

A G E N D A
CITY OF AZTEC
CITY COMMISSION WORKSHOP
June 23, 2015
201 W. Chaco, City Hall
5:15 p.m.

5:15-5:30

A. Hydrological Study-Ken George

5:30-6:00

B. Procurement Policy

ATTENTION PERSONS WITH DISABILITIES: The meeting room and facilities are fully accessible to persons with mobility disabilities. If you plan to attend the meeting and will need an auxiliary aid or service, please contact the City Clerk's Office at 334-7600 prior to the meeting so that arrangements can be made.

Note: A final agenda will be posted 24 hours prior to the meeting. Copies of the agenda may be obtained from City Hall, 201 W. Chaco, Aztec, NM 87410.

Staff Summary Report

MEETING DATE: June 23, 2015
AGENDA ITEM: WORKSHOP (B)
AGENDA TITLE: Resolution 2015-956 City of Aztec Procurement Policy

ACTION REQUESTED BY: Finance Department
ACTION REQUESTED: Approval
SUMMARY BY: Kathy Lamb

PROJECT DESCRIPTION / FACTS

- Resolution 86-419 adopted City of Aztec Purchasing Guidelines
- Resolution 98-412, adopted December 1, 1988, adopted the procurement regulations pursuant to Sec 13-1-28 to 13-1-199 NMSA 1978
- During the 2013 Legislative session, several changes were made to the procurement code including:
 - Formal bid limits increased to \$60,000
 - Sole Source Purchases require a 30 Day Waiting Period following posting of notice
 - Emergency Procurement requires public posting within 3 days of the purchase
 - Penalties for violations of the state procurement code increased
 - Chief Procurement Officer designation and certification.
- Due to the length of time since a Procurement Policy has been updated and adopted by Resolution and prior to hiring of a Procurement Specialist, policies and procedures specific to procurement have been reviewed and updated.
- The policy provides the framework for the promulgation of procedures by the Purchasing Office, includes a Code of Ethics for any employee who purchases goods or services for the City, and Conflict of Interest.
- Procurement procedures have been updated and provided to all City Departments and will be posted to KIVA (the City's intranet site) providing accessibility to all City employees.

SUPPORT DOCUMENTS: Resolution 2015-956
City of Aztec Procurement Policy

A G E N D A
CITY OF AZTEC
CITY COMMISSION MEETING
June 23, 2015
201 W. Chaco, City Hall
6:00 p.m.

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

V. AGENDA APPROVAL

VI. CITIZEN RECOGNITION

VII. EMPLOYEE RECOGNITION

VIII. CONSENT AGENDA

- A. Commission Meeting Workshop Minutes, June 9, 2015
- B. Commission Meeting Minutes, June 9, 2015
- C. Travel Requests
- D. Resolution 2015-954 Write Off of Uncollected Utility Accounts
- E. Resolution #2015-955 Surplus
- F. Resolution #2015-956 City of Aztec Procurement Policy

Items placed on the Consent Agenda will be voted on with one motion. If any item proposed does not meet the approval of all Commissioners, a Commissioner may request that the item be heard under "Items from Consent Agenda"

IX. ITEMS FROM CONSENT AGENDA

X. CITIZENS INPUT (3 Minutes Maximum)

(Citizens who wish to speak will sign up prior to the meeting. This is for items not otherwise listed on the agenda)

XI. BUSINESS ITEMS

- A. Annual Water Contract For Southwest Water Consultants, Inc.

XII. LAND USE HEARINGS

ATTENTION PERSONS WITH DISABILITIES: The meeting room and facilities are fully accessible to persons with mobility disabilities. If you plan to attend the meeting and will need an auxiliary aid or service, please contact the City Clerk's Office at 334-7600 prior to the meeting so that arrangements can be made.

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A. 2015-053 Tiger Ruins Subdivision

XIII. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS

XIV. DEPARTMENT REPORTS

(All Department Heads who wish to give a report will move to the podium)

XV. ADJOURNMENT

ATTENTION PERSONS WITH DISABILITIES: The meeting room and facilities are fully accessible to persons with mobility disabilities. If you plan to attend the meeting and will need an auxiliary aid or service, please contact the City Clerk's Office at 334-7600 prior to the meeting so that arrangements can be made.

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CITY OF AZTEC
COMMISSION WORKSHOP MINUTES
June 9, 2015

I. CALL TO ORDER

Mayor Burbridge called the meeting in to order at 5:17pm at the Aztec City Commission Room City hall 201 W. Chaco, Aztec NM.

MEMBERS PRESENT: Mayor, Sally Burbridge; Mayor Pro-Tem Sherri Sipe; Commissioner, Sheri Rogers; Commissioner, Roberta Locke; Commissioner, Katee McClure

MEMBERS ABSENT: None

OTHERS PRESENT: City Manager, Joshua Ray; Finance Director, Kathy Lamb; General Services Director, Steve Mueller; City Clerk Karla Saylor

A. Youth Conservation Corp 2016 Project And Next Four Year Plan

Josh Ray, City Manager mentioned that we will be completing our current plan for YCC and mentioned that this workshop is to begin the next four year plan for YCC program. The project that the Corps are working on for this year is to complete the revitalization of Florence Park and Year 2016 will be to complete improvements to Cap Walls Park which will involve refurbishing pavilion (Project 1), removal and replacement of picnic tables (Project 2), make playground ADA accessible and redo fall zone (Project 3), landscaping of west side of park (Project 4), installation of post and cable fence (Project 5), landscaping drainage on north side of park (Project 6), trail improvement (Project 7), remove tree planters (Project 8), and construct new park sign and landscape corner area (Project 9). Alternate projects if time permits will include striping parking spaces (Alternate #1) and rebuild new or refurbish existing water vault system (Alternate #2) which will complete the current plan.

The City is beginning to develop the next 4 year plan for 2017-2020. Currently staff has come up with Year 2017 which will involve improvements on Martinez Trail (Project 1), extend irrigation & landscaping from Hartman Park along Llano St (Project 2) and Year 2018 which will involve completing any new trails not completed at Townsend Wildlife Refuge in 2017 (Project 1), construction of parking area (Project 2), installation of park amenities (Project 3). Years 2019-2020 are open for suggestions. The plan could be reordered depending upon Commission priority.

II. Adjournment

Mayor Burbridge adjourned the Workshop at 5:58 pm.

Mayor, Sally Burbridge

ATTEST:

Karla Sayler, City Clerk

MINUTES PREPARED BY:

Karla Sayler, City Clerk

DRAFT

CITY OF AZTEC
COMMISSION MEETING MINUTES
June 9, 2015

I. CALL TO ORDER

Mayor Burbridge called the Meeting to order at 6:03pm at the Aztec City Commission Room, City Hall, 201 W. Chaco, Aztec, NM.

II. INVOCATION

The Invocation was led by City Manger, Joshua Ray

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Animal Shelter Director, Tina Roper

IV. ROLL CALL

Members Present: Mayor, Sally Burbridge; Commissioner, Katee McClure; Commissioner, Roberta Locke; Mayor Pro-Tem Sherri Sipe; Commissioner, Sheri Rogers

Members Absent: None

Others Present: City Attorney, Larry Thrower; City Manager, Joshua Ray; City Clerk, Karla Sayler; Project Manager, Ed Kotyk (see attendance sheet)

V. AGENDA APPROVAL

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner Locke to Approve the Agenda as presented

VI. CITIZEN RECOGNITION

None

VII. EMPLOYEE RECOGNITION

Josh recognized the Parks and Electric Department crews for the work done and all the positive comments on Main Street.

VIII. CONSENT AGENDA

MOVED by Commissioner Locke, SECONDED by Commissioner McClure to Approve the Consent Agenda as presented

- A. Commission Workshop Meeting Minutes, May 26, 2015
- B. Travel Requests

All Voted Aye, Motion Passed Five to Zero

IX. ITEMS FROM CONSENT AGENDA

None

X. CITIZENS INPUT

None

XI. BUSINESS ITEMS

- A. Four Corners Kart Club Agreement

Steve Mueller, General Services Director mentioned that this is the same agreement that is currently in place between the City and the Association with no changes and that this agreement will be in place for 5 years. He mentioned that the City will provide 28,000 gallons of water per month, approximately \$250 per month and can be suspended by the City during times of water shortages.

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner McClure to Approve Four Corners Kart Club Agreement

All Voted Aye, Motion Passed Five to Zero

- B. Aztec Roping Club Agreement

Steve mentioned that there are a couple of changes with this agreement, this agreement will only be in place for two years which will end June 8, 2017 instead of five years like the previous agreement and we will require insurance for the Club to provide and to keep the area clean. He mentioned that the annual cost of water is specific to the Rodeo Arena is included in the total water for Riverside Park.

MOVED by Commissioner McClure, SECONDED by Commissioner Lock To Approve The Aztec Roping Club Agreement

All Voted Aye, Motion Passed Five to Zero

XII. LAND USE HEARINGS

None

XIII. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS

Josh mentioned that he handed a Travel Host Magazine to Commission and mentioned that the City has two full pages of advertisements in the edition. He mentioned that this magazine is located all over the region. Josh mentioned that the Golf Course has a grand opening and will be serving free food from 10-2 on Saturday June 13th. Josh mentioned that the outcome from the special session with our Legislatures is that they appropriated 1.5 million dollars for the Arterial Phase 1B project. Josh mentioned that the employee picnic will be June 11th at Tiger Park. He finally mentioned that Bil Homka is working with representatives for a new business coming to Aztec.

Mayor Burbridge requested that the Golf Course add financials to the monthly report. She questioned if the Hydrology Feasibility Study in the Electric Department is done. Josh mentioned that there will be a workshop possibly the next meeting. The Mayor mentioned that she would like to have a HUB meeting scheduled. The Mayor went over the outcome from the COG meeting that she attended. She mentioned that there was a review on changes in PERA reporting. The Mayor mentioned that she attended a Town Hall meeting with Preserve America Youth Summit.

Mayor Pro-Tem Sipe reported that she attended the MPO meeting on June 4th and that they are planning a walking tour of down town Aztec and North Main, she mentioned that she will be attending a NWNM Seniors meeting tomorrow and mentioned that there will be an assessment done on June 16th. She mentioned that Main Street looks very nice and thanked all who have been working to make it look good. She mentioned that she will be gone for the next two commission meetings.

Commissioner Rogers mentioned that the County Commission meetings have been moved and she has not been able to attend them. She also mentioned that she would like to attend the NMML Policy Committee Meeting on June 27. She mentioned that she attended Fiesta Days.

Commissioner Locke mentioned that she attended Fiesta Days and the Movie in the Park.

Commissioner McClure mentioned that she has been asked by citizens if a towel dryer can be installed at the Splash Park. She mentioned that City Hall needs to be painted.

Commission scheduled a Workshop for July 23rd from 5:00-7:00pm to discuss upcoming projects in the City for the upcoming year.

XIV. DEPARTMENT REPORTS

Chief, Mike Heal mentioned that he attended a detox board meeting and that he verified that we will be allowed to continue to bring detox on a month to month basis until the new facility opens. He also mentioned that National Night Out will be July 28th from 5-7.

Kate Skinner, Library Director mentioned that the Library participated in kids fest. She mentioned that there will be a Family Night on June 16 from 5-7pm. She also mentioned that there will be a book fair from June 11-July 1.

XV. ADJOURNMENT

Moved by Mayor Burbridge, SECONDED by Mayor Pro-Tem Sipe to adjourn the meeting at 7:03 pm.

Mayor, Sally Burbridge

ATTEST:

Karla Sayler, City Clerk

MINUTES PREPARED BY:

Karla Sayler, City Clerk

Staff Summary Report

MEETING DATE:	June 23, 2015
AGENDA ITEM:	VIII. CONSENT AGENDA (C)
AGENDA TITLE:	Travel Requests

ACTION REQUESTED BY:	Fire, Commission and Courts
ACTION REQUESTED:	Approval of Employee/Public Official Travel Requests
SUMMARY BY:	Cheryl Franklin

PROJECT DESCRIPTION / FACTS (Leading Department)

- Resolution 2003-603 identifies the requirement for employee/public official travel requests to be pre-approved by the commission. All travel requests will be submitted to the commission for approval prior to the travel occurring except in unusual circumstances when the City Manager may approve as provided in resolution 2003-603.
- The attached log is sorted by dates of travel and then by department. One request for travel had already occurred and the Community Development is requesting approval for travel on the date of this meeting; however, the remaining requests are dated for future.
- If travel/training is to be reimbursed or some of the costs will be paid by another entity, those notes have been included on the log.

FISCAL INPUT (Finance Department)

- All departments requesting travel have sufficient funds budgeted within their travel/training budgets

SUPPORT DOCUMENTS:	Travel Log June 23, 2015
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DEPARTMENT'S RECOMMENDED MOTION:	Approve Employee/Public Official Travel Requests
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EMPLOYEE/PUBLIC OFFICIAL TRAVEL REQUESTS FOR COMMISSION APPROVAL
MEETING DATE: June 23, 2015

Dates of Travel	Department	Purpose of Travel/Location	Over-night	Out of State	Costs	Explanation of Cost	FY15 Budget Available
06/11-13/15	Fire	NM State Firefighters Assoc. 91 st Annual Conference Albuquerque, NM.	Yes	No	96.00 160.00 215.96	Meals & Gratuity Allowed Registration Estimated rate/mileage	Yes
06/26-27/15	Commission	NMML Policy Committee Meeting Albuquerque, NM.	Yes	No	50.40 204.89 93.79	Meals & Gratuity Allowed Estimated rate/mileage Lodging	Yes
Dates of Travel	Department	Purpose of Travel/Location	Over-night	Out of State	Costs	Explanation of Cost	FY16 Budget Available
09/01-04/15	Courts	58 th NMML Annual Conference Albuquerque, NM.	Yes	No	122.40 280.00 45.00 250.00	Meals & Gratuity Allowed Registration Estimated Cost for Fuel Lodging	Yes

Staff Summary Report

MEETING DATE: June 23, 2015

AGENDA ITEM: VIII. CONSENT AGENDA (D)

AGENDA TITLE: Resolution 2015-954 Write Off of Uncollected Utility Accounts

ACTION REQUESTED BY: Finance Department

ACTION REQUESTED: Approval

SUMMARY BY: Kathy Lamb

PROJECT DESCRIPTION / FACTS

- State Statute 3-37-7, NMSA provides for the removal of uncollectable utility accounts from the Utility Accounts Receivable listing of the City. The governing body must approve this action. The attached list includes accounts more than four years old and considered uncollectable due primarily to age, but may also include death of the debtor or bankruptcy.
- The total write off amount is \$26,547.89 and includes 82 accounts final billed through June 15, 2011. Three accounts totaling \$443.07 will be written off due to death of customer or bankruptcy. All remaining Utility Account Receivables will be less than four years old.
- As a comparison, the write-off amounts for the prior 4 years are below:

Fiscal Year	Write Off Time Period	Amount	Write Off Time Period	Amount	Total Write Off
FY2012			June 30, 2008	8,308.16	8,308.16
FY2013	Dec 31, 2008	101,113.07			101,113.07
FY2014	June 30, 2009	26,860.07	June 15, 2010	53,311.88	80,171.95
FY2015	Dec 31, 2010	19,745.62	June 15, 2011	26,547.89	46,296.51

FISCAL INPUT / FINANCE DEPARTMENT

- The utility accounts will be written off against the allowance which is calculated based on annual utility accounts receivable using a % based on the averages of aged (current, 30, 60, and 90 day) receivables since January 1990. The utility allowance for uncollectible accounts as of June 15, 2015 is \$278,792. This write off, totaling \$26,548, represents 9.5% of the existing allowance.
- As of May 31, 2015, total utility accounts outstanding totaled \$1,071,295.46. Of this amount, \$183,521.26 was over 90 days past due (17.1% of total accounts). By utility, the over 90 day balances consist of:
 - Electric utility: \$111,925.63 61.0 %
 - Water utility: \$ 31,746.86 17.3%
 - Sewer utility: \$ 26,883.22 14.6%
 - Trash \$ 12,965.55 7.1%

- Actual collection averages for utility accounts are:
 - 90.12% of current billings are collected within 30 days of billing;
 - 81.96% of accounts over 30 days are collected;
 - 72.12% of accounts over 60 days are collected; and
 - 0.76% of accounts over 90 days are collected.

- For the current fiscal year, annual utility revenues are estimated to be \$10.2 million and the adopted budget includes \$85,000 (less than 1% of annual billing) for the current year write off expense which will establish the allowance for actual write offs in four years.

SUPPORT DOCUMENTS:

1. Resolution 2015-954
2. Schedule of Accounts to Write Off

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve Resolution 2015-954
Uncollectable Utility Accounts.

**UNCOLLECTABLE ACCOUNTS
OVER 4 YEARS OLD (JUNE 2011)**

Account Number	Name	Service Address	Balance Due	Account Opened	Service Finalized	Last Payment	# of Delinquents	Days Active
49048	HANEN NICHOLAS	1110 W Aztec BLVD APT 5	\$ 130.15	09/24/07	04/09/08	02/01/08	15	198
51058 BR	BONNIE JEREMIAH	400 N Light Plant RD TRLR 10	\$ 219.72	06/20/11	05/31/12	05/07/12	8	346
52178 BR	CHRISTY F. RODRIGUEZ	223 Robinson AVE	\$ 80.38	04/02/14	05/22/14	04/28/14	1	50
49613	ROTH CHRIS	304 Hesperus AVE	\$ 140.17	09/01/08	01/04/11	12/20/10	1	855
50152	BENALLIE JOCELYN	116 N Church AVE APT 8	\$ 319.13	08/19/09	01/06/11	04/12/11	19	505
50002	MOORE ROBERT	601 White AVE	\$ 425.39	10/02/09	01/10/11	12/22/10	17	465
50388	SIMMS CHRISTINA	1719 Elm ST	\$ 458.96	02/08/10	01/11/11	12/22/10	14	337
50654	THOMPSON TRIGINA R	400 N Light Plant RD TRLR 75	\$ 632.03	08/02/10	01/16/11	12/06/10	6	167
50528	FRANCO MANUEL	14 Road 2598	\$ 58.40	05/18/10	01/16/11	09/27/10	4	243
50742	POTTER LUKE	802 N Rio Grande AVE APT B	\$ 141.39	09/27/10	01/19/11	11/08/10	3	114
50020	VILLA BARBARA	510 Ruins RD TRLR 48	\$ 718.11	05/29/09	01/19/11	11/22/10	22	600
50713	LINDSEY MARK	1216 W Aztec BLVD TRLR 31	\$ 85.65	09/08/10	01/26/11	01/03/11	2	140
50235	PANEK SONYA	308 N Main AVE	\$ 285.16	10/16/09	01/26/11	12/08/10	8	467
49952	BROWN CARLA	1216 W Aztec BLVD TRLR 49	\$ 138.93	02/16/10	01/31/11	01/04/11	9	349
50178	HESTON LARRY	330 S Oliver DR	\$ 359.82	09/03/09	01/31/11	01/20/11	14	515
50561	HAWKINS CRYSTAL	1216 W Aztec BLVD TRLR 13	\$ 268.07	09/27/10	02/06/11	01/05/11	7	132
49949	MARTINEZ GINGER M	601 Navajo AVE APT 508	\$ 103.64	04/14/09	02/10/11	01/11/11	20	667
48246	GREENER GARY/DONNA	813 S Main AVE	\$ 875.11	05/19/06	02/14/11	01/17/11	37	1,732
28085	ALLEN VICKY	1300 Heiland CIR	\$ 386.46	09/16/09	02/16/11	01/25/11	43	518
14785	CHOQUETTE CHRIS	617 Chamiza AVE	\$ 421.05	01/28/86	02/16/11	12/07/10	83	9,150
50799	CROWLEY REBECCA	512 Kiva AVE	\$ 369.06	11/09/10	02/16/11		2	99
50458	GORMAN DANIEL	721 Sabena ST	\$ 535.94	04/05/10	02/16/11	11/22/10	10	317
49023	NORRIS MARY/ROBERT B	504 Lovers LN	\$ 1,317.44	03/31/10	02/17/11	12/20/10	3	323
50792	ETCITY CHRISTINE	1216 W Aztec BLVD TRLR 42	\$ 203.94	11/04/10	02/28/11	01/20/11	3	116
49586	SMITH MICHELLE	1114 W Aztec BLVD TRLR 14	\$ 455.16	08/07/08	03/01/11	04/12/11	23	936
50613	BROCK JASMINE	305 Mesilla DR APT 3	\$ 326.21	07/12/10	03/02/11	01/12/11	3	233
46788	ALDERETTE BONITA	509 Dillon ST	\$ 187.26	11/25/03	03/07/11	10/06/14	26	2,659
50461	CARREL JAMES III	501 Ute AVE 1/2	\$ 215.16	04/16/10	03/07/11	02/09/11	13	325
50489	CLENIN NICHOLAS	507 Dillon ST	\$ 185.36	04/26/10	03/07/11	02/03/11	8	315
49573	BUCKLEY DANIEL	1216 W Aztec BLVD TRLR 1	\$ 307.13	08/01/08	03/14/11	02/22/11	31	955
50722	ESPINOZA GIANNI	510 Orchard AVE APT 3	\$ 572.59	09/13/10	03/14/11	02/14/11	9	182
45869	HATHCOCK CASSANDRA L	309 Robinson AVE	\$ 501.53	04/30/08	03/15/11	02/24/11	16	1,049
42337	ABDELAZIZ IRENE	805 Blanco ST	\$ 1,938.32	10/28/10	03/16/11	02/14/11	13	139
50520	CALVERT KEVIN	221 S Mesa Verde AVE	\$ 298.29	05/14/10	03/16/11	02/09/11	13	306
46987	DAVID MICHAEL	1114 W Aztec BLVD TRLR 2	\$ 306.90	08/10/10	03/16/11	04/12/11	49	218

**UNCOLLECTABLE ACCOUNTS
OVER 4 YEARS OLD (JUNE 2011)**

Account Number	Name	Service Address	Balance Due	Account Opened	Service Finalized	Last Payment	# of Delinquents	Days Active
49996	HARRIS JASON	517 Ruins RD	\$ 674.57	05/14/09	03/16/11	02/22/11	24	671
50689	MEDINA RACHEAL	1210 Gila CIR	\$ 582.66	08/25/10	03/16/11	02/22/11	5	203
47195	REIMERS BEVERLY	305 N Light Plant RD TRLR 18	\$ 618.54	11/27/07	03/16/11	02/02/11	29	1,205
49500	SCOTT JAIMIE	3307 J F Scott DR	\$ 607.24	04/24/09	03/16/11	04/12/11	23	691
50394	NEWLIN SANDRA	301 Andrew DR	\$ 174.16	02/12/10	03/31/11	03/03/11	8	412
50649	MILLER JESSE	524 Kiva AVE	\$ 302.80	07/27/10	04/05/11	03/14/11	8	252
46235	VOGT ERIN/CHRISTINA	904 N Rio Grande AVE	\$ 350.92	08/01/05	04/13/11	02/14/11	18	2,081
50829	SATLER ARTHUR	1216 W Aztec BLVD TRLR 50	\$ 253.65	12/08/10	04/18/11	01/31/11	3	131
50627	SWANTON CODY	400 N Light Plant RD TRLR 60	\$ 153.50	07/19/10	04/19/11	03/15/11	4	274
50843	HARTNESS CAREY	524 Rio Pecos RD APT 3	\$ 213.31	12/21/10	04/20/11	03/21/11	4	120
49838	OLIVAS CHAVIRA LUCIA	305 N Light Plant RD TRLR 20	\$ 296.38	02/02/09	04/20/11	03/05/14	33	807
50849	REMP DEWEY	304 Hesperus AVE	\$ 767.08	01/05/11	04/20/11	02/02/11	3	105
50177	HODGES JIM/LINDA	517 Kiva AVE	\$ 293.42	09/03/09	04/26/11	03/24/11	11	600
50629	BLACKIE BRITTANY	719 Ford ST	\$ 878.11	07/19/10	04/28/11	07/11/11	8	283
50305	MARTIN KALEB	400 N Light Plant RD TRLR 104	\$ 20.00	06/29/10	05/02/11	06/09/11		307
50738	REED MARCUS	400 N Light Plant RD TRLR 10	\$ 276.09	09/23/10	05/05/11	04/20/11	8	224
50798	MONTOYA CRYSTELLA	409 Swire AVE	\$ 117.36	11/10/10	05/10/11	10/01/12	4	181
50803	BOARDMAN DUSTINA	1216 W Aztec BLVD TRLR 34	\$ 363.41	11/11/10	05/11/11	04/20/11	5	181
44667	MENDOZA JOSE	650 N Rio Grande AVE	\$ 319.17	07/29/03	05/11/11	03/28/11	14	2,843
50912	POSADO KIMBERLY	526 Rio Pecos RD APT 6	\$ 107.56	02/25/11	05/11/11		2	75
18392	WILEY DANIEL	403 N Church AVE	\$ 287.54	04/26/82	05/11/11	04/05/11	14	10,607
50568	MCKNIGHT CHANCI	510 Orchard AVE APT 2	\$ 338.08	06/08/10	05/12/11	05/09/11	9	338
50291	ABREGO RUBEN R	602 Ruins RD SPC 27	\$ 20.00	01/04/10	05/16/11	12/07/11	9	497
49740	HILL GINA	1216 W Aztec BLVD TRLR 8	\$ 632.81	08/02/10	05/18/11	04/11/11	12	289
43508	HARMON WILMA MICHELL	400 N Light Plant RD TRLR 108	\$ 20.00	08/18/98	05/23/11	02/01/12	27	4,661
49767	ROSE CHARLES	521 Kiva AVE	\$ 20.00	12/01/08	05/26/11	01/04/12	19	906
49508	DANIO CHRISTINE	400 N Light Plant RD TRLR 19	\$ 464.11	08/28/08	06/01/11	04/06/11	24	1,007
41557	FOSS INSURANCE AGENC	202 S Main AVE	\$ 98.12	09/14/94	06/01/11	05/10/11	65	6,104
50744	LYBARGER CRAIG	1601 S Glenmary DR	\$ 274.50	09/30/10	06/01/11	05/16/11	11	244
48565	MATHIS CRYSTAL	304 Bessie PL	\$ 596.73	10/30/06	06/01/11	12/07/11	20	1,675
50801	VELASQUEZ LUCIANA	312 N Rio Grande AVE	\$ 356.47	11/11/10	06/01/11	04/25/11	11	202
50875	JONES ANNETTE	1114 W Aztec BLVD TRLR 27	\$ 62.05	01/27/11	06/02/11	06/02/11	2	126
49588	HEATH DONNIE	506 Orchard AVE # A	\$ 149.87	08/08/08	06/06/11	05/04/11		1,032
49779	JACOBSEN CARL W	508 Kiva AVE	\$ 20.00	12/29/09	06/06/11	07/11/11	12	524
50669	PETERS GERALD	222 Hesperus AVE	\$ 479.19	08/09/10	06/06/11	05/04/11	9	301

**UNCOLLECTABLE ACCOUNTS
OVER 4 YEARS OLD (JUNE 2011)**

Account Number	Name	Service Address	Balance Due	Account Opened	Service Finalized	Last Payment	# of Delinquents	Days Active
50826	CHAMBLEE LEE WILLIAM	524 Rio Pecos RD APT 5	\$ 71.48	12/06/10	06/09/11	05/16/11	5	185
46631	STARNES OMA	500 Ruins RD TRLR 3	\$ 213.87	08/22/03	06/13/11	06/08/11	18	2,852
50595	ALBERTA WAGNER	87 Road 2595	\$ 144.42	07/01/10	06/15/11	05/11/11	16	349
50369	BAKER ELIZABETH/JUST	1216 W Aztec BLVD TRLR 4	\$ 365.31	11/10/10	06/15/11	05/09/11	8	217
48798	DAVIS RHEA	607 Lovers LN	\$ 147.80	04/11/07	06/15/11	05/02/11	19	1,526
50612	HOLCOMB JAMES	805 Baird CIR	\$ 232.68	07/12/10	06/15/11	11/03/11	18	338
39615 DC	FLORES CRESS	204 Willow LN	\$ 142.67	07/31/91	05/13/15	01/07/15	18	8,687
50375	LIVINGSTON JESSICA	46 Road 2598 B	\$ 26.60	02/01/10	02/07/11	04/12/11	17	371
50897	LABOTO MIKIE	309 Mesilla DR APT D	\$ 6.60	02/15/11	03/16/11			29
47952	KERBEL GERTRUDE	621 S Park AVE APT E-3	\$ 9.10	11/17/05	04/07/11	02/02/11	2	1,967
50809	ADAMS BRANDON	208 S Main AVE # A	\$ 5.72	11/18/10	05/03/11	02/23/11	2	166
50983	CULLER CHRISTY	1110 W Aztec BLVD APT 5	\$ 24.23	04/27/11	05/28/11			31

\$ 26,547.89

# OF ACCOUNTS TO WRITE OFF	82
# OF ACCOUNTS WITH NO PAYMENTS	4
# OF ACCOUNTS DISCHARGED DUE TO BANKRUPTCY	2
# OF ACCOUNTS DUE TO DECEASED CUSTOMER	1
AVG # OF DAYS ACCOUNTS OPEN	1,007 2 YRS 9 MOS
AVG BALANCE DUE PER ACCOUNT	\$ 323.75
AVG # OF DELINQUENCIES	15
JUNE 2016: JUNE 2011 - MAY 2012	\$ 39,433.53
JUNE 2017: JUNE 2012 - MAY 2013	\$ 33,669.89
JUNE 2018: JUNE 2013 - MAY 2014	\$ 48,157.87
JUNE 2019: JUNE 2014 - MAY 2015	\$ 55,638.58

RESOLUTION 2015-954

UNCOLLECTIBLE UTILITY ACCOUNTS

WHEREAS, The City of Aztec Finance Department has set up utility accounts and provided service to the referenced customers on the attached schedule; and

WHEREAS, efforts have been made to collect the utility accounts and locate the debtors; and

WHEREAS, the utility accounts have been uncollectible for a period of time of more than four years or the debtor is deceased or has filed bankruptcy; and

WHEREAS, it is the objective of the City of Aztec Finance Department to maintain accurate financial records of the City, including an accurate balance of the City's Accounts Receivable.

NOW, THEREFORE, BE IT RESOLVED that the uncollectible utility accounts be shown on the attached schedule be removed from the list of accounts receivable for the City of Aztec and that the Aztec City Commission adopt this resolution as a formal approval to remove the referenced list of uncollectible accounts from the City's list of accounts receivable.

ADOPTED AND APPROVED THIS 23rd day of June 2015.

MAYOR SALLY BURBRIDGE

ATTEST:

CITY CLERK KARLA SAYLER

Staff Summary Report

MEETING DATE: June 23, 2015
AGENDA ITEM: VIII. CONSENT AGENDA (E)
AGENDA TITLE: Resolution 2015-955 Surplus

ACTION REQUESTED BY: Finance Department
ACTION REQUESTED: Approval
SUMMARY BY: Kathy Lamb

PROJECT DESCRIPTION / FACTS

- There Public Works Department has identified items which are not essential for a municipal purpose. The Finance Department is requesting to submit the items for public auction through the new Public Surplus website. If the items are not sold they will be donated or disposed of according to Statute Section 3-54-2 and Procurement Statute 13-6-1. Disposition of obsolete, worn-out or unusable tangible personal property.

FISCAL INPUT / FINANCE DEPARTMENT

- Revenues from auction to be applied to general fund / joint utility fund

SUPPORT DOCUMENTS: Resolution 2015-955
Surplus List

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve Resolution 2015-955 Declaring Certain Municipal Property Not Essential For Municipal Purpose and Directing It Be Sold or Disposed.

CITY OF AZTEC RESOLUTION 2015-955

A RESOLUTION DECLARING CERTAIN MUNICIPAL PROPERTY NOT ESSENTIAL FOR MUNICIPAL PURPOSE AND DIRECTING IT BE SOLD, OR IF THE PROPERTY HAS NO VALUE, DONATE THE PROPERTY TO ANY ORGANIZATION DESCRIBED IN SECTION 501(c)3 OF THE INTERNAL REVENUE CODE OF 1986 OR DISPOSED.

WHEREAS, Sections 3-54-2 and 13-6-1 of NMSA, 1978 Compilation authorizes municipalities to sell personal property which is not essential for a municipal purpose or if the property has no value, donate the property to any organization described in Section 501(c)3 of the Internal Revenue Code of 1986; and

WHEREAS, the City of Aztec owns certain personal property which is obsolete and/or surplus and no longer needed or useful to the City; and

WHEREAS, the Governing Body wishes to declare this property not essential for a municipal purpose so that it can be sold or donated according to statute.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY of the City of Aztec, New Mexico that the personal property below described which is owned by the City is surplus and not essential for a municipal purpose to-wit:

BE IT FURTHER RESOLVED that the aforesaid property should be sold to the highest bidder meeting the published terms and conditions of said sale.

PASSED, APPROVED AND SIGNED this 23rd day of June, 2015.

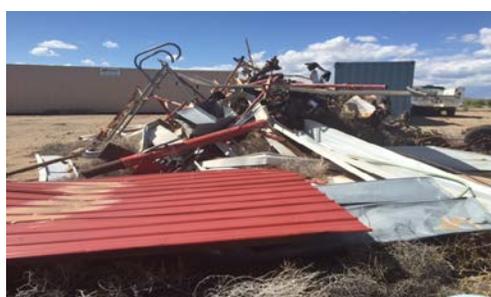
MAYOR SALLY BURBRIDGE

ATTEST:

CITY CLERK KARLA SAYLER

**City Surplus
Resolution 2015-955**

Department	Item/Model	VIN/Serial #	Unit #	Odometer	Condition	Reason for Surplus	Location
Streets	Dynapac Vibratory Tandem Roller	942037	010-001	N/A	Poor	Broken	Public Works
Wastewater	1985 International 55 Truck w/ Myer Ram Jet	1HTLAHEM0FHA13948 804-J	002-045 020-008	166,161	Fair	Replaced	
	Scrap Material	Ferrous and non-ferrous scrap metal, old toilets, pieces of picnic tables, old electronics and exercise equipment, metal file cabinets and desks, pipe, metal shelves, tires				Scrap	Airport Yard
Animal Care	Table with Chairs					Damaged	Animal Care



Staff Summary Report

MEETING DATE: June 23, 2015
AGENDA ITEM: VIII. CONSENT AGENDA (F)
AGENDA TITLE: Resolution 2015-956 City of Aztec Procurement Policy

ACTION REQUESTED BY: Finance Department
ACTION REQUESTED: Approval
SUMMARY BY: Kathy Lamb

PROJECT DESCRIPTION / FACTS

- Resolution 86-419 adopted City of Aztec Purchasing Guidelines
- Resolution 98-412, adopted December 1, 1988, adopted the procurement regulations pursuant to Sec 13-1-28 to 13-1-199 NMSA 1978
- During the 2013 Legislative session, several changes were made to the procurement code including:
 - Formal bid limits increased to \$60,000
 - Sole Source Purchases require a 30 Day Waiting Period following posting of notice
 - Emergency Procurement requires public posting within 3 days of the purchase
 - Penalties for violations of the state procurement code increased
 - Chief Procurement Officer designation and certification.
- Due to the length of time since a Procurement Policy has been updated and adopted by Resolution and prior to hiring of a Procurement Specialist, policies and procedures specific to procurement have been reviewed and updated.
- The policy provides the framework for the promulgation of procedures by the Purchasing Office, includes a Code of Ethics for any employee who purchases goods or services for the City, and Conflict of Interest.
- Procurement procedures have been updated and provided to all City Departments and will posted to KIVA (the City's intranet site) providing accessibility to all City employees.

SUPPORT DOCUMENTS: Resolution 2015-956
City of Aztec Procurement Policy

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve Resolution 2015-956 City of Aztec Procurement Policy

**CITY OF AZTEC
PROCUREMENT POLICY
RESOLUTION NO 2015-956**

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CITY OF AZTEC PROCUREMENT POLICY

1. MISSION and POLICY STATEMENT

- 1.1 Our goal is to ensure an efficient, cost-effective method of procurement for the City of Aztec. The mission of the Purchasing Office is to provide for the acquisition of property, construction projects, or services within regulations adopted by the Governing Body of the City of Aztec and the State of New Mexico;
- 1.2 It is the policy of the City's Purchasing Office to obtain quality goods and services at the lowest possible cost from qualified, responsive, responsible vendors. Every purchase is made in the City's best interest while providing all vendors a fair and equal opportunity to do business with the City.
- 1.3 The City's Purchasing Office invites all qualified vendors to actively participate in the City's procurement processes.

2. PURCHASING AUTHORITY

- 2.1 All procurement is governed by New Mexico Statutes 1978 Annotated, as amended.
- 2.2 Procurement involving the expenditure of federal funds must be conducted in accordance with the mandatory applicable federal laws and regulations. Such laws and regulations will supersede the Procurement Code where the Procurement Code is inconsistent with those federal laws and regulations.
- 2.3 City employees found to be in violation of the Procurement Code may be subject to disciplinary action in accordance with the City personnel policy and/or collective bargaining agreement, up to and including discharge. Violation of the Procurement Code may result in the revocation of purchasing privileges.

3. LOCAL PREFERENCE

The City of Aztec recognizes the value of revenue derived from local businesses and in accordance with this policy will attempt to procure goods and services locally whenever possible as permissible by the New Mexico State Procurement Code.

4. PURCHASING OFFICE

- 4.1 The Finance Director is hereby designated as the Chief Procurement Officer. The Procurement Specialist shall perform duties of the Chief Procurement Officer if so designated by the Finance Director. The Procurement Specialist is responsible for enforcement of procurement policies and procedures for the City of Aztec under the authority of the Finance Director. The Procurement Specialist shall also annually review procurement policies and procedures to ensure compliance with all applicable state laws.

- 4.2 The Purchasing Office shall be responsible for the control of procurement for the municipality and shall perform all duties required by the Procurement Code and all other relevant statutes. The Purchasing Office shall also cooperate and coordinate with the State Purchasing Agent and the purchasing offices of other local public bodies to maximize the benefits to the municipality from such joint and cooperative efforts.
- 4.3 The Procurement Specialist shall establish municipal procurement procedures in accordance with this policy and applicable law and may amend such procedures from time-to-time to ensure compliance with this policy and applicable law and to ensure the efficiency and effectiveness of the municipal procurement practices.
- 4.4 The Purchasing Office shall perform all procurement functions for the municipality, except when otherwise expressly authorized by statute or ordinance or regulation of the municipality.
- 4.5 The City of Aztec Purchasing Office is located at 201 W Chaco, Aztec, New Mexico 87410. The telephone number is 505-334-7652, the fax number is 505-334-7649. Office hours are 7:00 a.m. to 6:00 p.m., Monday through Thursday, with the exception of the legal holidays observed by the City.

5. CODE OF ETHICS

The City of Aztec, in addition to the City of Aztec Personnel Policy, Sec 7.1 Employee Ethics, adopts the NIGP: The Institute for Public Procurement Code of Ethics governing the conduct of any person employed by the City of Aztec who purchases good and services, or is involved in the purchasing process shall be bound by this code and shall:

- 5.1 Seek or accept a position only when fully in accord with the professional principles applicable thereto and when confident of possessing the qualifications to serve under those principles to the advantage of the City of Aztec.
- 5.2 Believes in the dignity and worth of the service rendered by the City of Aztec, and the societal responsibilities assumed as a trusted public servant.
- 5.3 Is governed by the highest ideals of honor and integrity in all public and personal relationships in order to merit the respect and inspire the confidence of the City of Aztec and the public being served.
- 5.4 Believes that personal aggrandizement or personal profit obtained through misuse of public or personal relationships is dishonest and not tolerable.
- 5.5 Identifies and eliminates participation of any individual in operational situations where a conflict of interest may be involved.
- 5.6 Believes that members of the City of Aztec and its staff should at no time, or under any circumstances, accept directly or indirectly, gifts, gratuities, or other things of value from suppliers, which might influence or appear to influence purchasing decisions.

- 5.7 Keeps the governmental organization informed, through appropriate channels, on problems and progress of applicable operations by emphasizing the importance of the facts.
- 5.8 Resists encroachment on control of personnel in order to preserve integrity as a professional manager.
- 5.9 Handles all personnel matters on a merit basis, and in compliance with applicable laws prohibiting discrimination in employment on the basis of politics, religion, color, national origin, disability, gender, age, pregnancy and other protected characteristics.
- 5.10 Seeks or dispenses no personal favors. Handles each administrative problem objectively and empathetically, without discrimination.

6. DEFINITIONS

6.1 Procurement:

- a) Purchasing, renting, leasing, or otherwise acquiring items of tangible personal property, services or construction; and
- b) All procurement functions, including but not limited to preparation of specifications, solicitation of sources, qualification or disqualification of sources, preparation and award of contract and contract administration. 13-1-74 NMSA 1978

6.2 Procurement Methods:

a) Formal Procedure

- I. Bids – The formal procedure is followed when the tangible goods or services being procured are \$60,000 or more. This method requires a sealed bid, formal advertisement, public opening, and, in many cases, proof of insurance and bonding.
- II. Proposals – The formal proposal procedure is followed when professional services (ref 6.6) are \$60,000 or more. This method requires a sealed proposal, formal advertisement and, in many cases, proof of insurance and bonding.
- III. All formal bids and/or proposals are posted to the City's website: <http://www.aztecnm.gov/purchasing/office.htm> and advertised in the legal section of the Daily Times, Farmington, New Mexico. Other newspapers may be used as appropriate.
- IV. All formal procurements require City Commission approval prior to issuance of a contract.

b) Informal Procedure

- I. Services, construction, or items of tangible personal property being procured are less than \$60,000 and greater than \$20,000 do not require formal advertisement nor a public opening, but may require proof of insurance and bonding. Informal quotes may be requested by the Purchasing Office via fax, US Mail, email, telephonic request or posting of solicitations to the City's website: <http://www.aztecnm.gov/purchasing/office.htm>

c) Small Purchase Procurement

- I. Services, construction, or items of tangible personal property being procured are \$20,000 or less, excluding applicable state and local gross receipts tax. This method does not require formal advertisement but in some cases may require proof of insurance and bonding. User department will consult with Purchasing Office to determine if quotes would be in the best interests of the City of Aztec.
- II. Procurement requirements shall not be artificially divided so as to constitute a small purchase under this section. 13-1-125 NMSA 1978

- 6.3 Purchase Requisition: The document by which a using agency (City department) requests the purchase of a specified service, construction or item of tangible personal property and may include but is not limited to the technical description of the requested item, delivery schedule, transportation requirements, suggested sources of supply and supporting information. 13-1-78 NMSA 1978

The City has an approved purchase requisition form with a unique numerical sequence. Only requests submitted on the approved form will be accepted.

6.4 Purchase Order:

- a) "Purchase order" means the document issued only by the central purchasing office (Finance Department of the City) that directs a contractor to deliver items of tangible personal property, services or construction. 13-1-77 NMSA 1978
- b) City employees and Department Directors are not authorized to purchase tangible goods or give notice to proceed with a project, or authorize performance of a service without prior authorization, in the form of a purchase order, being issued by the Finance Department.
- c) A City purchase order will be issued on all purchases exceeding \$750 regardless of the method of procurement.

- 6.5 Small Purchase Order: City purchase document authorized at the department level for services or tangible personal property under \$750. Purchase requirements shall not be artificially divided to justify the use of a small purchase order.

- 6.6 Professional Service: The services of architects, archeologists, engineers, surveyors, landscape architects, medical arts practitioners, scientists, management and systems

analysts, certified public accountants, registered public accountants, lawyers, psychologists, planners, researchers, construction managers and other persons or businesses providing similar professional services, which may be designated as such by a determination issued by the State Purchasing Agent or a Central Purchasing Office. **13-1-76 NMSA 1978**

Professional Services except for the services of landscape architects or surveyors for local public works projects, under sixty thousand dollars (\$60,000), excluding applicable state and local gross receipts taxes; are considered a small purchase and are exempt from formal procurement.

- 6.7 Service: The furnishing of labor, time or effort by a contractor not involving the delivery of a specific end product other than reports and other materials which are merely incidental to the required performance. "Services" includes the furnishing of insurance but does not include construction or the services of employees of a state agency or a local public body. 13-1-87 NMSA 1978
- 6.8 Tangible Personal Property: Tangible property other than real property having a physical existence, including but not limited to supplies, equipment, materials and printed materials. 13-1-93 NMSA 1978
- 6.9 Capital Purchase: Capital purchases are defined as any tangible property with a life expectancy greater than two years and valued over \$5,000.00.
- 6.10 As Needed or One Time: The Purchasing office procures many items on an "as needed" basis for City departments. A firm price is requested for a fixed quantity with single or multiple delivery dates. Depending on the estimated dollar amount of the purchase, the procurement may be a formal or informal method.
- 6.11 Indefinite Quantity Contract: "Indefinite quantity contract" means a contract which requires the contractor to furnish an indeterminate quantity of specified services, items of tangible personal property or construction during a prescribed period of time at a definite unit price or at a specified discount from list or catalogue prices.
- 6.12 Multi-Term Contracts: The Purchasing Office establishes long term contracts for goods or services commonly used in volume by all or multiple City departments. These contracts are normally awarded by the formal procurement method for definite periods of time, usually one year with three one year extension periods. These contracts are estimated quantities imposing no obligation upon the City other than the requirement to purchase from a successful contractor such quantities as may be needed by the City during the effective dates of the contract.
- 6.13 Cooperative Purchasing: The Purchasing Office does participate in cooperative procurement endeavors as provided in 13-1-135 NMSA 1978. The Purchasing Specialist may authorize purchases of goods and services pursuant to any intergovernmental agreement which the governing body has approved and is in the best interest of the City.
- 6.14 Sole Source Procurement: A contract may be awarded without competitive sealed bids

or competitive sealed proposals in accordance with 13-1-126 NMSA 1978. Notice of intent to award a sole source contract will be posted a minimum of 30 days prior to the award of the contract on the City's website:

<http://www.aztecnm.gov/purchasing/office.htm>

- 6.15 **Emergency Procurement:** In accordance with 13-1-127 NMSA 1978, the Purchasing Office may make emergency procurements when there exists a threat to public health, welfare, safety or property. The existence of the emergency condition creates an immediate and serious need for services, construction or items of tangible personal property that cannot be met through normal procurement methods and the lack of which would seriously threaten (1) the functioning of government; (2) the preservation or protection of property; or (3) the health or safety of any person. Notice of Emergency Procurements will be posted on the City's website: <http://www.aztecnm.gov/purchasing/office.htm>

7. CONFLICT OF INTEREST

- 7.1 It is unlawful for any City employee or public officer, as defined in the Procurement Code, and the Governmental Conduct Act (**10-16-1 NMSA 1978**) to participate directly or indirectly in a procurement when the employee knows that the employee or any member of the employee's immediate family has a financial interest in the business seeking or obtaining a contract.
- 7.2 An employee or public officer shall disqualify himself or herself from participating in any official act directly affecting a business in which he or she has a financial interest. No employee or public official shall acquire a financial interest at a time when he or she believes or has reason to believe that it will be directly affected by his or her official act.
- 7.3 Any employee or public official who has a financial interest which he or she believes or has reason to believe may be affected by an official act taken within the scope of his or her employment shall disclose the precise nature and value of such interest. The disclosures shall be made in writing to the City Clerk at the time the conflict occurs and during the month of January every year thereafter. Additionally, it shall be the duty of an employee to inform his or her department head of such a financial interest at the time he or she acquires it. The information on the disclosures shall be made available by the City Clerk for inspection as permitted by law. The filing of disclosures pursuant to this section is a condition of entering upon and continuing in City employment.
- 7.4 The City shall not enter into any contract with a business in which an employee has a controlling interest involving services or property of a value in excess of \$1,000.00, unless the contract is made after public notice and competitive bidding or the City Manager and Finance Director has made a written waiver of this prohibition. This subsection does not apply to a contract of employment with the City.
- 7.5 For a period of one year after leaving government service or employment with the City of Aztec, a former public officer or employee shall not represent for pay a person before the City.

CITY OF AZTEC

RESOLUTION 2015-956

A RESOLUTION ADOPTING THE CITY OF AZTEC PROCUREMENT POLICY.

WHEREAS, the purpose of this Resolution is to adopt regulations to translate or define general and specific requirements of the Procurement Code; and

WHEREAS, the purposes of the Procurement Code are to provide for the fair and equitable treatment of all persons involved in public procurement, to maximize the purchasing value of public funds and to provide safeguards for maintaining a procurement system of quality and integrity, Sec 13-1-29c NMSA 1978; and

WHEREAS, the Governing Body may adopt regulations through resolution or ordinance to effect the powers and duties granted the municipality by state law;.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY of the City of Aztec, New Mexico that the regulations attached hereto is the procurement policy to be utilized by all officers and employees of the municipality through the Purchasing Office in the procurement of all tangible personal property, services and construction.

This resolution supersedes the City of Aztec Procurement Code Regulations in their entirety.

PASSED, APPROVED AND SIGNED this 23rd day of June, 2015.

MAYOR SALLY BURBRIDGE

ATTEST:

CITY CLERK KARLA SAYLER

Staff Summary Report

MEETING DATE: JUNE 23, 2015

AGENDA ITEM: XI. BUSINESS ITEMS (A)

AGENDA TITLE: Annual Water Contract For Southwest Water Consultants, Inc.

ACTION REQUESTED BY: Joshua W Ray

ACTION REQUESTED: Approve The Annual Water Contract For Southwest Water Consultants, Inc.

SUMMARY BY: Joshua W Ray

PROJECT DESCRIPTION / FACTS

The City of Aztec contracts with a consultant annually to complete our Annual Water Report and to consult on water rights. The City is currently contracted with Southwest Water Consultants, Inc. out of Santa Fe, NM to provide these services. Mr. Phillip Soice is the President of Southwest Water Consultants, Inc.

The City has been working with Mr. Soice to provide these services for the previous 5 years.

As you can see from his proposal, the contract amount will remain the same as the current contract at \$12,000.

Per the proposal from Southwest Water Consultants, Inc., this will be the last year for the City to contract with them. Mr. Soice will be retiring after the 2016 fiscal year.

PROCUREMENT / PURCHASING

- Contract Total FY2015-16: \$12,000 + 982.50 (Santa Fe Tax) = \$12,982.50
- Meets small purchase requirements (under \$60,000) for professional services under the NM Procurement Code.

FISCAL INPUT / FINANCE DEPARTMENT

- The FY2015-16 Preliminary Budget, Water Rights Fund, includes \$15,000 specific to this agreement; sufficient for the financial commitment if approved by Commission

SUPPORT DOCUMENTS: Annual Agreement for Phil Soice

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve the Annual Water Contract for Southwest Water Consultants, Inc.

Southwest Water Consultants, Inc.

P.O. Box 8050 Santa Fe, N. M. 87502 (505) 820-6824

June 5, 2015

Mr. Joshua Ray
Aztec City Manager
201 W. Chaco
Aztec, New Mexico 87410

Dear Mr. Ray:

Southwest Water Consultants, Inc. (Southwest) currently has a consulting agreement with the City of Aztec with a contract limit of \$12,000, exclusive of gross receipts tax, (\$11,953.48 billed through May of 2015). This contract envisioned work on the 2014-2015 Annual Report , water rights consultation (Reservoir #3 storage application, return flow credits, Townsend water right transfer) and other consultation as requested (604 water rights and Navajo Water Rights Settlement).

This will be my last proposal for this work as I am retiring at the end of 2016. I propose the following scope of work for fiscal 2015-2016. It is estimated that \$12,000 will be required to prepare and deliver the 2016 Annual Report, provide water right consultation during 2015 and 2016, prepare and file Proof of Beneficial Use (PBU) documents for recent water right transfers and update master list of water rights. That amount is included in this proposal for fiscal 2015-2016, ending June 30, 2016. V. Phillip Soice, president of Southwest, will be the manager for these projects. I have briefly itemized the work scope and corresponding costs below.

Annual Water Report

Preparation and presentation of the 2016 Annual Water Utility Report, including diversions by location, water treatment plant production, water sales, water losses, return flow credits, water rights status, water utility income and expenses, water supply projections and recommended actions for the coming year. (Estimated Cost \$3,000).

Water Rights Consultation as Requested

Southwest will provide consulting services to the City including, but not limited to, evaluating water rights for purchase, preparing, filing and defending water right transfer applications to the Office of the State Engineer, prepare and file PBUs on recent water right transfers, update existing water rights master list, evaluation of agreements with customers, review water right chain of title and evaluate water right deeds. (Estimated Cost \$6,000).

Provide Other Services

Provide upon request, opinions on assessments for ditch service, discussions with ditch companies and water associations concerning water matters, analysis of return flow credits and/or backwash reuse and utility financial evaluations. (Estimated Cost \$3,000).

The above-described scope of work can be completed for a sum not to exceed \$12,000, exclusive of gross receipts tax. Southwest bills on a monthly basis for work performed, and provides a detailed statement of costs. Personnel and expenses will be billed at the following rates.

V. Phillip Soice, P.E., President	\$100.00/hr.
Word/Data Processing	\$35.00/hr.
Mileage	\$0.40/mi.
Other Expenses at Cost	

If this proposal is acceptable, please execute below.

The above-described scope of work and fee schedule is hereby agreed to and accepted on this _____ day of _____, 2015.

By: 
V. Phillip Soice, President

By: 
City of Aztec

Xc. Kathy Lamb

Staff Summary Report

MEETING DATE: June 23, 2015
AGENDA ITEM: XII. LAND USE HEARING (A)
AGENDA TITLE: 2015-053 Tiger Ruins Subdivision

ACTION REQUESTED BY: Triple Eagle Construction
Russ Allen
22 Rd. 2980 Aztec, NM 87410

ACTION REQUESTED:

1. Request review of a preliminary and final minor plat concurrently
2. Variance to Subdivision Rules & Regulations 23-85 Lot Improvements (3) Depth to Width Ratio 1:3.

SUMMARY BY: William M. Homka AICP CFM
Director

PROJECT DESCRIPTION / FACTS

This request seeks to subdivide a parcel of land situated within the City of Aztec on Blanco Street. The street is a publicly dedicated street. The existing parcel has the following information:

Parcel number: 2-064-178-115-090
Address: 302 Blanco Street
Acreage: 0.96 acres (41,961 square feet)
Frontage: 193.14' on Blanco Street
Zoning: R-1 Single Family Residential
Flood Zone: Yes, Partial

This is a rare, large tract of land situated near Downtown Aztec that fronts on Blanco Street (193.14') but has a depth dimension of 226.33' on the northwest side and 212.18' on the northeast side. The applicant is Mr. Russ Allen, owner of Triple Eagle Construction. He recently purchased the 0.96 acre parcel after consulting with the Community Development Department about options for the land.

Mr. Allen desires to develop a small subdivision called Tigers Run Subdivision. It is a replat of Tract 2 of the Spitzer Subdivision. The subdivision is for single family homes. Single family land development regulations in the R-1 Residential Multi Family zoning district are as follow:

Frontage: Minimum = 60'
Depth: Maximum 3:1 ratio depth to width (60' = 180' m)
Area: Minimum = None, however contingent upon design

The parcel is large enough for subdivision into (3) parcels. The Tigers Run Subdivision is nearly one (1) acre and this request will create three (3) smaller parcels ranging in size between 0.31

acres and 0.34 acres. The new dimensions of the parcels in this minor subdivision will be as follow:

PARCEL INFORMATION

1. Lot 2A-1
Frontage: 60' on Blanco Street
Depth: 226.33'
227.94'
Area: 0.31 acres (13,627b sq. ft.)

2. Lot 2A-2
Frontage: 73.14' on Blanco Street
Depth: 227.94'
230.25'
Area: 0.34 acres (14,901 sq. ft.)

3. Lot 2A-3
Frontage: 60' on Blanco Street
Depth: 230.25'
212.18'
Area: 0.31 acres (13,433 sq. ft.)

Notices were sent to adjoining property owners on May 18, 2015. This project did not make the June 9, 2015 agenda so notices were sent again on June 4, 2015 for the present meeting tonight on June 4, 2015. Staff advised the applicant of the scheduling issue and of its new date as well. Prior to June 9 no calls were received from any of the adjoining property owners. On June 16, 2015 W. Homka received a call from Will Westendorf, owner of adjoining property across Blanco Street at 403/405 Blanco Street. Mr. Westendorf inquired about the meeting notice and the development. After hearing about the Tiger Ruins Subdivision Mr. Westendorf stated his support for the project to Mr. Homka.

Due to this parcel's dimensions notices were sent to nine (9) adjacent property owner addresses. No inquiries were made from the other eight (8) adjoining property owners. The property owner mailing list is attached to this report.

The character of the area around the newly proposed subdivision is residential. Aztec High School is just one parcel to the east on Blanco Street. Development of the parcel will improve the area and provide for additional, infill housing in Aztec. Mr. Allen intends to make the homes available at affordable prices. In consultation with the Community Development Department, staff advised Mr. Allen that it appears best to subdivide the parcel into three (3) lots even though resulting dimensions would violate Aztec's Subdivision Regulations. Specifically, Regulation 23-85 Lot Improvements (3) Depth to Width Ratio 1:3. The parcel is also situated such that the Flood Zone traverses the property frontage. It appears that nearly the front one-third (1/3) of each new parcel's depth will be in the existing floodplain.

It is staffs opinion that the development overall will improve the area and provide additional housing options within the city, and this outweighs the depth to width requirement. In this case a variance of the requirement is more appropriate than adhering to it, which otherwise would create a fourth (4th) parcel. Also, considering the front third (1/3) of the property is in the flood zone, the development may need the additional setback to keep new construction out of the floodplain.

Creating a fourth (4th) parcel in this location could help meet the prescribed subdivision requirements, but it would be landlocked parcel. This would start the project down the road of a major subdivision which is defined as projects creating more than three parcels. It could also involve a new street or other access arrangements that would increase the cost of development. This area would probably not support such increased costs of lots and would also defeat Mr. Allen's desire to provide housing for moderate income families.

Therefore staff recommends the City Commission approve 2015-053 Tiger Ruins Subdivision and the accompanying variance request to alleviate the applicant of the Subdivision Regulation 23-85 Lot Improvements (3) Depth to Width Ratio 1:3 to permit the development of the subdivision as proposed on the plat. Staff also recommends the City Commission consider this a preliminary and final plat and recommend dual approval of the plat. It is a small project on an existing public street and right of way that will utilize existing infrastructure. The waiver will avoid creating a parcel that would pose more problems than solutions to providing safe, affordable, and well planned housing in the City of Aztec.

FINDINGS OF FACT

Subdivision

1. The project parcel is zoned R-1 Residential Single Family;
2. The existing zoning permits the proposed subdivision; ,
3. This application will re-utilize an existing, vacant parcel within Aztec;
4. Three new single family homes will be developed near Aztec High School;
5. All subdivision design requirements are met, including lot area, frontage dimension, location on a public street, and zoning except for one requirement involving depth to width ratios;

Variance

6. The accompanying variance request seeks a waiver of depth to width requirement;
7. Waiving the depth the width requirement by a maximum of 46.33' at the rear of lot 2A-1, the maximum infraction, and 32.18' at the rear of Lot 2A-3;
8. Approving the variance allows additional depth that provides flexibility in placement of homes to avoid the floodplain
9. Three deeper lots are a more economical alternative and suitable planning design than enforcing the depth to width ratio which would create a remainder parcel without accessibility to the rear of the new parcels, and;

FISCAL INPUT / FINANCE DEPARTMENT (if applicable)
--

SUPPORT DOCUMENTS:

1. Application
 2. Zoning Map
 3. Parcel/Aerial
 4. Proposed Subdivision (partial view)
 5. Public Notice
 6. Applicant Notice
 7. Name List
-

DEPARTMENT'S RECOMMENDED MOTION: Move To Approve 2015-053, a request for approving a minor subdivision preliminary and final plat concurrently and creating three (3) parcels as well as a waiver of Subdivision Rules & Regulations Lot Improvements (3) Depth to Width Ratio 1:3 according to the Findings of Fact 1 Through 9.



PROJECT AREA MAP
Zoning & Floodplain
Parcel & Aerial View

TIGERS RUN SUBDIVISION
A REPLAT OF TRACT 2 OF THE SPITZER SUBDIVISION
FILED FOR RECORD 12/18/97
NMI/4 SECTION 9, T30N, R11W, N1MP.M.,
AZTEC, SAN JUAN COUNTY, NEW MEXICO

DEDICATION

KNOW ALL MEN BY THESE PRESENTS:

That Russell J. Allen and Tracey L. Allen, husband and wife, being the sole Owners and Proprietors of the land above described, have made a subdivision of said land, and that said subdivision is named and shall be known as:

TIGERS RUN SUBDIVISION

That the said subdivision, as shown on this plat, is with the consent and in accordance with the desires of said Owner, and the streets and easements shown are dedicated for public use as such, together with easements for public utilities, including easements for overhead of service wires of pole type utilities, and easements for underground or buried service wires with the right to include necessary maintenance of the same, and right of ingress and egress to and from said easements.

Russell J. Allen Tracey L. Allen

AFFIDAVIT

Naw comes Russell J. Allen and Tracey L. Allen, husband and wife, first duly sworn upon their oath and states that the subdivision shown hereon lies wholly within the planning and platting jurisdiction of the City of Aztec, New Mexico.

Russell J. Allen Tracey L. Allen

ACCEPTANCE BY THE CITY OF AZTEC, NM

This minor subdivision was duly submitted to the City of Aztec, San Juan County, New Mexico, and is hereby approved per City of Aztec Subdivision Regulations and accepted for recording and filing.

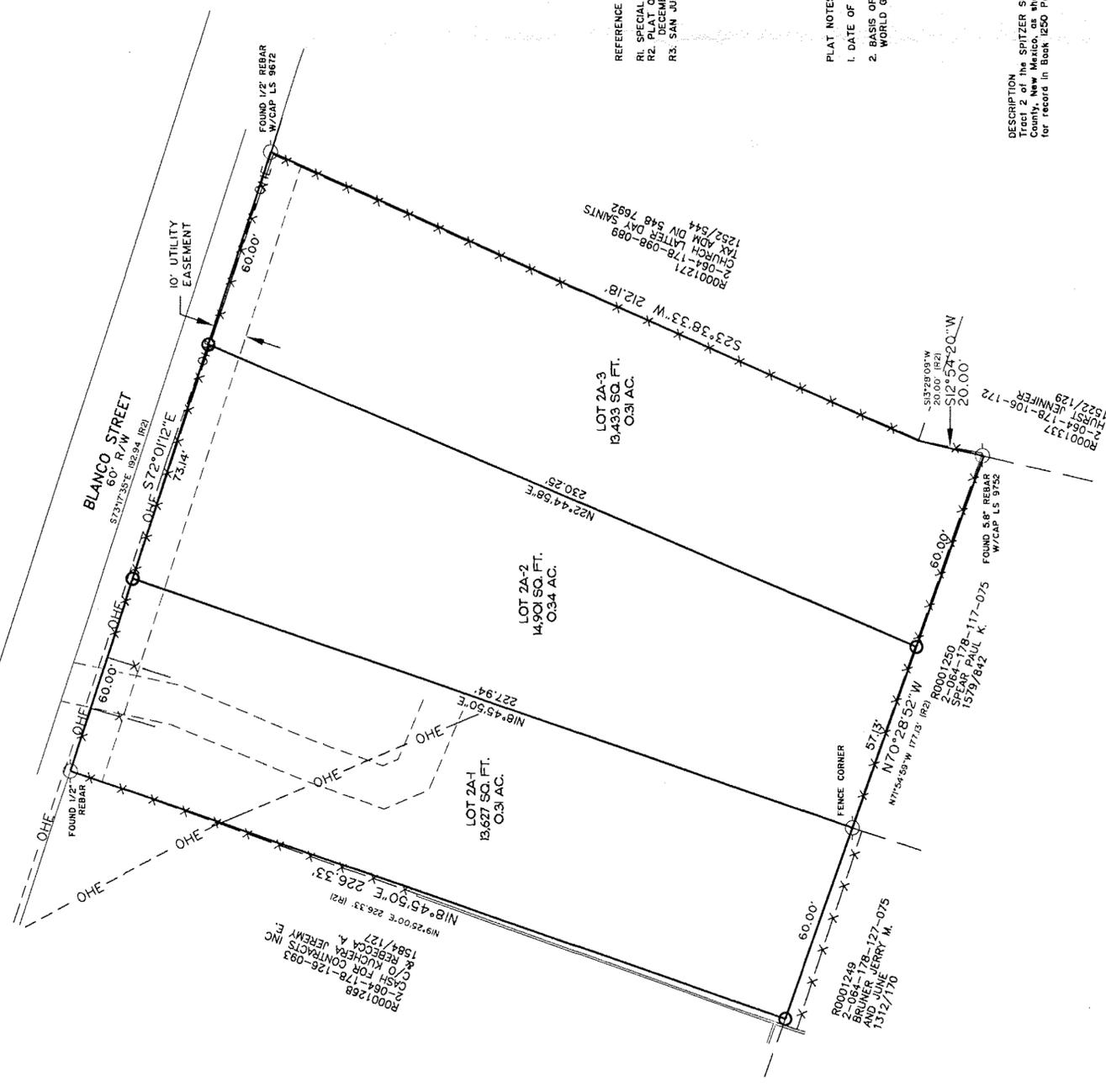
Dated _____

REFERENCE LIST
R1. SPECIAL MASTERS DEED BK 1582 PG. 573
R2. PLAT OF SPITZER SUBDIVISION BK 1250 PG 859
DECEMBER 18, 1997
R3. SAN JUAN COUNTY ASSESSOR'S PLATS

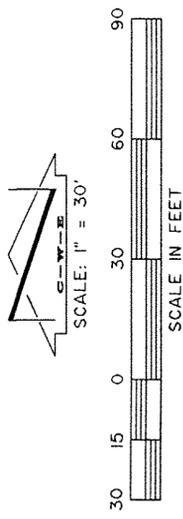
PLAT NOTES

- 1. DATE OF FIELD SURVEY, FEBRUARY 5, 2013.
- 2. BASIS OF BEARING: GPS OBSERVATIONS USING WORLD GEODETIC SYSTEM, 1984.

DESCRIPTION
Tract 2 of the SPITZER SUBDIVISION, in the City of Aztec, San Juan County, New Mexico, shown on the plat of said subdivision filed for record in Book 1250 Page 859 on December 18, 1997.



- ⊠ = SECTION CORNER AS NOTED
- ⊡ = QUARTER CORNER AS NOTED
- = SET 1/2" REBAR W/CAP LS 6159
- = SET 1/2" REBAR W/ALUM CAP LS 6159
- = FOUND REBAR AS NOTED
- X = X MARK IN CONCRETE
- ◇ = SET PK NAIL W/WASHER
- = HWY DEPT BRASS CAP R/W MON
- = NOT SET



CHENEY WALTERS ECHOLS
ENGINEERS SURVEYORS
ISSUE DATE: 04/08/2015
PRINTED: April 30, 2015
FILE: C:\D\DWG-CRT\2015CRT\15-445\15-445.dwg

Son Juan County Treasurer or Designee _____ Date _____

George T. Walters Professional Land Surveyor No. 6159 State of New Mexico _____ Date _____

CERTIFICATION

I, George T. Walters, a New Mexico Professional Surveyor certify that I conducted and am responsible for this Boundary Survey Plat, that this Boundary Survey is true and correct to the best of my knowledge and belief, and that this Boundary Survey Plat meets the Minimum Standards for Surveying in New Mexico. I further certify that this survey is a division of land as defined in the New Mexico Subdivision Act.

My Commission Expires: _____ Notary Public _____

State of New Mexico)) ss:
County of San Juan))

The foregoing was acknowledged before me by Russell J. Allen and Tracey L. Allen, husband and wife, the _____ day of _____, 2015.

**Names and Tax-Roll Addresses of Owners Within One Hundred (100) Feet
(excluding roadways and easements) of the Following Described Property
Referenced as TRACT 1:**

Lot Two (2), of the SPITZER SUBDIVISION, in the City of Aztec, San Juan County, New Mexico, as shown on the Alternate Summary Replat of said Subdivision filed for record December 18, 1997.

TRACT 1

U.S. Bank National Association as Successor
Trustee to Bank of America, N.A., as Successor
by Merger to LaSalle Bank, N.A., as Trustee for
the Certificate holders of the MLMI Trust,
Mortgage Loan Asset Backed Certificates, Series
2007-SD1
350 Highland Drive
Lewisville, TX 75067

Lot 2, of the SPITZER SUBDIVISION, in the
City of Aztec, San Juan County, New Mexico,
filed for record December 18, 1997;

Book 1582, page 573

TRACT 2

Clarence L. Calhoun, Jr and Charlotte Calhoun
16285 US 550
Aztec, NM 87410

Lot 1, of the COLONEL WILLIAM'S
ADDITION, in the City of Aztec, San Juan
County, New Mexico, filed for record September
28, 1927;

Book 1579, page 861

TRACT 3

Frank Jaber
401 East Blanco Street
Aztec, NM 87410

Lots 2 and 3, of the COLONEL WILLIAM'S
ADDITION, in the City of Aztec, San Juan
County, New Mexico, filed for record September
28, 1927;

Book 1404, page 241

TRACT 4

William G. Westendorff
P. O. Box 29
Durango, CO 81302

Lot 4, of the COLONEL WILLIAM'S
ADDITION, in the City of Aztec, San Juan
County, New Mexico, filed for record September
28, 1927;

Book 1581, page 174

TRACT 5

JPMorgan Chase Bank, NA
825 Tech Center Drive
Gahanna, OH 43230

Lot 5 and part of Lot 6, of the COLONEL
WILLIAM'S ADDITION, in the City of Aztec,
San Juan County, New Mexico, filed for record
September 28, 1927;

Book 1583, page 44

TRACT 6

Lou Ella Joy McDonald
409 Blanco Street
Aztec, NM 87410

Part of Lot 6 and Lot 7, of the COLONEL WILLIAM'S ADDITION, in the City of Aztec, San Juan County, New Mexico, filed for record September 28, 1927;

Book 1065, page 51

TRACT 7

Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter Day Saints
50 E N Temple Floor 22
Salt Lake City, UT 84150

That part of the SE $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 9, in Township 30 North of Range 11 West, N.M.P.M., San Juan County, New Mexico;

Book 1252, page 544

TRACT 8

Aztec School District 2
1118 West Aztec Boulevard
Aztec, NM 87410

That part of the SE $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 9, in Township 30 North of Range 11 West, N.M.P.M., San Juan County, New Mexico;

Book 67, page 629

TRACT 9

Jennifer Hurst
319 East Chaco Street
Aztec, NM 87410

That part of the SE $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 9, in Township 30 North of Range 11 West, N.M.P.M., San Juan County, New Mexico;

Book 1522, page 129

TRACT 10

Paul K. Spear
309 East Chaco Street
Aztec, NM 87410

That part of the S $\frac{1}{2}$ SE $\frac{1}{4}$ of Section 9, in Township 30 North of Range 11 West, N.M.P.M., San Juan County, New Mexico;

Book 1579, page 842

TRACT 11

Jerry M. Bruner and June Bruner
307 East Chaco Street
Aztec, NM 87410

That part of the S $\frac{1}{2}$ SE $\frac{1}{4}$ of Section 9, in Township 30 North of Range 11 West, N.M.P.M., San Juan County, New Mexico;

Book 1312, page 170

TRACT 12

Myron R. Voorhis
102 North Mesa Verde Avenue
Aztec, NM 87410

Lots 13, 14, and 15, in Block 43, of the ORIGINAL TOWNSITE OF AZTEC, in the City of Aztec, San Juan County, New Mexico, filed for record September 13, 1890;

Book 1573, page 928

TRACT 13

Cash for Contracts, Inc.
c/o Jeremy E. Kuchera and Rebecca A. Kuchera
P. O. Box 16134
Las Cruces, NM 88004

Lots 16, 17, 18, 19, and 20, in Block 43, of the ORIGINAL TOWNSITE OF AZTEC, in the City of Aztec, San Juan County, New Mexico, filed for record September 13, 1890;

Book 1565, page 271
Book 1584, page 126
Book 1584, page 127

TRACT 14

Anna Maria Chavez
116 North Mesa Verde Avenue
Aztec, NM 87410

Lots 21 and 22, in Block 43, of the WILLIAM'S ADDITION, in the City of Aztec, San Juan County, New Mexico, filed for record January 12, 1903;

Book 1168, page 878

TRACT 15

Hoyle M. Osborne, Jr., and Jane R. Voss
122 North Mesa Verde Avenue
Aztec, NM 87410

Lots 23 and 24, in Block 43, of the WILLIAM'S ADDITION, in the City of Aztec, San Juan County, New Mexico, filed for record January 12, 1903;

Book 1342, page 716

TRACT 16

Jeffrey L. Casados and Nancy K. Casados
202 North Mesa Verde Avenue
Aztec, NM 87410

Lots 13, 14, 15, 16, 17, and 18, in Block 53, of the WILLIAM'S ADDITION, in the City of Aztec, San Juan County, New Mexico, filed for record January 12, 1903;

Book 1240, page 199

TO: April 24, 2015, 4:30 p.m.

LIABILITY LIMITED TO THE AMOUNT PAID FOR THIS CERTIFICATE.

SAN JUAN COUNTY ABSTRACT & TITLE COMPANY



By: Autumn Yocum, Abstracter

San Juan County Assessor's

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San Juan County Assessor Property Display for Account #: R0001269

Property Owner(s)

DOTY ROBERT E

PO BOX 1393
FLORA VISTA, NM 87415

Property Value Information

	2014	2015
Gross Assessed	158612	158612
Net Assessed	52871	52871
Exemptions		
Taxable Value	52871	52871
Taxes:	1299.78	

Property Information

Tax ID: R0001269

Type: Residential

Parcel Number: 2064178115090

Business Name:

Manufactured Home VIN:

Physical Address: 302 BLANCO ST AZTEC

Parcel Map: [MAP PARCEL](#)

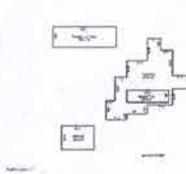
Taxing District: 2IN

Mill Rate: 0.024584

Acres: 0.9600

of Bldgs: 1

[CLICK FOR MORE PHOTOS \(IF AVAILABLE\)](#)

Photo	Sketch
	

Last Records

Book: 1582

Page: 573

Doc Date: 1/22/2015

Legal

The legal description below should not be used to convey property

Section	Township	Range	QTR	QTRQTR
09	30	11	SE	SE

Subdivision

Sub Division Legal	Lot	Block
FLORA E SPRITZER LIVING TRUST	Lot: 2	Block:

Account Exemptions

Account Additions

Building Details

TRACT 1

San Juan County Assessor's

Bldg#	Built AS	Type	Year Built	SQFT	Stories
1	2 Story	Residential	1942	1843	2.00

Personal Property Details

Acct #	Type	Quantity	Description
NO DATA AVAILABLE			

File for Record at Request of
And when recorded return to:

Rose L. Brand & Associates, P.C.
7430 Washington Street, NE
Albuquerque, NM 87109
(Not the Owner of the Property)



201500800 01/22/2015 11:16 AM
1 of 3 B1582 P573 R \$25.00
San Juan County, NM DEBBIE HOLMES



SPECIAL MASTER'S DEED

THIS SPECIAL MASTER'S DEED, made to be effective October 8, 2014, by
BERNADETTE F. GUTIERREZ, Special Master ("Grantor"), in favor of U.S. Bank National
Association as Successor Trustee to Bank of America, N.A., as Successor by Merger to LaSalle
Bank, N.A., as Trustee for the Certificateholders of the MLMI Trust, Mortgage Loan Asset-
Backed Certificates, Series 2007-SD1, 350 Highland Drive, Lewisville TX 75067 ("Grantee").

WITNESSETH:

1. Grantor has been appointed Special Master in the District Court of San Juan
County, in an action styled: U.S. BANK, NATIONAL ASSOCIATION, AS SUCCESSOR
TRUSTEE TO BANK OF AMERICA, N.A., AS SUCCESSOR BY MERGER TO LASALLE
BANK, N.A. AS TRUSTEE FOR THE CERTIFICATEHOLDERS OF THE MLMI TRUST,
MORTGAGE LOAN ASSET-BACKED CERTIFICATES, SERIES 2007-SD1 v. Robert E.
Doty and Mortgage Electronic Registration Systems, Inc. as nominee for Ownit Mortgage
Solutions, Inc., No. D-1116-CV-2013-01155, of the docket of the District Court. Pursuant to the
Stipulated and Default Judgment for Foreclosure and Order of Sale entered in said cause,
Grantor gave Notice of Sale by causing said Notice to be published in the *Farmington Daily
Times*, a newspaper published in and having a general circulation in San Juan County, in four (4)
consecutive weekly issues thereof, Grantor and/or her designee held a sale October 8, 2014 at

12:30 pm, at the front entrance of the San Juan County Courthouse, 851 Andrea Dr., Farmington, NM 87401, all as set forth in the Notice of Sale. The highest and best bidder at the sale was the Grantee and, in accordance with the direction of the Court, Grantor has executed and hereby delivers this Deed. The property sold has a street address of 302 East Blanco St, Aztec, San Juan County, New Mexico 87410, and is more particularly described as follows:

**LOT 2, OF THE SPITZER SUBDIVISION, IN THE CITY OF
AZTEC, SAN JUAN COUNTY, NEW MEXICO, AS SHOWN
ON THE ALTERNATE SUMMARY REPLAT OF SAID
SUBDIVISION FILED FOR RECORD DECEMBER 18, 1997.**

including any improvements, fixtures, and attachments, such as, but not limited to, mobile homes. If there is a conflict between the legal description and the street address, the legal description shall control.

2. In consideration of the premises and for consideration paid and in compliance with the laws of the State of New Mexico, Grantor hereby grants to Grantee all of the right, title, and interest of the parties to said cause in and to the certain real property located in San Juan County, New Mexico, described above, together with all improvements affixed thereto, subject to indentures, covenants, restrictions, reservations, and easements of record, unpaid real property taxes and to the one (1) month right of redemption for Defendants from an entry of an order approving sale, as provided by law.



201500800 01/22/2015 11:16 AM
2 of 3 B1582 P573 R \$25.00
San Juan County, NM DEBBIE HOLMES

IN WITNESS WHEREOF, the Grantor sets her hand and seal on the day and year first above noted.

Bernadette F. Gutierrez
BERNADETTE F. GUTIERREZ, Special Master

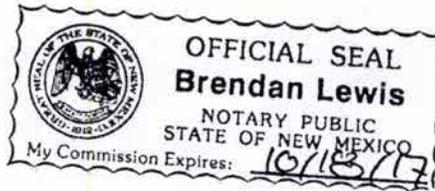
STATE OF NEW MEXICO)
COUNTY OF Bernalillo) ss.

The foregoing instrument was acknowledged before me this 21 day of October, 2014, by Bernadette F. Gutierrez, Special Master.

Brendan Lewis
Notary Public

My Commission Expires:

10/18/17



201500800 01/22/2015 11:16 AM
3 of 3 B1582 P573 R \$25.00
San Juan County, NM DEBBIE HOLMES

San Juan County Assessor's

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San Juan County Assessor Property Display for Account #: R0001512

Property Owner(s)

CALHOUN CLARENCE L JR AND CHARLOTTE

16285 US 550
AZTEC, NM 87410

Physical Address: 309 BLANCO ST AZTEC

***->Parcel Map:** [MAP PARCEL](#)

Taxing District: 2IN

Mill Rate: 0.024584

Acres: 0.3241

of Bldgs: 1

Property Value Information

	2014	2015
Gross Assessed	83345	132909
Net Assessed	27782	44303
Exemptions		0.00
Taxable Value	21782	44303
Taxes:	592.97	

[CLICK FOR MORE PHOTOS \(IF AVAILABLE\)](#)

Photo	Sketch
	

Property Information

Tax ID: R0001512

Type: Residential

Parcel Number: 2064178113115

Business Name:

Manufactured Home VIN:

Last Records

Book: 1579

Page: 861

Doc Date: 11/10/2014

Legal
The legal description below should not be used to convey property

Section	Township	Range	QTR	QTRQTR
09	30	11	SE	SE

Subdivision

Sub Division Legal	Lot	Block
COLONEL WILLIAM'S ADDITION	Lot 1	Block:

Account Exemptions

Account Additions

Aztec Water Fees

Building Details

San Juan County Assessor's
EXPORT

Bldg#	Built AS	Type	Year Built	SQFT	Stories
1	Ranch 1 Story	Residential	1960	1346	1.00

Personal Property Details

Acct #	Type	Quantity	Description
NO DATA AVAILABLE			



201412545 11/10/2014 02:02 PM

1 of 4 B1579 P861 R \$25.00

San Juan County, NM DEBBIE HOLMES



TA



SPECIAL WARRANTY DEED

This Deed is made and entered into this 24 day of October,
 2014 by and between: Fannie Mae (AKA Federal National Mortgage Association),
 organized and existing under the laws of the United States of America
 of the County of Dallas, State of Texas, hereinafter collectively referred to as "Grantor,"
 and

Clarence L. Calhoun Jr. and Charlotte Calhoun
 of the County of San Juan State of New Mexico, hereinafter referred to as "Grantee". The mailing
 address of the Grantee is: 309 E. BLANCO ST., AZTEC, NM 87410.

WITNESSETH, that the Grantors, for and in consideration of the sum of Sixty-Two
 Thousand Dollars (\$62,000.00) and other valuable consideration paid to the Grantor, the receipt
 of which is hereby acknowledged, does by these presents GRANT, BARGAIN AND SELL,
 CONVEY AND CONFIRM unto the Grantee, the following described lots, tracts or parcels of
 land lying, being and situated in the County of SAN JUAN and State of New Mexico, to-wit:

See Attached Exhibit A

Subject to easements, conditions, restrictions and limitations of record.

To have and to hold the same; together with all rights and appurtenances to the
 same belonging, unto the said Grantees, and to His/Her successors and assigns. The
 said Grantor hereby covenanting that it and the successors and assigns of such Grantor
 shall and will WARRANT AND DEFEND the title to the premises unto the said
 Grantees, and to the successors and assigns of such Grantee forever, against the lawful

claims of all persons claiming by, through or under Grantor but none other, excepting, however, the general taxes for the calendar year ____ and thereafter and special taxes becoming a lien after the date of this deed.

GRANTEE HEREIN SHALL BE PROHIBITED FROM CONVEYING CAPTIONED PROPERTY FOR A SALES PRICE OF GREATER THAN \$74,400.00 FOR A PERIOD OF 3 MONTH(S) FROM THE DATE OF THE RECORDING OF THIS DEED. GRANTEE SHALL ALSO BE PROHIBITED FROM ENCUMBERING SUBJECT PROPERTY WITH A SECURITY INTEREST IN THE PRINCIPAL AMOUNT OF GREATER THAN \$74,400.00 FOR A PERIOD OF 3 MONTH(S) FROM THE DATE OF THE RECORDING OF THIS DEED. THESE RESTRICTIONS SHALL RUN WITH THE LAND AND ARE NOT PERSONAL TO GRANTEE.

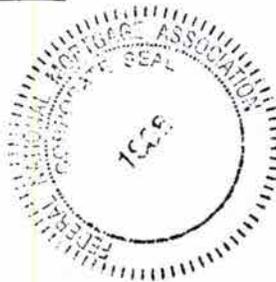
THIS RESTRICTION SHALL TERMINATE IMMEDIATELY UPON CONVEYANCE AT ANY FORECLOSURE SALE RELATED TO A MORTGAGE OR DEED OF TRUST.

This restriction shall terminate immediately upon conveyance at any foreclosure sale related to a mortgage or deed of trust.

IN WITNESS WHEREOF, the said Grantor has hereunto caused this instrument to be signed on the day and year first above written.

Grantor: Fannie Mae (AKA Federal National Mortgage Association) organized and existing under the laws of the United States of America

By: Diane E. Sanvicens
Title: ASST VICE PRESIDENT



201412545 11/10/2014 02:02 PM
2 of 4 B1579 P861 R \$25.00
San Juan County, NM DEBBIE HOLMES

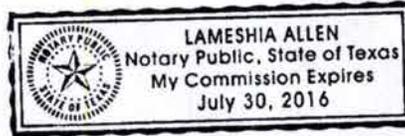
STATE OF TEXAS)
) SS
COUNTY OF DALLAS)

This instrument was acknowledged before me on Oct. 24, 2014, by Diane E. Sar..., as ASST VICE PRESIDENT of Fannie Mae (AKA Federal National Mortgage Association).

In Testimony whereof, I have hereunto set my hand and affixed my official seal in the County and State aforesaid, the day and year first written above.

L. Allen
Notary Public
Lameshia Allen
Printed Name

My Commission
Expires:



(Notary seal)



201412545 11/10/2014 02:02 PM
3 of 4 B1579 P861 R \$25.00
San Juan County, NM DEBBIE HOLMES

Lot 1, of the COLONEL (W.H.) WILLIAM'S ADDITION, in the City of Aztec, San Juan County, New Mexico, as shown on the Plat of said Addition filed for record September 28, 1927 and a tract of land Twenty-Five (25) feet in width lying West of Colonel Williams Addition, according to the recorded plat thereof, and lying between said Lot One (1) and the Twenty (20) foot alley as platted in said Addition, and also as platted in the recorded plat of the Williams Addition to the Town of Aztec, said alley lying Easterly of Lots 13 to 18, inclusive, of Block 53 of said Williams Addition, which said Twenty-Five (25) foot tract extends from Williams Street, as platted, Northerly to the center of the sand arroya, and as show on the recorded plat of sais Colonel Williams Addition and marked "Pierce" all located in the City of Aztec, San Juan County, New Mexico.



201412545 11/10/2014 02:02 PM
4 of 4 B1579 P861 R \$25.00
San Juan County, NM DEBBIE HOLMES

San Juan County Assessor's

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San Juan County Assessor Property Display for Account #: R0000780

Property Owner(s)

JABER FRANK

401 E BLANCO ST
AZTEC, NM 87410

Physical Address: 401 BLANCO ST AZTEC

">Parcel Map: [MAP PARCEL](#)

Taxing District: 2IN

Mill Rate: 0.024584

Acres: 0.3733

of Bldgs: 2

Property Value Information

	2014	2015
Gross Assessed	237425	244548
Net Assessed	79141	81516
Exemptions		
Taxable Value	79141	81516
Taxes:	2009.16	

[CLICK FOR MORE PHOTOS \(IF AVAILABLE\)](#)

Photo	Sketch
	

Property Information

Tax ID: R0000780

Type: Multi-Family

Parcel Number: 2064178108114

Business Name:

Manufactured Home VIN:

Last Records

Book: 1404

Page: 241

Doc Date: 2/17/2005

Legal
The legal description below should not be used to convey property

Section	Township	Range	QTR	QTRQTR
09	30	11	SE	SE

Subdivision

Sub Division Legal	Lot	Block
COLONEL WILLIAM'S ADDITION	Lot 2	Block:

Account Exemptions

Account Additions

Aztec Water Fees

Building Details

San Juan County Assessor's
EXPORT

Bldg#	Built AS	Type	Year Built	SQFT	Stories
1	Ranch 1 Story	Residential	1960	2112	1.00
2	Duplex Two Story	Duplex	1980	1152	2.00

Personal Property Details

Acct #	Type	Quantity	Description
NO DATA AVAILABLE			

WARRANTY DEED

JOHN S. MARTIN AND DARLENE MARTIN, HUSBAND AND WIFE, for consideration paid, grants to

FRANK JABER, A SINGLE MAN, whose address is

504 Aztec Blvd. NE, Aztec NM 87410

the following described real estate in San Juan County, New Mexico:

Lots Two (2) and Three (3) of the COLONEL WILLIAM'S ADDITION, in the City of Aztec, San Juan County, New Mexico, as shown on the Plat of said Addition filed for record September 28, 1927.

SUBJECT TO taxes for the year 2005 and thereafter; mineral reservations and/or conveyances heretofore made; and any and all easements and servitudes, public or private, of whatsoever kind or nature, in existence at the date hereof; with warranty covenants.

Witness its hand and seal this 16 day of February, 2005.

JOHN S. MARTIN N.M. Drivers License (Seal)

DARLENE MARTIN N.M. Drivers License (Seal)

ACKNOWLEDGMENT FOR NATURAL PERSONS

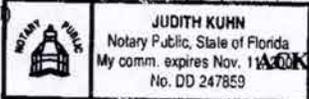
STATE OF FLORIDA)
) ss.

COUNTY OF Lee)
This instrument was acknowledged by me on February 16, 2005,

by JOHN S. MARTIN AND DARLENE MARTIN, HUSBAND AND WIFE

My commission expires: 11-11-07 (Seal)

Judith Kuhn NOTARY PUBLIC



ACKNOWLEDGMENT FOR CORPORATION

STATE OF)
) ss.

COUNTY OF)
This instrument was acknowledged by me on _____, 2005,

by _____ of _____

(NAME OF OFFICER)

(TITLE OF OFFICER)

(CORPORATION ACKNOWLEDGMENT)

a _____ corporation, on behalf of said corporation

My commission expires: (Seal)

NOTARY PUBLIC



Barcode: 200502853 02/17/2005 04:37P 1of1 B1404 P241 R 9.00 D 0.00 San Juan County, NM Clerk FRAN HANHARDT am

San Juan County Assessor's

NEW SEARCH

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HOME

TAX CALCULATOR

San Juan County Assessor Property Display for Account #: R0002346

Property Owner(s)

WESTENDORFF WILLIAM G

P.O BOX 29
DURANGO, CO 81302

Physical Address: 403 BLANCO ST AZTEC

Parcel Map: [MAP PARCEL](#)

Taxing District: 2IN

Mill Rate: 0.024584

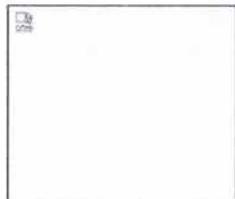
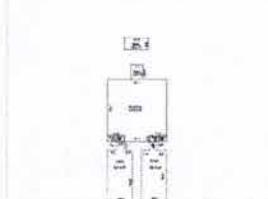
Acres: 0.1822

of Bldgs: 1

Property Value Information

	2014	2015
Gross Assessed	118584	143238
Net Assessed	39528	47746
Exemptions		0.00
Taxable Value	39528	47746
Taxes:	1003.54	

[CLICK FOR MORE PHOTOS \(IF AVAILABLE\)](#)

Photo	Sketch
	

Property Information

Tax ID: R0002346

Type: Multi-Family

Parcel Number: 2064178099111

Business Name:

Manufactured Home VIN:

Last Records

Book: 1581

Page: 174

Doc Date: 12/12/2014

Legal
The legal description below should not be used to convey property

Section	Township	Range	QTR	QTRQTR
09	30	11	SE	SE

Subdivision

Sub Division Legal	Lot	Block
COLONEL WILLIAM'S ADDITION	Lot 4	Block:

Account Exemptions

Account Additions

Aztec Water Fees

Building Details

TRACT 4

San Juan County Assessor's
BARKI

Bldg#	Built AS	Type	Year Built	SQFT	Stories
1	Duplex One Story	Duplex	2001	1594	1.00

Personal Property Details

Acct #	Type	Quantity	Description
NO DATA AVAILABLE			

WARRANTY DEED

Sarah E. Sumner, joined pro forma by Matthew Kramer, her husband
for consideration paid, grant(s) to: William G. Westendorff, a married man
as his sole and separate property

Whose address is: P.O. Box 29
Durango CO 81302

the following described real estate in San Juan County, New Mexico, to
wit:

Lot Four (4) of the COLONEL WILLIAM'S ADDITION, in the City of Aztec,
San Juan County, New Mexico, according to the Plat thereof filed for
record in the Office of the San Juan County Clerk on September 28,
1927.

Subject to easements, reservations and restrictions of record or in place.
with warranty covenants.

WITNESS my/our hand(s) and seal(s) this 12th day of December, 2014

Sarah E Sumner
Sarah E. Sumner

Matthew Kramer
Matthew Kramer

Matthew Kramer
Matthew Kramer, her Attorney in Fact

ACKNOWLEDGMENT

STATE OF NEW MEXICO
(ss)
COUNTY OF SAN JUAN

This instrument was acknowledged before me on December 12, 2014
By Matthew Kramer, individually and as Attorney in Fact for Sarah E.
Sumner, his wife

My commission expires:

(Seal)

Linda Somerhalder
Notary Public



201413924 12/12/2014 12:14 PM
1 of 1 B1581 P174 R \$25.00
San Juan County, NM DEBBIE HOLMES



AHD

San Juan County Assessor's

[NEW SEARCH](#)

[PRINT THIS PAGE](#)

[HOME](#)

[TAX CALCULATOR](#)

San Juan County Assessor Property Display for Account #: R0002087

<p>Property Owner(s)</p> <p>JP MORGAN CHASE BANK NA</p> <p>825 TECH CENTER DR GAHANNA, OH 43230</p>			<p>Physical Address: 407 BLANCO ST AZTEC</p> <p>">Parcel Map: MAP PARCEL</p> <p>Taxing District: 2IN</p> <p>Mill Rate: 0.024584</p> <p>Acres: 0.1866</p> <p># of Bldgs: 1</p> <p>CLICK FOR MORE PHOTOS (IF AVAILABLE)</p>																							
<p>Property Value Information</p> <table border="1"> <thead> <tr> <th></th> <th>2014</th> <th>2015</th> </tr> </thead> <tbody> <tr> <td>Gross Assessed</td> <td>117978</td> <td>121518</td> </tr> <tr> <td>Net Assessed</td> <td>39326</td> <td>40506</td> </tr> <tr> <td>Exemptions</td> <td></td> <td></td> </tr> <tr> <td>Taxable Value</td> <td>39326</td> <td>40506</td> </tr> <tr> <td>Taxes:</td> <td>966.79</td> <td></td> </tr> </tbody> </table>				2014	2015	Gross Assessed	117978	121518	Net Assessed	39326	40506	Exemptions			Taxable Value	39326	40506	Taxes:	966.79		<table border="1"> <thead> <tr> <th>Photo</th> <th>Sketch</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> </tr> </tbody> </table>		Photo	Sketch		
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Taxable Value	39326	40506																								
Taxes:	966.79																									
Photo	Sketch																									
																										
<p>Property Information</p> <p>Tax ID: R0002087</p> <p>Type: Residential</p> <p>Parcel Number: 2064178108094</p> <p>Business Name:</p> <p>Manufactured Home VIN:</p>			<p>Last Records</p> <p>Book: 1583</p> <p>Page: 44</p> <p>Doc Date: 2/4/2015</p>																							
<p>Legal</p> <p>The legal description below should not be used to convey property</p> <table border="1"> <thead> <tr> <th>Section</th> <th>Township</th> <th>Range</th> <th>QTR</th> <th>QTRQTR</th> </tr> </thead> <tbody> <tr> <td>09</td> <td>30</td> <td>11</td> <td>SE</td> <td>SE</td> </tr> </tbody> </table>					Section	Township	Range	QTR	QTRQTR	09	30	11	SE	SE												
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<p>Account Exemptions</p>																										
<p>Account Additions</p>																										
<p>Building Details</p>																										

San Juan County Assessor's

Bldg#	Built AS	Type	Year Built	SQFT	Stories
1	Ranch 1 Story	Residential	1987	1092	1.00

Personal Property Details

Acct #	Type	Quantity	Description
NO DATA AVAILABLE			

File for Record at Request of
And when recorded return to:

Rose L. Brand & Associates, P.C.
7430 Washington Street, NE
Albuquerque, NM 87109
(Not the Owner of the Property)



201501345 02/04/2015 10:40 AM
1 of 3 B1583 P44 R \$25.00
San Juan County, NM DEBBIE HOLMES



SPECIAL MASTER'S DEED

THIS SPECIAL MASTER'S DEED, made to be effective November 5, 2014, by
BERNADETTE F. GUTIERREZ, Special Master ("Grantor"), in favor of JPMorgan Chase
Bank, National Association, 825 Tech Center Drive, Gahanna OH 43230 ("Grantee").

WITNESSETH:

1. Grantor has been appointed Special Master in the District Court of San Juan
County, in an action styled: JPMorgan Chase Bank, National Association v. Trent E. Wertz and
Lacey L. Wertz, No. D-1116-CV-2013-01309, of the docket of the District Court. Pursuant to
the In Rem Default Judgment for Foreclosure and Order of Sale entered in said cause, Grantor
gave Notice of Sale by causing said Notice to be published in the *Farmington Daily Times*, a
newspaper published in and having a general circulation in San Juan County, in four (4)
consecutive weekly issues thereof, Grantor and/or her designee held a sale November 5, 2014 at
12:30 pm, at the front entrance of the San Juan County Courthouse, 851 Andrea Dr., Farmington,
NM 87401, all as set forth in the Notice of Sale. The highest and best bidder at the sale was the
Grantee and, in accordance with the direction of the Court, Grantor has executed and hereby
delivers this Deed. The property sold has a street address of 407 E Blanco St, Aztec, San Juan
County, New Mexico 87410, and is more particularly described as follows:

**Lot 5, and that part of Lot 6 of the COLONEL WILLIAM'S
ADDITION, in the City of Aztec, San Juan County, New**

**Mexico, as shown on the Plat of said Addition filed for record
September 28, 1927 described as follows:
BEGINNING at the Southwest corner of Lot 5;
THENCE North 19°21'00" 140.00 feet to the Northwest corner
of said Lot 5;
THENCE South 46°59'26" East 62.23 feet;
THENCE South 19°21'00" West 114.58 feet;
THENCE North 71°06'00" West 57.00 feet to the point of
beginning,**

including any improvements, fixtures, and attachments, such as, but not limited to, mobile homes. If there is a conflict between the legal description and the street address, the legal description shall control.

2. In consideration of the premises and for consideration paid and in compliance with the laws of the State of New Mexico, Grantor hereby grants to Grantee all of the right, title, and interest of the parties to said cause in and to the certain real property located in San Juan County, New Mexico, described above, together with all improvements affixed thereto, subject to indentures, covenants, restrictions, reservations, and easements of record, unpaid real property taxes and to the one (1) month right of redemption for Defendants from an entry of an order approving sale, as provided by law.



201501345 02/04/2015 10:40 AM
2 of 3 B1583 P44 R \$25.00
San Juan County, NM DEBBIE HOLMES

IN WITNESS WHEREOF, the Grantor sets her hand and seal on the day and year first above noted.

Bernadette F. Gutierrez
BERNADETTE F. GUTIERREZ, Special Master

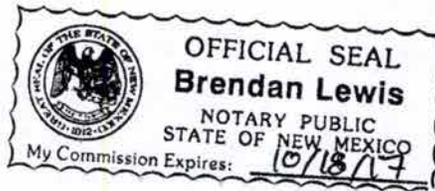
STATE OF NEW MEXICO)
) ss.
COUNTY OF Bernalillo)

The foregoing instrument was acknowledged before me this 1 day of December, 2014, by Bernadette F. Gutierrez, Special Master.

Brendan Lewis
Notary Public

My Commission Expires:

10/18/17



201501345 02/04/2015 10:40 AM
3 of 3 B1583 P44 R \$25.00
San Juan County, NM DEBBIE HOLMES

San Juan County Assessor's

[NEW SEARCH](#)

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[TAX CALCULATOR](#)

San Juan County Assessor Property Display for Account #: R0002088

Property Owner(s)

MC DONALD LOU ELLA JOY

409 BLANCO ST
AZTEC, NM 87410

Physical Address: 409 BLANCO ST AZTEC

">Parcel Map: [MAP PARCEL](#)

Taxing District: 2IN

Mill Rate: 0.024584

Acres: 0.3830

of Bldgs: 1

Property Value Information

	2014	2015
Gross Assessed	87045	89657
Net Assessed	29015	29886
Exemptions		-2000.00
Taxable Value	27015	27886
Taxes:	664.14	

[CLICK FOR MORE PHOTOS \(IF AVAILABLE\)](#)

Photo	Sketch
	

Property Information

Tax ID: R0002088

Type: Residential

Parcel Number: 2064178104089

Business Name:

Manufactured Home VIN:

Last Records

Book: 1065

Page: 51

Doc Date:

Legal
The legal description below should not be used to convey property

Section	Township	Range	QTR	QTRQTR
09	30	11	SE	SE

Subdivision

Sub Division Legal	Lot	Block
COLONEL WILLIAM'S ADDITION	Lot: 6	Block:

Account Exemptions

Head of Houshid

Account Additions

Building Details

San Juan County Assessor's

EXPORT					
Bldg#	Built AS	Type	Year Built	SQFT	Stories
1	Ranch 1 Story	Residential	1987	1092	1.00

Personal Property Details			
Acct #	Type	Quantity	Description
NO DATA AVAILABLE			

54716

51

WARRANTY DEED

KEN INC., a New Mexico corporation
 _____, for consideration paid, grant
 to LOU ELIA JOY McDONALD, a single person
 whose address is 409 Blanco St., Artec, New Mexico 87410
 the following described real estate in San Juan County, New Mexico:

That part of Lot Six (6) and Seven (7) of the COLONEL WILLIAMS ADDITION, as shown on the Plat of said Addition filed for record September 28, 1927 and a portion of the Southeast Quarter of the Southeast Quarter (SE $\frac{1}{4}$ SE $\frac{1}{4}$) of Section Nine (9) in Township Thirty (30) North of Range Eleven (11) West, E.M.P.M., San Juan County, New Mexico, described as follows:
 BEGINNING South 71°06'00" East 57.00 feet from the Southwest corner of said Lot 5 of said COLONEL WILLIAMS ADDITION;
 THENCE North 19°21'00" East 114.58 feet;
 THENCE South 46°59'26" East 28.84 feet;
 THENCE South 58°11'38" East 31.32 feet;
 THENCE South 19°21'00" West 96.40 feet;
 THENCE North 57°10'23" West 2.47 feet;
 THENCE North 71°06'00" West 54.60 feet to the point of beginning.

SUBJECT TO taxes for the year 1987 and thereafter; mineral reservations and/or conveyances heretofore made; and any and all easements and servitudes, public or private, of whatsoever kind or nature, in existence at the date hereof;

with warranty covenants.
 WITNESS its hand and seal this 12th day of February, 1987
 _____ (Seal) KEN INC. _____ (Seal)
 _____ (Seal) by: *Thomas Dannenbaum* _____ (Seal)
 Thomas Dannenbaum, Vice President

ACKNOWLEDGMENT FOR NATURAL PERSONS



STATE OF NEW MEXICO } ss.
 COUNTY OF SAN JUAN }
 The foregoing instrument was acknowledged before me this _____ day of _____, 19____
 by _____ (Name or Names of Person or Persons Acknowledging)
 My commission expires _____ (Seal) _____ Notary Public

ACKNOWLEDGMENT FOR CORPORATION

STATE OF NEW MEXICO } ss.
 COUNTY OF SAN JUAN }
 The foregoing instrument was acknowledged before me this 12th day of February, 1987
 by Thomas Dannenbaum (Name of Officer)
 Vice President of KEN INC. (Name of Corporation Acknowledging)
 a New Mexico corporation, on behalf of _____ (State of Incorporation)
 My commission expires (Seal) September 8, 1990 *Maudy* _____ Notary Public

FOR RECORDER'S USE ONLY

FILED OR RECORDED
 BOOK 1065 PAGE 51
 SAN JUAN COUNTY, NEW MEXICO

FEB 12 1987

AT 2:37 O'CLOCK P M
 Cecil Brady
 COUNTY CLERK
 DEPUTY *De # 2017094 Sup 2/*



San Juan County Assessor's

NEW SEARCH

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TAX CALCULATOR

San Juan County Assessor Property Display for Account #: R0001271

<p>Property Owner(s)</p> <p>CHURCH LATTER DAY SAINTS TAX ADM DIV 648 7692</p> <p>50 E N TEMPLE FL 22 SALT LAKE CITY, UT 84150</p>		<p>Physical Address: 406 BLANCO ST AZTEC</p> <p>">Parcel Map: MAP PARCEL</p> <p>Taxing District: 2IN</p> <p>Mill Rate: 0.031009</p> <p>Acres: 0.6100</p> <p># of Bldgs: 1</p> <p>CLICK FOR MORE PHOTOS (IF AVAILABLE)</p>																							
<p>Property Value Information</p> <table border="1"> <thead> <tr> <th></th> <th>2014</th> <th>2015</th> </tr> </thead> <tbody> <tr> <td>Gross Assessed</td> <td></td> <td>121926</td> </tr> <tr> <td>Net Assessed</td> <td></td> <td>0</td> </tr> <tr> <td>Exemptions</td> <td></td> <td>0.00</td> </tr> <tr> <td>Taxable Value</td> <td></td> <td>0</td> </tr> <tr> <td>Taxes:</td> <td>0.00</td> <td></td> </tr> </tbody> </table>			2014	2015	Gross Assessed		121926	Net Assessed		0	Exemptions		0.00	Taxable Value		0	Taxes:	0.00		<table border="1"> <thead> <tr> <th>Photo</th> <th>Sketch</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> </tr> </tbody> </table>		Photo	Sketch		
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Net Assessed		0																							
Exemptions		0.00																							
Taxable Value		0																							
Taxes:	0.00																								
Photo	Sketch																								
																									
<p>Property Information</p> <p>Tax ID: R0001271</p> <p>Type: Exempt</p> <p>Parcel Number: 2064178098089</p> <p>Business Name: USED FOR SEMINARY</p> <p>Manufactured Home VIN:</p>		<p>Last Records</p> <p>Book: 1252</p> <p>Page: 544</p> <p>Doc Date:</p>																							
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FLORA E SPRITZER LIVING TRUST	Lot: 1	Block:																							
<p>Account Exemptions</p>																									
<p>Account Additions</p>																									
<p>Building Details</p>																									

San Juan County Assessor's

Bldg#	Built AS	Type	Year Built	SQFT	Stories
1	School - Classroom	Commercial	1953	888	1.00

Personal Property Details

Acct #	Type	Quantity	Description
NO DATA AVAILABLE			

WARRANTY DEED

WALLACE B. PARKER, Trustee of the Flora E. Spitzer Living Trust under Trust Agreement dated April 26, 1984, and WALLACE B. PARKER and JERRY D. PARKER, Trustees under the Wallace B. and Guyla M. Parker Living Trust under Trust Agreement dated November 22, 1977.

for consideration paid, grant to Corporation of the Presiding Bishop of the CHURCH OF JESUS CHRIST OF LATTER DAY SAINTS, a Utah corporation, whose address is IDC Church Real Estate Division, 12th Fl. East, 50 East North Temple St. Salt Lake City, Ut 84150 the following described real estate in San Juan County, New Mexico:

A tract of land in the Southeast Quarter of the Southeast Quarter (SE1/4SE1/4) of Section Nine (9), in Township Thirty (30) North of Range Eleven (11) West, N.M.P.M., San Juan County, New Mexico, being described as follows:

BEGINNING at a point that is 125.00 feet North 19°25'00" East and 140.00 feet South 70°37'45" East and 120.00 feet North 19°25'00" East and 243.00 feet South 73°17'35" East from the Northwest corner of Lot 15 in Block 43 of the Original Townsite of Aztec, as shown on the Plat of said Subdivision filed for record September 13, 1890, being a point on the South line of Blanco Street;
THENCE South 73°17'35" East 137.00 feet;
THENCE South 30°32'56" West 222.00 feet;
THENCE North 70°37'45" West 111.70 feet along the Northeasterly boundary line of a Tract of land owned by Catherine J. Coleman and recorded in Book 1165, page 965 of the Records of said County;
THENCE North 24°12'22" East 212.18 feet to the point of beginning.

SUBJECT TO taxes for the year 199 and thereafter; mineral reservations and/or conveyances heretofore made; and any and all easements and servitudes, public or private, of whatsoever kind or nature, in existence at the date hereof.

with warranty covenants.

Witness our hands and seals this 9th day of January, 1998.
Wallace B. Parker (Seal) Jerry D. Parker (Seal)
Wallace B. Parker (Seal) _____ (Seal)
Wallace B. Parker, Trustee _____
Jerry D. Parker, Trustee

ACKNOWLEDGEMENT FOR NATURAL PERSONS

STATE OF NEW MEXICO)
COUNTY OF San Juan) ss.

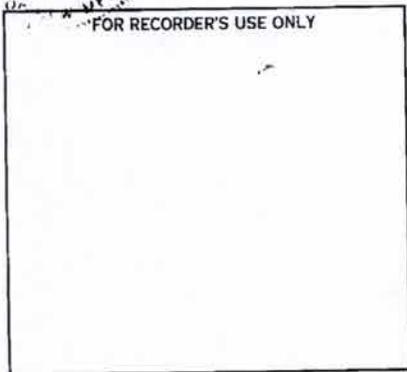
This instrument was acknowledged before me on January 9, 1998.
by Jerry D. Parker, Trustee under the Wallace B. & Guyla M. Parker Living Trust
of UTA dated November 22, 1977
My Commission expires: 2-10-99
(Seal) Connie D. Hoff
NOTARY PUBLIC

ACKNOWLEDGEMENT FOR CORPORATION

STATE OF NEW MEXICO)
COUNTY OF _____) ss.

This instrument was acknowledged before me on _____
by _____ (NAME OF OFFICER)
of _____ (TITLE OF OFFICER) of _____ (CORPORATION)
a _____ (STATE OF INCORPORATION) corporation, on behalf of said corporation

My commission expires: _____
(Seal) _____ NOTARY PUBLIC



State of Arizona

County of Pima

This instrument was acknowledged before me on January 13, 1998
(date)

by Wallace B. Parker, Trustee of the Flora E. Spitzer Living Trust UTA, dated April 26, 1984, and Trustee under the Wallace B. and Guyla M. Parker Living Trust UTA dated November 22, 1977.

Valencia
Notary Public
My Commission Expires Mar. 14, 2008
My commission expires: _____



San Juan County Assessor's

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San Juan County Assessor Property Display for Account #: R0000100

Property Owner(s)

AZTEC SCHOOL DISTRICT 2

1118 W AZTEC BLVD
AZTEC, NM 87410

Physical Address: 500 CHACO ST AZTEC

">Parcel Map: [MAP PARCEL](#)

Taxing District: 2IN

Mill Rate: 0.031009

Acres: 45.4859

of Bldgs: 14

Property Value Information

	2014	2015
Gross Assessed		12500419
Net Assessed		0
Exemptions		0.00
Taxable Value		0
Taxes:	0.00	

[CLICK FOR MORE PHOTOS \(IF AVAILABLE\)](#)

Photo	Sketch
	

Property Information

Tax ID: R0000100

Type: Exempt

Parcel Number: 2064178098043

Business Name: AZTEC HIGH SCHOOL

Manufactured Home VIN:

Last Records

Book: 67

Page: 629

Doc Date:

Legal

The legal description below should not be used to convey property

Section	Township	Range	QTR	QTRQTR
9	30	11	SE	SE

Subdivision

Sub Division Legal	Lot	Block

Account Exemptions

Account Additions

Building Details

[EXPORT](#)

San Juan County Assessor's Stage	Build No	Type	Year Built	Sq Ft	Stories
1	School - Elementary/Secondary	Commercial	2005	71744	1.00
2	Service Garage	Commercial	1960	2400	1.00
3	Multipurpose Buildings	Commercial	1960	42196	1.00
4	Office Building	Commercial	1960	504	1.00
5	Service Garage	Commercial	1980	4800	0.00
6	Light Commercial Utility	Out Building	1980	1200	1.00
7	School - Gymnasium	Commercial	1980	45895	1.00
8	School - Classroom	Commercial	1980	26432	2.00
9	Relocatable Classroom	Commercial	1980	800	1.00
10	Relocatable Classroom	Commercial	1980	800	1.00
11	Relocatable Classroom	Commercial	1980	800	1.00
12	Relocatable Classroom	Commercial	1980	800	1.00
13	Relocatable Classroom	Commercial	1980	800	1.00
14	Nursery/Greenhouse	Commercial	2005	1800	1.00

Personal Property Details

Acct #	Type	Quantity	Description
--------	------	----------	-------------

NO DATA AVAILABLE

RECORD OF WARRANTY DEEDS.

629

Annie Williams & W.H. Williams
 TO
Board of Education of Astec, N.M.

STATE OF NEW MEXICO
 County of San Juan

I hereby certify that this instrument was filed for record on the **13** day of **June** A. D. 19**22** at **2** o'clock P.M. and duly recorded in Book **67** Page **699** of the Records of said County

R.W. Bergin
 County Clerk.

Deputy

THIS INDENTURE, Made this **12th** day of **June** in the year of our Lord one thousand nine hundred and **twenty two** between **Annie Williams and W.H. Williams wife and husband** part **1st** of the first part and **Board of Education of the town of Astec, New Mexico of San Juan County Consolidated School District No. Two** part **y** of the second part

WITNESSETH, That the said part **1st** of the first part, for and in consideration of the sum of **---Two Thousand and no/100--- (\$2,000.00)** Dollars, **them** lawful money of the United States of America, in **xxx** in hand paid by the said

part **y** of the second part, the receipt whereof is hereby confessed and acknowledged, he **vs** granted, bargained, sold, raised, conveyed, released and confirmed, and by these presents do **grant, bargain, sell, remise, convey, release and confirm** unto the said part **y** of the second part, **its Successors** ~~xxx~~ and assigns forever all the following described lot **or parcel** of land and real estate, situate, lying and being in the County of San Juan, State of New Mexico, to-wit:

A fractional part of the SE 1/4 Section nine (9) Township 30 north, range 11 west, described as follows, to-wit: Beginning in the west line of the right of way of the Denver & Rio Grande Railway, at a point 550 feet from the south line of said section nine and 752 feet from the east line of said section nine thence north 34° east with the west line of said Railway right of way 260 1/2 feet, thence north 58° west 336 1/2 feet to the east bank of the Lower Animas Irrigation Ditch, thence down the east bank of said ditch with its meanderings to a point due west of the beginning corner hereof, thence east 330 feet to place of last beginning, containing 3 acres more or less as now under fence, together with sufficient water for irrigation and domestic purposes from the Astec Community Ditch.

*Land
 Camp
 No. 13
 P. 14. 13*

Together with all and singular, the lands, tenements, improvements and appurtenances thereto belonging, or in anywise appertaining, and the reversion and remainder, remainders and reversion, rents, issues and profits thereof, and all the estate, right, title, interest, claim and demand whatsoever, of the said part **1st** of the first part, either in law or equity of, in and to the above bargained premises, with the benefits and appurtenances.

TO HAVE AND TO HOLD, the said premises, above bargained and described, with the appurtenances, unto the said part **y** of the second part, **its Successors** and assigns forever. And the said part **1st** of the first part, **to themselves**, executors and administrators, doth covenant and agree, to and with the said part **y** of the second part **its Successors** and assigns, that at the time of the executing and delivery of these presents **they are** well seized of the premises above conveyed, as of a good, sure, perfect and indefeasible estate of inheritance, in law, in fee simple, and have **vs** good right, full power, and lawful authority to grant, bargain, sell and convey the same in manner and form aforesaid, and that the same are free and clear from all former and other grants, mortgages, sales, liens, taxes, assessments and incumbrances, of what kind and nature soever.

and the above bargained premises to the quiet and peaceful possession of the part **y** of the second part **its successors** heirs and assigns, against all and every person or persons lawfully claiming or to claim, the whole or any part thereof, the said part **1st** of the first part shall and will Warrant and Forever Defend.

IN WITNESS WHEREOF, the said parties **1st** of the first part have hereunto with their **s** and seals the day and year first above written.

Signed, Sealed and Delivered in Presence of
\$2.00 I.E. stamps cancelled

Annie Williams (SEAL)
W.H. Williams (SEAL)

STATE OF NEW MEXICO, }
 County of **San Juan** }
 On this **12th** day of **June** 19**22**, before me personally appeared **Annie Williams and W.H. Williams wife and husband** to me personally known to be the person **s** described in and who executed the foregoing instrument, and acknowledged that **they** executed the same as **their** free act and deed.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.
 My Commission expires **May, 18th,** 19**24**.

(seal) **George F. Brington** Notary Public

San Juan County Assessor's

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[TAX CALCULATOR](#)

San Juan County Assessor Property Display for Account #: R0001337

<p>Property Owner(s)</p> <hr/> <p>HURST JENNIFER</p> <hr/> <p>319 E CHACO ST AZTEC, NM 87410</p>			<p>Physical Address: 319 CHACO ST AZTEC</p> <p>">Parcel Map: MAP PARCEL</p> <p>Taxing District: 2IN</p> <p>Mill Rate: 0.024584</p> <p>Acres: 0.2746</p> <p># of Bldgs: 1</p> <p>CLICK FOR MORE PHOTOS (IF AVAILABLE)</p> <table border="1"> <tr> <td>Photo</td> <td>Sketch</td> </tr> <tr> <td></td> <td></td> </tr> </table>		Photo	Sketch																
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<p>Building Details</p>																						

San Juan County Assessor's

EXPORT					
Bldg#	Built AS	Type	Year Built	SQFT	Stories
1	Ranch 1 Story	Residential	1942	1374	1.00
Personal Property Details					
Acct #	Type	Quantity	Description		
NO DATA AVAILABLE					

WARRANTY DEED

Teena M. McKinney, a single woman, for consideration paid, grant to Jennifer Hurst, an unmarried woman whose address is:

319 E Chaco St, Aztec NM 87410

the following described real estate in San Juan County, New Mexico:

That part in the Southeast Quarter of the Southeast Quarter (SE1/4 SE1/4) of Section Nine (9), in Township Thirty (30) North of Range Eleven (11) West, N.M.P.M., in the City of Aztec, San Juan County, New Mexico, described as follows:
BEGINNING South 70°37' East 379.7 feet from the Southwest corner of Block 43 of the ORIGINAL TOWNSITE OF AZTEC, as shown on the Amended Plat of said Townsite filed for record November 21, 1895;
THENCE North 13°45' East 120 feet;
THENCE South 71°10' East 92 feet;
THENCE South 06°12' West 123 feet;
THENCE North 70°37' West 108 feet to the point of beginning.

SUBJECT TO taxes for the year 2011 and thereafter; mineral reservations and/or conveyances heretofore made; and any and all easements and servitudes, public or private, of whatsoever kind or nature, in existence at the date hereof;

with warranty covenants.

WITNESS our hands and seals this 22 day of Feb, 2011

Teena M. McKinney
Teena M. McKinney

ACKNOWLEDGMENT FOR NATURAL PERSONS

STATE OF NM)
COUNTY OF San Juan) SS.

Sworn to, subscribed and acknowledged before me this 22 day of Feb, 2011
by Teena M. McKinney, a single woman.

My commission expires: 4-23-12 Denise St
Notary Public



201102213 02/23/2011 03:03 PM
1 of 1 B1522 P129 R \$9.00
San Juan County, NM DEBBIE HOLMES ED



San Juan County Assessor's

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TAX CALCULATOR

San Juan County Assessor Property Display for Account #: R0001250

<p>Property Owner(s)</p> <p>SPEAR PAUL K</p> <p>309 E CHACO ST AZTEC, NM 87410</p>			<p>Physical Address: 309 CHACO ST AZTEC</p> <p>">Parcel Map: MAP PARCEL</p> <p>Taxing District: 2IN</p> <p>Mill Rate: 0.024584</p> <p>Acres: 0.2697</p> <p># of Bldgs: 1</p> <p>CLICK FOR MORE PHOTOS (IF AVAILABLE)</p>																			
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Net Assessed	58361	60112																				
Exemptions		-6000.00																				
Taxable Value	58361	54112																				
Taxes:	1487.86																					
<p>Property Information</p> <p>Tax ID: R0001250</p> <p>Type: Residential</p> <p>Parcel Number: 2064178117075</p> <p>Business Name:</p> <p>Manufactured Home VIN:</p>			<p>Last Records</p> <p>Book: 1579</p> <p>Page: 842</p> <p>Doc Date: 11/10/2014</p>																			
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San Juan County Assessor's
Building Details

EXPORT

Bldg#	Built AS	Type	Year Built	SQFT	Stories
1	Ranch 1 Story	Residential	1988	1755	1.00

Personal Property Details

Acct #	Type	Quantity	Description
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NO DATA AVAILABLE

San Juan County Assessor's

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San Juan County Assessor Property Display for Account #: R0001249

Property Owner(s)

BRUNER JERRY M AND JUNE

307 E CHACO ST
AZTEC, NM 87410

Physical Address: 307 CHACO ST AZTEC

">Parcel Map: [MAP PARCEL](#)

Taxing District: 2IN

Mill Rate: 0.024584

Acres: 0.2204

of Bldgs: 1

Property Value Information

	2014	2015
Gross Assessed	158762	166762
Net Assessed	52920	55587
Exemptions		
Taxable Value	52920	55587
Taxes:	1344.57	

[CLICK FOR MORE PHOTOS \(IF AVAILABLE\)](#)

Photo	Sketch
	

Property Information

Tax ID: R0001249

Type: Residential

Parcel Number: 2064178127075

Business Name:

Manufactured Home VIN:

Last Records

Book: 1312

Page: 170

Doc Date: 11/14/2000

Legal

The legal description below should not be used to convey property

Section	Township	Range	QTR	QTRQTR
09	30	11	SE	SE

Subdivision

Sub Division Legal	Lot	Block

Account Exemptions

Account Additions

Aztec Water Fees

Building Details

TRACT 11

San Juan County Assessor's

Bldg#	Built AS	Type	Year Built	SQFT	Stories
1	Ranch 1 Story	Residential	1986	1507	1.00

Personal Property Details

Acct #	Type	Quantity	Description
NO DATA AVAILABLE			

San Juan County Assessor's

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TAX CALCULATOR

San Juan County Assessor Property Display for Account #: R0000447

Property Owner(s)

VOORHIS MYRON R

102 N MESA VERDE AVE
AZTEC, NM 87410

Physical Address: 102 MESA VERDE AVE AZTEC

">Parcel Map: [MAP PARCEL](#)

Taxing District: 2IN

Mill Rate: 0.024584

Acres: 0.2410

of Bldgs: 1

Property Value Information

	2014	2015
Gross Assessed	69960	131009
Net Assessed	23320	43670
Exemptions		0.00
Taxable Value	17320	43670
Taxes:	473.47	

[CLICK FOR MORE PHOTOS \(IF AVAILABLE\)](#)

Photo	Sketch
	

Property Information

Tax ID: R0000447

Type: Residential

Parcel Number: 2064178140082

Business Name:

Manufactured Home VIN:

Last Records

Book: 1573

Page: 928

Doc Date: 6/19/2014

Legal
The legal description below should not be used to convey property

Section	Township	Range	QTR	QTRQTR
09	30	11	SE	SW

Subdivision

Sub Division Legal	Lot	Block
AZTEC ORIGINAL TOWNSITE	Lot: 13	Block: 43

Account Exemptions

Account Additions

Aztec Water Fees

Building Details

TRACT 12

San Juan County Assessor's
EXPORT

Bldg#	Built AS	Type	Year Built	SQFT	Stories
1	Ranch 1 Story	Residential	1910	1579	1.00

Personal Property Details

Acct #	Type	Quantity	Description
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NO DATA AVAILABLE

San Juan County Assessor's

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San Juan County Assessor Property Display for Account #: R0001268

Property Owner(s)

CASH FOR CONTRACTS INC
C/O KUCHERA JEREMY E AND REBECCA A

P O BOX 16134
LAS CRUCES, NM 88004

Property Value Information

	2014	2015
Gross Assessed	260167	237457
Net Assessed	86722	79152
Exemptions		
Taxable Value	86722	79152
Taxes:	2131.98	

Property Information

Tax ID: R0001268

Type: Residential

Parcel Number: 2064178126093

Business Name:

Manufactured Home VIN:

Physical Address: 110 MESA VERDE AVE AZTEC

">Parcel Map: [MAP PARCEL](#)

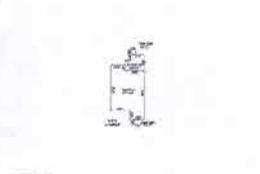
Taxing District: 2IN

Mill Rate: 0.024584

Acres: 0.7075

of Bldgs: 7

[CLICK FOR MORE PHOTOS \(IF AVAILABLE\)](#)

Photo	Sketch
	

Last Records

Book:	1584
Page:	127
Doc Date:	3/3/2015

Legal
The legal description below should not be used to convey property

Section	Township	Range	QTR	QTRQTR
09	30	11	SE	SW

Subdivision

Sub Division Legal	Lot	Block
AZTEC ORIGINAL TOWNSITE	Lot: 15	Block: 43

Account Exemptions

Account Additions

Building Details

San Juan County Assessor's

Bldg#	Built AS	Type	Year Built	SQFT	Stories
1	Ranch 1 Story	Residential	1936	721	1.00
2	Ranch 1 Story	Residential	1941	336	1.00
3	Ranch 1 Story	Residential	1941	373	1.00
4	Ranch 1 Story	Residential	1941	341	1.00
5	Ranch 1 Story	Residential	1941	449	1.00
6	Ranch 1 Story	Residential	1941	528	1.00
7	Ranch 1 Story	Residential	1941	528	1.00

Personal Property Details

Acct #	Type	Quantity	Description
NO DATA AVAILABLE			

NOTICE OF REAL ESTATE CONTRACT

OWNER(S): Atchison Investment Co., LLC,
a New Mexico limited liability company

PURCHASER(S): Jeremy E. Kuchera and Rebecca A. Kuchera, husband and wife, as joint tenants

P.O. Box 5858
Farmington Nm 87499

The above parties have entered into a Real Estate Contract as follows:

Date of Contract: October , 2013
Escrow Agent: Four Corners Escrow Service
Description of property in San Juan County, New Mexico,

to-wit:

BEGINNING at a point which is the Northwest corner of Lot Fifteen (15) in Block Forty-three (43) of ORIGINAL TOWNSITE OF AZTEC, in the City of Aztec, San Juan County, New Mexico, filed for record in the Office of the San Juan County Clerk on September 13, 1890, being more particularly described as follows:

- THENCE North 19°08' East 120.5 feet along the East right of way line of Mesa Verde;
- THENCE South 74°02' East 143.5 feet;
- THENCE North 20°50' East 117.3 feet to the South right of way of Blanco Street;
- THENCE South 70°49' East 50.0 feet along said South right of way;
- THENCE South 19°14' West 224.9 feet;
- THENCE North 70°50' West 40.0 feet;
- THENCE South 16°40' West 21.0 feet;
- THENCE North 70°48' West 157.5 feet to the point of beginning.

SUBJECT TO easements, reservations, and restrictions of record or in place.

Owners will hold legal title to the above property until the contract has been performed, then deed placed in escrow will be delivered to Purchasers. If Purchasers default for the time specified in the contract after written demand, owners may terminate the contract, record the Special Warranty Deed and be entitled to possession of the property, and all rights of the Purchasers (and all parties claiming under them) shall terminate.

Dated this 25 day of October, 2013.

Purchaser(s)

Owner(s)

Jeremy E. Kuchera
Jeremy E. Kuchera

Atchison Investment Co., LLC,
a New Mexico limited liability
Company

Rebecca A. Kuchera
Rebecca A. Kuchera

By M. Tyrell Atchison
M. Tyrell Atchison, Managing Member



201314855 10/28/2013 10:38 AM
1 of 2 B1565 P271 R \$25.00

San Juan County, NM DEBBIE HOLMES



TB

ACKNOWLEDGEMENT

STATE OF NEW MEXICO

COUNTY OF SAN JUAN

This instrument was acknowledged before me on October 25, 2013
by Jeremy E. Kuchera and Rebecca A. Kuchera, husband and wife

My commission expires: 6/17/14
(SEAL)

Michelle Buchanan
NOTARY PUBLIC



ACKNOWLEDGMENT

STATE OF NEW MEXICO

COUNTY OF SAN JUAN

This instrument was acknowledged before me on October 25, 2013
By M. Tyrell Atchison, Managing Member of Atchison Investment Co.,
LLC, a New Mexico limited liability company

6/17/14
My commission expires:
(SEAL)

Michelle Buchanan
NOTARY PUBLIC



201314855 10/28/2013 10:38 AM
2 of 2 B1565 P271 R \$25.00
San Juan County, NM DEBBIE HOLMES

**SELLER'S ASSIGNMENT of REAL ESTATE CONTRACT,
and WARRANTY DEED**

Comes now **ATCHINSON INVESTMENT CO., LLC**, a New Mexico Limited Liability Company, hereinafter referred to as "Assignor", who for a good and valuable consideration paid, the receipt of which and the sufficiency of which are hereby acknowledged, does hereby sell, assign, transfer and set over unto **CASH FOR CONTRACTS, Inc.** a New Mexico Corporation, of PO Box 16134, Las Cruces, NM 88004, hereinafter referred to as "Assignee", all of Assignor's beneficial rights, title and interests in and to that certain REAL ESTATE CONTRACT dated the 25th day of October, 2013, with Jeremy E. Kuchera and Rebecca A. Kuchera as "Buyer", hereinafter referred to as "Purchaser", for the sale and purchase of the following described real estate situate in San Juan County, New Mexico, and who does also hereby grant, bargain, sell and convey to Assignee, with warranty covenants, subject to the said REAL ESTATE CONTRACT, and including any interest therein which Assignor may hereafter acquire, the following described real estate situate in San Juan County, State of New Mexico, to wit:

Part of the SW/4SE/4 and part of the SE/4SE/4 of Section 9 in Twp. 30 N. of Rge. 11 W., N.M.P.M., San Juan County, New Mexico, as more fully described on Exhibit "A", attached hereto and made a part hereof,

SUBJECT TO all reservations contained in the Patent, property taxes for 2015 and subsequent years, and all covenants, easements and restrictions of record or in place.

The REAL ESTATE CONTRACT (or Notice or Memorandum thereof) was recorded on October 28, 2013 in Book 1565, Page 271, as Document No. 201314855 of the County Clerk's records of San Juan County, New Mexico.

Assignor covenants, warrants and represents that as of this date, there remains due, owing and unpaid the principal sum of \$254,077.81, more or less, with interest thereon as specified in said REAL ESTATE CONTRACT from February 4, 2015, without offset nor defense of any kind, and further that Assignor has not pledged, sold, assigned nor conveyed in any fashion this REAL ESTATE CONTRACT to any other party at any time prior to the date of this document. Assignor has had no notice or indication of any application for relief under the Bankruptcy Act by the above named Purchaser. Assignor is not involved in any Bankruptcy proceedings, has no IRS nor state tax liens/judgments outstanding and is not involved in any litigation involving this REAL ESTATE CONTRACT or property. To the best of Assignor's knowledge and belief, there has been no toxic waste nor environmental contamination to the above described real property or adjacent properties.

Assignor attests there are no ongoing disputes between Assignor and the Purchaser concerning the sale and/or representations made in connection therewith, and Assignor attests there are no un-satisfied agreements obligating Assignor to make repairs, improvements or other actions for the benefit of the Purchaser, and Assignor hereby agrees to hold harmless and indemnify Assignee for any misrepresentation made in the original sale of said real estate, and from any suits, claims, demands, liabilities and actions (including costs and expenses of defending against any such suits, claims, demands, liabilities and actions, specifically including attorney fees), and understands and agrees that Assignee is assuming no obligation by accepting this SELLER'S ASSIGNMENT of REAL ESTATE CONTRACT, and WARRANTY DEED.

Assignment.doc



201502464 03/03/2015 01:21 PM
1 of 3 B1584 P126 R \$25.00

San Juan County, NM DEBBIE HOLMES



EXHIBIT "A"

LEGAL DESCRIPTION

BEGINNING at a point which is the Northwest corner of Lot Fifteen (15) in Block Forty-Three (43) of the ORIGINAL TOWNSITE OF AZTEC, in the City of Aztec, San Juan County, New Mexico, filed for record September 13, 1890;

THENCE North 19°08' East 120.5 feet along the East right-of-way line of Mesa Verde Avenue;

THENCE South 74°02' East 143.5 feet;

THENCE North 20°50' East 117.3 feet to the South right-of-way line of Blanco Street;

THENCE South 70°49' East 50.0 feet along said South right-of-way;

THENCE South 19°14' West 224.9 feet;

THENCE North 70°50' West 40.0 feet;

THENCE South 16°40' West 21.0 feet;

THENCE North 70°48' West 157.5 feet to the point of beginning;

The above described tract being part of the Southwest Quarter of the Southeast Quarter (SW1/4SE1/4) and the Southeast Quarter of the Southeast Quarter (SE1/4SE1/4) of Section Nine (9) in Township Thirty (30) North of Range Eleven (11), West, N.M.P.M., San Juan County, New Mexico, and included in the above description are Lots 16, 17, 18, 19 and 20, in Block 43 of the ORIGINAL TOWNSITE OF AZTEC, in the City of Aztec, San Juan County, New Mexico, as shown on the Plat of said Subdivision filed for record September 13, 1890.



201502464 03/03/2015 01:21 PM

3 of 3 B1584 P126 R \$25.00

San Juan County, NM DEBBIE HOLMES

130276

WARRANTY DEED

Daylee Atchison, an unmarried woman, for consideration paid, grants to Cash for Contracts, Inc., a New Mexico Corporation, whose address is:

P.O. Box 16134 Las Cruces, NM 88004 the

following described real estate in San Juan County, New Mexico:

BEGINNING at a point which is the Northwest corner of Lot Fifteen (15) in Block Forty-Three (43) of the ORIGINAL TOWNSITE OF AZTEC, in the City of Aztec, San Juan County, New Mexico, filed for record September 13, 1890;

THENCE North 19°08' East 120.5 feet along the East right-of-way line of Mesa Verde Avenue;

THENCE South 74°02' East 143.5 feet;

THENCE North 20°50' East 117.3 feet to the South right-of-way line of Blanco Street;

THENCE South 70°49' East 50.0 feet along said South right-of-way;

THENCE South 19°14' West 224.9 feet;

THENCE North 70°50' West 40.0 feet;

THENCE South 16°40' West 21.0 feet;

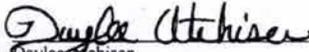
THENCE North 70°48' West 157.5 feet to the point of beginning;

The above described tract being part of the Southwest Quarter of the Southeast Quarter (SW1/4SE1/4) and the Southeast Quarter of the Southeast Quarter (SE1/4SE1/4) of Section Nine (9) in Township Thirty (30) North of Range Eleven (11), West, N.M.P.M., San Juan County, New Mexico, and included in the above description are Lots 16, 17, 18, 19 and 20, in Block 43 of the ORIGINAL TOWNSITE OF AZTEC, in the City of Aztec, San Juan County, New Mexico, as shown on the Plat of said Subdivision filed for record September 13, 1890.

SUBJECT TO taxes for the year 2015 and thereafter; mineral reservations and/or conveyances heretofore made; and any and all easements and servitudes, public or private, of whatsoever kind or nature, in existence at the date hereof;

with warranty covenants.

WITNESS our hands and seals this 3rd day of March, 2015.

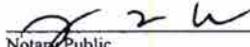

Daylee Atchison

ACKNOWLEDGMENT FOR NATURAL PERSONS

STATE OF NEW MEXICO)
) SS.
COUNTY OF SAN JUAN)

This instrument was acknowledged before me on the 3rd day of March, 2015 by Daylee Atchison, an unmarried woman.

My commission expires: March 18, 2018


Notary Public



201502465 03/03/2015 01:21 PM
1 of 1 B1584 P127 R \$25.00
San Juan County, NM DEBBIE HOLMES



San Juan County Assessor's

NEW SEARCH

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TAX CALCULATOR

San Juan County Assessor Property Display for Account #: R0000369

Property Owner(s)

CHAVEZ ANNA M

116 N MESA VERDE
AZTEC, NM 87410

Physical Address: 116 MESA VERDE AVE AZTEC

">Parcel Map: [MAP PARCEL](#)

Taxing District: 2IN

Mill Rate: 0.024584

Acres: 0.1607

of Bldgs: 1

Property Value Information

	2014	2015
Gross Assessed	43209	44505
Net Assessed	14403	14835
Exemptions		-2000.00
Taxable Value	12403	12835
Taxes:	336.69	

[CLICK FOR MORE PHOTOS \(IF AVAILABLE\)](#)

Photo	Sketch
	

Property Information

Tax ID: R0000369

Type: Residential

Parcel Number: 2064178134098

Business Name:

Manufactured Home VIN:

Last Records

Book: 1168

Page: 878

Doc Date:

Legal

The legal description below should not be used to convey property

Section	Township	Range	QTR	QTRQTR
09	30	11	SE	SW

Subdivision

Sub Division Legal	Lot	Block
WILLIAMS ADDITION	Lot: 21	Block:

Account Exemptions

Head of Houshid

Account Additions

Aztec Water Fees

San Juan County Assessor's
Building Details

EXPORT					
Bldg#	Built AS	Type	Year Built	SQFT	Stories
1	Ranch 1 Story	Residential	1936	880	1.00

Personal Property Details

Acct #	Type	Quantity	Description
NO DATA AVAILABLE			

WARRANTY DEED

DAVID MARIO CHAVEZ and GRACE C. CHAVEZ, husband and wife, as
Joint Tenants, for consideration paid, grant
to ANNA MARIA CHAVEZ, a single woman

whose address is 116 North Mesa Verde
Aztec, New Mexico 87410

the following described real estate in San Juan County, New Mexico:

LOTS TWENTY-ONE (21) and TWENTY-TWO (22) in the WILLIAMS
ADDITION to the (original townsite) town of Aztec, New
Mexico, according to the plat thereof, on file in the
office of the County Clerk, San Juan County, New Mexico.

Subject to restrictions and reservations of record.

with warranty covenants.
WITNESS hand and seal this 9th day of November, 1992

(Seal) [Signature] (Seal)
DAVID MARIO CHAVEZ

(Seal) [Signature] (Seal)
GRACE C. CHAVEZ

ACKNOWLEDGMENT FOR NATURAL PERSONS

STATE OF NEW MEXICO

COUNTY OF SAN JUAN

ss.

The foregoing instrument was acknowledged before me this 9th day of November, 1992

by David Mario Chavez and Grace C. Chavez
(same or Names of Person or Persons Acknowledging)

My commission expires June 19, 1995
(Seal) OF NEW MEXICO

[Signature]
Notary Public

ACKNOWLEDGMENT FOR CORPORATION

STATE OF NEW MEXICO

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____

day of _____, 19____

by _____ (Name of Officer)

of _____ (Name of Corporation Acknowledging)

corporation, on behalf of said corporation.

My commission expires: _____

(Seal) _____ Notary Public

FOR RECORDER'S USE ONLY

FILED OR RECORDED
BOOK 1168 PAGE 878
SAN JUAN COUNTY, NEW MEXICO

SEP 09 1993

10:18 O'CLOCK A M

[Signature]
DEPUTY COUNTY CLERK
REC 201501/TS



San Juan County Assessor's

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San Juan County Assessor Property Display for Account #: R0000973

Property Owner(s)

OSBORNE HOYLE M JR AND VOSS JANE R

122 N MESA VERDE
AZTEC, NM 87410

Physical Address: 122 MESA VERDE AVE AZTEC

">Parcel Map: [MAP PARCEL](#)

Taxing District: 2IN

Mill Rate: 0.024584

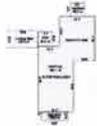
Acres: 0.2250

of Bldgs: 1

Property Value Information

	2014	2015
Gross Assessed	125631	129400
Net Assessed	41877	43134
Exemptions		-2000.00
Taxable Value	39877	41134
Taxes:	1024.83	

[CLICK FOR MORE PHOTOS \(IF AVAILABLE\)](#)

Photo	Sketch
	

Property Information

Tax ID: R0000973

Type: Residential

Parcel Number: 2064178134104

Business Name:

Manufactured Home VIN:

Last Records

Book: 1342

Page: 716

Doc Date: 5/20/2002

Legal
The legal description below should not be used to convey property

Section	Township	Range	QTR	QTRQTR
09	30	11	SE	SW

Subdivision

Sub Division Legal	Lot	Block
WILLIAMS ADDITION	Lot: 23	Block: 43

Account Exemptions

Head of Houshld

Account Additions

Aztec Water Fees

San Juan County Assessor's
Building Details

EXPORT

Bldg#	Built AS	Type	Year Built	SQFT	Stories
1	Ranch 1 Story	Residential	1942	1697	1.00

Personal Property Details

Acct #	Type	Quantity	Description
--------	------	----------	-------------

NO DATA AVAILABLE

WARRANTY DEED (Joint Tenants)

HERBERT L. KOON and RACHEL P. KOON, husband and wife

for consideration paid, grant to HOYLE M. OSBORNE, JR., a single man and JANE R. VOSS, a single woman

whose address is 122 N. Mesa Verde, Aztec, New Mexico 87410

~~XXXX~~

~~XXXXXXXXXX~~

as joint tenants the following described real estate in San Juan County, New Mexico:

Lots Twenty-Three (23) and Twenty-Four (24) of Block Forty-Three (43) of the WILLIAMS ADDITION, in the City of Aztec, San Juan County, New Mexico, as shown on the Plat of said Addition filed for record January 12, 1903; also a strip of land bounded on the South by Lot 24 of Block 43 of said Williams Addition, and on the North by Blanco Street, said strip of land being 20 feet wide, more or less;

SUBJECT TO taxes for the year 1992 and thereafter; mineral reservations and/or conveyances heretofore made; and any and all easements and servitudes, public or private, of whatsoever kind or nature, in existence at the date hereof;

200208846 05/20/2002 04:02P
1of1 B1342 P716 R 5.00 D 3.00
San Juan County, NM Clerk FRAN HANHARDT *J. Seibel*



with warranty covenants.

WITNESS OUR hand and seal this 4th day of September, 19 92
Herbert L. Koon (Seal) *Rachel P. Koon*
Herbert L. Koon Rachel P. Koon by her attorney-in-fact
Delene Perkins (Seal)
Delene Perkins (Seal)

ACKNOWLEDGMENT FOR NATURAL PERSONS

STATE OF NEW MEXICO

COUNTY OF CHAVES

The foregoing instrument was acknowledged before me this 4th day of September, 1992 by DELENE PERKINS, attorney-in-fact on behalf of RACHEL P. KOON, wife of HERBERT L. KOON, (Name or Names of Person or Persons Acknowledging)

My commission expires: June 1, 1995 (Seal)

Jessica Gray
Notary Public



ACKNOWLEDGMENT FOR NATURAL PERSONS

STATE OF NEW MEXICO

COUNTY OF Valencia

The foregoing instrument was acknowledged before me this 9th day of September, 1992 by HERBERT L. KOON, husband of RACHEL P. KOON

Frank of Co...
Notary Public
My commission expires: August 7, 1994



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San Juan County Assessor's

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San Juan County Assessor Property Display for Account #: R0001493

Property Owner(s)

CASADOS JEFFREY L AND NANCY K

202 N MESA VERDE AVE
AZTEC, NM 87410

Physical Address: 202 MESA VERDE AVE AZTEC

Parcel Map: [MAP PARCEL](#)

Taxing District: 2IN

Mill Rate: 0.024584

Acres: 0.5434

of Bldgs: 1

Property Value Information

	2014	2015
Gross Assessed	106214	109401
Net Assessed	35405	36467
Exemptions		
Taxable Value	35405	36467
Taxes:	979.72	

[CLICK FOR MORE PHOTOS \(IF AVAILABLE\)](#)

Photo	Sketch
	

Property Information

Tax ID: R0001493

Type: Residential

Parcel Number: 2064178126122

Business Name:

Manufactured Home VIN:

Last Records

Book: 1240

Page: 199

Doc Date:

Legal
The legal description below should not be used to convey property

Section	Township	Range	QTR	QTRQTR
09	30	11	SE	SE

Subdivision

Sub Division Legal	Lot	Block
WILLIAMS ADDITION	Lot: 13	Block: 53

Account Exemptions

Account Additions

Aztec Water Fees

Building Details

TRACT 16

San Juan County Assessor's
EXPORT

Bldg#	Built AS	Type	Year Built	SQFT	Stories
1	2 Story	Residential	1942	1860	2.00

Personal Property Details

Acct #	Type	Quantity	Description
NO DATA AVAILABLE			

SF 1 • SHORT FORM WARRANTY DEED(NMSF-1812) (REV.9/93) • NEW MEXICO STATUTORY FORM

WARRANTY DEED

LILLIE C. SELPH, A SINGLE PERSON

for consideration paid, grant

to JEFFREY L. CASADOS AND NANCY K. CASADOS, HUSBAND AND WIFE,

whose address is 202 N. Mesa Verde, Aztec, New Mexico 87410

the following described real estate in SAN JUAN County, New Mexico:

Lots Thirteen (13), Fourteen (14), Fifteen (15), Sixteen (16), Seventeen (17), and Eighteen (18), in Block Fifty-three (53) of WILLIAMS ADDITION to the City of Aztec, San Juan County, New Mexico, as shown on the plat of said Addition filed for record January 12, 1903.

with warranty covenants.

Witness my hand and seal this 22 day of June, 1997

Lillie C. Selph (Seal) _____ (Seal)
LILLIE C. SELPH (Seal) _____ (Seal)

ACKNOWLEDGEMENT FOR NATURAL PERSONS

STATE OF NEW MEXICO)
COUNTY OF SAN JUAN) ss.

This instrument was acknowledged before me on 22 day of June, 1997

by LILLIE C. Selph, A Single Person

My commission expires January 15, 2001
(Seal)

Patricia J. Herrod
NOTARY PUBLIC

ACKNOWLEDGEMENT FOR CORPORATION

STATE OF NEW MEXICO)
COUNTY OF _____) ss.

This instrument was acknowledged before me on _____

by _____ (NAME OF OFFICER)

_____ (TITLE OF OFFICER) of _____ (CORPORATION ACKNOWLEDGED)

a _____ (STATE OF INCORPORATION) corporation, on behalf of said corporation

My commission expires _____

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9708409 B-1240 P-199 06/06/1997 02:35P PG 1 OF 1 REC 5.00 LXC 2.00 NOT 0.00
CAROL BANDY, CLERK SAN JUAN COUNTY, NEW MEXICO

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AFTER RECORDING RETURN TO: COMMERCIAL CREDIT PLAN, INC.
MAY 22 '97 12:02 P.O. Box 271620, Oklahoma City, OK 73127



909 W. APACHE ▲ FARMINGTON, NM 87401
(505) 327-3303 ▲ FAX (505) 327-1471 ▲ www.c-w-e.com

April 30, 2015

Mr. William M. Homka
Community Development Director
City of Aztec
201 W. Chaco
Aztec, NM 87410

Re: Tigers Run Subdivision

Dear Mr. Homka:

Please find enclosed a preliminary application package for the Tigers Run Subdivision which includes the application, preliminary plat, an adjacent property owner list, stamped and addressed envelopes to all property owners within 100' and a check in the amount of \$206.00 for review fees. Please review and forward your comments to our office as soon as possible.

Sincerely yours,

CHENEY ▲ WALTERS ▲ ECHOLS, INC.

George T. Walters, P.S.
President

GTW:ls 15445

Enclosures

xc: Russ Allen

APPENDIX C
APPLICATION FOR PRELIMINARY PLAT APPROVAL
(To be filed with the Planning Department)

Date: 4-28-15

1. Name of Subdivision: Tigers Run
2. Name of Applicant: Russell Allen Phone: 505-330-6158
Address of Applicant: 22 Rd 2980 Aztec NM 87410
(Street No. and Name, City, State, Zip Code)
3. Name of Local Agent: Same As Above Phone: _____
Address of Local Agent: _____
(Street No. and Name, City, State, Zip Code)
4. Name Owner of Record: Triple Eagle Construction Phone: 505-330-6158
Address of Owner of Record: 22 Rd 2980 Aztec NM 87410
(Street No. and Name, City, State, Zip Code)
5. Name of Engineer: _____ Phone: _____
Address of Engineer: _____
(Street No. and Name, City, State, Zip Code)
6. Name of Land Surveyor: Chong / Waters / Echols Phone: _____
Address of Land Surveyor: _____
(Street No. and Name, City, State, Zip Code)
7. Name of Attorney: _____ Phone: _____
Address of Attorney: _____
(Street No. and Name, City, State, Zip Code)
8. Subdivision Location: _____
9. Postal Delivery Area: _____
School District: _____
10. Total Acreage: 1
Zoning District: _____
Number of Lots: 3
11. Is any open space being offered as part of this subdivision application? NO
12. Has City Commission granted any variance, exception, or special permit concerning this property? NO
If so, please describe: _____
13. Is any variance from the Subdivision Regulations Requested? Yes
If so, please describe: Depth to width ratio
14. Proposed Classification of Subdivision: _____ MAJOR OR MINOR

15. Attach seven (7) copies of Preliminary Plat.

The applicant hereby consents to the provisions of Section 23-3-19 (4) of the subdivision regulations providing that the decision of the City Commission shall be made within thirty (30) days after the close of the public hearing on final plat approval.

List all contiguous holdings in the same ownership (as defined in the Subdivision Regulations).

Section: _____ Lot(s): _____

Attached hereto is an affidavit of ownership indicating the dates the respective holdings of land were acquired, together with the book and page of each conveyance into the present owner as recorded in the San Juan County Clerks Office. This affidavit shall indicate the legal owner of the property, the contract owner of the property, and the date the contract of sale was executed. IN THE EVENT OF CORPORATE OWNERSHIP: A list of all directors, officers, and stockholders of each corporation owning more than five percent (5%) of any class of stock must be attached.

STATE OF NEW MEXICO
COUNTY OF SAN JUAN, SS:

I, [Signature] hereby depose and say that all of the above statements and the statements contained in the papers submitted herewith are true.

Name: Russell J Allen
Mailing Address: 22 Rd 2980 Aztec Nm 87410
(Street, City, State, Zip Code)

Subscribed and sworn to before me this 28th day of April 2015

Aztec, NM 87410
(City, State, Zip Code)

Paula J Thomasser

MY COMMISSION EXPIRES:

Aug 21, 2016

