housing within the City of Rio Rancho.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Barriers to affordable housing are both governmental and non-governmental. Governmental barriers include land use controls, entitlement processing fees and building codes. Land use controls are necessary to ensure orderly and appropriate development and growth in the city. Fees and public improvement are usually required as part of land development and entitlement processing to ensure an adequate supply of infrastructure, parks, and schools to serve the development. To facilitate the development of affordable housing, the City may consider waiving fees or assisting developers in locating resources to fund affordable housing in the future, as well as attempt at establishing inclusionary zoning and/or the development of a Housing Trust Fund. Since building and housing codes are implemented to ensure the safety of housing residents, it is unlikely that the city will waive building or housing codes as a method of increasing affordability. In attempt to remove or ameliorate barriers to affordable housing, the City will take actions to address barriers, as appropriate, taking into consideration available resources and policies. Principal policies relating to affordable housing are found in the Population and Housing Element of the City's 2010 Comprehensive Plan, as amended. The City's Governing Body relies on the Comprehensive Plan to make decisions concerning zoning changes and land use approvals.

Discussion:

City staff reviews city ordinances, building codes, fees and charges, land use controls, etc. on an on-going basis. The city completed a Housing Needs Survey in 2023. The data made available through the survey is being compiled and will be used for the development of the Affordable Housing Ordinance; approval to take place in 2025. All changes must be reviewed and recommended by the Planning and Zoning Commission prior to any changes being presented to the Governing Body; the Governing Body must give final approval to any changes or new ordinances.

AP-85 Other Actions – 91.220(k)

Introduction:

Rio Rancho’s Consolidated Plan is imperative to long-term compliance to achieve the goals and objectives set out in the Plan. Every effort is made to comply with the Plan, which serves as a basis for community development decisions for the best short and long-term needs of the community. The city consults with housing, economic development and other nonprofit service providers to provide and implement services set out in the Plan.

Actions planned to address obstacles to meeting underserved needs

The City of Rio Rancho provides safe accessibility for our senior and disabled population. Various projects throughout the city will receive sidewalk enhancement to comply with ADA standards including major centers and recreational facilities.

Unfortunately, limited funding continues to pose a barrier to providing necessary assistance to all low-income people in need. Due to HUD threshold restrictions on public service projects, the City has not been able to fully fund all applicants at the requested level. However, with the funding that is awarded through CDBG, the City has been able to address some needs established for disabled persons, homeless persons, and the overall low-income population of Rio Rancho.

Actions planned to foster and maintain affordable housing

Through the approval of the Affordable Housing Ordinance, the city will address the availability of affordable housing in Rio Rancho and will work to increase affordable housing for those in need

Actions planned to reduce lead-based paint hazards

The definition of a lead-based paint hazard as stated in Section 1004 of the Residential Lead-Based Paint Hazard Reduction Act of 1992 is “any condition that causes exposure to lead from lead-contaminated dust, lead-contaminated soil, lead-contaminated paint that is deteriorated or present in accessible surfaces, friction surfaces, or impact surfaces that would result in adverse human health effects as established by the appropriate Federal agency.”

According to the New Mexico Department of Health, homes built before 1950 pose highest threat: there are 764 homes in Rio Rancho built before 1950. For many reasons, lead-based paint is typically not an issue in New Mexico. Historically, homes were covered with mortar and plaster or stucco, not paint. Further, paint containing lead was more expensive than non-lead paint. Due to the nature of structures and the overall poverty of New Mexico, most homeowners were not able to afford lead paint.

When a home buyer purchases an existing home, they are given a lead-based paint disclosure form that

must be signed. If a home is purchased that was built before 1978, the EPA lead-based paint pamphlet entitled “Protect Your Family from Lead in Your Home” is also given to the homeowner. The home buyer must also sign a series of forms acknowledging they were informed of the lead-based paint issue.

Actions planned to reduce the number of poverty-level families

Anti-poverty efforts are encompassed in the Economic Development Element goals, policies and actions. The following are some of the goals, policies and actions included in the Economic Development Element:

1) Goals: a) Create jobs; b) Retain jobs; c) Enhance the tax base; d) Improve the quality of life; and e) Expand the economic base of Rio Rancho;

2) Policies: a) Proactively support the economic development allies currently providing services applicable to the Entrepreneurship and Small Business Development Tactic; b) Explore opportunities to enhance internships, mentoring programs and expand educational linkages within the community; and c) Consider seeking the adoption of an economic development tax to be utilized for low interest loans for rehabilitation projects;

3) Actions: a) Evaluate ways for the City to increase resident access to the arts, culture and quality of life enhancements; b) Establish a Redevelopment Support Program; and c) Establish a targeted, proactive, economic base business recruitment initiative.

Actions planned to develop institutional structure

The city has adopted the Infrastructure Capital Improvement Plan (ICIP) for Fiscal Years 2024–2029. This ICIP plan reflects the collective efforts of several City departments and various levels of management and staff and is intended to be a planning document and financial management tool that projects the capital needs and priorities of the City while identifying future financing requirements over the planning period. The ICIP is reviewed and updated each fiscal year.

The City of Rio Rancho’s strategy for overcoming gaps in the institutional structure and service delivery system to carry out and address priority needs is to maintain a high level of communication between the city and the Non-Profit Service Providers within the community. Through a higher level of communication, it is believed that funds made available through the CDBG Entitlement Grant will benefit more people within the community with the greatest level of need without duplication of service.

Actions planned to enhance coordination between public and private housing and social service agencies

The City of Rio Rancho plans to enhance coordination between public and private housing and social

service agencies with continued support of the Chamber of Commerce Nonprofit Alliance (NPA) that works to support our local nonprofits. This initiative seeks to develop and strengthen partnerships among the nonprofit, private and public sectors to help improve quality of life in the area. The NPA strives to raise awareness of the economic impact, needs and values of local non-profit organizations.

With respect to economic development, Rio Rancho supports and works with the Sandoval Economic Alliance (SEA) to enhance coordination with private industry, businesses, developers, and social services agencies. Sandoval Economic Alliance (SEA) is a private, not-for-profit economic development corporation established to strengthen and diversify the economic base of Rio Rancho and Sandoval County, New Mexico. SEA provides a broad range of free and confidential services to businesses and industries considering new locations for expansion, relocation, or consolidation. Corporation services include identifying available sites and facilities, accessing applicable local and statewide business support and incentive programs, and economic and workforce research. SEA also assists existing Sandoval County and Rio Rancho companies through our Retention and Expansion program, called CORE.

Discussion:

The City requires quarterly progress and financial reports from all Sub-recipients of CDBG funding that mandate adherence to specific program requirements. In addition to quarterly reports, programs are monitored through site visits, file audits and management of fiscal functions inherent in contract administration. By requiring quarterly reporting, the City can determine if the Sub-recipients are utilizing funds on a timely basis.

All site visits include meeting with staff, discussing current projects, evaluating the efficacy of the sub recipient's performance and adherence to the scope of services in the Sub recipient Agreement. Within the application, the City requires all sub recipients to provide documentation of Articles of Incorporation, current Bylaws, list of current Board of Directors, authorization letter to request funds, designation of authorized official, organizational charts, resumes of Chief Administrator and Chief Financial Officer, copy of most recent financial statement and audit, documentation of compliance with national objectives, and conflict of interest certification.

Each sub recipient's quarterly reports require the organization or agency to document the number of clients they have served based upon race, ethnicity, gender, age (elderly), income and female-head-of-household. This information in turn is used to fulfill reporting requirements to HUD.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

The City of Rio Rancho does not administer projects that produce program income. We do not have section 108 loans or income from float-funded activities.

Community Development Block Grant Program (CDBG)

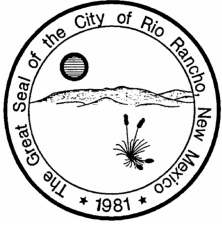
Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%



CITY OF RIO RANCHO COVER PAGE

Legislation Item: R74

AGENDA DATE:
June 26, 2025

DEPARTMENT:
Administration

SUBJECT:
R74, Resolution Confirming and Hiring James Wenzel to the Position of Fire & Rescue Department Director/Chief

BACKGROUND AND ANALYSIS:

City Manager Matthew Geisel has nominated James Wenzel for the position of Fire & Rescue Department Director/Chief.

The Director's operational duties/oversight consist of, but are not limited to, the following:

- provide for emergency medical services
- extinguish destructive fires
- emergency management
- enforce all applicable fire prevention regulations, City ordinances, and State laws
- review all building plans to ensure adherence to all fire prevention methods, fire codes, and procedures
- prevent the occurrence and spread of fires
- educate the community in fire prevention and give safety demonstrations
- provide public education on injury and illness prevention
- provide proactive outreach to citizens currently in need of social services and medical case management
- train all firefighters to maintain certifications and medical licenses
- train and organize a Citizen Emergency Response Team (CERT)

James Wenzel has approximately 15 ½ years of applicable experience with the City of Rio Rancho. His tenure with the City includes serving as a firefighter/EMT, fire engineer, captain, battalion chief, and fire marshal. In addition, James Wenzel holds a bachelor's degree in Fire Administration and a master's degree in Business Administration.

If the Governing Body confirms the appointment, the effective date for James Wenzel's new position will be July 28, 2025. Until the current Department Director/Chief James DeFillippo retires from the City (August 28, 2025), James Wenzel will serve as the Director designate. During this interim period, Department Director/Chief James DeFillippo will retain full authority over major decisions pertaining to the role, while James Wenzel will take on the responsibility of providing recommendations and making decisions on daily tasks, operations, and other routine matters when the Director is temporarily out of the office or as authorized by the Director or City Manager.

James Wenzel was selected for the position from a pool of three internal candidates. He has been shadowing Department Director/Chief James DeFillippo since February 2025.

The Governing Body's adopted Personnel Policies and Work Rules, Section 3.4 (D), prohibits a family member of a Director or Deputy Department Director to be employed within the same Department as the Director or Deputy Department Director. The Governing Body's adopted Personnel Policies and Work Rules, Section 3.4 (E), allows for a waiver/exception to employment restrictions if approved by resolution of the Governing Body.

The Governing Body approved a waiver resolution (No. 103/Enactment No. 22-103) in October 2022 that allowed Jeffrey Wenzel, James Wenzel's brother, to promote to Deputy Department Director/Chief (one of two department deputies) while James Wenzel worked in the department. Deputy Department Director/Chief Jeffrey Wenzel is retiring on July 21, 2025. As such, a resolution approving a waiver/exception to employment restrictions for James Wenzel in his new capacity is not necessary.

The City Charter, Article 5, provides for the appointment of qualified individuals to serve as Department Directors at the nomination of the City Manager, written approval of the Mayor, and the confirmation, by Resolution, of the Governing Body.

IMPACT:

A soon-to-be vacant position will be filled.

ALTERNATIVES:

Approve the appointment and Resolution.

Do not approve the appointment and Resolution.

DEPARTMENT RECOMMENDATION:

City Manager Geisel recommends the appointment of James Wenzel. Mayor Hull has concurred with the appointment.

ATTACHMENT: [Resolution_R74](#)

ATTACHMENT: [City Manager Memo](#)

ATTACHMENT: [Mayor Confirmation Letter](#)

ATTACHMENT: [Resume J. Wenzel](#)



**CITY OF RIO RANCHO
RESOLUTION**

RESOLUTION NO.

ENACTMENT NO.

**RESOLUTION CONFIRMING AND HIRING JAMES WENZEL TO THE POSITION OF
FIRE & RESCUE DEPARTMENT DIRECTOR/CHIEF**

WHEREAS: the City Charter, Article 5, provides for the appointment of qualified individuals to serve as Department Directors at the nomination of the City Manager, written approval of the Mayor, and the confirmation, by Resolution, of the Governing Body; and

WHEREAS: City Manager Matthew Geisel has nominated James Wenzel to fill the position of Fire & Rescue Department Director/Chief, and Wenzel has accepted tentative appointment pending final confirmation by the Governing Body; and

WHEREAS: Mayor Gregory Hull has concurred with the nomination of Wenzel in writing as required by the City Charter; and

WHEREAS: Wenzel, by virtue of his education and experience, is qualified and desirable to serve as Fire & Rescue Department Director/Chief.

**NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY
OF RIO RANCHO:**

That the Governing Body does hereby confirm the nomination of James Wenzel to the position of Fire & Rescue Department Director and approves his hiring in that capacity.

ADOPTED THIS _____ DAY OF _____, 2025.

Greggory D. Hull, Mayor

ATTEST:

Noel C. Davis, City Clerk
(SEAL)



Matthew B. Geisel
City Manager

DATE: June 16, 2025
TO: The Honorable Gregory D. Hull, Mayor
FROM: Matthew B. Geisel, City Manager
SUBJECT: Appointment Approval for the Fire & Rescue Department Director/Chief

In accordance with Section 5.02 (A)(1) of the City Charter, I submit to you the nomination of James Wenzel for the position of Fire & Rescue Department Director/Chief. I intend to forward this nomination to the Governing Body for approval at its June 26, 2025, meeting.

Wenzel has approximately 15 ½ years of applicable experience with the City of Rio Rancho. His tenure with the City includes serving as a firefighter/EMT, fire engineer, captain, battalion chief, and fire marshal. In addition, Wenzel holds a bachelor's degree in Fire Administration and a master's degree in Business Administration.

Because Wenzel has served in a variety of different positions within the Fire & Rescue Department, he possesses a unique knowledge and understanding of various department opportunities and challenges. Throughout his career, he has obtained certifications and trainings in preparation for the opportunity to lead a fire/rescue department one day, should the opportunity present itself. As a long-time resident who grew-up in Rio Rancho, Wenzel has a passion for the community.

I believe Wenzel is the best candidate to fill the Fire & Rescue Department Director/Chief position vacancy.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Matthew B. Geisel'.

Matthew B. Geisel
City Manager



Greggory D. Hull
Mayor

DATE: June 17, 2025
TO: Matthew B. Geisel, City Manager
FROM: Greggory D. Hull, Mayor of Rio Rancho

SUBJECT: Approval of the Fire & Rescue Department Director/Chief

I have reviewed James Wenzel's résumé and had the opportunity to interact with him over the past decade.

Because fire and emergency medical response are core public services, having someone with Wenzel's institutional knowledge serving as Director is ideal. I am pleased to learn that Wenzel has had the opportunity to shadow current Department Director/Chief James DeFillippo for several months. This will speed up the natural leadership transition process.

It is also encouraging to see a long-time employee of the City rise through the ranks and ascend to a Department Director position.

I concur with your appointment of Wenzel as Fire & Rescue Department Director/Chief, pending Governing Body approval.

Sincerely,

A handwritten signature in blue ink, appearing to read 'G. D. Hull'.

Greggory D. Hull
Mayor of Rio Rancho



James M. Wenzel

Profile

I drive professional growth through a steadfast commitment to leadership, education, and extensive experience. I consistently demonstrate unwavering dedication, tenacity, and diligence in all my endeavors. My unwavering focus on organization and relentless pursuit of optimal efficiency and productivity underpin my unwavering pursuit of excellence.

Work experience

10/2009 – PRESENT
RIO RANCHO, NM, UNITED STATES

Deputy Chief Rio Rancho Fire Rescue

- Firefighter Oct 2009 – Sept 2014
- Engineer Sept 2014 – Dec 2019
- Operations Captain Dec 2019-Jan 2021
- Training Captain Jan 2021-April 2022
- Operations Battalion Chief April 2022 – Nov 2022
- Battalion Chief of Logistics & Emergency Management Nov 2022 – Dec 23
- Fire Marshal Jan 2024 – Feb 2025
- Deputy Chief of Support Feb 2025- Present

04/2009 – 10/2009 CORRALES, NM

Firefighter Corrales Fire Department

Volunteer Firefighter May 2007 – April 2009

Education

09/2021 – 05/2023 FOREST CITY, IA
**Masters of Business Administration |
MBA**
Waldorf University
GPA 4.0

09/2017 – 04/2018 ORANGE BEACH, AL
Fire Administration | BA
Columbia Southern University

Education

GPA 3.83

09/2015 – 12/2016 LOS ALAMOS, NM
Fire Science | Associates
University of New Mexico Los Alamos

Certificates

Executive Fire Officer (EFO) National Fire Academy

usfa.fema.gov

Anticipated Graduation May 2026

05/2024

Chief Fire Officer (CFO) Center for Public Safety Excellence

cpse.org

05/2023

Fire Service Chief Executive Officer TEEX/ Texas A&M

10/2018

Managing Officer Program National Fire Academy

Fire Officer IV IFSAC

Fire Instructor III IFSAC

03/2012

Emergency Medical Technician- Intermediate NM EMS Bureau

Publications

09/2015

Insulin Pump Therapy JEMS

jems.com

Awards

12/2014

**EMS Provider of the year
Rio Rancho Fire Rescue**

12/2021

**Fire Officer of the year
Rio Rancho Fire Rescue**

Strengths

Organization Designing training programs

Scheduling Supervising Self Motivated Honesty

Mentoring Adaptable Public speaking

Skills

PROGRAM DESIGN

Implementation
Credentialing
courses layout

RECORDS MANAGEMENT SYSTEMS

Vector Solutions
Image Trend Elite
NFIRS Program Manager

Professional

References



Dominic Rodriguez
New Mexico Department of Health Nursing
Supervisor



John Shepard
Educator, Rio Rancho High School



Jason Ramirez
Captain Arson Division, Albuquerque Fire
Rescue



Michael Legendre
Fire Chief- Town of Bernalillo Fire
Department

Hobbies



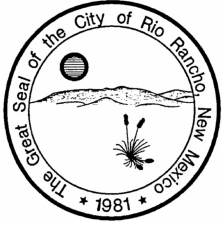
Traveling the
World with my
family



Playing golf and
other sports



Drinking new
coffee



**CITY OF RIO RANCHO
COVER PAGE**

Legislation Item: R75

AGENDA DATE:
June 26, 2025

DEPARTMENT:
Administration

SUBJECT:
R75, Resolution Affirming and Authorizing 75 Percent Pick-Up of New Mexico Public Employees Retirement Association (PERA) Member Contributions

BACKGROUND AND ANALYSIS:

NMSA 1978, Section 10-11-5, authorizes affiliated public employers to be responsible for making contributions of up to seventy-five (75) percent of its employees' member contributions to the New Mexico Public Employees Retirement Association (PERA) that can be irrevocable under certain conditions.

The City of Rio Rancho has historically paid seventy-five (75) percent of the employee portion of the PERA member contribution for all employees.

The City of Rio Rancho's current collective bargaining agreements with its three unions reflect the City paying seventy-five (75) percent of the employee portion of the PERA member contribution.

An updated Resolution capturing and confirming the City's past and existing employee retirement contribution practices is necessary for submission to PERA for documentation purposes.

IMPACT:

An updated Resolution documenting the City's past and existing employee retirement contribution practices will be provided to New Mexico PERA.

ALTERNATIVES:

Approve the Resolution.

Do not approve the Resolution.

DEPARTMENT RECOMMENDATION:

Staff recommends of approval of the Resolution as presented.

ATTACHMENT: [Resolution_R75](#)



**CITY OF RIO RANCHO
RESOLUTION**

RESOLUTION NO.

ENACTMENT NO.

**RESOLUTION AFFIRMING AND AUTHORIZING 75 PERCENT PICK-UP OF NEW
MEXICO PUBLIC EMPLOYEES RETIREMENT ASSOCIATION (PERA)
MEMBER CONTRIBUTIONS**

WHEREAS: NMSA 1978, Section 10-11-5, authorizes affiliated public employers to be responsible for making contributions of up to seventy-five (75) percent of its employees' member contributions to the New Mexico Public Employees Retirement Association (PERA) that can be irrevocable under certain conditions; and

WHEREAS: the City of Rio Rancho has historically paid seventy-five (75) percent of the employee portion of the PERA member contribution; and

WHEREAS: the City of Rio Rancho's current collective bargaining agreements with its three unions reflect the City paying seventy-five (75) percent of the employee portion of the PERA member contribution; and

WHEREAS: the City of Rio Rancho desires to continue covering seventy-five (75) percent of the employee's portion of PERA member contributions for employees under Municipal General Plan 2, Municipal Fire Plan 5, and Municipal Police Plan 5.

**NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY
OF RIO RANCHO:**

That the Governing Body, pursuant to NMSA 1978, Section 10-11-5, hereby affirms and elects for the City of Rio Rancho to be responsible for making contributions of seventy-five (75) percent of employees' member contributions to the New Mexico Public Employees Retirement Association for its municipal employees under PERA Municipal General Plan 2, Municipal Fire Plan 5, and Municipal Police Plan 5.

ADOPTED THIS _____ DAY OF _____, 2025.

Greggory D. Hull, Mayor

ATTEST:

Noel C. Davis, City Clerk
(SEAL)